

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #938

DATE: February 21, 2017

PLACE: **Oak Park High School Presentation Room – G-9**  
899 N. Kanan Road, Oak Park, CA 91377

TIME: **5:00 p.m. Closed Session – G9**  
**6:00 p.m. Open Session – G9**

*The Mission of the Oak Park Unified School District is to provide students with a strong foundation for learning, which meets the challenge of the present and of the future through a balanced education, that includes academic achievement, personal growth and social responsibility.*

**BOARD OF EDUCATION**

**Drew Hazelton, President**  
**Derek Ross, Vice President**  
**Denise Helfstein, Clerk**  
**Barbara Laifman, Member**  
**Allen Rosen, Member**  
**Meghan Cleary, Student Board Member**



*Educating Compassionate and Creative Global Citizens*

**ADMINISTRATION**

**Dr. Anthony W. Knight, Superintendent**  
**Ragini Aggarwal, Executive Assistant**  
**Martin Klauss, Assistant Superintendent, Business & Administrative Services**  
**Dr. Leslie Heilbron, Assistant Superintendent, Human Resources**  
**Dr. Jay Greenlinger, Director Curriculum and Instruction**  
**Enoch Kwok, Director, Educational Technology & Information Systems**  
**Susan Roberts, Director, Pupil Services**  
**Cliff Moore, Consultant**

**COPY OF ENTIRE AGENDA ON WEB SITE**

[www.opusd.org](http://www.opusd.org)

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: [raggarwal@opusd.org](mailto:raggarwal@opusd.org)

Welcome to a meeting of the Oak Park Unified School District Board of Education. Routine items are placed under the Consent Calendar and are approved by a single vote of the Board. When the agenda is adopted, a member of the Board may pull an item from the Consent Calendar and transfer the item to an appropriate place on the agenda for discussion.

The President of the Board shall inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the closed session agenda, regular session agenda, or on any issue within the subject matter jurisdiction of the Governing Board. The speaker cards are available in the Board Room and must be completed and handed to Ragini Aggarwal, Executive Assistant, prior to the beginning of the meeting. All comments for either agenda items or non-agenda items must be limited to three minutes or less.

Your comments are greatly appreciated. However, the Board cannot enter into a formal discussion at this time, nor can a decision be made. Matters warranting discussion will be placed on a future agenda. The information on the speaker card is voluntary but will assist the Board President in conducting the meeting. Thank you for your cooperation and compliance with these guidelines

*All Board Actions and Discussion are electronically recorded and maintained for thirty days.  
Interested parties may review the recording upon request.*

*Agenda and supporting documents are available for review prior to the meeting at the District Office located at 5801 Conifer Street, Oak Park, CA 91377*

**NEXT REGULAR MEETING**

**Tuesday, March 21, 2017**

**Closed Session at 5:00 p.m.      Open Session at 6:00 p.m.**

**Oak Park High School, Presentation Room, G9**

**AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:**

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

**Medea Creek Middle School, 1002 Double Tree Rd**

**Oak Park High School, 899 N. Kanan Rd.**

**Oak View High School, 5701 East Conifer St**

**Oak Park Library, 899 N. Kanan Rd.**

**Internet Home Page: <http://www.opusd.org/>**

**OAK PARK UNIFIED SCHOOL DISTRICT  
AGENDA – REGULAR BOARD MEETING #938  
February 21, 2017**

**CALL TO ORDER – Followed by Public Comments/5:00 p.m.**  
**CLOSED SESSION: 5:00 p.m.**  
**OPEN SESSION: 6:00 p.m.**

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G-9**, Oak Park, California.

**I. CALL TO ORDER: \_\_\_\_\_ p.m.**

**II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS**

**III. RECESS TO CLOSED SESSION FOR DISCUSSION AND/OR ACTION ON THE FOLLOWING ITEMS:**

**A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**B. PUBLIC EMPLOYEE EMPLOYMENT :** Student Worker – Food Service, Health Tech Sub, Campus Supervisor Sub, Custodial Subs, Instructional Assistant 1 Reading, Instructional Assistant II Special Ed, Instructional Assistant II Special Ed Sub, Instructional Assistant II Special Ed Sub – Temp, Instructional Assistants III Behavior, Guest Teachers, Interim Principal, Construction Manager

**C. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Leslie Heilbron and Martin Klaus  
Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

**IV: CALL TO ORDER – RECONVENE IN OPEN SESSION AT: \_\_\_\_\_ p.m.**

**A. ROLL CALL**

**B. FLAG SALUTE**

**C. REPORT OF CLOSED SESSION ACTIONS TAKEN**

**D. ADOPTION OF AGENDA**

**V. PUBLIC SPEAKERS: SPEAKERS ON AGENDA AND NON-AGENDA ITEMS**

**VI. OPEN COMMUNICATIONS/PRESENTATIONS**

**A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS**

1. Presentation to Oak Park High School Academic Decathlon Team
2. Presentation of the Partners in Education Award to Brenna Gutell

3. Remarks from Board Members
4. Remarks from Student Board Member
5. Remarks from Superintendent
6. Report from School Site Councils
7. Report from Oak Park Education Foundation
8. Discussion and Updates on District of Choice
9. Presentation on California's New Accountability Dashboard

**B. BUSINESS SESSION:**

**1. CONSENT AGENDA**

*Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.*

*At the request of any member of the Board, any item on the Consent Agenda shall be removed and given individual consideration for action as a regular agenda item.*

- a. [Approve Minutes of Special Board Meeting January 12, 2017 and Regular Board Meeting January 17, 2017](#)
- b. [Public Employee/Employment Changes 01CL23314-01CL23348 & 01CE08166-01CE08194](#)
- c. [Approve Purchase Orders –January 1-31, 2017](#)  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. [Approve Overnight Trip for Oak Park High School Athletic Teams to Attend Winter CIF Play-offs](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America \(FBLA\) Team Member – March 9-10, 2017](#)
- f. [Approve Overnight Trip for Oak Park High School Boys' Volleyball Team – March 10-12, 2017](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- g. [Approve Overnight Trip for Oak Park High School's Health Occupational Students of America Club Members – March 16-19, 2017](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- h. [Approve Overnight Trip for Oak Park High School Technology Students Association Club – March 25-26, 2017](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- i. [Approve Overnight Trip for Oak Park High School Athletic Teams to Attend Spring CIF Play-offs](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- j. [Approve Renewal Agreement for Audit Services](#)  
*Board policy 3312 requires Board approval for contract of services*

**ACTION**

**2. BUSINESS SERVICES**

- a. [Approve Projected Enrollment of New InterDistrict Students for 2017-2018](#)  
*According to provisions of DOC program, the Board is required to approve projected enrollment of new interdistrict students*
- b. [Approve Resolution #17-03 - 2017 Oak Park Schools Education Foundation to Offer Fee Based Summer School Program](#)  
*Board approval required to allow Friends of Oak Park Schools to conduct Summer School*

- c. [Approve Resolution #17-04, Authorizing the Issuance of Oak Park Unified School District \(Ventura County, California\) Election of 2016 General Obligation Bonds, Series A, and Actions Related Thereto](#)  
*Board approval required for Authorizing the Issuance of bonds*
- d. [Approve Reimbursement Resolution #17-05, Declaring District Intent to Advance Funds for Measure S Projects, to be Reimbursed Upon Issuance of Measure S Tax-Exempt General Obligation Bonds](#)  
*Board approval required for Authorizing the Reimbursement of bonds*
- e. [Approve Process for Recruitment and Appointment of Oak Park Citizens' Oversight Committee Members for 2017-18 Term](#)  
*Board approval required to begin process for recruitment*
- f. [Authorize Project to be Funded from Bond Measures R and C6 –Art Court at Oak Park High School](#)  
*Board approval required for Measure C6 and Measure R Bond purchases*
- g. [Approve Measure C6 Bond Fund Purchase – Physical Education and Athletic Safety Equipment for Oak Park High School](#)  
*Board approval required for Measure C6 Bond purchases*
- h. [Approve Measure C6 Bond Fund Equipment Purchase - LCD Projector Refresh Program for 2016-17 School Year](#)  
*Board approval required for Measure C6 Bond purchases*
- i. [Approve Measure C6 Bond Fund Classroom Technology Equipment Purchase – Project 17-04C, Chromebook Carts for Oak Park High](#)  
*Board approval required for Measure C6 Bond purchases*

### 3. HUMAN RESOURCES

- a. [Approve Resolution #17-06 – Release Temporary Certificated Employees #1 Through #9](#)  
*Board approval required to reduce or discontinue particular kinds of service in the 2017-18 school year*
- b. [Approve Resolution #17-07 – Determination of Seniority Among Employees with the Same Seniority Date \(“Tie Breaker Resolution”\)](#)  
*Board approval required for Tie Breaker Resolution*
- c. [Approve Resolution #17-08 - Reducing or Discontinuing Particular Kinds of Service](#)  
*Board approval required to release temporary employees*
- d. [Approve Resolution #17-09 – Regarding Administrative Release and Reassignment](#)  
*Board approval required to release and reassign administrative employees*

### 4. CURRICULUM

- a. [Approve Revised Physical Education Requirements for Oak Park High School](#)  
*Board approval required for changes to programs*
- b. [Discuss Development of 2017-18 Local Control Accountability Plan](#)  
*Staff will present information on the development of 2017-18 Local Control Accountability Plan development*

### 5. BOARD

- a. [Approve Dates Changes for June Board Meetings](#)  
*Board approval required to change dates of Board Meetings*
- b. [Approve 2017 CSBA Delegate Assembly Election of Candidates](#)  
*Board is asked to vote on candidates running for Delegate Assembly election*

## 6. BOARD POLICIES

### a. [Approve Amendment to Board Bylaw 9323 Meeting Conduct - First Reading](#)

*Board Bylaw updated to reflect NEW LAW (AB 1787, 2016) which requires the board to provide a member of the public who uses a translator at least twice the allotted time to address the board during board meetings, unless simultaneous translation equipment is used. Bylaw also clarifies that the board may refer a member of the public to an appropriate complaint procedure, but cannot prohibit criticism of district employees, programs, or policies during a board meeting.*

### b. [Approve Amendment to Board Bylaw 9240 – Board Training - First Reading](#)

*Board Bylaw retitled and updated to address the purposes and importance of board training, recommended topics of training for new and first-term board members, and the district's process for selecting board training activities. The bylaw also reinforces the prohibition against a majority of the board members discussing district business of a specific nature while attending a conference or similar public gathering.*

### c. [Approve Amendment to Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures– First Reading](#)

*Mandated Board policy and regulation updated to reflect programs that must be investigated in accordance with the uniform complaint procedures (UCP), as listed on the California Department of Education's 2016/17 UCP Checklist. Mandated administrative regulation revised to clarify required annual notification and complaint filing requirements, and to provide for equitable treatment of a respondent to a complaint as required under federal law.*

### d. [Approve Amendment to Board Policy and Administrative Regulation 4119.11/4219.11/4319.11 – Sexual Harassment - First Reading](#)

*Board policy and regulation updated to reflect NEW STATE REGULATIONS (Register 2015, No. 50), as renumbered, which extend protections against sexual harassment to unpaid interns and volunteers, require districts to instruct supervisors to report complaints, and revise requirements pertaining to the training of supervisory employees.*

### e. [Approve Amendment to Board Policy 6142.4 – Service Learning/Community Service Classes -First Reading](#)

*Board Policy updated to emphasize the academic benefits of service learning or community service classes, reflect the inclusion of service learning in the History-Social Science Framework for California Public Schools adopted by the State Board of Education in July 2016, reflect the elimination of state and federal sources of funding for service learning, and delete material on the development of a plan for service learning.*

## VII INFORMATION ITEMS

1. [Monthly Enrollment and Attendance Report](#)
2. [Monthly Cash Flow Report](#)

## VIII. OPEN DISCUSSION

## IX. ADJOURNMENT:

There being no further business before this Board, the meeting is declare adjourned at \_\_\_\_ p.m.

## X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

1. [Brookside Elementary School Report](#)
2. [Oak Hills Elementary School Report](#)
3. [Red Oak Elementary School Report](#)
4. [Medea Creek Middle School Report](#)
5. [Oak Park High School Report](#)
6. [Oak View High School/Oak Park Independent School](#)
7. [Oak Park Neighborhood School](#)

**MINUTES OF SPECIAL BOARD MEETING  
BOARD OF EDUCATION**

**1-12-17**

**#936**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Drew Hazelton, called the special meeting to order at 6:01 p.m. at Oak Park Unified School District Office Conference Room, 5801 E. Conifer Street, Oak Park.

**BOARD PRESENT**

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Ms. Denise Helfstein, Clerk, Ms. Barbara Laifman, Member, and Mr. Allen Rosen, Member (joined at 6:10 pm)

**BOARD ABSENT**

Meghan Cleary, Student Board Member

**STAFF PRESENT**

Dr. Tony Knight, Superintendent, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Mr. Martin Klauss, Assistant Superintendent, Business and Administrative Services, Director of Curriculum and Instruction, Dr. Jay Greenlinger, Administrative Consultant, Mr. Cliff Moore, Oak Park Teachers Association President, Mr. Russ Peters, and Mrs. Ragini Aggarwal, Executive Assistant to the Superintendent

**FLAG SALUTE**

Mr. Russ Peters led the Pledge of Allegiance to the Flag

**PUBLIC SPEAKERS**

None

The Board held a discussion on Solar Power/Build Contract. Representatives from PFMG Solar were present to answer Board questions.

Vice President Mr. Derek Ross left the meeting at 6:45 pm.

The Board held a discussion on Parcel Tax Renewal. Mr. Tom Clifford form Clifford Moss and Associates was present to answer Board questions.

There being no further business before this Board, the Board adjourned the meeting at 7:49 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
President of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk or Secretary of the Board

**MINUTES OF REGULAR BOARD MEETING      1-17-17      #937**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 5:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Ms. Denise Helfstein, Clerk, Ms. Barbara Laifman, Member, and Mr. Allen Rosen, Member

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

Board President Drew Hazelton reported that in Closed Session the Board would be discussing:

- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
- PUBLIC EMPLOYEE EMPLOYMENT: Health Tech Sub, Campus Supervisor, Subs, Custodial Subs, Elementary PE Teacher, Long Term Sub Chinese, Guest Teachers
- CONFERENCE WITH LABOR NEGOTIATORS:  
Agency designated representatives: Leslie Heilbron and Martin Klauss  
Employee organizations: Oak Park Teachers Association and Oak Park Classified Association
- CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO  
SUBDIVISION (A) OF GOVERNMENT CODE SECTION 549569.9  
Case No. CFP-15-514477

The Board adjourned to Closed Session at 5:06 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 6:00 p.m. at the Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Ms. Denise Helfstein, Clerk, Ms. Barbara Laifman, Member, Mr. Allen Rosen, Member, Meghan Cleary, Student Board Member.

**BOARD ABSENT**

NONE

**STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, Mr. Cliff Moore, Consultant, and Mrs. Ragini Aggarwal, Executive Assistant.

**FLAG SALUTE**

Enoch Kwok led the Pledge of Allegiance to the Flag.

## REPORT ON CLOSED SESSION

Dr. Knight reported that in closed session with respect to Item III D on the Agenda the Board took the following action:

- The Board voted unanimously of 5-0 to approve the settlement agreement on Case No. CFP-15-514477

The Board took no other action in closed session.

## ADOPTION OF AGENDA

On motion of Derek Ross, seconded by Barbara Laifman the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

## PUBLIC SPEAKERS

None

## ACTION

### 2. BUSINESS SERVICES

- [Approve the Lottery Process for District of Choice Admission into Oak Park Unified for 2017-2018](#)

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the Lottery Process for District of Choice Admission into Oak Park Unified for 2017-2018. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- [Conduct District of Choice Lottery](#)

Mr. Enoch Kwok conducted the District of Choice Lottery using the website Random.org

## PRESENTATIONS

Presentation to Oak Park High School Students from Ms. Lory's Geometry Class.

## REPORT FROM BOARD MEMBERS

Board Member Allen Rosen wished everyone a Happy New Year. Allen reported that he was unable to attend the MAC meeting as the date was changed.

Board Member Denise Helfstein wished everyone Happy New Year. Denise reported that she attended the Ventura County School Boards Association Executive planning meeting, EEAC meeting, and the Curriculum Council meeting. Denise also attended the 5<sup>th</sup> Grade Colonial Day and the Kindercott awards at Brookside Elementary School.

Board Member Barbara Laifman thanked Derek for attending the Community Outreach meeting as she was unable to attend.

Board Member Derek Ross, reported that he attended the Community Outreach meeting and the Oak Park Recreation and Park District meeting. Derek also mentioned that the next Recreation and Park District meeting will be on the 24<sup>th</sup>. Derek encouraged everyone to conserve water, even though the winter storm weather was bringing in a lot of rain.

Board Member Drew Hazelton stated that we have an exciting year ahead of us. Drew reported that he attended the Brookside first and fourth grade Holiday Celebrations.

Student Board Member Meghan Cleary reported that the Awareness week was coming up at the High School and the theme this year is “No Place for Hate”. Today there was an assembly about Mathew Shepard, which was really eye opening and later in the day there was a presentation by Miss Alison on her experience as a journalist in Iraq. Upcoming events are the Winter Rally and the Vice Dance on February 10. Meghan also mentioned that she would be meeting with the ASB at Medea Creek Middle School. Meghan reported that there were scheduling conflicts between sports classes and academic classes and wanted to bring this issue before the Board.

Superintendent Tony Knight acknowledged the passing of Pat Manning the founding member of our school district. Pat Manning passed away suddenly on December 22. The District is going to be Planting a tree in her honor. Dr. Knight also acknowledged the passing of two former students Alex Ziegler and Lyssa Flynn. Dr. Knight reported that he took the rocket team students to watch the Space X rocket launch. He also reported that the Sea Shepard Society was coming to Oak Park High School on Jan 24<sup>th</sup> and the event is sponsored by SPAE Club. Super Saturday is on Feb 4. It is the biggest environmental event organized by the district and is a huge recycling day. Superintendent Knight felt that the State Budget that is coming out is not so great for School districts. In 2015 Oak Park was 853 out of 946 school districts in terms of per pupil funding.

#### **REPORT FROM SCHOOL SITE COUNCILS**

The Board received School Site Council reports from Oak Hills Elementary School, Brookside Elementary School, and Oak Park High School.

#### **DISTRICT OF CHOICE UPDATE**

Dr. Knight stated that Assembly member Jacqui Irwin will be introducing a bill soon. It is already being crafted and he was hopeful of seeing the bill language before it is introduced. The new bill is more comprehensive, but Dr. Knight felt that the bill will certainly be controversial.

#### **B.1. CONSENT AGENDA**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

- a. [Approve Minutes of Organizational Board Meeting December 6, 2016](#)
- b. [Public Employee/Employment Changes 01CL23300-01CL23313 & 01CE08142-01CE08165](#)
- c. [Approve Purchase Orders – November 21-December 31, 2016](#)
- d. [Approve Overnight Trip for Oak Park High School Debate Team Members to Stanford, CA, February 10, 2017 – February 13, 2017](#)
- e. [Approve Out of State Travel for Certificated Employees to Attend NAEA National Convention – New York, March 1, 2017 – March 5, 2017](#)
- f. [Approve Quarterly Report on Williams Uniform Complaints – January 2017](#)
- g. [Approve and Accept 2016-2017 First Period Attendance Report](#)
- h. [Approve Notice of Completion – Project 16-09F, Districtwide Interior Lighting Retrofit](#)
- i. [Approve Notice of Completion – Project 16-05E, Districtwide Carpet Replacement](#)

## B2. BUSINESS SERVICES

**c. Ratify Consultant Agreement with Sage Renewable Energy Consulting, Inc., for Independent Third-Party Review of Proposed Solar Power Design/Build Project**

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education Ratified Consultant Agreement with Sage Renewable Energy Consulting, Inc., for Independent Third-Party Review of Proposed Solar Power Design/Build Project. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**d. Approve Resolution #17-01: Approval of Findings Pursuant to Government Code Section 4217.12 and Approval of Solar Power Design/Build Contract with PFMG Construction, LTD**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Resolution #17-01: Approval of Findings Pursuant to Government Code Section 4217.12 and Approval of Solar Power Design/Build Contract with PFMG Construction, LTD. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**e. Approve Resolution #17-02, Authorizing Parcel Tax Election**

On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved Resolution #17-02, Authorizing Parcel Tax Election. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**f. Approve Agreement for Parcel Tax Election Consultant Services**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Agreement for Parcel Tax Election Consultant Services. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**g. Amend and Approve Resolution No. 16-27, Resolution of the Board of Education of the Oak Park Unified School District Establishing an Independent Citizens' Bond Oversight Committee and Approving Bylaws for Measure S Therefore**

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the amendment of Resolution No. 16-27, Resolution of the Board of Education of the Oak Park Unified School District Establishing an Independent Citizens' Bond Oversight Committee and Approving Bylaws for Measure S Therefore. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**h. Approve Annual Audit Reports for Fiscal Year 2015-2016, Including Bond Measures R and C6**

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved Annual Audit Reports for Fiscal Year 2015-2016, Including Bond Measures R and C6. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**i. Approve and Certify 2016-2017 School Bell Schedules and Minimum Instructional Minutes**

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved and certified 2016-2017 School Bell Schedules and Minimum Instructional Minutes. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**j. Approve Acceptance of Donations**

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved the acceptance of Donations. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- k. Approve Measure C6 Bond Fund Equipment Purchase – Classroom Cleaning Equipment for All Sites**  
On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved Measure C6 Bond Fund Equipment Purchase – Classroom Cleaning Equipment for All Site. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0
- l. Discuss Governor’s 2017-18 Budget Proposal for K-12 Education**  
A discussion was held on the Governor’s 2017-2018 Budget proposal.
- m. Approve Project 15-13R, Language Lab Facilities at Oak Park High School as Measure R Project**  
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Project 15-13R, Language Lab Facilities at Oak Park High School as Measure R Project. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0
- n. Authorize Establishment of Measure S Construction Management Department and Approve Construction Manager Position**  
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Establishment of Measure S Construction Management Department and Approve Construction Manager Position with the change to include Experience and/or expertise in Sustainable Design and construction in the job description. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

### **B3. BOARD POLICIES**

- a. Approve Amendment to Board Policy and Administrative Regulation 3311 - Bids - First Reading**  
On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the amendment to Board Policy and Administrative Regulation 3311 – Bids as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.
- b. Approve and Adopt New Board Policy and Administrative Regulation 3311.1 – Uniform Public Construction Cost Accounting Procedures – First Reading**  
On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved the amendment to Board Policy and Administrative Regulation 3311.1 - Uniform Public Construction Cost Accounting Procedures as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.
- c. Approve Amendment to Board Policy and Administrative Regulation 5116.1 – Intradistrict Open Enrollment – First Reading**  
On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy and Administrative Regulation 5116.1- Intradistrict Open Enrollment as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.
- d. Approve and Adopt New Board Policy 5116.2 – Involuntary Student Transfer - First Reading**  
On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy and Administrative Regulation 5116.2 - Involuntary Student Transfers as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.
- e. Approve Amendment to Board Policy 6142.95 – History-Social Science Instruction -First Reading**  
On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy and Administrative Regulation 6142.95 History-Social

Science Instruction as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

**f. Approve Amendment to Board Policy 6164.2 – Guidance/Counseling Services - Second Reading**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the amendment to Board Policy and Administrative Regulation 6164.2 - Guidance/Counseling Services as Second and Final Reading with the decision to go with Option 1 in the policy. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

**g. Approve Amendment to Board Policy 6179 – Supplemental Instruction - First Reading**

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the amendment to Board Policy and Administrative Regulation 6179 Supplemental Instruction as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

**There being no further business before this Board, the Regular meeting is declared adjourned at 8:48 p.m.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
President of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk or Secretary of the Board

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1. c. APPROVE PURCHASE ORDERS – JANUARY 1 THROUGH 31, 2017**

CONSENT

**ISSUE:** Shall the Board approve the attached purchase orders issued for the period January 1 through 31, 2017?

**BACKGROUND:** Attached is the Purchase Order Report listing all purchase orders issued during the reporting period. All purchase orders have been approved by an administrator as a necessary expense and are budgeted for and within the budget authorization of the account.

**ALTERNATIVES:**

1. Approve the attached Purchase Order Report as submitted.
2. Do not approve the Purchase Order Report.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes Purchase Orders dated 01/01/2017 - 01/31/2017

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B17-00005	Acorn Press	Ads for 2016-2017	Human Resources	010	7,375.00
B17-00037	COSTCO WHOLESALE	Open PO for various supplies	Medea Creek Middle School	010	1,500.00
B17-00038	Office Depot Customer Service Center	Open PO for office supplies	Medea Creek Middle School	010	11,500.00
B17-00044	Nasco	DON: Open PO Science Lab Supplies	Medea Creek Middle School	010	1,200.00
B17-00116	Carlson's Building Materials	2016-2017 Masonry Materials & Supplies	Business Administration	010	2,300.00
B17-00119	Clark Security/Anixter, Inc	Open PO for Security Parts & Supplies 2016-2017	Business Administration	010	3,200.00
B17-00124	Do-It Center	2016-2017 Supplies for Maintenance & Op	Business Administration	010	5,200.00
B17-00126	Fence Factory	2016-2017 - Install Fences as Required	Business Administration	010	1,500.00
B17-00135	Hollywood Fire Protection, LLC	2016-2017 Annual Fire Exting. Svs District-Wide	Business Administration	010	2,500.00
B17-00137	Golden State Elevator	2016-2017 Annual Testing Elevators	Business Administration	010	3,300.00
B17-00143	Johnstone Supply	2016 - 2017 for Plumbing Supplies	Business Administration	010	17,142.88
B17-00157	SMITH PIPE & SUPPLY	2016-2017 Grounds/Maintenance Pipe Supplies	Business Administration	010	18,000.00
B17-00169	Roadside Lumber & Hardware,	Open PO 2016-2017 for Lumber and Supplies	Business Administration	010	2,000.00
B17-00171	Home Depot	2016-2017 Maintenance Supplies and Tools	Business Administration	010	10,000.00
B17-00207	WELLS FARGO PAYMENT REMITTANCE CENTER	Superintendent/Board Supplies	Superintendent	010	40,000.00
B17-00211	Lister Rents, Inc.	Pro 16-01F Equipment Rental-K Yard Outdoor Classrm	Business Administration	010	1,000.00
B17-00263	Agoura Wholesale Electric Corp	2016-2017 Electrical Supplies	Business Administration	010	2,000.00
B17-00268	Do-It Center	PFA: Supplies for Site Improvement Projects	Medea Creek Middle School	010	250.00
B17-00270	VENTURA COUNTY STAR	2016-2017 Employment Ads	Human Resources	010	3,500.00
B17-00271	Parks Oaks Mower	2016/17 Open PO for Grounds Supplies	Business Administration	010	1,000.00
B17-00272	AT&T-CalNet 3	Open PO for Telephone Charges	Medea Creek Middle School	010	1,750.00
B17-00273	Woodcraft Supply, LLC	CEC/ROP Wood Shop Supplies - Prescott	Oak Park High School	010	1,612.50
B17-00274	Modern School Supplies, Inc.	CEC/ROP Architectural Supplies	Oak Park High School	010	1,500.00
B17-00275	Ventura County office of Education	2016-2017 Q, SIS Hosting & Support +- Food Svs	Business Administration	010	4,980.00
				130	50,556.20
B17-00276	AT&T-CalNet 3	Phone Charges 2016-2017 BAN#9391028377	Oak Hills Elementary School	010	750.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 1

Includes Purchase Orders dated 01/01/2017 - 01/31/2017

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B17-00277	AT&T-CalNet 3	telephone services BAN# 9391028379	Brookside School	010	500.00
B17-00278	AT&T	Red Oak fax line charges 2016/2017 597-4244	Red Oak Elementary School	010	750.00
DIR17-00002	Hughes General Engineering	Pro 16-01F Outside Classroom at BES	Business Administration	010	151,004.92
				213	27,531.02
DIR17-00033	Precision Plumbing	Sewer Vent Charcoal Air Filters on C Bldg & Gym	Business Administration	010	1,906.00
DIR17-00034	Precision Plumbing	Replace Water Boiler in Cafeteria	Business Administration	010	6,857.00
DIR17-00035	Taft Electric Company	Pro 17-02F Parking Lot LEDLights at ROES	Business Administration	010	14,767.00
P16-00121	NV5 West, Inc.	Proj 15-02R Inspections Shade Structures OHES	Business Administration	213	3,075.00
				213	3,595.00
P17-00142	Coast Door & Hardware	Open PO for 2016/17 Door Materials/Supplies	Business Administration	010	1,750.00
P17-00328	EBSCO Sign Group LLC dba Stewart Signs	New Marquee at ROES PTA Purchasing	Business Administration	010	13,428.90
P17-00395	Rancho Simi Recreation & Park	Special Assessment 7/1/16-6/30/17	Board of Education	010	255.35
P17-00396	Compuwave Inc.	Printer Toner	Superintendent	010	359.29
P17-00397	Carter Fence Co., Inc.	Repair Double Gate to OPHS Softball Field	Business Administration	010	585.00
P17-00398	Oxnard School Dsistrict Attn: Lisette Solis	CSS Material for January 27 - SLP workshop	District-wide	010	200.00
P17-00399	AML Global American Language Services	SpEd Interpretation for IEP (Telunga)	District-wide	010	500.00
P17-00400	AML Global American Language Services	SpEd Interpretation for IEP (English to Hebrew)	District-wide	010	929.80
P17-00401	Curriculum Associates	SpEd - protocol order (preschool)	District-wide	010	55.76
P17-00402	National Assoc of School Nurses	National Association of School Nurses	District-wide	010	105.00
P17-00403	Malibu Conference Center	5th Grade Field Trip to Calamigos Ranch	Oak Hills Elementary School	010	10,457.98
P17-00404	UCLA EXTENSION ATTN DEPT K	Tuition for MGMT X476.90 for J. Suarez	Business Administration	010	715.00
P17-00405	ABA Network	2016/17 - SpEd Behavioral Services	District-wide	010	17,000.00
P17-00406	Ventura County Library	Proj 15-13R - Oak Park Library Improvements	Business Administration	213	59,813.06
P17-00407	Infinity Comm & Consult	ERate Consulting Svs. Year 20 (2016-17) Category 1	Business Administration	010	7,650.00
P17-00408	Infinity Comm & Consult	ERate Consulting Svs. Year 20 (2016-17) Category 2	Business Administration	010	1,750.00
P17-00409	D & K Group, Inc.	VC2G Laminator Graphic Production	Oak View High School	010	1,746.88

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 2

Includes Purchase Orders dated 01/01/2017 - 01/31/2017

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P17-00410	KYOCERA Document Solutions West LLC	Maintenance and Supplies for RISO Machine	Oak Hills Elementary School	010	1,200.00
P17-00411	Acom Press	Resident Enrollment Advertising	District-wide	010	485.00
P17-00412	Shade Structures, Inc. USA Shade & Fabric Structures	Proj 15-02R Shade Sail Structures BES	Business Administration	213	58,660.87
P17-00413	Shade Structures, Inc. USA Shade & Fabric Structures	Proj 15-02R Shade Sail Structures OHES	Business Administration	213	38,643.05
P17-00414	Shade Structures, Inc. USA Shade & Fabric Structures	Proj 15-02R Shade Sail Structures ROES	Business Administration	213	44,612.98
P17-00415	Town & Country Printing	Cash Receipt Books - Accounting Department	Accounting & Payroll	010	1,481.16
P17-00416	Create Studio Fun LLC	Donation	Brookside School	010	658.00
P17-00417	Southwinds Transportation	donation 2nd & 3rd grade bus trips	Brookside School	010	1,662.40
P17-00418	UCLA EXTENSION	Digital Media Program/obj code 5820/VCI	Oak Park High School	010	1,958.00
P17-00419	Christine Brown	Consultant for Single School Plans	Home Independent Study Program	010	2,000.00
P17-00420	Western Psychological Services	SpEd - Psych testing protocol order	District-wide	010	376.37
P17-00421	Ventura County Association of School Psychologists	VCASP Full Day Presentation/Workshop - psychs	District-wide	010	80.00
P17-00422	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRA	Donation 4th grade field trip	Brookside School	010	894.00
P17-00423	Lightning Brothers Constructio	PFA: Backpack hooks	Medea Creek Middle School	010	540.00
P17-00424	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRA	Donation 4th grade - Olivas Adobe	Brookside School	010	1,090.00
P17-00425	AT&T	Pupil Services fax line-818-735-3243	Pupil Services/Special Ed.	010	500.00
P17-00426	Ventura County office of Education	Yr 1 of 3 VCedNet Internet Access	Accounting & Payroll	010	27,060.00
P17-00427	Town & Country Printing	Guest teacher & soft timecards	Accounting & Payroll	010	303.02
P17-00428	HydroPoint Data Systems, Inc.	WeatherTRAK Net Svs. 5 Yrs.	Business Administration	010	17,104.00
P17-00429	Southwest School Supply	Pro 17-01C Custodial Cleaning Equipment	Business Administration	212	24,421.36
P17-00430	Signature Signs	2016/17 PO for ADA Custom Classroom Signs	Business Administration	010	500.00
P17-00431	NV5 West, Inc.	Proj 15-02R Inspections Shade Structures BES	Business Administration	213	5,127.00
P17-00432	AT&T-CalNet 3	2016/2017 phone charges BAN# 9391028378	Red Oak Elementary School	010	750.00
P17-00433	Thomson West	4 Education Code Books 2017	Superintendent	010	285.95
T17-00031	B&H	3D Printer & Equip VC1A Design/Vis/Media Arts	Oak Park High School	010	17,209.79

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

## Includes Purchase Orders dated 01/01/2017 - 01/31/2017

PO Number	Vendor Name	Description	Location	Fund	Account Amount
T17-00032	Apple Computer, Inc. Ms:198-3E D	VC2A Apple VP License OVHS Sound Engineering	Oak View High School	010	2,000.00
T17-00033	Apple Computer, Inc. Ms:198-3E D	VC2C Software & 'SYSTEMiDEVELOPMENT Ipad	Medea Creek Middle School	010	5,149.25
T17-00034	Apple Computer, Inc. Ms:198-3E D	Ipad Minis-Software System Dev - Wechter VC2C	Medea Creek Middle School	010	5,149.25
TB17-00007	Compuwave Inc.	Blanket PO - Equipment & Supplies <\$500	Technology Coordinator	010	7,000.00
<b>Total Number of POs</b>			<b>78</b>	<b>Total</b>	<b>789,805.99</b>

## Fund Recap

Fund	Description	PO Count	Amount
213	Measure R FACILITIES Bond Fund	1	3,075.00
		<b>Total Fiscal Year 2016</b>	<b>3,075.00</b>
010	General Fund	71	473,770.45
130	Cafeteria Fund	1	50,556.20
212	Measure C6 Technology Bond Fun	1	24,421.36
213	Measure R FACILITIES Bond Fund	7	237,982.98
		<b>Total Fiscal Year 2017</b>	<b>786,730.99</b>
		<b>Total</b>	<b>789,805.99</b>

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

Page 4

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL ATHLETIC TEAMS TO ATTEND WINTER CIF PLAY-OFFS**

CONSENT

**ISSUE:** Shall the Board approve an overnight trip for the OPHS Athletic Team(s) Winter Play-offs?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for any/all winter sports team(s) (Girls & Boys Basketball, Girls & Boys Soccer) that might qualify for CIF play-offs and require overnight travel and accommodations due to distance. Details of specific trips will be updated as they occur. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL FUTURE BUSINESS LEADERS OF AMERICA(FBLA) TEAM MEMBER – MARCH 9-10, 2017**

CONSENT

**ISSUE:** Shall the Board approve an overnight trip for the Oak Park High School FBLA team member?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval to attend an FBLA overnight trip on March 9-10<sup>th</sup> for Mr. Michael Winkler and senior, Rithik Kumar. They will fly to Sacramento for the FBLA leadership summit. FBLA will cover all costs. Both advisor and student will stay at the Courtyard Sacramento Cal Expo. The student member will be rooming with other student members within the FBLA chapter. Advisor will have his own room. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL BOYS' VOLLEYBALL TEAM – MARCH 10-12, 2017**

CONSENT

**ISSUE:** Shall the Board approve this overnight trip for the OPHS Boys' Volleyball Team?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for the Oak Park High School Boys' Volleyball team to attend a tournament scheduled for March 10-11, 2017 in San Diego, CA. Approximately 15 athletes, two coaches and 2 OPHS parent volunteers will travel by district approved drivers. They will depart the morning of Friday March 10<sup>th</sup> and return the evening of March 12<sup>th</sup>. They will stay at the Courtyard Marriott in Rancho Bernardo. Athletes will pay approximately \$100-\$150 to cover the cost of meals, transportation and hotel. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.g. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL HEALTH OCCUPATIONS STUDENTS OF AMERICA CLUB – MARCH 16-19, 2017**

CONSENT

**ISSUE:** Shall the Board approve an overnight trip for Oak Park High School Health Occupations Students of America Club?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for this overnight trip to attend the conference scheduled for March 16-19<sup>th</sup> in Sacramento, CA for students in the HOSA club (Health Occupational Students of America). Approximately 20 students, 1 OPHS teacher and 2 dad volunteers will travel by district approved drivers in district vehicles. They will depart the morning of Thursday, March 16<sup>th</sup> and return Sunday, March 19<sup>th</sup> in the afternoon. They will stay at the Marriott Hotel. Students will pay approximately \$330 to cover the cost of conference registration, hotel and transportation. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.h. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL TECHNOLOGY STUDENT ASSOCIATION CLUB – MARCH 25-26, 2017**

CONSENT

**ISSUE:** Shall the Board approve an overnight trip for the Oak Park High School Technology Student Association club members?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for the Technology Students Association Club to attend the California TSA conference scheduled for March 25-26, 2017 in Bakersfield, CA. The conference center is on the CSU Bakersfield campus. Approximately 16 male/female students will attend with 1 OPHS teacher and 1 parent volunteer chaperone. Students and chaperones will stay at the Homewood Suites in Bakersfield. They will be travel by district approved drivers in district vehicles. They will depart at 6 a.m. on Saturday, March 25 and return by 2 p.m. on Sunday, March 26<sup>th</sup>. The cost of the trip is \$80, which will cover the cost of the conference, transportation, hotel and 1 meal. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.i. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL ATHLETIC TEAMS TO ATTEND SPRING CIF PLAY-OFFS**

CONSENT

**ISSUE:** Shall the Board approve a field trip for the OPHS Athletic Team(s) Spring Play-offs?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for any/all spring sports team(s) (Girls & Boys Lacrosse, Track, Boys Golf, Volleyball & Tennis, Baseball, Softball, & Stunt) that might qualify for CIF play-offs and require overnight travel and accommodations due to distance. Details of specific trips will be updated as they occur. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.1.j. APPROVE RENEWAL AGREEMENT FOR AUDIT SERVICES**

CONSENT

**ISSUE:** Shall the Board approve a 3-year renewal agreement with Christy White Associates for auditing services for fiscal years 2016-17 through 2018-19?

**BACKGROUND:** Education Code section 41020 requires the Board of Education to select an independent auditor or auditing firm to review the District's financial records and operations. In 2013, the Board renewed its agreement with Christy White Associates (CWA) to perform these services, which include the audits of the District's annual financial statements, its Proposition 39 bond programs, and its District of Choice program.

The current contract for audit services expired with the completion and submittal of the 2015-16 audits received by the Board on January 17, 2017. CWA has submitted a proposal for a new 3-year agreement for fiscal years 2016-17 through 2018-19. Under the proposed renewal, fees would increase by \$500 per year over the current agreement, from \$38,500 to \$39,000 annually. The contract amounts for all three years are not-to-exceed figures, and fees for the Measure C6 and R bond audits will not be charged if there are no bond expenditures in the final two years of the agreement. The administration is extremely satisfied with CWA's performance and recommends the Board's approval of the proposed successor agreement.

**ALTERNATIVES:**

1. Approve the 3-year renewal agreement with Christy White Associates for auditing services for fiscal years 2016-17 through 2018-19.
2. Do not approve the renewal agreement with Christy White Associates.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

February 9, 2017

Oak Park Unified School District  
5801 Conifer Street  
Oak Park, CA 91377

Christy White, CPA

Michael Ash, CPA

Heather Rubio

We are pleased to confirm our understanding of the services we are to provide Oak Park Unified School District for the fiscal years ending June 30, 2017, 2018 and 2019. We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements, of Oak Park Unified School District as of and for the fiscal years ending June 30, 2017, 2018 and 2019. In addition we will also conduct a financial statement and performance audit to include the balance sheets of Measure C6 and Measure R Bonds as of June 30, 2017, 2018 and 2019 and the related statement of revenues, expenditures and changes in fund balance for the fiscal years ending June 30, 2017, 2018 and 2019. Audits of Measure C6 and Measure R Bonds will only be conducted until all bond funds are expended. The audit will be conducted in accordance with Article 13A of the California Constitution.

Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Oak Park Unified School District's basic financial statements. As part of our engagement, we will apply certain limited procedures to Oak Park Unified School District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion & Analysis.
2. Budgetary Comparison Schedule.
3. Schedule of Funding Progress.
4. Schedules of District's Proportionate Share of Net Pension Liability
5. Schedules of District Contributions

SAN DIEGO  
LOS ANGELES  
SAN FRANCISCO/BAY AREA

Corporate Office:  
348 Olive Street  
San Diego, CA 92103

toll-free: 877.220.7229  
tel: 619.270.8222  
fax: 619.260.9085  
www.christywhite.com

*Licensed by the California  
State Board of Accountancy*

We have also been engaged to report on supplementary information other than RSI that accompanies Oak Park Unified School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of expenditures of federal awards.
2. Other schedules and/or information as required by the State Controller's Office.

### **Audit Objectives**

The objective of our audits is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the third paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:-

- The objective also includes reporting on Internal control related to the Agencies' financial statements and compliance with the provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance, and *Standards and Procedures for Audits of California K-12 Local Educational Agencies*, published by the Education Audit Appeals Panel, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions.

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the governing board of Oak Park Unified School District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

#### **Audit Procedures – General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the Oak Park Unified School District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures – Internal Controls**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of the controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

#### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Oak Park Unified School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *Uniform Guidance Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Oak Park Unified School District's major programs. The purpose of those procedures will be to express an opinion on Oak Park Unified School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Oak Park Unified School District in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements.

You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others.

In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon.

Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on the organization's website, you understand that electronic sites are a means to distribute information, and therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Audit Administration, Fees, and Other**

At the conclusion of the engagement, we will complete the appropriate section of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through and/or granting entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the audit period.

The audit documentation for this engagement is the property of Christy White Associates and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to the Comptroller General of the United States or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Christy White Associates personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release or for any additional period requested by the State Controller’s Office. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit as soon as possible and to issue our reports no later than December 15. The maximum annual fee for auditing services under the terms of this agreement shall not exceed the following agreed upon amounts:

	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>
District Audit Fees	\$ 29,000	\$ 29,000	\$ 29,000
Measure C6 Audit Fees*	4,000	4,000	4,000
Measure R Audit Fees*	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Total Annual Audit Fees	<u>\$ 39,000</u>	<u>\$ 39,000</u>	<u>\$ 39,000</u>

*\*fees are only applicable if an audit is performed*

The maximum annual fee for auditing services shall not exceed the above amounts, with the exception that any auditing services provided for (1) significant changes in District audit requirements as stated in *Government Auditing Standards* or the Audit Guide issued by the Education Audit Appeals Panel, or (2) any changes in the number of funds or accounts maintained by the Oak Park Unified School District during the period under this agreement, shall be in addition to the above maximum fee

Our invoices for these fees will be rendered upon completion of fieldwork as follows: 25% of contract upon completion of site testing, 25% of contract upon completion of interim testing and 50% of contract upon completion of year end fieldwork, and are payable on presentation. In accordance with Education Code Section 14505 as amended, ten percent (10%) of the audit fee shall be withheld pending certification of the audit report by the Office of the State Controller and fifty percent (50%) of the audit fee shall be withheld for any subsequent year of a multi-year contract if the prior year’s audit report was not certified as conforming to the reporting provisions of the Audit Guide.

If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation under Rules for Professional Accounting and Related Services Disputes before resorting to litigation. Costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

This audit contract is null and void if the firm is declared ineligible to audit K-12 school districts pursuant to subdivision (c) of Education Code Section 41020.5. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

The first period to be audited shall be for the fiscal year ending June 30, 2017, and is subject to extension for up to two additional fiscal years, if agreeable to the auditors and the District. The agreement may be cancelled annually if notified by the client or auditor by February 15 of each year. Additional extensions beyond 2019 may be secured on a year by year basis, subject to the agreement of the District and the auditor.

In accordance with *Government Auditing Standards*, upon request, we will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract.

Christy White Associates has a non-licensee owner who may provide client services in your contract under the supervision of licensed owner.

We appreciate the opportunity to be of service to the Oak Park Unified School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Christy White, CPA  
Partner  
Christy White Associates

RESPONSE:

This letter correctly sets forth the understanding of Oak Park Unified School District.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.a. PROJECTED ENROLLMENT OF NEW INTER-DISTRICTS FOR 2017-18**

---

**ACTION**

**ISSUE:** The board will receive a report from staff related to district capacity and a recommendation regarding the number of vacancies that may be filled by inter-district students for the 2017-18 school year.

**BACKGROUND:** At the January 17th board meeting the board approved a district capacity and an overall projected enrollment number of 4571 for the 2017-18 school year. During the first week of February registration of our new resident students took place at each of our schools and these numbers have been taken into account in the recommendation for accepting new inter-district students. Our resident Kindergarten enrollment has been better than projected and this is a healthy sign. As a result of this and other factors a new enrollment projection of 4652 is recommended for next year. More specific information is detailed in Tables 1 and 2 attached to this board item.

Most of the new inter-district students that will be enrolled for next year will be selected from the District of Choice lottery that was held at last month's board meeting. The projected vacancies and the number of new inter-district students that can be enrolled at each grade level for school year 2017-18 are shown in Table 1 (see separate attachment). These numbers will be adjusted throughout the spring as we become aware of new resident students. Typically, the number of new resident students arriving during the summer is offset by the attrition of students who decide not to attend for a variety of reasons.

The staff will provide additional background information for the board to consider in discussing this issue.

**ALTERNATIVES:**

1. Approve the 2017-18 new inter-district numbers shown in Table 1.
2. Do not approve the 2017-18 new inter-district numbers shown in Table 1.
3. Revise the 2017-18 new inter-district numbers shown in Table 1.

**RECOMMENDATION:** The staff recommends Alternative 1.

Respectfully submitted,

---

Anthony W. Knight, Superintendent

**BOARD MEETING, FEBRUARY 21, 2017**  
Projected Enrollment of new Inter-district Transfers  
Page 2

Prepared by:  
Clifford E. Moore

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**Oak Park Unified School District**

**Table 1 - Recommendations for Enrollment of Inter-district Students  
by Grade Level\***

Grade	Total Number of Applications by 12/31	Students who applied, but are attending in 2016-17	Projected Number of Vacancies for 2017-18	Recommended Number to Enroll	Number of DOC still left who applied
DK	21	0	36	21	0
K	100	1	90	80	20
1 <sup>st</sup>	23	2	31	23	0
2 <sup>nd</sup>	18	5	40	18	0
3 <sup>rd</sup>	17	2	40	17	0
4 <sup>th</sup>	23	1	55	23	0
5 <sup>th</sup>	29	2	23	29	0
6 <sup>th</sup>	49	3	65	49	0
7 <sup>th</sup>	4	4	4	4	0
8 <sup>th</sup>	6	2	6	6	0
9 <sup>th</sup>	132	2	100	100	32
10 <sup>th</sup> -12 <sup>th</sup>	39	5	Attrition	39	0
Totals	461	28	490	409*	52

K-3 capacity based on 28-1

4<sup>th</sup>-5<sup>th</sup> grade based on 34-1

The above recommendations are based on the potential elimination of the Parcel Tax revenue from future budgets. The enrollment projections for next year were initially estimated to be about 4565 which is about the same as this year’s enrollment. However, with the uncertainty of the DOC renewal and the passage of the Parcel Tax it seems prudent to consider an increase to our initial projections to help offset this potential loss of funding. If the recommended number to enroll is approved our projected enrollment for next year would change from 4565 to 4652 an increase of about 87 students. This increase is the result of a couple of factors including approximately 40 additional resident kindergarten students over our projections, the addition of more students at the high school and middle schools and the ability to absorb more students in grades 1-3 without significantly impacting class size.

\*This number includes 28 students who are already attending OPUSD and are in carry forward enrollment for returning students. Many have recently moved out of OPUSD, but applied for DOC.

## Oak Park Unified School District

**Table 2– District Enrollment Since 2011 and Projected for 2017-2018**

<b>School</b>	<b>2011-12 Enrolled</b>	<b>2012-13 Enrolled</b>	<b>2013-14 Enrolled</b>	<b>2014-15 Enrolled</b>	<b>2015-16 Enrolled</b>	<b>2016-17 Enrolled*</b>	<b>2017-18 Projected</b>
Brookside	590	599	625	619	603	584	575
Oak Hills	464	539	529	521	531	502	519
Red Oak	525	563	616	639	601	606	600
Medea Creek	1071	1132	1127	1130	1101	1110	1115
Oak Park HS	1398	1463	1519	1525	1520	1500*	1575
Oak View HS	39	47	40	29	44	43	40
OPIS	114	168	215	221	224	221	224
NPS	5	4	1	1	2	7	4
District Totals	4206	4515	4672	4685	4626	4573	4652
Growth	4.9%	7.3%	3.5%	0.3%	-1.3%	-1.1%	1.7%

**\*Enrollment for 2016-17 as of 11/22/2016 (OPHS number does not include 17 high school Educatius students)**

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: B.2.b. APPROVE RESOLUTION #17-03 FRIENDS OF OAK PARK SCHOOLS TO OFFER A FEE-BASED SUMMER SCHOOL PROGRAM FOR 2017**

---

**ACTION**

**ISSUE:** To review and approve Resolution #17-03 approving the continuation of a fee-based summer school program through Friends of Oak Park Schools Education Foundation and to accept credits for high school courses taken by students.

**BACKGROUND:** Prior to 2014 funding for summer school programs was a part of the Tier III flexibility funding category. As a result, Oak Park, along with most other districts in the state, was able to redirect the summer school funds to offset reductions in other programs during the recent financial downturn. Under the new Local Control Funding Formula (LCFF) plan, the Tier III and categorical hourly programs have been eliminated and replaced with new funding mechanisms. However, the result is the same in that there are no separate funds available for summer programs. In the past, the District has been required to provide programs beyond the normal school year for 1) students who are not meeting standards and are at risk of retention; 2) students who are going to be retained; 3) seniors in need of credits for graduation; 4) students who need to repeat courses required for graduation; 5) eligible special education students in an extended school year setting.

Many school districts are again considering no summer programs, or a much reduced summer school that will only offer classes for seniors in need of credits for graduation. Others are turning over their programs to private foundations or schools to run. All districts are still required to offer a program for their eligible special education students in an extended school year setting based on their IEP's and Oak Park will continue to run this program through our special education department.

Six years ago, with the board's endorsement, Friends of Oak Park Schools agreed to offer a fee-based summer program for their general education students. The program has been very successful at both the middle and high schools, but enrollment at the elementary level has not been high enough to warrant running a program. After two years of attempting to run the elementary program, Friends decided to focus on the middle and high school in future years.

Friends of Oak Park Schools is preparing to move forward with this year's program again and seeks the board's approval to offer this program. Since Friends is not an accredited educational entity it is necessary for the governing board of the Oak Park Unified School District to approve a resolution that states OPUSD will accept the credits for the courses taught in the high school summer program administered by Friends. This resolution was first approved four years ago and staff endorses the renewal of the resolution at tonight's board meeting.

- ALTERNATIVES:**
1. Approve Resolution #17-03 Friends of Oak Park Schools Education Foundation to Offer A Fee-Based Summer School Program.
  2. Do not approve Resolution #17-03 Friends of Oak Park Schools Education Foundation to Offer A Fee-Based Summer School Program.

**RECOMMENDATION:**      Alternative #1.

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**OAK PARK UNIFIED SCHOOL DISTRICT**

**RESOLUTION #17-03**

**FRIENDS OF OAK PARK SCHOOLS EDUCATION FOUNDATION  
TO OFFER A FEE-BASED SUMMER SCHOOL PROGRAM**

Whereas, the Oak Park Unified School District has determined that a district-operated summer school program is not fiscally viable under current state funding levels, and;

Whereas, the Oak Park Unified School District desires to contract with the Friends of Oak Park Schools Education Foundation for summer school services to continue to provide the greatest opportunities for students within the district, and;

Whereas, the Friends of Oak Park Schools Education Foundation has offered to provide these services for the benefit of students and the Foundation, and;

Whereas, the Board of Education policy requires a specific board action to accept course work from non-accredited institutions.

NOW, THEREFORE, BE IT RESOLVED that the Oak Park Unified School District Board of Education shall accept any academic course work offered by the Friends of Oak Park Schools Education Foundation as a course for credit toward the Oak Park High School diploma provided the Foundation follows district curriculum and utilizes qualified certificated personnel in the delivery of such programs.

PASSED and APPROVED this 21<sup>st</sup> day of February, 2017

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTENTIONS: \_\_\_\_\_

\_\_\_\_\_  
President, Oak Park Unified School District  
Board of Education

Attest:

\_\_\_\_\_  
Clerk, Oak Park Unified School District  
Board of Education

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.c APPROVE RESOLUTION #17-04, AUTHORIZING THE ISSUANCE OF OAK PARK UNIFIED SCHOOL DISTRICT (VENTURA COUNTY, CALIFORNIA) ELECTION OF 2016 GENERAL OBLIGATION BONDS, SERIES A, AND ACTIONS RELATED THERETO**

ACTION

**ISSUE:** Shall the Board approve Resolution #17-04, authorizing the issuance of Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A, and Actions Related Thereto?

**BACKGROUND:** An election was held in the Oak Park Unified School District (the “District”) on November 8, 2016 (the “Election”) for the issuance and sale of general obligation bonds of the District for various purposes in the maximum principal amount of \$60,000,000 (“Measure S”). The District now desires to finance voter-approved projects through the issuance of the first series of bonds under Measure S (the “Bonds”) in an aggregate principal amount not-to-exceed \$15,000,000.

- (a) Resolution. The Resolution authorizes the issuance of the Bonds, specifies the basic terms, parameters and form of the Bonds, and approves the forms of a Notice Inviting Proposals for Purchase of Bonds, a Notice of Intention to Sell, a Preliminary Official Statement, and a Continuing Disclosure Certificate, each as described below. In particular, Section 1 of the Resolution establishes the maximum aggregate principal amount of the Bonds to be issued (\$15,000,000). The Resolution authorizes the issuance of current interest bonds only; capital appreciation bonds are not authorized. Section 3 authorizes the bonds to be sold at a competitive sale, and authorizes Piper Jaffray & Co., the District’s Financial Advisor, to solicit bids from prospective bidders, and award the sale of the Bonds on the basis of the lowest true interest cost.
- (b) Notice Inviting Proposals for Purchase of Bonds; Notice of Intention to Sell. The Resolution includes as Exhibits B and C the forms of a Notice Inviting Proposals for Purchase of Bonds and a Notice of Intention Sell. The Resolution authorizes the District’s Financial Advisor to distribute the Notice Inviting Proposals for Purchase of Bonds to prospective bidders and to cause the Notice of Intention to Sell to be published in the Bond Buyer, a national municipal securities newspaper, to satisfy applicable legal requirements. The Notice Inviting Proposals for Purchase of Bonds sets forth certain conditions of closing the transaction, including certain of the documentation to be provided at the closing by various parties.
- (c) Form of Preliminary Official Statement. The Preliminary Official Statement (the “POS”) is the offering document describing the Bonds which may be distributed to prospective purchasers of the Bonds. The POS discloses information with respect to, among other things, (i) the proposed uses of proceeds of the Bonds, (ii) the terms of the Bonds (interest rate, redemption terms, etc.), (iii) the bond insurance policy for the Bonds, if any, (iv) the security for repayment of the Bonds (the *ad valorem* property tax

levy), (v) information with respect to the District’s tax base (upon which such *ad valorem* property taxes may be levied), (vi) District financial and operating data, (vii) continuing disclosure with respect to the Bonds and the District, and (viii) absence of material litigation and other miscellaneous matters expected to be of interest to prospective purchasers of the Bonds. Following the pricing of the Bonds, a final Official Statement for the Bonds will be prepared, substantially in the form of the POS.

- (d) Form of the Continuing Disclosure Certificate. The form of the Continuing Disclosure Certificate can be found in APPENDIX C to the POS. Effective July 3, 1995, all underwriters of municipal bonds are obligated to procure from a bond issuer a covenant that such public agency will annually file “material financial information and operating data with respect to the District” through the web-based Electronic Municipal Market Access (“EMMA”) system maintained by the Municipal Securities Rulemaking Board (which is the federal agency that regulates “broker-dealers,” including investment bank firms that underwrite municipal obligation issuance). This requirement is expected to be satisfied by the filing of the District’s audited financial statements and other operating information about the District, in the same manner the District has filed in connection with prior bond issuances. The purpose of the law is to provide investors in the Bonds with current information regarding the District.

**ALTERNATIVES:**

- 1. Approve Resolution #17-04, authorizing the issuance of Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A, and Actions Related Thereto.
- 2. Do not approve Approve Resolution #17-04.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**RESOLUTION NO. 17-04**

**A RESOLUTION OF THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT, VENTURA COUNTY, CALIFORNIA, AUTHORIZING THE ISSUANCE OF OAK PARK UNIFIED SCHOOL DISTRICT (VENTURA COUNTY, CALIFORNIA) ELECTION OF 2016 GENERAL OBLIGATION BONDS, SERIES A, AND ACTIONS RELATED THERETO**

**WHEREAS**, a duly called election was held in the Oak Park Unified School District (the “District”), Ventura County (the “County”), State of California, on November 8, 2016 (the “Election”) and thereafter canvassed pursuant to law;

**WHEREAS**, at the Election there was submitted to and approved by the requisite fifty-five percent or more vote of the qualified electors of the District a question as to the issuance and sale of general obligation bonds of the District for the various purposes set forth in the ballot submitted to the voters, in the maximum principal amount not-to-exceed \$60,000,000, payable from the levy of an *ad valorem* property tax against the taxable property in the District (the “Authorization”);

**WHEREAS**, at this time, this Board of Education (this “Board”) has determined that it is necessary and desirable to issue the first series of bonds under the Authorization in an aggregate principal amount not-to-exceed \$15,000,000, and to be styled as “Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A” (the “Bonds”);

**WHEREAS**, pursuant to Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California (the “Government Code”), the Bonds are authorized to be issued by the District for the purposes set forth in the ballot submitted to the voters at the Election;

**WHEREAS**, this Board desires to authorize the issuance of the Bonds in one or more Series of Taxable Bonds or Tax-Exempt Bonds, and further as Current Interest Bonds (as such terms are defined herein);

**WHEREAS**, the District has not filed with nor received from the County Office of Education having jurisdiction over the District a qualified or negative certification in its most recent interim financial report pursuant to Section 42131 of the California Education Code (the “Education Code”);

**WHEREAS**, this Board desires to appoint certain professionals to provide services related to the issuance of the Bonds; and

**WHEREAS**, all acts, conditions and things required by law to be done or performed have been done and performed in strict conformity with the laws authorizing the issuance of general obligation bonds of the District, and the indebtedness of the District, including this proposed issue of Bonds, is within all limits prescribed by law;

**NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED BY THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT, VENTURA COUNTY, CALIFORNIA, AS FOLLOWS:**

**SECTION 1. Authorization for Issuance of the Bonds.** To raise money for the purposes authorized by the voters of the District at the Election, and to pay all necessary legal, financial, engineering and contingent costs in connection therewith, the Board hereby authorizes the issuance of the Bonds pursuant to Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California and orders such Bonds sold at a competitive sale in one or more Series of Taxable Bonds or Tax-Exempt Bonds (each as defined herein), with appropriate Series designation if more than one Series is issued, and as Current Interest Bonds. The Board further orders such Bonds sold such that the Bonds shall be dated as of a date to be determined by an Authorized Officer (defined below), shall bear interest at a rate not to exceed that authorized at the Election, shall be payable upon such terms and provisions as shall be set forth in the Bonds, shall mature on the dates and in the amounts set forth in the Official Statement (defined herein), and shall be in an aggregate principal amount not-to-exceed \$15,000,000.

**SECTION 2. Paying Agent.** This Board hereby appoints the Paying Agent, as defined herein, to serve as the paying agent, bond registrar, transfer agent and authentication agent for the Bonds on behalf of the District. This Board hereby approves the payment of the reasonable fees and expenses of the Paying Agent as they shall become due and payable. The fees and expenses of the Paying Agent which are not paid as a cost of issuance of the Bonds may be paid in each year from *ad valorem* property taxes levied and collected for the payment thereof, insofar as permitted by law, including specifically by Section 15232 of the Education Code.

**SECTION 3. Approval of the Notice Inviting Proposals for Purchase of Bonds.** The competitive sale of the Bonds shall be undertaken pursuant to the Notice Inviting Proposals for Purchase of Bonds, and the Notice of Intention To Sell, set forth in Exhibits B and C hereto, respectively. The Superintendent of the District (the "Superintendent") or the Assistant Superintendent, Business and Administrative Services (the "Assistant Superintendent," and together with the Superintendent, the "Authorized Officers") each alone, are hereby authorized to execute the Notice of Intention to Sell attached hereto as Exhibit C (the "Notice of Intention") and to cause the Notice of Intention to be published in The Bond Buyer once at least five (5) days prior to the date set to receive bids.

The terms and conditions of the offering and the sale of the Bonds shall be as specified in the Notice Inviting Proposals for Purchase of Bonds. The Board shall award the sale of the Bonds by acceptance of the bids with the lowest true interest cost with respect to the Bonds, so long as the principal amount of the Bonds does not exceed \$15,000,000 and the true interest cost does not exceed 6%.

Piper Jaffray & Co., the financial advisor to the District (the "Financial Advisor"), is hereby authorized and directed to cause to be furnished to prospective bidders a reasonable number of copies of the Notice Inviting Proposals for Purchase of Bonds and a reasonable number of copies of the Official Statement.

The Board hereby approves the competitive sale of the Bonds and determines that a competitive sale contributes to the District's goal of achieving the lowest overall cost of funds. The Board estimates that the costs associated with the issuance and purchase of the Bonds and any such costs which the successful bidder or bidders agrees to pay pursuant to the Notice Inviting Proposals for Purchase of Bonds

(excluding the fees of the Bond Insurer, if any), will equal approximately 1.5% of the principal amount of the Bonds.

The Financial Advisor and Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California (“Bond Counsel”), are hereby authorized and directed to open the bids at the time and place specified in the Notice Inviting Proposals for Purchase of Bonds and to present the same to the Authorized Officers. The Financial Advisor and Bond Counsel are hereby authorized and directed to receive and record the receipt of all bids made pursuant to the Notice Inviting Proposals for Purchase of Bonds; to cause said bids to be examined for compliance with the Notice Inviting Proposals for Purchase of Bonds; and to cause computations to be made as to which bidder has bid the lowest true interest cost with respect to the Bonds, as provided in the Notice Inviting Proposals for Purchase of Bonds, along with a report as to the foregoing and any other matters deemed pertinent to the award of the Bonds and the proceedings for the issuance thereof.

**SECTION 4. Certain Definitions.** As used in this Resolution, the terms set forth below shall have the meanings ascribed to them (unless otherwise set forth in the Official Statement):

(a) “**Beneficial Owner**” means, when used with reference to book-entry Bonds registered pursuant to Section 5 hereof, the person who is considered the beneficial owner of such Bonds pursuant to the arrangements for book entry determination of ownership applicable to the Depository.

(b) “**Bond Insurer**” means any insurance company which issues a municipal bond insurance policy insuring the payment of Principal of and interest on the Bonds.

(c) “**Bond Payment Date**” means, unless otherwise provided by the Official Statement, February 1 and August 1 of each year commencing February 1, 2018 with respect to interest on the Bonds, and the stated maturity dates of Bonds with respect to payments of Principal of the Bonds.

(d) “**Bond Register**” means the registration books which the Paying Agent shall keep or cause to be kept on which the registered ownership, transfer and exchange of Bonds shall be recorded.

(e) “**Code**” means the Internal Revenue Code of 1986, as amended. Reference to any particular section of the Code shall be deemed to be a reference to any successor to any such section.

(f) “**Continuing Disclosure Certificate**” means that certain contractual undertaking of the District pursuant to paragraph (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, and relating to the Bonds, dated as of the date of issuance thereof, as amended from time to time in accordance with the provisions thereof.

(g) “**Current Interest Bonds**” means the Bonds, the interest on which is payable semiannually on each Bond Payment Date specified for each such Bond as designated and maturing in the years and in the amounts set forth in the Official Statement.

(h) “**Dated Date**” means the date of initial issuance and delivery of the Bonds, or such other date as shall appear in the Official Statement.

(i) “**Depository**” means the entity acting as securities depository for the Bonds pursuant to Section 5(c) hereof.

(j) “**DTC**” means The Depository Trust Company, New York, New York, a limited purpose trust company organized under the laws of the State of New York, in its capacity as the initial Depository for the Bonds.

(k) “**Fair Market Value**” means the price at which a willing buyer would purchase the investment from a willing seller in a bona fide, arm's length transaction (determined as of the date the contract to purchase or sell the investment becomes binding) if the investment is traded on an established securities market (within the meaning of Section 1273 of the Code) and, otherwise, the term “Fair Market Value” means the acquisition price in a bona fide arm's length transaction (as referenced above) if (i) the investment is a certificate of deposit that is acquired in accordance with applicable regulations under the Code, (ii) the investment is an agreement with specifically negotiated withdrawal or reinvestment provisions and a specifically negotiated interest rate (for example, a guaranteed investment contract, a forward supply contract or other investment agreement) that is acquired in accordance with applicable regulations under the Code, (iii) the investment is a United States Treasury Security—State and Local Government Series that is acquired in accordance with applicable regulations of the United States Bureau of Public Debt, or (iv) any commingled investment fund in which the District and related parties do not own more than a ten percent (10%) beneficial interest therein if the return paid by the fund is without regard to the source of the investment.

(l) “**Holder**” or “**Owner**” means the registered owner of a Bond as set forth on the Bond Register maintained by the Paying Agent pursuant to Section 5 hereof.

(m) “**Information Services**” means the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access System; or, such other services providing information with respect to called municipal obligations as the District may specify in writing to the Paying Agent or as the Paying Agent may select.

(n) “**Long Current Interest Bonds**” means Bonds that mature later than 30 years from the date of issuance thereof.

(o) “**Moody’s**” means Moody’s Investors Service, a corporation organized and existing under the laws of the State of Delaware, its successors and assigns, or, if such corporation shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, such other nationally recognized securities rating agency designated by the District.

(p) “**Nominee**” means the nominee of the Depository, which may be the Depository, as determined from time to time pursuant to Section 5(c) hereof.

(q) “**Non-AMT Bonds**” means obligations the interest on which is excludable from gross income for federal income tax purposes under Section 103(a) of the Code and not

treated as an item of tax preference under Section 57(a)(5)(C) of the Code, that are legal investments pursuant to Section 53601 of the Government Code of the State of California.

(r) “**Official Statement**” means the Official Statement for the Bonds, as described in Section 16 hereof.

(s) “**Outstanding**” means, when used with reference to the Bonds, as of any date, Bonds theretofore issued or thereupon being issued under this Resolution except:

(i) Bonds canceled at or prior to such date;

(ii) Bonds in lieu of or in substitution for which other Bonds shall have been delivered pursuant to Section 7 hereof; or

(iii) Bonds for the payment or redemption of which funds or Government Obligations in the necessary amount shall have been set aside (whether on or prior to the maturity or redemption date of such Bonds), in accordance with Section 18 of this Resolution.

(t) “**Participants**” means those broker-dealers, banks and other financial institutions from time to time for which the Depository holds book-entry certificates as securities depository.

(u) “**Paying Agent**” means, initially, U.S. Bank National Association, and afterwards any successor thereto, acting as the authenticating agent, bond registrar, transfer agent and paying agent for the Bonds.

(v) “**Permitted Investments**” means (i) any lawful investments permitted by Section 16429.1 and Section 53601 of the Government Code, including Non-AMT Bonds and Qualified Non-AMT Mutual Funds, (ii) shares in a California common law trust established pursuant to Title 1, Division 7, Chapter 5 of the Government Code which invests exclusively in investments permitted by Section 53635 of the Government Code, but without regard to any limitations in such Section concerning the percentage of moneys available for investment being invested in a particular type of security, (iii) a guaranteed investment contract with a provider having a rating meeting the minimum rating requirements of the County investment pool maintained by the Treasurer, (iv) the Local Agency Investments Fund of the California State Treasurer, (v) the County investment pool described above, and (vi) State and Local Government Series Securities.

(w) “**Principal**” or “**Principal Amount**” means, with respect to any Bond, the initial principal amount thereof.

(x) “**Qualified Non-AMT Mutual Fund**” means stock in a regulated investment company to the extent that at least 95% of the income of such regulated investment company is interest that is excludable from gross income under Section 103 of the Code and not an item of tax preference under Section 57(a)(5)(C) of the Code.

(y) “**Qualified Permitted Investments**” means (i) Non-AMT Bonds, (ii) Qualified Non-AMT Mutual Funds, (iii) other Permitted Investments authorized by an opinion of Bond Counsel to the effect that such investment would not adversely affect the tax-exempt

status of the Bonds, and (iv) Permitted Investments of proceeds of the Bonds, and interest earned on such proceeds, held not more than thirty days pending reinvestment or Bond redemption. A guaranteed investment contract or similar investment agreement (e.g. a forward supply contract, GIC, repo, etc.) does not constitute a Qualified Permitted Investment.

(z) “**Record Date**” means the close of business on the 15th day of the month preceding each Bond Payment Date.

(aa) “**Series**” means any Bonds executed, authenticated and delivered pursuant to the provisions hereof identified as a separate series of Bonds.

(bb) “**S&P**” means S&P Global Ratings, a business unit of Standard & Poor’s Financial Services LLC, its successors and assigns, or, if such corporation shall be dissolved or liquidated or shall no longer perform the functions of a securities rating agency, such other nationally recognized securities rating agency designated by the District.

(cc) “**Taxable Bonds**” means any Bonds not issued as Tax-Exempt Bonds.

(dd) “**Tax-Exempt Bonds**” means any Bonds the interest on which is excludable from gross income for federal income tax purposes and is not treated as an item of tax preference for purposes of calculating the federal alternative minimum tax, as further described in an opinion of Bond Counsel supplied to the original purchasers of such Bonds.

(ee) “**Term Bonds**” means those Bonds for which mandatory redemption dates have been established in the Official Statement.

(ff) “**Transfer Amount**” means, with respect to any Outstanding Bond, the Principal Amount.

(gg) “**Treasurer**” means the Treasurer-Tax Collector of the County, or other comparable officer of the County.

## **SECTION 5. Terms of the Bonds.**

(a) Denomination, Interest, Dated Dates and Terms. The Bonds shall be issued as fully registered Current Interest Bonds registered as to both Principal and interest, in denominations of \$5,000 Principal Amount or any integral multiple thereof. The Bonds shall bear interest at a rate not in excess of that authorized at the Election. The Bonds will initially be registered in the name of “Cede & Co.,” the Nominee of the Depository Trust Company, New York, New York.

Each Bond shall be dated as of the Dated Date, and shall bear interest at the rates set forth in the Official Statement, from the Bond Payment Date next preceding the date of authentication thereof unless it is authenticated during the period from the 16<sup>th</sup> day of the month next preceding any Bond Payment Date to that Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before the first Record Date, in which event it shall bear interest from its Dated Date. Interest shall be payable on the respective Bond Payment Dates and shall be calculated on the basis of a 360-day year of twelve, 30-day months.

Notwithstanding any other provision herein, the ratio of total debt service to Principal for each Series of Bonds shall not exceed four-to-one.

(b) Redemption.

(i) Terms of Redemption. The Bonds shall be subject to optional or mandatory sinking fund redemption prior to maturity as provided in the Official Statement.

(ii) Selection of Bonds for Redemption. Whenever provision is made in this Resolution for the optional redemption of Bonds and less than all Outstanding Bonds are to be redeemed, the Paying Agent, upon written instruction from the District, shall select Bonds for redemption as so directed and if not directed, in inverse order of maturity. Within a maturity, the Paying Agent shall select Bonds for redemption as directed by the District, and if not so directed, by lot. Redemption by lot shall be in such manner as the Paying Agent shall determine; provided, however, that with respect to redemption by lot, the portion of any Bond to be redeemed in part shall be in the Principal Amount of \$5,000 or any integral multiple thereof.

The Official Statement may provide that (i) in the event that any portion of a Term Bond is optionally redeemed prior to maturity, the remaining mandatory sinking fund payments with respect to such Bond shall be reduced proportionately, or as otherwise directed by the District, in integral multiples of \$5,000 principal amount, in respect of the portion of such Bond optionally redeemed, and (ii) within a maturity, Bonds shall be selected for redemption on a “Pro Rata Pass-Through Distribution of Principal” basis in accordance with DTC procedures, provided further that, such redemption is made in accordance with the operational arrangements of DTC then in effect.

(iii) Redemption Notice. When redemption is authorized pursuant to Section 5(b)(i) hereof, the Paying Agent, upon written instruction from the District, shall give notice (a “Redemption Notice”) of the redemption of the Bonds (or portions thereof). Such Redemption Notice shall specify: the Bonds or designated portions thereof (in the case of redemption of the Bonds in part but not in whole) which are to be redeemed, the date of redemption, the place or places where the redemption will be made, including the name and address of the Paying Agent, the redemption price, the CUSIP numbers (if any) assigned to the Bonds to be redeemed, the Bond numbers of the Bonds to be redeemed in whole or in part and, in the case of any Bond to be redeemed in part only, the portion of the Principal Amount of such Bond to be redeemed, and the original issue date, interest rate and stated maturity date of each Bond to be redeemed in whole or in part. Such Redemption Notice shall further state that on the specified date there shall become due and payable upon each Bond or portion thereof being redeemed at the redemption price thereof, together with the interest accrued to the redemption date, and that from and after such date, interest thereon shall cease to accrue.

The Paying Agent shall take the following actions with respect to each such Redemption Notice:

(a) At least 20 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given to the respective Owners of Bonds designated for redemption by registered or certified mail, postage prepaid, at their addresses appearing on the Bond Register.

(b) At least 20 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, (ii) telephonically confirmed facsimile transmission, or (iii) overnight delivery service, to the Securities Depository.

(c) At least 20 but not more than 45 days prior to the redemption date, such Redemption Notice shall be given by (i) registered or certified mail, postage prepaid, or (ii) overnight delivery service, to one of the Information Services.

(d) Provide the Redemption Notice to such other persons as may be required pursuant to the Continuing Disclosure Certificate.

A certificate of the Paying Agent or the District that a Redemption Notice has been given as provided herein shall be conclusive as against all parties. Neither failure to receive any Redemption Notice nor any defect in any such Redemption Notice so given shall affect the sufficiency of the proceedings for the redemption of the affected Bonds. Each check issued or other transfer of funds made by the Paying Agent for the purpose of redeeming Bonds shall bear or include the CUSIP number identifying, by issue and maturity, the Bonds being redeemed with the proceeds of such check or other transfer. Such Redemption Notice may state that no representation is made as to the accuracy or correctness of CUSIP numbers printed thereon, or on the Bonds.

With respect to any notice of optional redemption of Bonds (or portions thereof) pursuant to Section 5(b)(i) hereof, unless upon the giving of such notice such Bonds or portions thereof shall be deemed to have been defeased pursuant to Section 18 hereof, such notice shall state that such redemption shall be conditional upon the receipt by an independent escrow agent selected by the District on or prior to the date fixed for such redemption of the moneys necessary and sufficient to pay the Principal of, premium, if any, and interest on such Bonds (or portions thereof) to be redeemed, and that if such moneys shall not have been so received, said notice shall be of no force and effect, no portion of the Bonds shall be subject to redemption on such date and such Bonds shall not be required to be redeemed on such date. In the event that such Redemption Notice contains such a condition and such moneys are not so received, the redemption shall not be made and the Paying Agent shall within a reasonable time thereafter (but in no event later than the date originally set for redemption) give notice to the persons to whom and in the manner in which the Redemption Notice was given that such moneys were not so received. In addition, the District shall have the right to rescind any Redemption Notice, by written notice to the Paying Agent, on or prior to the date fixed for such redemption. The Paying Agent shall distribute a notice of the rescission of such Redemption Notice in the same manner as such notice was originally provided.

(iv) Partial Redemption of Bonds. Upon the surrender of any Bond redeemed in part only, the Paying Agent shall execute and deliver to the Owner thereof a new Bond or Bonds of like tenor and maturity and of authorized denominations equal in Transfer Amounts to the unredeemed portion of the Bond surrendered. Such partial redemption shall be valid upon payment of the amount required to be paid to such Owner, and the District shall be released and discharged thereupon from all liability to the extent of such payment.

(v) Effect of Redemption Notice. Notice having been given as aforesaid, and the moneys for the redemption (including the interest accrued to the applicable date of redemption) having been set aside as provided in Section 18 hereof, the Bonds to be redeemed shall become due and payable on such date of redemption.

If on such redemption date, money for the redemption of all the Bonds to be redeemed as provided in Section 5(b) hereof, together with interest accrued to such redemption date, shall be held in trust as provided in Section 18 hereof so as to be available therefor on such redemption date, and if a Redemption Notice thereof shall have been given as aforesaid, then from and after such redemption date,

interest on the Bonds to be redeemed shall cease to accrue and become payable. All money held for the redemption of Bonds shall be held in trust for the account of the Owners of the Bonds to be so redeemed.

(vi) Bonds No Longer Outstanding. When any Bonds (or portions thereof), which have been duly called for redemption prior to maturity under the provisions of this Resolution, or with respect to which irrevocable instructions to call for redemption prior to maturity at the earliest redemption date have been given to the Paying Agent, in form satisfactory to it, and sufficient moneys shall be held irrevocably in trust for the payment of the redemption price of such Bonds or portions thereof, and accrued interest thereon to the date fixed for redemption, all as provided in this Resolution, then such Bonds shall no longer be deemed Outstanding and shall be surrendered to the Paying Agent for cancellation.

All Bonds paid at maturity or redeemed prior to maturity pursuant to the provisions of this Section 5 shall be cancelled upon surrender thereof and be delivered to or upon the order of the District. All or any portion of a Bond purchased by the District shall be cancelled by the Paying Agent.

(c) Book-Entry System.

(i) Election of Book-Entry System. The Bonds shall initially be delivered in the form of a separate single fully-registered bond (which may be typewritten) for each maturity date of such Bonds in authorized denominations. The ownership of each such Bond shall be registered in the Bond Register in the name of the Nominee, as nominee of the Depository and ownership of the Bonds, or any portion thereof may not thereafter be transferred except as provided in Section 5(c)(i)(4).

With respect to book-entry Bonds, the District and the Paying Agent shall have no responsibility or obligation to any Participant or to any person on behalf of which such a Participant holds an interest in such book-entry Bonds. Without limiting the immediately preceding sentence, the District and the Paying Agent shall have no responsibility or obligation with respect to (i) the accuracy of the records of the Depository, the Nominee, or any Participant with respect to any ownership interest in book-entry Bonds, (ii) the delivery to any Participant or any other person, other than an Owner as shown in the Bond Register, of any notice with respect to book-entry Bonds, including any Redemption Notice, (iii) the selection by the Depository and its Participants of the beneficial interests in book-entry Bonds to be prepaid in the event the District redeems the Bonds in part, or (iv) the payment by the Depository or any Participant or any other person, of any amount with respect to Principal of, premium, if any, or interest on the book-entry Bonds. The District and the Paying Agent may treat and consider the person in whose name each book-entry Bond is registered in the Bond Register as the absolute Owner of such book-entry Bond for the purpose of payment of Principal of, premium and interest on and to such Bond, for the purpose of giving Redemption Notices and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Paying Agent shall pay all Principal of, premium, if any, and interest on the Bonds only to or upon the order of the respective Owner, as shown in the Bond Register, or his or her respective attorney duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of Principal of, premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. No person other than an Owner, as shown in the Bond Register, shall receive a certificate evidencing the obligation to make payments of Principal of, premium, if any, and interest on the Bonds. Upon delivery by the Depository to the Owner and the Paying Agent, of written notice to the effect that the Depository has determined to substitute a new nominee in place of the Nominee, and subject to the provisions herein with respect to the Record Date, the word Nominee in this Resolution shall refer to such nominee of the Depository.

1. Delivery of Letter of Representations. In order to qualify the book-entry Bonds for the Depository's book-entry system, the District shall execute and deliver to the Depository a Letter of Representations. The execution and delivery of a Letter of Representations shall not in any way impose upon the District any obligation whatsoever with respect to persons having interests in such book-entry Bonds other than the Owners, as shown on the Bond Register. By executing a Letter of Representations, the District shall agree to take all action necessary at all times so that the District will be in compliance with all representations of the District in such Letter of Representations. In addition to the execution and delivery of a Letter of Representations, the District shall take such other actions, not inconsistent with this Resolution, as are reasonably necessary to qualify book-entry Bonds for the Depository's book-entry program.

2. Selection of Depository. In the event (i) the Depository determines not to continue to act as securities depository for book-entry Bonds, or (ii) the District determines that continuation of the book-entry system is not in the best interest of the Beneficial Owners of the Bonds or the District, then the District will discontinue the book-entry system with the Depository. If the District determines to replace the Depository with another qualified securities depository, the District shall prepare or direct the preparation of a new single, separate, fully registered bond for each maturity date of such Outstanding book-entry Bond, registered in the name of such successor or substitute qualified securities depository or its Nominee as provided in subsection (4) hereof. If the District fails to identify another qualified securities depository to replace the Depository, then the Bonds shall no longer be restricted to being registered in such Bond Register in the name of the Nominee, but shall be registered in whatever name or names the Owners transferring or exchanging such Bonds shall designate, in accordance with the provisions of this Section 5(c).

3. Payments and Notices to Depository. Notwithstanding any other provision of this Resolution to the contrary, so long as all Outstanding Bonds are held in book entry form and registered in the name of the Nominee, all payments by the District or the Paying Agent with respect to Principal of, premium, if any, or interest on the Bonds and all notices with respect to such Bonds, including notices of redemption, shall be made and given, respectively to the Nominee, as provided in the Letter of Representations or as otherwise required or instructed by the Depository and agreed to by the Paying Agent notwithstanding any inconsistent provisions herein.

4. Transfer of Bonds to Substitute Depository.

(A) The Bonds shall be initially issued as described in the Official Statement described herein. Registered ownership of such Bonds, or any portions thereof, may not thereafter be transferred except:

(1) to any successor of DTC or its nominee, or of any substitute depository designated pursuant to Section 5(c)(i)(4)(A)(2) ("Substitute Depository"); provided that any successor of DTC or Substitute Depository shall be qualified under any applicable laws to provide the service proposed to be provided by it;

(2) to any Substitute Depository, upon (1) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (2) a determination by the District that DTC (or its successor) is no

longer able to carry out its functions as depository; provided that any such Substitute Depository shall be qualified under any applicable laws to provide the services proposed to be provided by it; or

(3) to any person as provided below, upon (1) the resignation of DTC or its successor (or any Substitute Depository or its successor) from its functions as depository, or (2) a determination by the District that DTC or its successor (or Substitute Depository or its successor) is no longer able to carry out its functions as depository.

(B) In the case of any transfer pursuant to Section 5(c)(i)(4)(A)(1) or (2), upon receipt of all Outstanding Bonds by the Paying Agent, together with a written request of the District to the Paying Agent designating the Substitute Depository, a single new Bond, which the District shall prepare or cause to be prepared, shall be executed and delivered for each maturity of Bonds then Outstanding, registered in the name of such successor or such Substitute Depository or their Nominees, as the case may be, all as specified in such written request of the District. In the case of any transfer pursuant to Section 5(c)(i)(4)(A)(3), upon receipt of all Outstanding Bonds by the Paying Agent, together with a written request of the District to the Paying Agent, new Bonds, which the District shall prepare or cause to be prepared, shall be executed and delivered in such denominations and registered in the names of such persons as are requested in such written request of the District, provided that the Paying Agent shall not be required to deliver such new Bonds within a period of less than sixty (60) days from the date of receipt of such written request from the District.

(C) In the case of a partial redemption or an advance refunding of any Bonds evidencing a portion of the Principal maturing in a particular year, DTC or its successor (or any Substitute Depository or its successor) shall make an appropriate notation on such Bonds indicating the date and amounts of such reduction in Principal, in form acceptable to the Paying Agent, all in accordance with the Letter of Representations. The Paying Agent shall not be liable for such Depository's failure to make such notations or errors in making such notations.

(D) The District and the Paying Agent shall be entitled to treat the person in whose name any Bond is registered as the Owner thereof for all purposes of this Resolution and any applicable laws, notwithstanding any notice to the contrary received by the Paying Agent or the District; and the District and the Paying Agent shall not have responsibility for transmitting payments to, communicating with, notifying, or otherwise dealing with any Beneficial Owners of the Bonds. Neither the District nor the Paying Agent shall have any responsibility or obligation, legal or otherwise, to any such Beneficial Owners or to any other party, including DTC or its successor (or Substitute Depository or its successor), except to the Owner of any Bonds, and the Paying Agent may rely conclusively on its records as to the identity of the Owners of the Bonds.

**SECTION 6. Execution of the Bonds.** The Bonds shall be signed by the President of the Board, or other member of the Board authorized to sign on behalf of the President, by their manual or facsimile signature and countersigned by the manual or facsimile signature of the Clerk of or Secretary to the Board, or the designee thereof, all in their official capacities. No Bond shall be valid or obligatory for any purpose or shall be entitled to any security or benefit under this Resolution unless and until the certificate of authentication printed on the Bond is signed by the Paying Agent as authenticating agent. Authentication by the Paying Agent shall be conclusive evidence that the Bond

so authenticated has been duly issued, signed and delivered under this Resolution and is entitled to the security and benefit of this Resolution.

**SECTION 7. Paying Agent; Transfer and Exchange.** So long as any of the Bonds remain Outstanding, the District will cause the Paying Agent to maintain and keep at its principal office all books and records necessary for the registration, exchange and transfer of the Bonds as provided in this Section. Subject to the provisions of Section 8 below, the person in whose name a Bond is registered on the Bond Register shall be regarded as the absolute Owner of that Bond for all purposes of this Resolution. Payment of or on account of the Principal of, premium, if any, and interest on any Bond shall be made only to or upon the order of such Owner; neither the District nor the Paying Agent shall be affected by any notice to the contrary, but the registration may be changed as provided in this Section. All such payments shall be valid and effectual to satisfy and discharge the District's liability upon the Bonds, including interest, to the extent of the amount or amounts so paid.

Any Bond may be exchanged for Bonds of like Series, tenor, maturity and Transfer Amount upon presentation and surrender at the principal office of the Paying Agent, together with a request for exchange signed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. A Bond may be transferred on the Bond Register only upon presentation and surrender of the Bond at the principal office of the Paying Agent together with an assignment executed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. Upon exchange or transfer, the Paying Agent shall complete, authenticate and deliver a new bond or bonds of like tenor and of any authorized denomination or denominations requested by the Owner equal to the Transfer Amount of the Bond surrendered and bearing or accruing interest at the same rate and maturing on the same date.

If any Bond shall become mutilated, the District, at the expense of the Owner of said Bond, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like Series, tenor, maturity and Transfer Amount in exchange and substitution for the Bond so mutilated, but only upon surrender to the Paying Agent of the Bond so mutilated. If any Bond issued hereunder shall be lost, destroyed or stolen, evidence of such loss, destruction or theft may be submitted to the Paying Agent and, if such evidence be satisfactory to the Paying Agent and indemnity for the Paying Agent and the District satisfactory to the Paying Agent shall be given by the Owner, the District, at the expense of the Owner, shall execute, and the Paying Agent shall thereupon authenticate and deliver, a new Bond of like Series, tenor, maturity and Transfer Amount in lieu of and in substitution for the Bond so lost, destroyed or stolen (or if any such Bond shall have matured or shall have been called for redemption, instead of issuing a substitute Bond the Paying Agent may pay the same without surrender thereof upon receipt of indemnity satisfactory to the Paying Agent and the District). The Paying Agent may require payment of a reasonable fee for each new Bond issued under this paragraph and of the expenses which may be incurred by the District and the Paying Agent.

If signatures on behalf of the District are required in connection with an exchange or transfer, the Paying Agent shall undertake the exchange or transfer of Bonds only after the new Bonds are signed by the authorized officers of the District. In all cases of exchanged or transferred Bonds, the District shall sign and the Paying Agent shall authenticate and deliver Bonds in accordance with the provisions of this Resolution. All fees and costs of transfer shall be paid by the requesting party. Those charges may be required to be paid before the procedure is begun for the exchange or transfer. All Bonds issued upon any exchange or transfer shall be valid obligations of the District, evidencing the same debt, and entitled to the same security and benefit under this Resolution as the Bonds surrendered upon that exchange or transfer.

Any Bond surrendered to the Paying Agent for payment, retirement, exchange, replacement or transfer shall be cancelled by the Paying Agent. The District may at any time deliver to the Paying Agent for cancellation any previously authenticated and delivered Bonds that the District may have acquired in any manner whatsoever, and those Bonds shall be promptly cancelled by the Paying Agent. Written reports of the surrender and cancellation of Bonds shall be made to the District by the Paying Agent as requested by the District. The cancelled Bonds shall be retained for three years, then returned to the District or destroyed by the Paying Agent as directed by the District.

Neither the District nor the Paying Agent will be required to (a) issue or transfer any Bonds during a period beginning with the opening of business on the 16th day next preceding either any Bond Payment Date or any date of selection of Bonds to be redeemed and ending with the close of business on the Bond Payment Date or any day on which the applicable Redemption Notice is given or (b) transfer any Bonds which have been selected or called for redemption in whole or in part.

**SECTION 8. Payment.** Payment of interest on any Bond shall be made on any Bond Payment Date to the person appearing on the registration books of the Paying Agent as the Owner thereof as of the Record Date immediately preceding such Bond Payment Date, such interest to be paid by either (i) check mailed to such Owner on the Bond Payment Date at his or her address as it appears on such registration books or at such other address as he or she may have filed with the Paying Agent for that purpose on or before the Record Date, or (ii) by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date. The Principal, and redemption premiums, if any, payable on the Bonds shall be payable upon maturity or redemption upon surrender at the principal office of the Paying Agent. The Principal of, interest on, and redemption premiums, if any, on, the Bonds shall be payable in lawful money of the United States of America. The Paying Agent is hereby authorized to pay the Bonds when duly presented for payment at maturity, and to cancel all Bonds upon payment thereof. The Bonds are obligations of the District payable solely from the levy of *ad valorem* property taxes upon all property within the District subject to taxation, which taxes shall be without limit as to rate or amount. The Bonds do not constitute an obligation of the County except as provided in this Resolution, and no part of any fund of the County is pledged or obligated to the payment of the Bonds.

**SECTION 9. Form of Bonds.** The Bonds shall be in substantially the form as set forth in Exhibit A hereto, allowing those officials executing the Bonds to make the insertions and deletions necessary to conform the Bonds to this Resolution and the Official Statement, or to correct or cure any defect, inconsistency, ambiguity or omission therein. Pending the preparation of definitive Bonds, the Bonds may be executed and delivered in temporary form exchangeable for definitive Bonds when ready for delivery. If the Paying Agent delivers temporary Bonds, it shall execute and deliver definitive Bonds in an equal aggregate principal amount of authorized denominations, when available, and thereupon the temporary Bonds shall be surrendered to the Paying Agent. Until so exchanged, the temporary Bonds shall be entitled to the same benefits hereunder as definitive Bonds.

**SECTION 10. Delivery of Bonds.** The proper officials of the District shall cause the Bonds to be prepared and, following their sale, shall have the Bonds signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Bonds, to the original purchaser upon payment of the purchase price therefor.

**SECTION 11. Deposit of Proceeds of Bonds.** (a) The purchase price received from the sale of the Bonds, to the extent of the Principal Amount thereof, shall be paid to the County to the credit of the fund hereby authorized to be created to be known as the "Oak Park Unified School District

Election of 2016 General Obligation Bonds, Series A Building Fund” (the “Building Fund”) of the District, shall be kept separate and distinct from all other District and County funds, and those proceeds shall be used solely for the purpose for which the Bonds are being issued and provided further that such proceeds shall be applied solely to the purposes authorized by the voters of the District at the Election. The County shall have no responsibility for assuring the proper use of the Bond proceeds by the District. The Building Fund may contain subaccounts or otherwise be subdivided if the Bonds are issued in more than one Series.

The purchase price received to the extent of any accrued interest and any net original issue premium, shall be kept separate and apart in the fund hereby authorized to be created to be known as the “Oak Park Unified School District Election of 2016 General Obligation Bonds, Series A Debt Service Fund” (the “Debt Service Fund”) for the Bonds and used for payment of Principal of and interest on the Bonds, and for no other purpose. The Debt Service Fund may contain subaccounts or otherwise be subdivided if the Bonds are issued in more than one Series. Interest earnings on monies held in the Building Fund shall be retained in the Building Fund. Interest earnings on monies held in the Debt Service Fund shall be retained in the Debt Service Fund. Any excess proceeds of the Bonds not needed for the authorized purposes set forth herein for which the Bonds are being issued upon written notice from the District shall be transferred to the Debt Service Fund and applied to the payment of Principal of and interest on the Bonds. If, after payment in full of the Bonds, there remain excess proceeds, any such excess amounts shall be transferred to the general fund of the District.

The costs of issuance of the Bonds are hereby authorized to be paid either from premium withheld by the purchaser upon the sale of the Bonds, or from the Principal Amount of the Bonds. To the extent costs of issuance are paid from such Principal Amount, the District may direct that a portion thereof, in an amount not to exceed 2.0% of such Principal Amount, in lieu of being deposited into the Building Fund, be deposited in a costs of issuance account to be held by a fiscal agent of the District appointed for such purpose. Any excess moneys in the cost of issuance account remaining after payment of all costs of issuance shall be transferred to the County for deposit into the Building Fund or Debt Service Fund, as appropriate.

(b) Moneys in the Debt Service Fund and the Building Fund shall be invested, after consultation with the County, in Permitted Investments. If at the time of issuance the District determines to issue the Bonds as Tax-Exempt Bonds without regard to the Internal Revenue Code “temporary period” restrictions, all investment of Bond proceeds shall be subject to paragraph (1) below; and the District, in consultation with the County, may provide for an agent to assist the County in investing funds pursuant to paragraph (1) below. If the District fails to direct the County or its agent, as the case may be, the County or its agent shall invest or cause the funds in the Building Fund to be invested in Qualified Permitted Investments, subject to the provisions of paragraph (1) below, until such time as the District provides written direction to invest such funds otherwise. Neither the County nor its officers and agents, as the case may be, shall have any responsibility or obligation to determine the tax consequences of any investment. The interest earned on the moneys deposited to the Building Fund shall be applied as set forth in subparagraph (1)(C) below:

(1) Covenant Regarding Investment of Proceeds.

(A) Permitted Investments. Beginning on the delivery date, and at all times until expenditure for authorized purposes, not less than 95% of the proceeds of the Bonds deposited in the Building Fund, including investment earnings thereon, will be invested in Qualified Permitted Investments. Notwithstanding the preceding provisions of this

Section, for purposes of this paragraph, amounts derived from the disposition or redemption of Qualified Permitted Investments and held pending reinvestment or redemption for a period of not more than 30 days may be invested in Permitted Investments. The District hereby authorizes investments made pursuant to this Resolution with maturities exceeding five years.

(B) Recordkeeping and Monitoring Relating to Building Fund.

i. Information Regarding Permitted Investments. The District hereby covenants that it will record or cause to be recorded with respect to each Permitted Investment in the Building Fund the following information: purchase date; purchase price; information establishing the Fair Market Value of such Permitted Investment; face amount; coupon rate; periodicity of interest payments; disposition price; disposition date; and any accrued interest received upon disposition.

ii. Information in Qualified Non-AMT Mutual Funds. The District hereby covenants that, with respect to each investment of proceeds of the Bonds in a Qualified Non-AMT Mutual Fund pursuant to paragraph (1)(A) above, in addition to recording, or causing to be recorded, the information set forth in paragraph (1)(B)(i) above, it will retain a copy of each IRS information reporting form and account statement provided by such Qualified Non-AMT Mutual Fund.

iii. Monthly Investment Fund Statements. The District covenants that it will obtain, at the beginning of each month following the delivery date, a statement of the investments in the Building Fund detailing the nature, amount and value of each investment as of such statement date.

iv. Retention of Records. The District hereby covenants that it will retain the records referred to in paragraph (1)(B)(i) and each IRS information reporting form referred to in paragraph (1)(B)(ii) with its books and records with respect to the Bonds until three years following the last date that any obligation comprising the Bonds is retired.

(C) Interest Earned on Permitted Investments. The interest earned on the moneys deposited in the Building Fund shall be deposited in the Building Fund and used for the purposes of that fund.

Except as required to satisfy the requirements of Section 148(f) of the Code, interest earned on the investment of moneys held in the Debt Service Fund shall be retained in the Debt Service Fund and used by the County to pay the Principal of and interest on the Bonds when due.

**SECTION 12. Rebate Fund.** The following provisions shall apply to any Bonds issued as Tax-Exempt Bonds.

(a) The District shall create and establish a special fund designated the “Oak Park Unified School District Election of 2016 General Obligation Bonds, Series A Rebate Fund” (the “Rebate Fund”). All amounts at any time on deposit in the Rebate Fund shall be held in trust, to the extent required to satisfy the requirement to make rebate payments to the United States (the “Rebate Requirement”) pursuant to Section 148 of the Code, and the Treasury Regulations promulgated

thereunder (the “Treasury Regulations”). Such amounts shall be free and clear of any lien hereunder and shall be governed by this Section and by the Tax Certificate to be executed by the District in connection with the Tax-Exempt Bonds (the “Tax Certificate”).

(b) Within 45 days of the end of each fifth Bond Year (as such term is defined in the Tax Certificate), (1) the District shall calculate or cause to be calculated with respect to the Bonds the amount that would be considered the “rebate amount” within the meaning of Section 1.148-3 of the Treasury Regulations, using as the “computation date” for this purpose the end of such Bond Year, and (2) the District shall deposit to the Rebate Fund from amounts on deposit in the other funds established hereunder or from other District funds, if and to the extent required, amounts sufficient to cause the balance in the Rebate Fund to be equal to the “rebate amount” so calculated. The District shall not be required to deposit any amount to the Rebate Fund in accordance with the preceding sentence, if the amount on deposit in the Rebate Fund prior to the deposit required to be made under this subsection (b) equals or exceeds the “rebate amount” calculated in accordance with the preceding sentence. Such excess may be withdrawn from the Rebate Fund to the extent permitted under subsection (g) of this Section. The District shall not be required to calculate the “rebate amount” and shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b), with respect to all or a portion of the proceeds of the Bonds (including amounts treated as proceeds of the Bonds) (1) to the extent such proceeds satisfy the expenditure requirements of Section 148(f)(4)(B) or Section 148(f)(4)(C) of the Code or Section 1.148-7(d) of the Treasury Regulations, whichever is applicable, and otherwise qualify for the exception to the Rebate Requirement pursuant to whichever of said sections is applicable, (2) to the extent such proceeds are subject to an election by the District under Section 148(f)(4)(C)(vii) of the Code to pay a one and one-half percent (1½%) penalty in lieu of arbitrage rebate in the event any of the percentage expenditure requirements of Section 148(f)(4)(C) are not satisfied, or (3) to the extent such proceeds qualify for the exception to arbitrage rebate under Section 148(f)(4)(A)(ii) of the Code for amounts in a “bona fide debt service fund.” In such event, and with respect to such amounts, the District shall not be required to deposit any amount to the Rebate Fund in accordance with this subsection (b).

(c) Any funds remaining in the Rebate Fund after redemption of all the Bonds and any amounts described in paragraph (2) of subsection (d) of this Section, or provision made therefor satisfactory to the District, including accrued interest, shall be remitted to the District.

(d) Subject to the exceptions contained in subsection (b) of this Section to the requirement to calculate the “rebate amount” and make deposits to the Rebate Fund, the District shall pay to the United States, from amounts on deposit in the Rebate Fund,

(1) not later than 60 days after the end of (i) the fifth Bond Year, and (ii) each fifth Bond Year thereafter, an amount that, together with all previous rebate payments, is equal to at least 90% of the “rebate amount” calculated as of the end of such Bond Year in accordance with Section 1.148-3 of the Treasury Regulations; and

(2) not later than 60 days after the payment of all Bonds, an amount equal to 100% of the “rebate amount” calculated as of the date of such payment (and any income attributable to the “rebate amount” determined to be due and payable) in accordance with Section 1.148-3 of the Treasury Regulations.

(e) In the event that, prior to the time any payment is required to be made from the Rebate Fund, the amount in the Rebate Fund is not sufficient to make such payment when such payment is

due, the District shall calculate (or have calculated) the amount of such deficiency and deposit an amount equal to such deficiency into the Rebate Fund prior to the time such payment is due.

(f) Each payment required to be made pursuant to subsection (d) of this Section shall be made to the Internal Revenue Service, on or before the date on which such payment is due, and shall be accompanied by Internal Revenue Service Form 8038-T, such form to be prepared or caused to be prepared by the District.

(g) In the event that immediately following the calculation required by subsection (b) of this Section, but prior to any deposit made under said subsection, the amount on deposit in the Rebate Fund exceeds the “rebate amount” calculated in accordance with said subsection, the District may withdraw the excess from the Rebate Fund and credit such excess to the Debt Service Fund.

(h) The District shall retain records of all determinations made hereunder until three years after the complete retirement of the Bonds.

(i) Notwithstanding anything in this Resolution to the contrary, the Rebate Requirement shall survive the payment in full or defeasance of the Bonds.

**SECTION 13. Security for the Bonds.** There shall be levied on all the taxable property in the District, in addition to all other taxes, a continuing direct *ad valorem* property tax annually during the period the Bonds are Outstanding in an amount sufficient to pay the Principal of and interest on the Bonds when due, which moneys when collected will be deposited in the Debt Service Fund of the District, and which fund is hereby designated for the payment of the principal of and interest on the Bonds when and as the same shall fall due, and for no other purpose. The District covenants to cause the County to take all actions necessary to levy such *ad valorem* tax in accordance with this Section 13. Pursuant to Section 53515 of the Government Code, the Bonds shall be secured by a statutory lien on all revenues received pursuant to the levy and collection of *ad valorem* taxes for the payment thereof.

Pursuant to Government Code sections 5450 and 5451, the District hereby pledges all revenues received from the levy and collection *ad valorem* taxes for the payment of the Bonds and all amounts on deposit in the Debt Service Fund to the payment of the Bonds. Such pledge shall constitute a lien on and security interest in such taxes and amounts in the Debt Service Fund. This pledge shall constitute an agreement between the District and the Owners of the Bonds to provide security for the payment of the Bonds in addition to any statutory lien that may exist

The moneys in the Debt Service Fund, to the extent necessary to pay the Principal of and interest on the Bonds as the same become due and payable, shall be transferred by the Treasurer to the Paying Agent which, in turn, shall pay such moneys to DTC to pay such Principal and interest. DTC will thereupon make payments of Principal of and interest on the Bonds to the DTC Participants who will thereupon make payments of such Principal and interest to the Beneficial Owners of the Bonds. Any moneys remaining in the Debt Service Fund after the Bonds and the interest thereon have been paid in full, or provision for such payment has been made, shall be transferred to the general fund of the District, pursuant to the Education Code Section 15234.

**SECTION 14. Arbitrage Covenant.** The District covenants that it will restrict the use of the proceeds of the Bonds in such manner and to such extent, if any, as may be necessary, so that the Bonds will not constitute arbitrage bonds under Section 148 of the Code and the applicable regulations

prescribed thereunder or any predecessor section. Calculations for determining arbitrage requirements are the sole responsibility of the District.

**SECTION 15. Conditions Precedent.** The Board determines that all acts and conditions necessary to be performed by the Board or to have been met precedent to and in the issuing of the Bonds in order to make them legal, valid and binding general obligations of the District have been performed and have been met, or will at the time of delivery of the Bonds have been performed and have been met, in regular and due form as required by law; and that no statutory or constitutional limitation of indebtedness or taxation will have been exceeded in the issuance of the Bonds.

**SECTION 16. Official Statement.** The Preliminary Official Statement relating to the Bonds, substantially in the form on file with the Secretary to the Board is hereby approved and the Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deliver such Preliminary Official Statement to the Financial Advisor, as the case may be, to be used in connection with the offering and sale of the Bonds. The Authorized Officers, each alone, are hereby authorized and directed, for and in the name and on behalf of the District, to deem the Preliminary Official Statement “final” pursuant to Rule 15c2-12 of the Securities Exchange Act of 1934, prior to its distribution and to execute and deliver to the purchaser of the Bonds a final Official Statement, substantially in the form of the Preliminary Official Statement, with such changes therein, deletions therefrom and modifications thereto as the Authorized Officer executing the same shall approve. Execution of the Official Statement shall conclusively evidence the District’s approval of the Official Statement.

**SECTION 17. Insurance.** In the event the District purchases bond insurance for the Bonds, and to the extent that the Bond Insurer makes payment of the Principal of interest on the Bonds, it shall become the Owner of such Bonds with the right to payment of such Principal or interest, and shall be fully subrogated to all of the Owners’ rights, including the Owners’ rights to payment thereof. To evidence such subrogation (i) in the case of subrogation as to claims that were past due interest, the Paying Agent shall note the Bond Insurer’s rights as subrogee on the registration books for the Bonds maintained by the Paying Agent upon receipt of a copy of the cancelled check issued by the Bond Insurer for the payment of such interest to the Owners of the Bonds, and (ii) in the case of subrogation as to claims for past due Principal, the Paying Agent shall note the Bond Insurer as subrogee on the Bond Register for the Bonds maintained by the Paying Agent upon surrender of the Bonds by the Owners thereof to the Bond Insurer or the insurance trustee for the Bond Insurer.

**SECTION 18. Defeasance.** All or any portion of the Outstanding maturities of the Bonds may be defeased prior to maturity in the following ways:

- (a) Cash: by irrevocably depositing with an independent escrow agent selected by the District an amount of cash which, together with amounts transferred from the Debt Service Fund, if any, is sufficient to pay all Bonds Outstanding and designated for defeasance (including all Principal thereof, accrued interest thereon and redemption premiums, if any) at or before their maturity date; or
- (b) Government Obligations: by irrevocably depositing with an independent escrow agent selected by the District noncallable Government Obligations together with amounts transferred from the Debt Service Fund, if any, and any other cash, if required, in such amount as will, together with interest to accrue thereon, in the opinion of an independent certified public accountant, be fully sufficient to pay and discharge all Bonds Outstanding and designated for

defeasance (including all Principal thereof, accrued interest thereon and redemption premiums, if any) at or before their maturity date;

then, notwithstanding that any of such Bonds shall not have been surrendered for payment, all obligations of the District with respect to all such designated Outstanding Bonds shall cease and terminate, except only the obligation of the independent escrow agent selected by the District to pay or cause to be paid from funds deposited pursuant to paragraphs (a) or (b) of this Section, to the Owners of such designated Bonds not so surrendered and paid all sums due with respect thereto.

For purposes of this Section, Government Obligations shall mean:

Direct and general obligations of the United States of America, or obligations that are unconditionally guaranteed as to principal and interest by the United States of America (which may consist of obligations of the Resolution Funding Corporation that constitute interest strips). In the case of direct and general obligations of the United States of America, Government Obligations shall include evidences of direct ownership of proportionate interests in future interest or principal payments of such obligations. Investments in such proportionate interests must be limited to circumstances where (i) a bank or trust company acts as custodian and holds the underlying United States obligations; (ii) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations; and (iii) the underlying United States obligations are held in a special account, segregated from the custodian's general assets, and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated; provided that such obligations are rated or assessed at least as high as direct and general obligations of the United States of America by either Moody's or S&P.

**SECTION 19. Nonliability of County.** Notwithstanding anything to the contrary contained herein, in the Bonds or in any other document mentioned herein, neither the County, nor its officials, officers, employees or agents shall have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby, the Bonds are not a debt of the County or a pledge of the County's full faith and credit, and the Bonds and any liability in connection therewith shall be paid solely from *ad valorem* property taxes lawfully levied to pay the Principal of or interest on the Bonds, which taxes shall be unlimited as to rate or amount.

**SECTION 20. Indemnification of County.** The District shall defend, indemnify and hold harmless the County, its officials, officers, agents and employees ("Indemnified Parties") against any and all losses, claims, damages or liabilities, joint or several, to which such Indemnified Parties may become subject based in whole or in part upon any acts or omission related to the Bonds, except with regard to the County's responsibilities under Section 22 hereof. The District shall also reimburse the Indemnified Parties for any legal or other costs and expenses incurred in connection with investigating or defending any such claims or liabilities, except with regard to the County's responsibilities under Section 22 hereof.

**SECTION 21. Reimbursement of County Costs.** The District shall reimburse the County for all costs and expenses incurred by the County, its officials, officers, agents and employees in issuing or otherwise in connection with the issuance of the Bonds.

**SECTION 22. Request to County to Levy Tax; Estimate of Tax Levy.** The Board of Supervisors and officers of the County are obligated by statute to provide for the levy and collection of *ad valorem* property taxes in each year sufficient to pay all Principal of and interest coming due on

the Bonds in such year, and to pay from such taxes all amounts due on the Bonds. The District hereby requests the Board of Supervisors to annually levy a tax upon all taxable property in the District sufficient to pay all such Principal and interest coming due on the Bonds in such year, and to pay from such taxes all amounts due on the Bonds. The Board hereby finds and determines that such *ad valorem* taxes shall be levied specifically to pay the Bonds being issued to finance specific projects authorized by the voters of the District at the Election.

**SECTION 23. Other Actions.** (a) Officers of the Board and District officials and staff are hereby authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to proceed with the issuance of the Bonds and otherwise carry out, give effect to and comply with the terms and intent of this Resolution. Such actions heretofore taken by such officers, officials and staff are hereby ratified, confirmed and approved.

(b) The Board hereby appoints Piper Jaffray & Co., as the Financial Advisor and Stradling Yocca Carlson & Rauth, a Professional Corporation, as Bond Counsel and Disclosure Counsel, each with respect to the issuance of the Bonds.

(c) Notwithstanding any other provisions contained herein, the provisions of this Resolution as they relate to the Bonds may be amended by the Official Statement.

(d) To the extent the issuance of Bonds includes Long Current Interest Bonds, the useful life of any facility financed with such Long Current Interest Bonds will equal or exceed the maturity of such Long Current Interest Bonds.

**SECTION 24. Resolution to County Treasurer-Tax Collector.** The Clerk of or Secretary to this Board is hereby directed to provide a certified copy of this Resolution to the Treasurer and the Auditor-Controller of the County immediately following its adoption.

**SECTION 25. Continuing Disclosure.** The District hereby covenants and agrees that it will comply with and carry out all of the provisions of that certain Continuing Disclosure Certificate executed by the District and dated as of the Dated Date, as originally executed and as it may be amended from time to time in accordance with the terms thereof. The Board hereby approves the form of the Continuing Disclosure Certificate appended to the form of the Preliminary Official Statement on file with the Secretary to the Board as of the date hereof, and the Authorized Officers, each alone, are hereby authorized to execute and deliver such Continuing Disclosure Certificate with such changes therein and modifications thereto as shall be approved by the Authorized Officer executing the same, such approval to be conclusively evidenced by such execution and delivery. Any Bond Holder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section. Noncompliance with this Section shall not result in acceleration of the Bonds.

**SECTION 26. Effective Date.** This Resolution shall take effect immediately upon its passage.

**SECTION 27. Further Actions Authorized.** It is hereby covenanted that the District, and its appropriate officials, have duly taken all actions necessary to be taken by them, and will take any additional actions necessary to be taken by them, for carrying out the provisions of this Resolution.

**SECTION 28. Recitals.** All the recitals in this Resolution above are true and correct and this Board so finds, determines and represents.

PASSED, ADOPTED AND APPROVED this 21st day of February 2017, by the following vote:

AYES: MEMBERS \_\_\_\_\_

NOES: MEMBERS \_\_\_\_\_

ABSTAIN: MEMBERS \_\_\_\_\_

ABSENT: MEMBERS \_\_\_\_\_

\_\_\_\_\_  
President of the Board of Education,  
Oak Park Unified School District

ATTEST:

\_\_\_\_\_  
Secretary to the Board of Education,  
Oak Park Unified School District

SECRETARY'S CERTIFICATE

I, Dr. Anthony Knight, Superintendent and Secretary to the Board of Education of the Oak Park Unified School District, Ventura County, California, hereby certify as follows:

The foregoing is a full, true and correct copy of a Resolution duly adopted at a regular meeting of the Board of Education of said District duly and regularly and legally held at the regular meeting place thereof on February 21, 2017, of which meeting all of the members of the Board of said District had due notice and at which a quorum was present.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office and the foregoing is a full, true and correct copy of the original Resolution adopted at said meeting and entered in said minutes.

Said Resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

Dated: February 22, 2017

---

Superintendent and Secretary to the Board of Education  
of the Oak Park Unified School District

**EXHIBIT A**  
**FORM OF BONDS**

**REGISTERED  
NO.**

**REGISTERED  
\$**

**OAK PARK UNIFIED SCHOOL DISTRICT  
(VENTURA COUNTY, CALIFORNIA)  
ELECTION OF 2016 GENERAL OBLIGATION BONDS, SERIES A**

<u>INTEREST RATE:</u> _____ % per annum	<u>MATURITY DATE:</u> August 1, 20____	<u>DATED AS OF:</u> _____, 2017	<u>CUSIP</u>
--	---	------------------------------------	--------------

REGISTERED OWNER:      CEDE & CO.

PRINCIPAL AMOUNT:

The Oak Park Unified School District (the "District") in Ventura County, California (the "County"), for value received, promises to pay to the Registered Owner named above, or registered assigns, the Principal Amount on the Maturity Date, each as stated above, and interest thereon until the Principal Amount is paid or provided for at the Interest Rate stated above, on February 1 and August 1 of each year (the "Bond Payment Dates"), commencing February 1, 2018. This bond will bear interest from the Bond Payment Date next preceding the date of authentication hereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to the Bond Payment Date, inclusive, in which event it shall bear interest from such Bond Payment Date, or unless it is authenticated on or before January 15, 2018, in which event it shall bear interest from the Dated Date. Interest shall be computed on the basis of a 360-day year of twelve, 30-day months. Principal and interest are payable in lawful money of the United States of America, without deduction for the paying agent services, to the person in whose name this bond (or, if applicable, one or more predecessor bonds) is registered, such owner being the Registered Owner, on the Register maintained by the Paying Agent, initially U.S. Bank National Association, Los Angeles, California. Principal is payable upon presentation and surrender of this bond at the principal office of the Paying Agent. Interest is payable by wire transfer by the Paying Agent on each Bond Payment Date to the Registered Owner of this bond (or one or more predecessor bonds) as shown on the bond register maintained by the Paying Agent, and to the bank and account number on file with the Paying Agent, as of the close of business on the 15th day of the month next preceding that Bond Payment Date (the "Record Date").

This bond is one of an authorization of bonds approved to raise money for the purposes authorized by voters of the District at the Election (defined herein) and to pay all necessary legal, financial, engineering and contingent costs in connection therewith under authority of and pursuant to the laws of the State of California, and the requisite vote of the electors of the District cast at a general election held on November 8, 2016 (the "Election"), upon the question of issuing bonds in the amount of \$60,000,000 and the resolution of the Board of Education of the District adopted on February 21, 2017 (the "Bond Resolution"). This bond is being issued under the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code. This bond and the issue of which this

bond is one are payable as to both principal and interest solely from the proceeds of the levy of *ad valorem* property taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount in accordance with California Education Code Sections 15250 and 15252.

The bonds of this issue comprise \$\_\_\_\_\_ principal amount of Current Interest Bonds, of which this bond is a part (collectively, the “Bonds”).

This bond is exchangeable and transferable for Bonds of like series, tenor, maturity and Transfer Amount (as defined in the Bond Resolution) and in authorized denominations at the designated office of the Paying Agent in Los Angeles, California, by the Registered Owner or by a person legally empowered to do so, in a form satisfactory to the Paying Agent, all subject to the terms, limitations and conditions provided in the Bond Resolution. All fees and costs of transfer shall be paid by the transferor. The District and the Paying Agent may deem and treat the Registered Owner as the absolute owner of this bond for the purpose of receiving payment of or on account of principal or interest and for all other purposes, and neither the District nor the Paying Agent shall be affected by any notice to the contrary.

Neither the District nor the Paying Agent will be required to (a) issue or transfer any Bond during a period beginning with the opening of business on the 16th day next preceding either any Bond Payment Date or any date of selection of Bonds to be redeemed and ending with the close of business on the Bond Payment Date or day on which the applicable notice of redemption is given or (b) transfer any Bond which has been selected or called for redemption in whole or in part.

The Bonds maturing on or before August 1, 20\_\_\_ are not subject to redemption. The Bonds maturing on or after August 1, 20\_\_\_ are subject to redemption prior to their respective stated maturity dates, at the option of the District, from any source of available funds, in whole or in part on any date, on or after August 1, 20\_\_\_, at a redemption price equal to the principal amount of the Bonds called for redemption, together with interest accrued thereon to the date of redemption, without premium.

The Term Bonds maturing on August 1, 20\_\_\_, are subject to redemption prior to maturity from mandatory sinking fund payments on August 1 of each year, on and after August 1, 20\_\_\_, at a redemption price equal to the principal amount thereof, together with accrued interest to the date fixed for redemption, without premium. The principal amounts represented by such Bonds to be so redeemed, the dates therefor and the final principal payment date are as indicated in the following table:

Redemption Date (August 1)	Principal Amount
-------------------------------	---------------------

(1)	
Total:	

---

(1) Maturity.

In the event that a portion of the Term Bonds maturing on August 1, 20\_\_\_ are optionally redeemed prior to maturity, the remaining mandatory sinking fund payments shown above shall be reduced proportionately, or as otherwise directed by the District, in integral multiples of \$5,000 of principal amount, in respect of the portion of such Term Bonds optionally redeemed.

If less than all of the Bonds of any one maturity shall be called for redemption, the particular Bonds or portions of Bonds of such maturity to be redeemed shall be selected as directed by the District,

and if not so directed, by lot. Redemption by lot shall be in such manner as the Paying Agent may determine; provided, however, that the portion of any Bond to be redeemed shall be in the principal amount of \$5,000 or some integral multiple thereof. If less than all of the Bonds stated to mature on different dates shall be called for redemption, the particular Bonds or portions thereof to be redeemed shall be called by the Paying Agent in any order directed by the District and, if not so directed, in the inverse order of maturity.

Reference is made to the Bond Resolution for a more complete description of certain defined terms used herein, as well as the provisions, among others, with respect to the nature and extent of the security for the Bonds of this series, the rights, duties and obligations of the District, the Paying Agent and the Registered Owners, and the terms and conditions upon which the Bonds are issued and secured. The Registered Owner of this bond assents, by acceptance hereof, to all of the provisions of the Bond Resolution.

It is certified and recited that all acts and conditions required by the Constitution and laws of the State of California to exist, to occur and to be performed or to have been met precedent to and in the issuing of the Bonds in order to make them legal, valid and binding general obligations of the District, have been performed and have been met in regular and due form as required by law; that no statutory or constitutional limitation on indebtedness or taxation has been exceeded in issuing the Bonds; and that due provision has been made for levying and collecting *ad valorem* property taxes on all of the taxable property within the District in an amount sufficient to pay principal of and interest on the Bonds when due.

This bond shall not be valid or obligatory for any purpose and shall not be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication below has been signed.

[REMAINDER OF PAGE LEFT BLANK]

**IN WITNESS WHEREOF**, the Oak Park Unified School District, Ventura County, California, has caused this bond to be executed on behalf of the District and in their official capacities by the manual or facsimile signature of the President of the Board of Education of the District, and to be countersigned by the manual or facsimile signature of the Secretary to the Board of Education of the District, all as of the date stated above.

**OAK PARK UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_ (Facsimile Signature)  
President of the Board of Education

**COUNTERSIGNED:**

\_\_\_\_\_  
(Facsimile Signature)  
Secretary to the Board of Education

**CERTIFICATE OF AUTHENTICATION**

This bond is one of the Bonds described in the Bond Resolution referred to herein which has been authenticated and registered on \_\_\_\_\_, 2017.

By: U.S. BANK NATIONAL ASSOCIATION, as Paying Agent

\_\_\_\_\_  
Authorized Officer

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address and zip code of Transferee): \_\_\_\_\_ this bond and irrevocably constitutes and appoints attorney to transfer this bond on the books for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed:

\_\_\_\_\_

Notice: The assignor’s signature to this assignment must correspond with the name as it appears upon the within bond in every particular, without alteration or any change whatever, and the signature(s) must be guaranteed by an eligible guarantor institution.

Social Security Number, Taxpayer Identification Number or other identifying number of Assignee: \_\_\_\_\_

Unless this certificate is presented by an authorized representative of The Depository Trust Company to the issuer or its agent for registration of transfer, exchange or payment, and any certificate issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

LEGAL OPINION

The following is a true copy of the opinion rendered by Stradling Yocca Carlson & Rauth, a Professional Corporation in connection with the issuance of, and dated as of the date of the original delivery of, the Bonds. A signed copy is on file in my office.

\_\_\_\_\_  
(Facsimile Signature)  
Secretary to the Board of Education

**EXHIBIT B**

**NOTICE INVITING PROPOSALS FOR PURCHASE OF BONDS**

\$15,000,000\*

OAK PARK UNIFIED SCHOOL DISTRICT  
(VENTURA COUNTY, CALIFORNIA)

ELECTION OF 2016 GENERAL OBLIGATION BONDS, SERIES A

**NOTICE IS HEREBY GIVEN** that sealed unconditioned proposals will be received to and including the hour of 9:00 a.m., Pacific Standard Time, on March \_\_\_\_, 2017, at the offices of Piper Jaffray & Co., 2321 Rosecrans Avenue, Suite 3200, El Segundo, California 90245 (the “Financial Advisor”), in the manner described below, for the purchase of all, but not less than all, of \$15,000,000\* principal amount of Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A (the “Bonds”). Proposals must be submitted electronically via i-Deal LLC’s (“i-Deal”) Parity Electronic Bid Submission System (“PARITY”), a division of Thomson Information Services, Inc., in the manner described below, for the purchase of all, but not less than all, of \$15,000,000\* principal amount of the Bonds. In the event that the sale has not been awarded by the designated time, bids will be received at a subsequent time and date to be determined by the Oak Park Unified School District (the “District”) and publicized via the Bond Buyer or the Bond Buyer Wire or Thomson Municipal Market Monitor ([www.tm3.com](http://www.tm3.com)).

**I. Issue:**

The Bonds will be dated the date of delivery, will be in the denomination of \$5,000 each, or integral multiples thereof, and will bear interest from the date of delivery of the Bonds to the maturity of each of the Bonds at the rate such that the true interest cost (the “TIC”) shall not exceed 6%, with interest payable semiannually on February 1 and August 1 of each year during the term of each of the Bonds, commencing February 1, 2018. The Bonds will mature on August 1 in each of the years set forth in the following schedule:

<u>Maturity Date</u>	<u>Principal Amount*</u>	<u>Maturity Date</u>	<u>Principal Amount*</u>
----------------------	--------------------------	----------------------	--------------------------

---

\* Preliminary, subject to change.

## **II. Option to Elect Term Bonds:**

The purchaser may elect to combine any number of consecutive maturities of Bonds for which an identical interest rate has been specified to comprise term bonds by indicating such an election in their bid. The election to create term bonds in such manner will require the creation of a mandatory sinking fund so that the sinking fund redemption payments shall equal the corresponding serial bond maturity amounts.

## **III. Adjustment of Principal Amounts:**

The estimated principal amount of each maturity of Bonds set forth above reflect certain assumptions of the District and the Financial Advisor with respect to the likely interest rates of the winning bid or bids. Following the determination of the successful bidder or bidders, the Financial Advisor, on behalf of the District, reserves the right to increase or decrease the principal amount of each maturity of the Bonds, in \$5,000 increments of principal amount. Such adjustment shall be made within 26 hours of the bid opening and in the sole discretion of the District, upon recommendation of the Financial Advisor. In the event of any such adjustment, no rebidding or recalculation of the bids submitted will be required or permitted and the successful bid or bids may not be withdrawn, and the successful bidder will not be permitted to change the interest rate(s) in its bid for the Bonds. The percentage compensation to be paid to the successful bidder will not change if the maturity schedule is adjusted.

## **IV. Interest Rates:**

All bids for the purchase of the Bonds must state the rate of interest to be paid for each maturity of Bonds offered and bid price for such Bonds. All Bonds of the same maturity must bear the same rate of interest and no Bond may bear more than one rate. The maximum interest rate bid for each maturity may not exceed [eight percent (8%)], and the TIC may not exceed [six percent (6%)]. Bidders may specify any number of different rates to be borne on the Bonds; provided that, all interest rates must be in multiples of 1/8 or 1/20 of one percent and a zero rate of interest cannot be specified. Interest will be computed on the basis of a 360-day year consisting of twelve, 30-day months.

## **V. Redemption:**

The Bonds maturing on or before August 1, 20\_\_ are not subject to optional redemption prior to their respective stated maturity dates. The Bonds maturing on or after August 1, 20\_\_ are subject to optional redemption prior to their respective stated maturity dates at the option of the District, from any source of available funds, as a whole or in part, on any date on or after August 1, 20\_\_, at a redemption price equal to the principal amount of the Bonds called for redemption, together with interest accrued thereon to the date fixed for redemption, without premium.

## **VI. Notice of Redemption:**

Notice of redemption of any Bond will be mailed to the Registered Owner of each Bond to be redeemed in whole or in part at the address shown on the registration records maintained by U.S. Bank National Association, as the paying agent for the Bonds (the "Paying Agent"); such mailing to be not more than 45 nor less than 20 days prior to the date set for redemption. Neither failure to receive such notice nor any defect in any notice so mailed shall affect the sufficiency of the proceedings for the redemption of Bonds.

**VII. Costs of Issuance:**

[The winning bidder will not be required to pay any costs of issuance associated with the Bonds, except as described in Sections XVII and XXIV. Such costs of issuance, excluding the winning bidder's compensation, will be paid by the District solely from the aggregate proceeds of the Bonds eligible to be deposited into the Building Fund (as such term is defined in the Preliminary Official Statement) held by Ventura County on behalf of the District. The winning bidder's compensation will be paid by the District from the premium generated from the sale of the Bonds. The District reserves the right to instruct the winning bidder of the Bonds to retain from the premium generated from the sale of the Bonds an amount equal to the winning bidder's compensation. The District further reserves the right to instruct the winning bidder to wire a portion of the purchase price, in an amount not to exceed 2.0% of the principal amount of the Bonds, to U.S. Bank National Association, in its capacity as costs of issuance custodian for the Bonds.]

By the submission of its bid pursuant to the provisions hereof, each bidder will be deemed to have represented that its underwriting discount shall not exceed \_\_\_% of the principal amount of the Bonds.

**VIII. Premium/Discount Bonds:**

The District has elected to deposit the premium generated upon the sale of the Bonds, net of the winning bidder's compensation, into the Debt Service Fund for the Bonds (as such term is defined in the Preliminary Official Statement) established therefor, to be used to pay interest on the Bonds. Premium deposited into the Debt Service Fund may not be used to pay principal of the Bonds. Bidders may not bid a purchase price (calculated as principal plus premium minus the bidder's compensation) of more than \_\_\_% of the aggregate principal amount of the Bonds.

Bidders may not bid a purchase price (calculated as principal plus premium minus the bidder's compensation) of more than \_\_\_% or less than \_\_\_% of the aggregate principal amount of the Bonds.

**IX. Registration of Bonds as to Principal and Interest and Place of Payment:**

The Bonds, when delivered, will be registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York ("DTC"). DTC will act as securities depository of the Bonds. Individual purchases will be made in book-entry form only, in the denominations of \$5,000 and integral multiples thereof. Purchasers will not receive physical certificates representing their interest in the Bonds purchased. Principal and interest are payable in lawful money of the United States of America and will be paid to DTC which in turn will remit such amounts to the beneficial owners of the Bonds through DTC's Participants, as described in the Preliminary Official Statement.

**X. Authority:**

The Bonds will be issued pursuant to the Constitution and laws of the State of California and pursuant to Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California. The issuance of the Bonds was authorized by the requisite fifty-five percent vote of the qualified electors of the District voting at an election held on November 8, 2016.

**XI. Security:**

Both the principal of and interest on the Bonds are payable solely from an *ad valorem* property tax levied against all of the property within the District subject to taxation by the District, without limitation as to rate or amount (except certain personal property which is taxable at limited rates).

**XII. Form of Bid:**

All bids must be submitted electronically via PARITY, pursuant to the procedures described below, and all such bids shall be deemed to constitute a Bid for Purchase of the Bonds and shall be deemed to incorporate by reference all of the terms and conditions of this Notice Inviting Proposals for Purchase of Bonds. The submission of a bid electronically via PARITY shall constitute and be deemed the bidder's signature on the Bid for Purchase of the Bonds.

**XIII. Procedures Regarding Electronic Bidding:**

Bids must be submitted electronically via PARITY in accordance with this Notice Inviting Proposals for Purchase of Bonds, until 9:00 a.m., California Time, on March \_\_\_, 2017, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY conflict with this Notice Inviting Proposals for Purchase of Bonds, the terms of this Notice Inviting Proposals for Purchase of Bonds shall control. For further information about PARITY, potential bidders may contact the District's Financial Advisor, Timothy Carty of Piper Jaffray & Co. at (310) 702-1530 or [timothy.p.carty@pjc.com](mailto:timothy.p.carty@pjc.com), or PARITY at i-Deal at (212) 849-5021. In the event that a bid for the Bonds is submitted via PARITY, the bidder further agrees that:

1. Once the bids are communicated electronically via PARITY to the District as described herein, each bid will constitute a Bid for Purchase of the Bonds and shall be deemed to be an irrevocable offer to purchase the Bonds on the terms provided in this Notice Inviting Proposals for Purchase of Bonds. If a bid submitted electronically via PARITY is accepted by the District, the terms of the Bid for Purchase of the Bonds and the Notice Inviting Proposals for Purchase of Bonds and the information that is electronically transmitted through PARITY (including information about the purchase price of the Bonds, the coupon interest rate to be borne by the various maturities of the Bonds, the initial public offering price of each maturity and any other information included in such transmission) shall form a contract and the successful bidder shall be bound by the terms of such contract.

2. PARITY is not an agent of the District, and the District shall have no liability whatsoever based on any bidder's use of PARITY, including but not limited to any failure by PARITY to correctly or timely transmit information provided by the District or information provided by the bidder.

3. The District may choose to discontinue use of electronic bidding via PARITY by issuing a notification to such effect via PARITY's internet site ([www.tm3.com](http://www.tm3.com)) no later than 1:00 P.M. (California Time) on the last business day prior to the date of sale. In such case, a substitute bidding arrangement will be described in an amended Notice Inviting Proposals for Purchase of Bonds.

4. For purposes of submitting all Bids for Purchase of the Bonds, the time as maintained on PARITY shall constitute the official time. No bid received after the deadline shall be considered. In any case, each bid must be in accordance with the terms and conditions set forth in this official Notice Inviting Proposals for Purchase of Bonds.

5. Each bidder shall be solely responsible to make necessary arrangements to access PARITY for purposes of submitting its bid in a timely manner and in compliance with this Notice Inviting Proposals for Purchase of Bonds. Neither the District nor i-Deal shall have any duty or obligation to undertake such registration to bid for any prospective bidder or to provide or assure such access to any qualified prospective bidder, and neither the District nor i-Deal shall be responsible for a bidder's failure to register to bid or for proper operation of, or have any liability for any delays or interruptions of, or any damages caused by, PARITY. The District is using PARITY as a communication mechanism, and not as the District's agent, to conduct the electronic bidding for the Bonds. By using PARITY, each bidder agrees to hold the District harmless for any harm or damages caused to such bidder in connection with its use of PARITY for bidding on the Bonds.

**XIV. Estimate of True Interest Cost:**

Bidders are requested (but not required) to supply an estimate of the total true interest cost to the District on the basis of their respective bids, which shall be considered as informative only and not binding on either the bidder or the Board of Education of the District.

**XV. Deposit:**

The successful bidder will be required to provide a good faith deposit (the "Deposit") in the form of a wire transfer made payable to

Oak Park Unified School District  
in the amount of  
\$100,000

prior to the official award. The wire transfer must be transmitted in immediately available funds and sent to the account of the District at the Ventura County Treasurer-Tax Collector at the wire address specified in section XXIII herein, but with the following reference: Oak Park USD 2016 GO Bonds, Series A Good Faith Deposit. The Financial Advisor will request the apparent winning bidder to immediately wire the Deposit (as provided in Section XXIII herein) and provide the Federal wire reference number of such Deposit to the Financial Advisor within 90 minutes of such request by the Financial Advisor. The Bonds will not be officially awarded to a bidder who has not submitted a Deposit in the form of a wire transfer, together with its Federal wire reference number, as provided above.

No interest on the Deposit will accrue to any bidder. The Deposit (without accruing interest) of the winning bidder will be applied to the purchase price of the Bonds. In the event the winning bidder fails to honor its accepted bid, the Deposit plus any interest accrued on the Deposit will be retained by the District. Any investment income earned on the Deposit will be paid to the successful bidder in the event the District is unable to deliver the Bonds. Deposits accompanying bids other than the bid which is accepted will be returned promptly upon the determination of the best bidder.

**XVI. Qualification for Sale; Blue Sky:**

The purchaser will assume responsibility for taking any action necessary to qualify the Bonds for offer and sale in jurisdictions other than California, and for complying with the laws of all jurisdictions on resale of the Bonds, and shall indemnify, defend and hold harmless the District and their respective officers and officials from any loss or damage resulting from any failure to comply with any such law. Compliance with Blue Sky Laws shall be the sole responsibility of the purchaser, and the purchaser shall

pay all fees and disbursements related to the qualification of the bonds for sale under the securities or Blue Sky laws of various jurisdictions. The District will furnish such information and take such action not inconsistent with law as the purchaser may request and the District shall deem necessary or appropriate to qualify the Bonds for offer and sale under the Blue Sky or other securities laws and regulations of such states and other jurisdictions of the United States of America as may be designated by the purchaser, provided, however, that the District shall not execute a general or special consent to service of process or qualify to do business in connection with such qualification or determination in any jurisdiction. The purchaser will not offer to sell, or solicit any offer to buy, the Bonds in any jurisdiction where it is unlawful for such purchaser to make such offer, solicitation or sale, and the purchaser shall comply with the Blue Sky and other securities laws and regulations of the states and jurisdictions.

**XVII. CUSIP Numbers and Other Fees:**

CUSIP numbers will be applied for and will be printed on the Bonds and the cost of printing thereof and service bureau assignment will be the purchaser's responsibility. Any delay, error or omission with respect thereto will not constitute cause for the purchaser to refuse to accept delivery of and pay for the Bonds. The successful bidder shall also be required to pay all fees required by The Depository Trust Company, Bond Market Association, Municipal Securities Rulemaking Board, and any other similar entity imposing a fee in connection with the issuance of the Bonds (see, "—California Debt and Investment Advisory Commission" below).

**XVIII. Legal Opinion:**

The Bonds are sold with the understanding that the purchaser will be furnished with the approving opinion of Bond Counsel, Stradling Yocca Carlson & Rauth, a Professional Corporation. A copy of the opinion will be attached to the Bonds. Said attorneys have been retained by the District as Bond Counsel and in such capacity are to render their opinion only upon the legality of the Bonds under State of California law and on the exemption of the interest income on such Bonds from federal and State of California income taxes. Fees of Bond Counsel will be paid by the District from the costs of issuance.

**XIX. Tax-Exempt Status:**

In the opinion of Bond Counsel, under existing laws, interest on the Bonds is exempt from all present State of California personal income taxes, and assuming compliance with certain covenants made by the District, interest on the Bonds is not includable in the gross income of the Owners of the Bonds for federal income tax purposes, provided that such interest may be included in the calculation for certain taxes, including the corporate alternative minimum tax. Should changes in the law cause Bond Counsel's opinion to change prior to delivery of the Bonds to the purchaser, the purchaser will be relieved of its responsibility to pick up and pay for the Bonds, and in that event its Deposit will be returned.

**XX. Certification of Reoffering Price:**

As soon as practicable, but not later than one day prior to the date of delivery of the Bonds, the successful bidder must submit to the District a certificate regarding the issue price of the Bonds, substantially in the form attached as Exhibit A hereto. The final form of such certificate shall be in a form and substance satisfactory to Bond Counsel, and shall include such additional information as may be required thereby.

**XXI. Award:**

If the Bonds are awarded on the date of sale, the Bonds will be awarded to the responsible bidder submitting the best responsive bid, considering the coupon interest rate and the purchase price specified in the bid. The best bid will be the bid that conforms with the provisions of this Notice Inviting Proposals for Purchase of Bonds and represents the lowest TIC to the District for the Bonds, taking into consideration the interest rate specified, and premium thereon, if any. The TIC is the discount rate that, when compounded semiannually and used to discount all debt service payments on the Bonds back to the date of delivery of such Bonds, results in an amount equal to the purchase price bid for said Bonds. In the event that two or more bidders offer bids for the Bonds at the same lowest TIC, the District will determine by lottery which bidder will be awarded the Bonds. For the purpose of calculating the TIC, the mandatory sinking fund payments, if any, shall be treated as serial maturities in such years. The determination of the bid representing the lowest TIC will be made without regard to any adjustments made or contemplated to be made after the award by the Financial Advisor on behalf of the District, as described herein under "Adjustment of Principal Amounts," even if such adjustments have the effect of raising the TIC of the successful bid to a level higher than the bid containing the next lowest TIC prior to adjustment.

**XXII. Prompt Award:**

The Assistant Superintendent, Business and Administrative Services of the District, or his or her designee, will take action awarding the Bonds or rejecting all bids not later than twenty-six (26) hours after the expiration of the time herein prescribed for the receipt of bid proposals, unless such time of award is waived by the successful bidder. Notice of the award will be given promptly to the successful bidder.

**XXIII. Delivery:**

Delivery of the Bonds will be made to the purchaser through DTC upon payment of the purchase price in federal funds payable to or for the account of the District at the Ventura County Treasurer-Tax Collector, per the wire instructions below. Wire Transfer to:

Bank:  
ABA#:  
Credit:  
Account Number:  
Reference: Oak Park USD  
Election of 2016 GO Bonds, Series A  
Attn:

The Closing will take place at the offices of Stradling Yocca Carlson & Rauth, a Professional Corporation, 44 Montgomery Street, Suite 4200, San Francisco, California 94104, or at the purchaser's request and expense, at any other place mutually agreeable to both the District and the purchaser, on \_\_\_\_\_, 2017.

**XXIV. California Debt and Investment Advisory Commission:**

The successful bidder will be required, pursuant to State of California law, to pay any fees to the California Debt and Investment Advisory Commission (“CDIAC”). CDIAC will invoice the successful bidder after the closing of the Bonds.

**XXV. No Litigation and Non-Arbitrage:**

The District will deliver a certificate stating that no litigation is pending affecting the issuance and sale of the Bonds. The District will also deliver an arbitration certificate covering its reasonable expectations concerning the Bonds and the use of proceeds thereof.

**XXVI. Official Statement:**

The District will make available a Preliminary Official Statement relating to the Bonds, a copy of which, along with related documents, will be furnished upon request made to Piper Jaffray & Co., 2321 Rosecrans Avenue, Suite 3200, El Segundo, California 90245, Attn: Timothy Carty, timothy.p.carty@pjc.com, the District’s Financial Advisor, or telephoned to said Financial Advisor at (310) 702-1530. Such Preliminary Official Statement, together with any supplements thereto, shall be in a form “deemed final” by the District for the purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), but is subject to revision, amendment and completion in a final version thereof (the “Official Statement”).

Each bidder must read the entire Preliminary Official Statement prior to bidding on the Bonds, to obtain information essential to the making of an informed decision to bid. This Notice Inviting Proposals for Purchase of Bonds contains certain information for general reference only, and is not a complete summary of the issue. The Internet posting of the Preliminary Official Statement does not constitute an offer to sell or the solicitation of an offer to buy, nor shall there be any sale of, the securities described in the Preliminary Official Statement, in any jurisdiction in which such offer, solicitation, or sale would be unlawful prior to registration or qualification under the securities laws of any such jurisdiction.

Copies of the Official Statement will be made available to the purchaser without charge, up to an amount of 10 copies, within seven business days of the date of sale and additional copies will be made available upon request at the purchaser’s expense.

The District will deliver, at the closing, a certificate executed by an authorized officer of the District, acting in their official capacity, to the effect that the Official Statement does not contain any untrue statement of a material fact, or omit to state a material fact necessary to make the statements therein, in light of the circumstances under which they are made, not misleading.

The District undertakes that for a certain period of up to twenty-five (25) days following the end of the “underwriting period” as defined in Rule 15c2-12(b)(5) promulgated under the Securities Exchange Act of 1934 (the “Rule”), it will (i) apprise the winning bidder if any event shall occur, or information comes to the attention of the District that, in the reasonable judgment of the District, is reasonably likely to cause the Official Statement (whether or not previously supplemented or amended) to contain any untrue statement of a material fact or to omit to state a material fact necessary to make the statements therein, in the light of the circumstances under which they were made, not misleading, and (ii) if requested by the winning bidder, prepare a supplement to the final Official Statement with respect

to such event or information. The District will presume, unless notified in writing by the winning bidder, that the end of the underwriting period will occur on the date of the delivery of the Bonds. By making a bid on the Bonds, the winning bidder agrees (i) to disseminate to all members of the underwriting syndicate, if any, copies of the final Official Statement, including any supplements prepared by the District, and to file a copy of the final Official Statement, including any supplements prepared by the District, with the Municipal Securities Rulemaking Board (the “MSRB”) through its Electronic Municipal Market Access (“EMMA”) system (as provided by the Rule) within one business day after receipt thereof from the District or its designee, but in any event, no later than the date of closing and (ii) to take any and all other actions necessary to comply with the applicable rules of the Securities and Exchange Commission and the MSRB governing the offering, sale and delivery of the Bonds to the ultimate purchasers.

**XXVII. Continuing Disclosure:**

In order to assist bidders in complying with the Rule, the District will undertake in a Continuing Disclosure Certificate to provide certain annual financial information and notices of the occurrence of events listed therein. A description of this undertaking and a form of the Continuing Disclosure Certificate are included in the Preliminary Official Statement.

**XXVIII. Rating:**

S&P Global Ratings, a business unit of Standard & Poor’s Financial Services has assigned to the Bonds the rating shown on the cover page of the Preliminary Official Statement or, if not so indicated, will be available upon request from the Financial Advisor. Such rating reflects only the views of such organization and an explanation of the significance of such rating may be obtained from such agency as follows: Standard & Poor’s, 55 Water Street, New York, New York 10041, (212) 438-2000. There is no assurance that the rating will continue for any given period of time or that it will not be revised downward or withdrawn entirely by the rating agency, if, in the judgment of such agency, circumstances so warrant. Any such downward revision or withdrawal of such rating may have an adverse effect on the market price of the Bonds.

**XXIX. Right to Cancel, Postpone, or Reschedule Sale:**

The District reserves the right to cancel, postpone or reschedule the sale of the Bonds upon notice given through the Bloomberg News Service, Thomson Municipal Market Monitor ([www.tm3.com](http://www.tm3.com)) or *The Bond Buyer* not later than 1:00 p.m. (California time) on the day prior to the date bids are to be received. If the sale is postponed, bids will be received at the place set forth above, at the date and time as the District shall determine. Notice of the new sale date and time, if any, will be given through Bloomberg News Service, Thomson Municipal Market Monitor ([www.tm3.com](http://www.tm3.com)) or *The Bond Buyer* no later than twenty-three (23) hours prior to the new time bids are to be received. As an accommodation to bidders, telephone or fax notice of the postponement of the sale date and of the new sale date will be given to any bidder requesting such notice from the Financial Advisor. Failure of any bidders to receive such notice shall not affect the legality of the sale.

**XXX. Municipal Bond Insurance; Bidder’s Option:**

[The District has applied to certain bond insurance companies for a commitment to issue a municipal bond insurance policy insuring the scheduled payment of principal of and interest on the Bonds when due. Information concerning the availability of municipal bond insurance may be obtained by

contacting the Financial Advisor, Piper Jaffray & Co., as described below. In the event the District obtains a commitment for municipal bond insurance, each bidder has the option to elect whether such insurance policy will be issued and whether such insurance policy will be issued with respect to all a portion of the Bonds. If the winning bidder elects to obtain a policy of municipal bond insurance, the premium for such insurance and the costs of any related ratings will be paid by the bidder, and the District will have no responsibility for payment of such premium and costs.]

**XXXI. Additional Information:**

Copies of the Notice Inviting Proposals for Purchase of Bonds, and the Preliminary Official Statement relating to the Bonds will be furnished to any bidder upon request made to Piper Jaffray & Co., Attn: Timothy Carty, phone: (310) 702-1530, [timothy.p.carty@pjc.com](mailto:timothy.p.carty@pjc.com), the Financial Advisor to the District.

Dated: \_\_\_\_\_, 2017

OAK PARK UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_

Martin Klauss  
Assistant Superintendent, Business and  
Administrative Services

EXHIBIT A

\$ \_\_\_\_\_  
OAK PARK UNIFIED SCHOOL DISTRICT  
(Ventura County, California)  
Election of 2016 General Obligation Bonds, Series A

CERTIFICATE OF THE PURCHASER

This Certificate is furnished by \_\_\_\_\_, as the purchaser (the "Purchaser") of the \$\_\_\_\_\_ aggregate stated principal amount of the Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A (the "Bonds"). The Purchaser hereby certifies and represents the following based upon the information available to it:

1. Issue Price.

As of the date of the competitive bid sale with respect to the Bonds (the "Sale Date"), the Purchaser reasonably expected to sell each maturity of the Bonds to the general public (excluding bond houses, brokers, or similar persons acting in the capacity of underwriters or wholesalers) in a bona fide public offering at the prices listed on Schedule A.

- (a) In our opinion, and based upon our estimate as of the date hereof, the issue prices of the Bonds set forth in Schedule A are within a reasonable range of, and should reflect, the fair market prices for such Bonds as of the Sale Date.
- (b) As of the date of delivery of the Bonds, all of the Bonds have actually been offered to the general public at the prices listed in Schedule A.
- (c) As of the Sale Date, at least 10% of each maturity of the Bonds were sold, or were reasonably expected to be sold, at the prices referred to in Schedule A.

All terms not defined herein have the meanings ascribed to those terms in the attached Tax Certificate.

Dated: \_\_\_\_\_, 2017 \_\_\_\_\_, as Purchaser

By: \_\_\_\_\_  
Its: Authorized Representative

Schedule A

\$ \_\_\_\_\_  
OAK PARK UNIFIED SCHOOL DISTRICT  
(Ventura County, California)  
Election of 2016 General Obligation Bonds, Series A

Price of Bonds Offered or Reasonably Expected  
To Be Offered To The General Public  
In A Bona Fide Public Offering

Maturity Date ( <u>August 1</u> )	Principal Amount	Interest Rate	Yield	Price

**EXHIBIT C**

**NOTICE OF INTENTION TO SELL**

\$15,000,000\*

OAK PARK UNIFIED SCHOOL DISTRICT  
(Ventura County, California)  
Election of 2016 General Obligation Bonds, Series A

**NOTICE IS HEREBY GIVEN** that the Oak Park Unified School District (the “District”), in Ventura County, California, intends to offer for public sale on March \_\_, 2017, at the hour of 9:00 a.m. Pacific Daylight Time, at the office of Piper Jaffray & Co., 2321 Rosecrans Avenue, Suite 3200, El Segundo, California 90245 not to exceed \$15,000,000\* principal amount of general obligation bonds of the District designated “Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A” (the “Bonds”). Within 26 hours, the Superintendent or Assistant Superintendent, Business and Administrative Services of the District will consider the bids received and, if acceptable bids are received, which comply with the provisions of the Notice Inviting Proposals for Purchase of the Bonds described below, award the sale of the Bonds on the basis of the true interest cost. In the event that no bids are awarded by the designated time, proposals will be received at a subsequent time and date to be determined by the District and publicized via PARITY, the Bond Buyer Wire, or Thomson Municipal Market Monitor ([www.tm3.com](http://www.tm3.com)).

**NOTICE IS HEREBY FURTHER GIVEN** that the Bonds will be offered for public sale subject to the terms and conditions of the Notice Inviting Proposals for Purchase of the Bonds, dated \_\_\_\_\_, 2017 (the “Notice Inviting Proposals for Purchase of Bonds”). Copies of the Preliminary Official Statement and Notice Inviting Proposals for Purchase of Bonds will be furnished upon request made to Piper Jaffray & Co., 2321 Rosecrans Avenue, Suite 3200, El Segundo, California 90245, Attn: Timothy Carty, phone: (310) 702-1530, e-mail: [timothy.p.carty@pjc.com](mailto:timothy.p.carty@pjc.com), the Financial Advisor to the District for the Bonds.

Dated: \_\_\_\_\_, 2017

OAK PARK UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_  
Assistant Superintendent, Business and  
Administrative Services

---

\* Preliminary, subject to change.

**NEW ISSUE—FULL BOOK-ENTRY****RATING: S&P: “\_\_\_”****(See “MISCELLANEOUS – Rating” herein)**

*In the opinion of Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California (“Bond Counsel”), under existing statutes, regulations, rulings and judicial decisions, and assuming the accuracy of certain representations and compliance with certain covenants and requirements described herein, interest (and original issue discount) on the Bonds is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of calculating the federal alternative minimum tax imposed on individuals and corporations. In the further opinion of Bond Counsel, interest (and original issue discount) on the Bonds is exempt from State of California personal income tax. See “TAX MATTERS” herein with respect to tax consequences relating to the Bonds.*

**\$15,000,000\*****OAK PARK UNIFIED SCHOOL DISTRICT****(Ventura County, California)****Election of 2016 General Obligation Bonds, Series A****Dated: Date of Delivery****Due: August 1, as shown herein**

*This cover page contains certain information for quick reference only. It is not a summary of this issue. Investors must read the entire Official Statement to obtain information essential to the making of an informed investment decision. Capitalized terms used but not otherwise defined on this cover page shall have the meanings assigned to such terms herein.*

The Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A (the “Bonds”) were authorized at an election of the registered voters of the Oak Park Unified School District (the “District”) held on November 8, 2016, at which more than fifty-five percent of the persons voting on the proposition voted to authorize the issuance and sale of \$60,000,000 principal amount of general obligation bonds of the District. The Bonds are being issued by the District to (i) finance the repair, upgrading, acquisition, construction and equipping of certain District property and facilities and (ii) pay the costs of issuance of the Bonds.

The Bonds are general obligations of the District payable solely from *ad valorem* property taxes. The Board of Supervisors of Ventura County is empowered and obligated to levy *ad valorem* taxes, without limitation as to rate or amount, upon all property within the District subject to taxation thereby (except certain personal property which is taxable at limited rates), for the payment of principal of and interest on the Bonds when due.

The Bonds will be issued in book-entry form only, and will be initially issued and registered in the name of Cede & Co. as nominee for The Depository Trust Company, New York, New York (collectively referred to herein as “DTC”). Purchasers of the Bonds (the “Beneficial Owners”) will not receive physical certificates representing their interest in the Bonds. The Bonds will be dated as of their date of initial delivery (the “Date of Delivery”) and will be issued as current interest bonds, such that interest thereon will accrue from the Date of Delivery and be payable semiannually on February 1 and August 1 of each year, commencing February 1, 2018. The Bonds are issuable in denominations of \$5,000 principal amount or any integral multiple thereof.

Payments of principal of and interest on the Bonds will be made by U.S. Bank National Association, as the paying agent, bond registrar and transfer agent for the Bonds (the “Paying Agent”), to DTC for subsequent disbursement to DTC Participants

This Preliminary Official Statement and the information contained herein are subject to completion or amendment. These securities may not be sold, nor may offers to buy them be accepted, prior to the time the Official Statement is delivered in final form. Under no circumstances shall this Preliminary Official Statement constitute an offer to sell or the solicitation of an offer to buy, nor shall there be any sale of, these securities in any jurisdiction in which such offer, solicitation or sale would be unlawful.

(as defined herein) who will remit such payments to the Beneficial Owners of the Bonds. See “THE BONDS – Book-Entry Only System” herein.

**The Bonds are subject to optional and mandatory sinking fund redemption as further described herein.\***

---

**Maturity Schedule\***

(see inside front cover page)

---

*Pursuant to the terms of a public sale on \_\_\_\_\_, 2017, the Bonds were awarded to the Underwriter at a True-Interest Cost of \_\_\_\_\_%. The Bonds are being offered when, as and if issued and received by the Underwriter, subject to the approval of legality by Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California, Bond Counsel and Disclosure Counsel. The Bonds, in book-entry form, will be available through the facilities of The Depository Trust Company in New York, New York, on or about \_\_\_\_\_, 2017.\**

Dated: \_\_\_\_\_, 2017.

\* Preliminary, subject to change.

**MATURITY SCHEDULE\***

**\$15,000,000\***  
**OAK PARK UNIFIED SCHOOL DISTRICT**  
**(Ventura County, California)**  
**Election of 2016 General Obligation Bonds, Series A**

**Base CUSIP<sup>(†)</sup>: 671556**

**\$\_\_\_\_\_ Serial Bonds**

<u>Maturity (August 1)</u>	<u>Principal Amount</u>	<u>Interest Rate</u>	<u>Yield</u>	<u>CUSIP<sup>(†)</sup></u>
--------------------------------	-----------------------------	----------------------	--------------	----------------------------

**\$\_\_\_\_\_ – \_\_\_\_\_% Term Bonds due August 1, 20\_\_ – Yield \_\_\_\_\_%; CUSIP<sup>(†)</sup>:**

\* Preliminary, subject to change.

<sup>(†)</sup> CUSIP is a registered trademark of the American Bankers Association. CUSIP data herein is provided by CUSIP Global Services (“CGS”), managed by S&P Capital IQ on behalf of The American Bankers Association. This data is not intended to create a database and does not serve in any way as a substitute for the CGS database. CUSIP numbers have been assigned by an independent company not affiliated with the District, the Financial Advisor or the Underwriter and are included solely for the convenience of the registered owners of the applicable Bonds. None of the District, the Financial Advisor or the Underwriter is responsible for the selection or uses of these CUSIP numbers, and no representation is made as to their correctness on the applicable Bonds or as included herein. The CUSIP number for a specific maturity is subject to being changed after the execution and delivery of the Bonds as a result of various subsequent actions including, but not limited to, a refunding in whole or in part or as a result of the procurement of secondary market portfolio insurance or other similar enhancement by investors that is applicable to all or a portion of certain maturities of the Bonds.

This Official Statement does not constitute an offering of any security other than the original offering of the Bonds of the District. No dealer, broker, salesperson or other person has been authorized by the District to give any information or to make any representations other than as contained in this Official Statement, and if given or made, such other information or representation not so authorized should not be relied upon as having been given or authorized by the District.

The issuance and sale of the Bonds have not been registered under the Securities Act of 1933 or the Securities Exchange Act of 1934, both as amended, in reliance upon exemptions provided thereunder by Sections 3(a)2 and 3(a)12, respectively. This Official Statement does not constitute an offer to sell or a solicitation of an offer to buy in any state in which such offer or solicitation is not authorized or in which the person making such offer or solicitation is not qualified to do so or to any person to whom it is unlawful to make such offer or solicitation.

The information set forth herein, other than that provided by the District, has been obtained from sources which are believed to be reliable, but is not guaranteed as to accuracy or completeness, and is not to be construed as a representation by the District. The information and expressions of opinions herein are subject to change without notice and neither delivery of this Official Statement nor any sale made hereunder shall, under any circumstances, create any implication that there has been no change in the affairs of the District since the date hereof. This Official Statement is submitted in connection with the sale of the Bonds referred to herein and may not be reproduced or used, in whole or in part, for any other purpose.

When used in this Official Statement and in any continuing disclosure by the District in any press release and in any oral statement made with the approval of an authorized officer of the District or any other entity described or referenced in this Official Statement, the words or phrases “will likely result,” “are expected to,” “will continue,” “is anticipated,” “estimate,” “project,” “forecast,” “expect,” “intend” and similar expressions identify “forward looking statements” within the meaning of the Private Securities Litigation Reform Act of 1995. Such statements are subject to risks and uncertainties that could cause actual results to differ materially from those contemplated in such forward-looking statements. Any forecast is subject to such uncertainties. Inevitably, some assumptions used to develop the forecasts will not be realized and unanticipated events and circumstances may occur. Therefore, there are likely to be differences between forecasts and actual results, and those differences may be material.

The Underwriter has provided the following sentence for inclusion in this Official Statement: “The Underwriter has reviewed the information in this Official Statement in accordance with, and as part of, its responsibilities to investors under the federal securities laws as applied to the facts and circumstances of this transaction, but the Underwriter does not guarantee the accuracy or completeness of such information.”

**IN CONNECTION WITH THIS OFFERING, THE UNDERWRITER MAY OVER ALLOT OR EFFECT TRANSACTIONS WHICH STABILIZE OR MAINTAIN THE MARKET PRICE OF THE BONDS AT A LEVEL ABOVE THAT WHICH MIGHT OTHERWISE PREVAIL IN THE OPEN MARKET. SUCH STABILIZING, IF COMMENCED, MAY BE DISCONTINUED AT ANY TIME. THE UNDERWRITER MAY OFFER AND SELL THE BONDS TO CERTAIN DEALERS AND DEALER BANKS AND BANKS ACTING AS AGENT AT PRICES LOWER THAN THE PUBLIC OFFERING PRICES STATED ON THE INSIDE COVER PAGE HEREOF AND SAID PUBLIC OFFERING PRICES MAY BE CHANGED FROM TIME TO TIME BY THE UNDERWRITER.**

The District maintains a website. However, the information presented on the District’s website is not incorporated into this Official Statement by any reference, and should not be relied upon in making investment decisions with respect to the Bonds.

**OAK PARK UNIFIED SCHOOL DISTRICT**

**BOARD OF EDUCATION**

Drew Hazelton, *President*  
Derek Ross, *Vice President*  
Denise Helfstein, *Clerk*  
Barbara Laifman, *Member*  
Allen Rosen, *Member*

**DISTRICT ADMINISTRATION**

Anthony Knight, Ed.D., *Superintendent*  
Martin Klauss, *Assistant Superintendent, Business and Administrative Services*

**PROFESSIONAL SERVICES**

**BOND COUNSEL AND DISCLOSURE COUNSEL**

Stradling Yocca Carlson & Rauth, a Professional Corporation  
*San Francisco, California*

**FINANCIAL ADVISOR**

Piper Jaffray & Co.  
*El Segundo, California*

**PAYING AGENT, REGISTRAR AND TRANSFER AGENT**

U.S. Bank National Association  
*Los Angeles, California*

TABLE OF CONTENTS

Page

INTRODUCTION.....1
GENERAL ..... 1
PURPOSES OF THE BONDS ..... 1
AUTHORITY FOR ISSUANCE OF THE BONDS ..... 2
SOURCES OF PAYMENT FOR THE BONDS ..... 2
DESCRIPTION OF THE BONDS ..... 2
TAX MATTERS ..... 2
OFFERING AND DELIVERY OF THE BONDS ..... 3
BOND OWNER’S RISKS ..... 3
CONTINUING DISCLOSURE..... 3
PROFESSIONALS INVOLVED IN THE OFFERING..... 3
OTHER INFORMATION ..... 3
THE BONDS.....4
AUTHORITY FOR ISSUANCE ..... 4
SECURITY AND SOURCES OF PAYMENT ..... 4
GENERAL PROVISIONS..... 5
ANNUAL DEBT SERVICE ..... 7
APPLICATION AND INVESTMENT OF BOND PROCEEDS ..... 7
REDEMPTION ..... 8
BOOK-ENTRY ONLY SYSTEM ..... 11
DISCONTINUATION OF BOOK-ENTRY ONLY SYSTEM; REGISTRATION, EXCHANGE AND TRANSFER OF BONDS ..... 13
DEFEASANCE ..... 13
ESTIMATED SOURCES AND USES OF FUNDS ..... 14
TAX BASE FOR REPAYMENT OF BONDS ..... 15
AD VALOREM PROPERTY TAXATION ..... 15
ASSESSED VALUATIONS ..... 16
APPEALS AND ADJUSTMENTS OF ASSESSED VALUATIONS ..... 17
ASSESSED VALUATION OF SINGLE FAMILY HOMES ..... 18
ASSESSED VALUATION AND PARCELS BY LAND USE ..... 18
ASSESSED VALUATION BY JURISDICTION ..... 18
TAX LEVIES, COLLECTIONS AND DELINQUENCIES ..... 19
ALTERNATIVE METHOD OF TAX APPORTIONMENT - “TEETER PLAN” ..... 19
TAX RATES ..... 20
PRINCIPAL TAXPAYERS ..... 20
STATEMENT OF DIRECT AND OVERLAPPING DEBT ..... 20
CONSTITUTIONAL AND STATUTORY PROVISIONS AFFECTING DISTRICT REVENUES AND APPROPRIATIONS ..... 21
ARTICLE XIII A OF THE CALIFORNIA CONSTITUTION ..... 21
LEGISLATION IMPLEMENTING ARTICLE XIII A ..... 22
UNITARY PROPERTY ..... 22
ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION ..... 23
ARTICLE XIII C AND ARTICLE XIII D OF THE CALIFORNIA CONSTITUTION ..... 23
PROPOSITION 26 ..... 24
PROPOSITIONS 98 AND 111 ..... 25
PROPOSITION 39 ..... 26
PROPOSITION 1A AND PROPOSITION 22 ..... 27
JARVIS VS. CONNELL ..... 27
PROPOSITION 30 ..... 28
PROPOSITION 2 ..... 29

**TABLE OF CONTENTS (cont'd)**

Page

KINDERGARTEN THROUGH COMMUNITY COLLEGE PUBLIC EDUCATION FACILITIES	
BOND ACT OF 2016 .....	30
FUTURE INITIATIVES.....	31
<b>DISTRICT FINANCIAL INFORMATION.....</b>	<b>31</b>
STATE FUNDING OF EDUCATION.....	31
OTHER REVENUE SOURCES .....	36
STATE DISSOLUTION OF REDEVELOPMENT AGENCIES .....	37
BUDGET PROCESS.....	38
ACCOUNTING PRACTICES .....	41
COMPARATIVE FINANCIAL STATEMENTS .....	41
STATE BUDGET MEASURES .....	43
<b>OAK PARK UNIFIED SCHOOL DISTRICT.....</b>	<b>47</b>
INTRODUCTION .....	47
ADMINISTRATION .....	47
DISTRICT ENROLLMENT .....	48
LABOR RELATIONS .....	48
DISTRICT RETIREMENT SYSTEMS .....	49
OTHER POST-EMPLOYMENT BENEFITS.....	55
EARLY RETIREMENT INCENTIVES.....	55
PARTICIPATION IN JOINT POWERS AUTHORITIES.....	55
DISTRICT DEBT STRUCTURE.....	55
<b>TAX MATTERS.....</b>	<b>59</b>
<b>LIMITATION ON REMEDIES; BANKRUPTCY.....</b>	<b>61</b>
<b>LEGAL MATTERS.....</b>	<b>62</b>
LEGALITY FOR INVESTMENT IN CALIFORNIA.....	62
EXPANDED REPORTING REQUIREMENTS .....	62
CONTINUING DISCLOSURE.....	63
NO LITIGATION.....	63
FINANCIAL STATEMENTS.....	63
LEGAL OPINION.....	63
<b>MISCELLANEOUS.....</b>	<b>64</b>
RATING.....	64
UNDERWRITING .....	64
ADDITIONAL INFORMATION .....	64
APPENDIX A: FORM OF OPINION OF BOND COUNSEL.....	A-1
APPENDIX B: 2015-16 AUDITED FINANCIAL STATEMENTS OF THE DISTRICT.....	B-1
APPENDIX C: FORM OF CONTINUING DISCLOSURE CERTIFICATE .....	C-1
APPENDIX D: GENERAL ECONOMIC AND DEMOGRAPHIC INFORMATION FOR VENTURA COUNTY .....	D-1
APPENDIX E: VENTURA COUNTY TREASURY POOL.....	E-1

**\$15,000,000\***  
**OAK PARK UNIFIED SCHOOL DISTRICT**  
**(Ventura County, California)**  
**Election of 2016 General Obligation Bonds, Series A**

**INTRODUCTION**

This Official Statement, which includes the cover page, inside cover page and appendices hereto, provides information in connection with the sale of the Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series A (the “Bonds”).

*This Introduction is not a summary of this Official Statement. It is only a brief description of and guide to, and is qualified by, more complete and detailed information contained in the entire Official Statement, including the cover page, inside cover page and appendices hereto, and the documents summarized or described herein. A full review should be made of the entire Official Statement. The offering of the Bonds to potential investors is made only by means of the entire Official Statement.*

**General**

The Oak Park Unified School District (the “District”), located in Ventura County, California (the “County”), was established on July 1, 1978 and serves students from pre-school through grade 12. The District encompasses an area of approximately 28 square miles and operates three elementary schools, one middle school, one high school, one continuation high school, one independent study school, and one pre-school. For fiscal year 2016-17, the District has an assessed valuation of \$ \_\_\_\_\_, and has projected an average daily attendance (“ADA”) of \_\_\_\_\_ students.

The District is governed by a five-member Board of Education (the “Board”), each member of which is elected to a four-year term. Elections for positions on the Board are held every two years, alternating between two and three available positions. The management and policies of the District are administered by a Superintendent appointed by the Board who is responsible for day-to-day District operations as well as the supervision of the District’s other key personnel. Anthony Knight, Ed.D. is currently the District’s Superintendent.

For more information regarding the District generally, see “DISTRICT FINANCIAL INFORMATION” and “OAK PARK UNIFIED SCHOOL DISTRICT” herein, and for more information regarding the District’s assessed valuation, see “TAX BASE FOR REPAYMENT OF BONDS” herein.

**Purposes of the Bonds**

The Bonds are being issued by the District to (i) finance the repair, upgrading, acquisition, construction and equipping of certain District property and facilities and (ii) pay the costs of issuance of the Bonds. See “THE BONDS – Application and Investment of Bond Proceeds” and “ESTIMATED SOURCES AND USES OF FUNDS” herein.

---

\* Preliminary, subject to change.

## **Authority for Issuance of the Bonds**

The Bonds are issued pursuant to certain provisions of the State of California Government Code and pursuant to a resolution adopted by the Board. See “THE BONDS – Authority for Issuance” herein.

## **Sources of Payment for the Bonds**

The Bonds are general obligations of the District payable solely from *ad valorem* property taxes. The Board of Supervisors of the County is empowered and obligated to levy such *ad valorem* taxes, without limitation as to rate or amount, upon all property within the District subject to taxation thereby (except certain personal property which is taxable at limited rates), for the payment of principal of and interest on the Bonds when due. See “THE BONDS – Security and Sources of Payment” and “TAX BASE FOR REPAYMENT OF BONDS” herein.

## **Description of the Bonds**

***Form and Registration.*** The Bonds will be issued in fully registered form only, without coupons. The Bonds will be initially registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York (the “DTC”), who will act as securities depository for the Bonds. See “THE BONDS – General Provisions” and “THE BONDS – Book-Entry Only System” herein. Purchasers of the Bonds (the “Beneficial Owners”) will not receive physical certificates representing their interests in the Bonds purchased. In the event that the book-entry only system described below is no longer used with respect to the Bonds, the Bonds will be registered in accordance with the Resolution (as defined herein). See “THE BONDS – Discontinuation of Book-Entry Only System; Registration, Payment and Transfer of Bonds” herein.

**So long as Cede & Co. is the registered owner of the Bonds, as nominee of DTC, references herein to the “Owners,” “Bondowners” or “Holders” of the Bonds (other than under the caption “TAX MATTERS” and in APPENDIX A) will mean Cede & Co. and will not mean the Beneficial Owners of the Bonds.**

***Denominations.*** Individual purchases of interests in the Bonds will be available to purchasers of the Bonds in the denominations of \$5,000 principal amount, or any integral multiple thereof.

***Redemption.\**** The Bonds are subject to optional and mandatory sinking fund redemption prior to their stated maturity dates as further described herein. See “THE BONDS – Redemption” herein.

***Payments.*** The Bonds will be dated as of the date of their initial delivery (the “Date of Delivery”). Interest on the Bonds accrues from the Date of Delivery, and is payable semiannually on each February 1 and August 1, commencing February 1, 2018 (each, a “Bond Payment Date”). Principal of the Bonds is payable on August 1, in the amounts and years as shown on the inside cover page hereof. Payments of the principal of and interest on the Bonds will be made by U.S. Bank National Association, as the paying agent, registrar and transfer agent for the Bonds (the “Paying Agent”), to DTC for subsequent disbursement through DTC Participants (as defined herein) to the Beneficial Owners of the Bonds.

## **Tax Matters**

In the opinion of Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California, Bond Counsel, based on existing statutes, regulations, rulings and judicial decisions and

---

\* Preliminary, subject to change.

assuming the accuracy of certain representations and compliance with certain covenants and requirements described herein, interest on the Bonds is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of calculating the federal alternative minimum tax imposed on individuals and corporations. In the further opinion of Bond Counsel, interest on the Bonds is exempt from State of California (the “State”) personal income tax. See “TAX MATTERS” herein.

### **Offering and Delivery of the Bonds**

The Bonds are offered when, as and if issued, subject to approval as to their legality by Bond Counsel. It is anticipated that the Bonds in book-entry form will be available for delivery through the facilities of DTC in New York, New York, on or about \_\_\_\_\_, 2017.\*

### **Bond Owner’s Risks**

The Bonds are general obligations of the District payable solely from *ad valorem* property taxes which may be levied on all taxable property in the District, without limitation as to rate or amount (except with respect to certain personal property which is taxable at limited rates). For more complete information regarding the District’s financial condition and taxation of property within the District, see “TAX BASE FOR REPAYMENT OF BONDS,” “DISTRICT FINANCIAL INFORMATION” and “OAK PARK UNIFIED SCHOOL DISTRICT” herein.

### **Continuing Disclosure**

The District has covenanted that it will comply with and carry out the provisions of that certain Continuing Disclosure Certificate relating to the Bonds. Pursuant thereto, the District will covenant for the benefit of the Owners and Beneficial Owners of the Bonds to make available certain financial information and operating data relating to the District and to provide notices of the occurrence of certain listed events, in compliance with Securities and Exchange Commission Rule 15c2-12(b)(5) (the “Rule”). The specific nature of the information to be made available and of the notices of listed events is summarized below under “LEGAL MATTERS – Continuing Disclosure” herein and “APPENDIX C – FORM OF CONTINUING DISCLOSURE CERTIFICATE” attached hereto.

### **Professionals Involved in the Offering**

Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California, is acting as Bond Counsel and Disclosure Counsel to the District with respect to the Bonds. Piper Jaffray & Co., El Segundo, California, is acting as financial advisor to the District with respect to the Bonds. Stradling Yocca Carlson and Rauth and Piper Jaffray & Co. will each receive compensation from the District contingent upon the sale and delivery of the Bonds.

### **Other Information**

This Official Statement speaks only as of its date, and the information contained herein is subject to change. Copies of documents referred to herein and information concerning the Bonds are available from the Oak Park Unified School District, 5807 East Conifer Street, Oak Park, California 91377, telephone: (818) 735-3206. The District may impose a charge for copying, mailing and handling.

No dealer, broker, salesperson or other person has been authorized by the District to give any information or to make any representations other than as contained herein and, if given or made, such other

---

\* Preliminary, subject to change.

information or representations must not be relied upon as having been authorized by the District. This Official Statement does not constitute an offer to sell or the solicitation of an offer to buy nor shall there be any sale of the Bonds by a person in any jurisdiction in which it is unlawful for such person to make such an offer, solicitation or sale.

This Official Statement is not to be construed as a contract with the purchasers of the Bonds. Statements contained in this Official Statement which involve estimates, forecasts or matters of opinion, whether or not expressly so described herein, are intended solely as such and are not to be construed as representations of fact. The summaries and references to documents, statutes and constitutional provisions referred to herein do not purport to be comprehensive or definitive, and are qualified in their entirety by reference to each such documents, statutes and constitutional provisions.

The information set forth herein, other than that provided by the District, has been obtained from official sources which are believed to be reliable but it is not guaranteed as to accuracy or completeness, and is not to be construed as a representation by the District. The information and expressions of opinions herein are subject to change without notice and neither delivery of this Official Statement nor any sale made hereunder shall, under any circumstances, create any implication that there has been no change in the affairs of the District since the date hereof. This Official Statement is submitted in connection with the sale of the Bonds referred to herein and may not be reproduced or used, in whole or in part, for any other purpose.

Capitalized terms used but not otherwise defined herein shall have the meanings assigned to such terms in the Resolution.

## **THE BONDS**

### **Authority for Issuance**

The Bonds are being issued pursuant to the provisions of Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the State Government Code, Article XIII A of the State Constitution and pursuant to a resolution adopted by the Board on February 21, 2017 (the "Resolution"). The County has adopted a resolution pursuant to Section 15140(b) of the Education Code, which authorizes the District to issue the Bonds on its own behalf.

The District received authorization at an election held on November 8, 2016, by the requisite 55% or more of the votes cast by eligible voters of the District to issue \$60,000,000 aggregate principal amount of general obligation bonds (the "2016 Authorization"). The Bonds are the first series of bonds issued under the 2016 Authorization, and, following the issuance thereof, \$45,000,000\* of the 2016 Authorization will remain unissued.

### **Security and Sources of Payment**

The Bonds are general obligations of the District payable solely from *ad valorem* property taxes. The Board of Supervisors of the County is empowered and obligated to annually levy *ad valorem* property taxes upon all property subject to taxation by the District, without limitation as to rate or amount (except certain personal property which is taxable at limited rates), for the payment of principal of and interest on the Bonds when due. The levy may include allowance for an annual reserve, established for the purpose of avoiding fluctuating tax levies. The County, however, is not obligated to establish such a reserve, and the

---

\* Preliminary, subject to change.

District can make no representation that such reserve will be established by the County or that such a reserve, if previously established by the County, will be maintained in the future.

Such taxes will be levied annually in addition to all other taxes during the period that the Bonds are outstanding in an amount sufficient to pay the principal of and interest on the Bonds when due. Such taxes, when collected, will be placed by the County in the Debt Service Fund (as defined herein), which is required to be segregated and maintained by the County and which is designated for the payment of the Bonds, and interest thereon when due, and for no other purpose. Pursuant to the Resolution, the District has pledged funds on deposit in the Debt Service Fund to the payment of the Bonds. Although the County is obligated to levy *ad valorem* property taxes for the payment of the Bonds as described above, and will maintain the Debt Service Fund, none of the Bonds are a debt of the County.

Pursuant to Section 53515 of the State Government Code, the Bonds will be secured by a statutory lien on all revenues received pursuant to the levy and collection of *ad valorem* property taxes for the payment thereof. The lien automatically attaches, without further action or authorization by the Board, and is valid and binding from the time the Bonds are executed and delivered. The revenues received pursuant to the levy and collection of the *ad valorem* property tax will be immediately subject to the lien, and such lien will be enforceable against the District, its successor, transferees and creditors, and all other parties asserting rights therein, irrespective of whether such parties have notice of the lien and without the need for physical delivery, recordation, filing or further act.

The moneys in the Debt Service Fund, to the extent necessary to pay the principal of and interest on the Bonds as the same become due and payable, will be transferred to the Paying Agent. The Paying Agent will in turn remit the funds to DTC for remittance of such principal and interest to its Participants for subsequent disbursement to the Beneficial Owners of the Bonds.

The amount of the annual *ad valorem* property taxes levied by the County to repay the Bonds will be determined by the relationship between the assessed valuation of taxable property in the District and the amount of debt service due on the Bonds in any year. Fluctuations in the annual debt service on the Bonds and the assessed value of taxable property in the District may cause the annual tax rate to fluctuate. Economic and other factors beyond the District's control, such as general market decline in land values, disruption in financial markets that may reduce the availability of financing for purchasers of property, reclassification of property to a class exempt from taxation, whether by ownership or use (such as exemptions for property owned by the State and local agencies and property used for qualified education, hospital, charitable or religious purposes), or the complete or partial destruction of the taxable property caused by a natural or manmade disaster, such as earthquake, flood, fire, drought or toxic contamination, could cause a reduction in the assessed value of taxable property within the District and necessitate a corresponding increase in the annual tax rate. For further information regarding the District's assessed valuation, tax rates, overlapping debt, and other matters concerning taxation, see "CONSTITUTIONAL AND STATUTORY PROVISIONS AFFECTING DISTRICT REVENUES AND APPROPRIATIONS – Article XIII A of the California Constitution" and "TAX BASE FOR REPAYMENT OF BONDS – Assessed Valuations" herein.

### **General Provisions**

The Bonds will be issued in book-entry form only, and will be initially issued and registered in the name of Cede & Co. as nominee for DTC. See "—Book-Entry Only System" herein. Beneficial Owners will not receive certificates representing their interest in the Bonds. The Bonds will be dated as of the Date of Delivery.

Interest on the Bonds accrues from the Date of Delivery and is payable semiannually on each Bond Payment Date, commencing February 1, 2018. Interest on the Bonds will be computed on the basis of a 360-day year of twelve, 30-day months. Each Bond will bear interest from the Bond Payment Date next preceding the date of authentication thereof unless it is authenticated as of a day during the period from the 16th day of the month next preceding any Bond Payment Date to that Bond Payment Date, inclusive, in which event it will bear interest from such Bond Payment Date, or unless it is authenticated on or before January 15, 2018, in which event it will bear interest from the Date of Delivery. The Bonds are issuable in denominations of \$5,000 principal amount or any integral multiple thereof, and mature on August 1, in the years and amounts set forth on the inside cover page hereof.

**Payment.** Payment of interest on any Bond on any Bond Payment Date will be made to the person appearing on the registration books of the Paying Agent as the registered Owner thereof as of the 15<sup>th</sup> day of the month immediately preceding such Bond Payment Date (the “Record Date”), such interest to be paid by wire transfer to the bank and account number on file with the Paying Agent as of the Record Date. The principal of and redemption premiums, if any, payable on the Bonds will be payable upon maturity upon surrender at the principal office of the Paying Agent. The principal of, and interest, and redemption premiums, if any, on the Bonds will be payable in lawful money of the United States of America. The Paying Agent is authorized to pay the Bonds when duly presented for payment at maturity, and to cancel all Bonds upon payment thereof. So long as the Bonds are held in the book-entry system of DTC, all payments of principal of and interest on the Bonds will be made by the Paying Agent to Cede & Co. (as a nominee of DTC), as the registered owner of the Bonds.

[REMAINDER OF PAGE LEFT BLANK]

## Annual Debt Service

The following table displays the annual debt service requirements of the District for the Bonds (assuming no optional redemptions):

<u>Year Ending</u> <u>August 1</u>	<u>Annual Principal</u> <u>Payment</u>	<u>Annual Interest</u> <u>Payment</u> <sup>(1)</sup>	<u>Total Annual Debt</u> <u>Service Payment</u>
---------------------------------------	---	---	--

---

<sup>(1)</sup> Interest payments on the Bonds will be made semiannually on February 1 and August 1 of each year, commencing February 1, 2018.

See “OAK PARK UNIFIED SCHOOL DISTRICT – District Debt Structure – General Obligation Bonds” herein for a full table of the annual debt service requirements for the District’s outstanding general obligation bonded debt.

### Application and Investment of Bond Proceeds

The Bonds are being issued by the District to (i) finance the repair, upgrading, acquisition, construction and equipping of certain District property and facilities and (ii) pay the costs of issuance of the Bonds.

Building Fund. The net proceeds of the sale of the Bonds will be deposited into the fund held by the County and designated as the “Oak Park Unified School District Election of 2016 General Obligation Bonds, Series A Building Fund” (the “Building Fund”) and will be applied only for the purposes approved by the voters of the District pursuant to the 2016 Authorization. Any interest earnings on moneys held in the Building Fund will be retained therein. The County will have no responsibility for assuring the proper use of the proceeds of the Bonds.

**Debt Service Fund.** Any premium or accrued interest received by the District from the sale of the Bonds will be kept separate and apart in the fund designated as the “Oak Park Unified School District Election of 2016 General Obligation Bonds, Series A Debt Service Fund” (the “Debt Service Fund”), which fund is held by the County for the payment of principal of and interest on the Bonds, and for no other purpose. Any interest earnings on moneys held in the Debt Service Fund will be retained therein. Any excess proceeds of the Bonds not needed for authorized purposes for which the Bonds are being issued will be transferred to the Debt Service Fund and applied to the payment of the principal of and interest on the Bonds. Pursuant to the Resolution, the District has pledged monies on deposit in the Debt Service Fund to the payment of the Bonds. If, after payment in full of the Bonds, there remain excess proceeds, any such excess amounts will be transferred to the general fund of the District.

**Investment of Proceeds.** Moneys in the Building Fund and the Debt Service Fund are expected to be invested through the County’s pooled investment fund. See “APPENDIX E – VENTURA COUNTY TREASURY POOL” attached hereto.

**Redemption**

**Optional Redemption.\*** The Bonds maturing on or before August 1, 20\_\_ are not subject to redemption prior to their respective maturity dates. The Bonds maturing on or after August 1, 20\_\_ are subject to redemption prior to their respective stated maturity dates at the option of the District, from any source of available funds, as a whole or in part, on any date on or after August 1, 20\_\_, at a redemption price equal to the principal amount of the Bonds called for redemption, together with interest accrued thereon to the date fixed for redemption, without premium.

**Mandatory Sinking Fund Redemption.\*** The Term Bonds maturing on August 1, 20\_\_, are subject to redemption prior to maturity from mandatory sinking fund payments on August 1 of each year, on and after August 1, 20\_\_, at a redemption price equal to the principal amount thereof, together with accrued interest to the date fixed for redemption, without premium. The principal amounts represented by such Term Bonds to be so redeemed, the dates therefor and the final principal payment date are as indicated in the following table:

Redemption Date (August 1)	Principal Amount to be Redeemed
-------------------------------	------------------------------------

---

<sup>(1)</sup> Maturity.

In the event that a portion of the Term Bonds maturing on August 1, 20\_\_ is optionally redeemed prior to maturity, the remaining mandatory sinking fund payments shown above shall be reduced proportionately, or as otherwise directed by the District, in integral multiples of \$5,000 of principal amount, in respect of the portion of such Term Bonds optionally redeemed.

---

\* Preliminary, subject to change.

***Selection of Bonds for Redemption.*** Whenever provision is made for the optional redemption of Bonds and less than all outstanding Bonds are to be redeemed, the Paying Agent, upon written instruction from the District, will select the Bonds for redemption as directed by the District and if not so directed, in inverse order of maturity. Within a maturity, the Paying Agent will select Bonds for redemption as directed by the District, and if not so directed, by lot. Redemption by lot will be in such manner as the Paying Agent will determine; provided, however, that the portion of any Bond to be redeemed in part shall be in the principal amount of \$5,000 or any integral multiple thereof.

***Notice of Redemption.*** When optional redemption is authorized or required pursuant to the Resolution, upon written instruction from the District, the Paying Agent will give notice (a “Redemption Notice”) of the redemption of the Bonds. Each Redemption Notice will specify (a) the Bonds or designated portions thereof (in the case of redemption of the Bonds in part but not in whole) which are to be redeemed, (b) the date of redemption, (c) the place or places where the redemption will be made, including the name and address of the Paying Agent, (d) the redemption price, (e) the CUSIP numbers (if any) assigned to the Bonds to be redeemed, (f) the Bond numbers of the Bonds to be redeemed in whole or in part and, in the case of any Bond to be redeemed in part only, the principal amount of such Bond to be redeemed, and (g) the original issue date, interest rate and stated maturity date of each Bond to be redeemed in whole or in part.

The Paying Agent will take the following actions with respect to each such Redemption Notice: (a) at least 20 but not more than 45 days prior to the redemption date, such Redemption Notice will be given to the respective Owners of Bonds designated for redemption by registered or certified mail, postage prepaid, at their addresses appearing on the bond register; (b) at least 20 but not more than 45 days prior to the redemption date, such Redemption Notice will be given by (i) registered or certified mail, postage prepaid, (ii) telephonically confirmed facsimile transmission, or (iii) overnight delivery service, to the Securities Depository; (c) at least 20 but not more than 45 days prior to the redemption date, such Redemption Notice will be given by (i) registered or certified mail, postage prepaid, or (ii) overnight delivery service, to one of the Information Services; and (d) provide such Redemption Notice to such other persons as may otherwise be required pursuant to the Continuing Disclosure Certificate.

“Information Services” means the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access System; or, such other services providing information with respect to called municipal obligations as the District may specify in writing to the Paying Agent or as the Paying Agent may select.

“Securities Depository” means The Depository Trust Company, 55 Water Street, New York, New York 10041.

A certificate of the Paying Agent or the District that a Redemption Notice has been given as provided in the Resolution will be conclusive as against all parties. Neither failure to receive any Redemption Notice nor any defect in any such Redemption Notice so given will affect the sufficiency of the proceedings for the redemption of the affected Bonds. Each transfer of funds made by the Paying Agent for the purpose of redeeming Bonds shall bear or include the CUSIP number identifying, by issue and maturity, the Bonds being redeemed with the proceeds of such transfer.

***Conditional Notice of Redemption.*** With respect to any notice of optional redemption of Bonds (or portions thereof) as described above, unless upon the giving of such notice such Bonds (or portions thereof) shall be deemed to have been defeased as described in “—Defeasance” herein, such notice will state that such redemption will be conditional upon the receipt by an independent escrow agent selected by the District on or prior to the date fixed for such redemption of the moneys necessary and sufficient to pay the principal of, and premium, if any, and interest on, such Bonds (or portions thereof) to be redeemed, and that, if such moneys shall not have been so received, said notice shall be of no force and effect, no portion

of the Bonds will be subject to redemption on such date and such Bonds will not be required to be redeemed on such date. In the event that such Redemption Notice contains such a condition and such moneys are not so received, the redemption will not be made and the Paying Agent will, within a reasonable time thereafter (but in no event later than the date originally set for redemption), give notice to the persons to whom and in the manner in which the Redemption Notice was given, that such moneys were not so received. In addition, the District will have the right to rescind any Redemption Notice by written notice to the Paying Agent on or prior to the date fixed for such redemption. The Paying Agent will distribute a notice of the rescission of such Redemption Notice in the same manner as such Redemption Notice was originally provided.

***Partial Redemption of Bonds.*** Upon the surrender of any Bond redeemed in part only, the Paying Agent will execute and deliver to the Owner thereof a new Bond or Bonds of like series, tenor and maturity and of authorized denominations equal in principal amount to the unredeemed portion of the Bond surrendered (the “Transfer Amount”). Such partial redemption is valid upon payment of the amount required to be paid to such Owner, and the District will be released and discharged thereupon from all liability to the extent of such payment.

***Effect of Notice of Redemption.*** Notice having been given as described above, and the moneys for the redemption (including the interest accrued to the applicable date of redemption) having been set aside as described in “—Defeasance” herein, the Bonds to be redeemed shall become due and payable on such date of redemption.

If on such redemption date, moneys for the redemption of all the Bonds to be redeemed, together with interest accrued to such redemption date, shall be held in trust, so as to be available therefor on such redemption date, and if a Redemption Notice thereof shall have been given as described above, then from and after such redemption date, interest on the Bonds to be redeemed will cease to accrue and become payable. All money held for the redemption of Bonds shall be held in trust for the account of the Owners of the Bonds to be so redeemed.

***Bonds No Longer Outstanding.*** When any Bonds (or portions thereof), which have been duly called for redemption prior to maturity pursuant to the Resolution, or with respect to which irrevocable instructions to call for redemption prior to maturity at the earliest redemption date have been given to the Paying Agent, in form satisfactory to it, and sufficient moneys shall be held irrevocably in trust for the payment of the redemption price of such Bonds or portions thereof and accrued interest thereon to the date fixed for redemption, then such Bonds will no longer be deemed outstanding and shall be surrendered to the Paying Agent for cancellation.

## **Book-Entry Only System**

*The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that the District believes to be reliable, but neither the District nor the Underwriter take any responsibility for the accuracy or completeness thereof. The District and the Underwriter cannot and do not give any assurances that DTC, DTC Direct Participants or Indirect Participants (as defined herein) will distribute to the Beneficial Owners (a) payments of principal of, or interest or premium, if any, on the Bonds, (b) certificates representing ownership interest in or other confirmation or ownership interest in the Bonds, or (c) redemption or other notices sent to DTC or Cede & Co., its nominee, as the registered Owner of the Bonds, or that they will so do on a timely basis or that DTC, Direct Participants or Indirect Participants will act in the manner described in this Official Statement. The current "Rules" applicable to DTC are on file with the Securities and Exchange Commission and the current "Procedures" of DTC to be followed in dealing with Participants are on file with DTC.*

The Depository Trust Company, New York, New York, will act as securities depository for the Bonds. The Bonds will be issued as fully-registered securities registered in the name of Cede & Co. (DTC's partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Bond certificate will be issued for each maturity of the Bonds, each in the aggregate principal amount of such maturity, and will be deposited with DTC.

DTC, the world's largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a "banking organization" within the meaning of the New York Banking Law, a member of the Federal Reserve System, a "clearing corporation" within the meaning of the New York Uniform Commercial Code, and a "clearing agency" registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.6 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments (from over 100 countries) that DTC's participants ("Direct Participants") deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants' accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation ("DTCC"). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly ("Indirect Participants," and together with the Direct Participants, the "Participants"). DTC has a Standard & Poor's rating of "AA+." The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at [www.dtcc.com](http://www.dtcc.com).

Purchases of Bonds under the DTC system must be made by or through Direct Participants, which will receive a credit for the Bonds on DTC's records. The ownership interest of each Beneficial Owner is in turn to be recorded on the Direct and Indirect Participants' records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Bonds are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in the Bonds, except in the event that use of the book-entry system for the Bonds is discontinued.

To facilitate subsequent transfers, all Bonds deposited by Direct Participants with DTC are registered in the name of DTC's partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Bonds with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not effect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Bonds; DTC's records reflect only the identity of the Direct Participants to whose accounts such Bonds are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. Beneficial Owners of Bonds may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Bonds, such as redemptions, defaults, and proposed amendments to the Resolution. For example, Beneficial Owners of Bonds may wish to ascertain that the nominee holding the Bonds for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of notices be provided directly to them.

Redemption notices shall be sent to DTC. If less than all of the Bonds within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

Neither DTC nor Cede & Co. (nor any other DTC nominee) will consent or vote with respect to Bonds unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to the District as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts Bonds are credited on the record date (identified in a listing attached to the Omnibus Proxy).

Redemption proceeds and distributions on the Bonds will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detail information from the District or the Paying Agent, on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in "street name," and will be the responsibility of such Participant and not of DTC, the Paying Agent, or the District, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds or distributions to Cede & Co. (or such other nominee as may be requested by an authorized representative of DTC) is the responsibility of the District or the Paying Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

For every transfer and exchange of Bonds, Owners requesting such transfer or exchange may be charged a sum sufficient to cover any tax, governmental charge or transfer fees that may be imposed in relation thereto, which charge may include transfer fees imposed by the Paying Agent, DTC or the DTC Participant in connection with such transfers or exchanges.

DTC may discontinue providing its services as depository with respect to the Bonds at any time by giving reasonable notice to the District or the Paying Agent. Under such circumstances, in the event that a successor depository is not obtained, Bond certificates are required to be printed and delivered.

The District may decide to discontinue use of the system of book-entry-only transfers through DTC (or a successor securities depository). In that event, Bond certificates will be printed and delivered to the Owners thereof.

### **Discontinuation of Book-Entry Only System; Registration, Exchange and Transfer of Bonds**

So long as any of the Bonds remain outstanding, the District will cause the Paying Agent to maintain at its principal office all books and records necessary for the registration, exchange and transfer of such Bonds, which shall at all times be open to inspection by the District, and, upon presentation for such purpose, the Paying Agent shall, under such reasonable regulations as it may prescribe, register, exchange or transfer or cause to be registered, exchanged or transferred, on said books, Bonds as provided in the Resolution.

*In the event that the book-entry only system as described herein is no longer used with respect to the Bonds, the following provisions will govern the registration, transfer, and exchange of the Bonds.*

The principal of the Bonds and any interest upon the redemption thereof prior to maturity will be payable in lawful money of the United States of America upon presentation and surrender of the Bonds at the designated office of the Paying Agent. Interest on the Bonds will be paid by the Paying Agent by either (i) check or draft mailed to the person whose name appears on the registration books of the Paying Agent as the registered Owner, and to that person's address appearing on the registration books as of the close of business on the Record Date, or (ii) by wire to a bank and account number on file with the Paying Agent as of the Record Date.

Any Bond may be exchanged for Bonds of like series, tenor, maturity and Transfer Amount upon presentation and surrender at the designated office of the Paying Agent, together with a request for exchange signed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. A Bond may be transferred on the Bond Register only upon presentation and surrender of the Bond at the designated office of the Paying Agent together with an assignment executed by the Owner or by a person legally empowered to do so in a form satisfactory to the Paying Agent. Upon exchange or transfer, the Paying Agent will complete, authenticate and deliver a new bond or bonds of like series and tenor, and of any authorized denomination or denominations requested by the Owner equal to the Transfer Amount of the Bond surrendered and bearing interest at the same rate and maturing on the same date.

Neither the District nor the Paying Agent will be required to (a) issue or transfer any Bonds during a period beginning with the opening of business on the 16th day next preceding either any Bond Payment Date or any date of selection of Bonds to be redeemed and ending with the close of business on the Bond Payment Date or any day on which the applicable Redemption Notice is given or (b) transfer any Bonds which have been selected or called for redemption in whole or in part.

### **Defeasance**

All or any portion of the outstanding maturities of the Bonds may be defeased prior to maturity in the following ways:

(a) **Cash:** by irrevocably depositing with an independent escrow agent selected by the District an amount of cash which, together with amounts transferred from the Debt Service Fund, if any, is sufficient to pay all Bonds outstanding and designated for defeasance (including all principal thereof, accrued interest thereon, and redemption premiums, if any) at or before their maturity date; or

(b) **Government Obligations:** by irrevocably depositing with an independent escrow agent selected by the District noncallable Government Obligations, together with amounts transferred from the Debt Service Fund, if any, and any other cash, if required, in such amount as will, together with interest to accrue thereon, in the opinion of an independent certified public accountant, be fully sufficient to pay and discharge all Bonds outstanding and designated for defeasance (including all principal thereof, accrued interest thereon, and redemption premiums, if any) at or before their maturity date;

then, notwithstanding that any of such Bonds shall not have been surrendered for payment, all obligations of the District with respect to such designated outstanding Bonds will cease and terminate, except only the obligation of the independent escrow agent selected by the District to pay or cause to be paid from funds deposited pursuant to paragraphs (a) or (b) above, to the owners of such designated Bonds not so surrendered and paid all sums due with respect thereto.

“Government Obligations” means direct and general obligations of the United States of America, or obligations that are unconditionally guaranteed as to principal and interest by the United States of America (which may consist of obligations of the Resolution Funding Corporation that constitute interest strips). In the case of direct and general obligations of the United States of America, Government Obligations shall include evidences of direct ownership of proportionate interests in future interest or principal payments of such obligations. Investments in such proportionate interests must be limited to circumstances where (a) a bank or trust company acts as custodian and holds the underlying United States obligations; (b) the owner of the investment is the real party in interest and has the right to proceed directly and individually against the obligor of the underlying United States obligations; and (c) the underlying United States obligations are held in a special account, segregated from the custodian’s general assets, and are not available to satisfy any claim of the custodian, any person claiming through the custodian, or any person to whom the custodian may be obligated; provided that such obligations are rated or assessed at least as high as direct and general obligations of the United States of America by either S&P Global Ratings, a business unit of Standard & Poor’s Financial Services LLC (“S&P”) or Moody’s Investors Service (“Moody’s”).

### **ESTIMATED SOURCES AND USES OF FUNDS**

The estimated sources and uses of funds with respect to the Bonds are as follows:

#### Sources of Funds

Principal Amount of Bonds  
Net Original Issue Premium  
Total Sources

#### Uses of Funds

Building Fund  
Debt Service Fund  
Costs of Issuance<sup>(1)</sup>  
Underwriter’s Discount  
Total Uses

<sup>(1)</sup> A portion of the proceeds of the Bonds will be used to pay costs of issuance thereof, including, but not limited to, legal fees, financial advisory fees, printing costs, rating agency fees, the costs and fees of the Paying Agent, municipal bond insurance premium, if any, and other costs of issuance of the Bonds.

## **TAX BASE FOR REPAYMENT OF BONDS**

*The information in this section describes ad valorem property taxation, assessed valuation, and other measures of the tax base of the District. The Bonds are payable solely from ad valorem property taxes levied and collected by the County on taxable property in the District, which taxes are unlimited as to rate or amount. The District's general fund is not a source for the repayment of the Bonds.*

### **Ad Valorem Property Taxation**

District property taxes are assessed and collected by the County at the same time and on the same tax rolls as County, city and special district property taxes. Assessed valuations are the same for both District and County taxing purposes.

Taxes are levied for each fiscal year on taxable real and personal property which is located in the District as of the preceding January 1. For assessment and collection purposes, property is classified either as "secured" or "unsecured" and is listed accordingly on separate parts of the assessment roll. The "secured roll" is that part of the assessment roll containing State assessed public utilities property and real property having a tax lien which is sufficient, in the opinion of the assessor, to secure payment of the taxes. Unsecured property is assessed on the "unsecured roll." Unsecured property comprises all property not attached to land, such as personal property or business property. Boats and airplanes are examples of unsecured property. A supplemental roll is developed when property changes hands or new construction is completed. The County levies and collects all property taxes for property falling within the County's taxing boundaries.

The valuation of secured property is established as of January 1 and is subsequently equalized in August. Property taxes on the secured roll are payable in two installments, due November 1 and February 1. If unpaid, such taxes become delinquent after December 10 and April 10, respectively, and a 10% penalty attaches to any delinquent installment, plus any additional amount determined by the tax-collecting authority of the County. After the second installment of taxes on the secured roll is delinquent, the tax-collecting authority of the County will collect a cost of \$10 for preparing the delinquent tax records and giving notice of the delinquency. Property on the secured roll with delinquent taxes is declared tax-defaulted on July 1 of the calendar year. Such property may thereafter be redeemed, until the right of redemption is terminated, by payment of the delinquent taxes and the delinquency penalty, plus a \$15 redemption fee and a redemption penalty of 1.5% per month to the time of redemption. If taxes are unpaid for a period of five years or more, the property is subject to sale by the tax-collecting authority of the County.

Property taxes on the unsecured roll as of July 31 become delinquent if they are not paid by August 31 and are thereafter subject to a delinquent penalty of 10%. Taxes added to the unsecured tax roll after July 31, if unpaid, are delinquent and subject to a penalty of 10% on the last day of the month succeeding the month of enrollment. In the case of unsecured property taxes, an additional penalty of 1.5% per month begins to accrue when such taxes remain unpaid on the last day of the second month after the 10% penalty attaches. The taxing authority has four ways of collecting unsecured personal property taxes: (1) a civil action against the assessee; (2) filing a certificate in the office of the County Clerk specifying certain facts in order to obtain a judgment lien on specific property of the assessee; (3) filing a certificate of delinquency for record in the County Recorder's office in order to obtain a lien on specified property of the assessee; and (4) seizure and sale of personal property, improvements or possessory interests belonging or assessed to the assessee. See also " – Tax Levies, Collections and Delinquencies" herein.

State law exempts from taxation \$7,000 of the full cash value of an owner-occupied dwelling, but this exemption does not result in any loss of revenue to local agencies, since the State reimburses local agencies for the value of the exemptions.

All property is assessed using full cash value as defined by Article XIII A of the State Constitution. State law provides exemptions from *ad valorem* property taxation for certain classes of property, such as churches, colleges, non-profit hospitals, and charitable institutions.

Assessed valuation growth allowed under Article XIII A (new construction, certain changes of ownership, 2% inflation) is allocated on the basis of “situs” among the jurisdictions that serve the tax rate area within which the growth occurs. Local agencies and K-14 school districts (as defined herein) share the growth of “base” revenues from the tax rate area. Each year’s growth allocation becomes part of each agency’s allocation in the following year.

**Assessed Valuations**

Property within the District has a total assessed valuation for fiscal year 2016-17 of \$\_\_\_\_\_. The following table shows a 10-year history of assessed valuations in the District.

**ASSESSED VALUATIONS  
Fiscal Years 2007-08 through 2016-17  
Oak Park Unified School District**

	<u>Local Secured</u>	<u>Utility</u>	<u>Unsecured</u>	<u>Total</u>
2007-08	\$2,275,178,564	--	\$10,239,947	\$2,285,418,511
2008-09	2,309,393,393	--	11,452,293	2,320,845,686
2009-10	2,282,692,691	--	14,027,187	2,296,719,878
2010-11	2,276,523,791	--	11,594,154	2,288,117,945
2011-12	2,246,350,054	--	12,010,559	2,258,360,613
2012-13	2,251,847,641	--	10,265,329	2,262,112,970
2013-14	2,308,664,904	--	9,105,790	2,317,770,694
2014-15	2,439,218,116	--	7,795,682	2,447,013,798
2015-16	2,545,642,899	--	5,842,829	2,551,485,728
2016-17				

*Source: California Municipal Statistics, Inc.*

Economic and other factors beyond the District’s control, such as a general market decline in real property values, disruption in financial markets that may reduce availability of financing for purchasers of property, reclassification of property to a class exempt from taxation, whether by ownership or use (such as exemptions for property owned by the State and local agencies and property used for qualified education, hospital, charitable or religious purposes), or the complete or partial destruction of the taxable property caused by a natural or manmade disaster, such as earthquake, drought, flood, fire or toxic contamination, could cause a reduction in the assessed value of taxable property within the District. Any such reduction would result in a corresponding increase in the annual tax rate levied by the County to pay the debt service with respect to the Bonds. See “THE BONDS – Security and Sources of Payment” herein.

**Drought.** On January 17, 2014, the State Governor (the “Governor”) declared a state-wide Drought State of Emergency. As of such date, the State faced water shortfalls due to the driest year in recorded State history; the State’s rivers and reservoirs were below their record low levels, and manual and electronic readings recorded the water content of snowpack at the highest elevations in the State (chiefly in the Sierra Nevada mountain range) at about 20% of normal average for the winter season. As part of his State of Emergency declaration, the Governor directed State officials to assist agricultural producers and

communities that may be economically impacted by dry conditions. Following the Governor's declaration, the California State Water Resources Control Board (the "Water Board") issued a statewide notice of water shortages and potential future curtailment of water right diversions. On April 1, 2015, the Governor issued an executive order mandating certain temporary conservation measures, which were implemented by means of an emergency regulation adopted by the Water Board on May 5, 2015. The temporary conservation measures have been extended and amended by subsequent executive orders of the Governor and Water Board regulations. Most recently, on May 9, 2016, the Governor issued an executive order ordering the Department of Water Resources, the Water Board and the California Public Utilities Commission to update and extend temporary water restrictions through the end of January 2017, and to take actions to transition to permanent, long-term improvements in water use. Following the Governor's executive order, on May 18, 2016, the Water Board adopted a localized "stress test" approach of water conservation, under which local urban water agencies are required to ensure a three-year supply of water assuming three years of drought conditions. Agencies that project a water shortage at the end of the three-year period under the stress test are required to implement conservation measures through January 2017 equal to the percentage of water shortage projected.

The District cannot make any representation regarding the effects that the current drought has had, or, if it should continue, may have on the value of taxable property within the District, or to what extent the drought could cause disruptions to economic activity within the boundaries of the District.

### **Appeals and Adjustments of Assessed Valuations**

Under State law, property owners may apply for a reduction of their property tax assessment by filing a written application, in form prescribed by the State Board of Equalization, with the appropriate county board of equalization or assessment appeals board. In most cases, the appeal is filed because the applicant believes that present market conditions (such as residential home prices) cause the property to be worth less than its current assessed value. Any reduction in the assessment ultimately granted as a result of such appeal applies to the year for which application is made and during which the written application was filed.

A second type of assessment appeal involves a challenge to the base year value of an assessed property. Appeals for reduction in the base year value of an assessment, if successful, reduce the assessment for the year in which the appeal is taken and prospectively thereafter. The base year is determined by the completion date of new construction or the date of change of ownership. Any base year appeal must be made within four years of the change of ownership or new construction date.

In addition to the above-described taxpayer appeals, county assessors may independently reduce assessed valuations based on changes in the market value of property, or for other factors such as the complete or partial destruction of taxable property caused by natural or man-made disasters such as earthquakes, floods, fire, drought or toxic contamination pursuant to relevant provisions of the State Constitution.

Whether resulting from taxpayer appeals or county assessor reductions, adjustments to assessed value are subject to yearly reappraisals by the county assessor and may be adjusted back to their original values when real estate market conditions improve. Once property has regained its prior assessed value, adjusted for inflation, it once again is subject to the annual inflationary growth rate factor allowed under Article XIII A. See also "CONSTITUTIONAL AND STATUTORY PROVISIONS AFFECTING DISTRICT REVENUES AND APPROPRIATIONS – Article XIII A of the California Constitution" herein.

The District does not have information regarding pending appeals of assessed valuation of property within the District. No assurance can be given that property tax appeals currently pending or in the future will not significantly reduce the assessed valuation of property within the District.

### **Assessed Valuation of Single Family Homes**

The following table shows a per-parcel analysis of single family residences within the District, in terms of their fiscal year 2016-17 assessed valuation.

**ASSESSED VALUATION OF SINGLE FAMILY HOMES  
Fiscal Year 2016-17  
Oak Park Unified School District**

[TO COME]

---

<sup>(1)</sup> Improved single family residential parcels. Excludes condominiums and parcels with multiple family units.  
*Source: California Municipal Statistics, Inc.*

### **Assessed Valuation and Parcels by Land Use**

The following table shows a per-parcel analysis of the distribution of taxable property within the District by principal use, and the fiscal year 2016-17 assessed valuation of such parcels.

**ASSESSED VALUATION AND PARCELS BY LAND USE  
Fiscal Year 2016-17  
Oak Park Unified School District**

[TO COME]

---

<sup>(1)</sup> Local secured assessed valuation; excluding tax-exempt property.  
*Source: California Municipal Statistics, Inc.*

### **Assessed Valuation by Jurisdiction**

The following table shows the fiscal year 2016-17 assessed valuation of the District by jurisdiction.

**ASSESSED VALUATION BY JURISDICTION  
Fiscal Year 2016-17  
Oak Park Unified School District**

[TO COME]

---

*Source: California Municipal Statistics, Inc.*

## Tax Levies, Collections and Delinquencies

The following table shows secured tax levies and delinquencies within the District, and amounts delinquent as of June 30, for fiscal years 2009-10 through 2015-16.

### SECURED TAX CHARGES AND DELINQUENCIES Fiscal Years 2009-10 through 2015-16 Oak Park Unified School District

	Secured <u>Tax Charge</u> <sup>(1)</sup>	Amt. Del. <u>June 30</u>	% Del. <u>June 30</u>
2009-10	\$9,112,036.01	\$325,430.68	3.57%
2010-11	9,016,468.41	216,751.26	2.40
2011-12	9,004,819.27	171,431.82	1.90
2012-13	8,863,668.94	127,588.78	1.44
2013-14	9,106,544.08	82,876.61	0.91
2014-15	9,643,158.86	79,736.51	0.83
2015-16			

<sup>(1)</sup> 1% General fund apportionment.

Source: California Municipal Statistics, Inc.

### Alternative Method of Tax Apportionment - "Teeter Plan"

The Board of Supervisors of the County has implemented the Alternative Method of Distribution of Tax Levies and Collections and of Tax Sale Proceeds (the "Teeter Plan"), as provided for in Section 4701 *et seq.* of the State Revenue and Taxation Code. Under the Teeter Plan, the County apportions secured property taxes on an accrual basis when due (irrespective of actual collections) to its local political subdivisions, including the District, for which the County acts as the tax-levying or tax-collecting agency.

The Teeter Plan is applicable to all tax levies for which the County acts as the tax-levying or tax-collecting agency, or for which the County treasury is the legal depository of the tax collections. As adopted by the County, the Teeter Plan excludes Mello-Roos Community Facilities Districts and special assessment districts which provide for accelerated judicial foreclosure of property for which assessments are delinquent.

The *ad valorem* property tax to be levied to pay the principal of and interest on the Bonds will be subject to the Teeter Plan, beginning in the first year of such levy. The District will receive 100% of the *ad valorem* property tax levied to pay the principal of and interest on the Bonds irrespective of actual delinquencies in the collection of the tax by the County.

The Teeter Plan is to remain in effect unless the Board of Supervisors of the County orders its discontinuance or unless, prior to the commencement of any fiscal year of the County (which commences on July 1), the Board of Supervisors receives a petition for its discontinuance joined in by a resolution adopted by at least two-thirds of the participating revenue districts in the County. In the event the Board of Supervisors is to order discontinuance of the Teeter Plan subsequent to its implementation, only those secured property taxes actually collected would be allocated to political subdivisions (including the District) for which the County acts as the tax-levying or tax-collecting agency.

## Tax Rates

A representative tax rate area (a “TRA”) located within the District is TRA 74-002. The table below shows the total *ad valorem* property tax rates, as a percentage of assessed valuation, levied by all taxing entities in this TRA during the five-year period from fiscal years 2012-13 through 2016-17.

**SUMMARY OF AD VALOREM TAX RATES (TRA 74-002)<sup>(1)</sup>**  
**Fiscal Years 2012-13 through 2016-17**  
**Oak Park Unified School District**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
General	1.00000%	1.00000%	1.00000%	1.00000%	1.00000%
Oak Park Unified School District	.16480	.18730	.16460	.16490	
Ventura Community College District	.01910	.01670	.01760	.01300	
Metropolitan Water District	<u>.00350</u>	<u>.00350</u>	<u>.00350</u>	<u>.00350</u>	
Total Tax Rate	1.18740%	1.20750%	1.18570%	1.18140%	

<sup>(1)</sup> The fiscal year 2016-17 assessed valuation of TRA 74-002 is \$\_\_\_\_\_, which is \_\_\_\_\_% of the District’s total fiscal year 2016-17 assessed valuation.

Source: California Municipal Statistics, Inc.

## Principal Taxpayers

The following table lists the 20 largest local secured taxpayers in the District in terms of their fiscal year 2016-17 secured assessed valuations.

**20 LARGEST LOCAL SECURED TAXPAYERS**  
**Fiscal Year 2016-17**  
**Oak Park Unified School District**

[TO COME]

<sup>(1)</sup> The District has a fiscal year 2016-17 local secured assessed valuation of \$\_\_\_\_\_.

Source: California Municipal Statistics, Inc.

## Statement of Direct and Overlapping Debt

Set forth on the following page is a direct and overlapping debt report (the “Debt Report”) prepared by California Municipal Statistics, Inc., effective as of \_\_\_\_\_, 2017 for debt issued as of \_\_\_\_\_, 2017. The Debt Report is included for general information purposes only. The District has not reviewed the Debt Report for completeness or accuracy and makes no representation in connection therewith.

The Debt Report generally includes long-term obligations sold in the public credit markets by public agencies whose boundaries overlap the boundaries of the District in whole or in part. Such long-term obligations generally are not payable from revenues of the District (except as indicated) nor are they necessarily obligations secured by land within the District. In many cases long-term obligations issued by a public agency are payable only from the general fund or other revenues of such public agency.

The table shows the percentage of each overlapping entity’s assessed value located within the boundaries of the District. The table also shows the corresponding portion of the overlapping entity’s existing debt payable from property taxes levied within the District. The total amount of debt for each overlapping entity is not given in the table.

The first column in the table names each public agency which has outstanding debt as of the date of the report and whose territory overlaps the District in whole or in part. The second column shows the percentage of each overlapping agency's assessed value located within the boundaries of the District. This percentage, multiplied by the total outstanding debt of each overlapping agency (which is not shown in the table) produces the amount shown in the third column, which is the apportionment of each overlapping agency's outstanding debt to taxable property in the District.

**STATEMENT OF DIRECT AND OVERLAPPING DEBT  
Oak Park Unified School District**

[TO COME]

---

(1) Excludes the Bonds.

(2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and tax allocation bonds and non-bonded capital lease obligations.

Source: *California Municipal Statistics, Inc.*

**CONSTITUTIONAL AND STATUTORY PROVISIONS AFFECTING DISTRICT  
REVENUES AND APPROPRIATIONS**

*The Bonds are payable solely from the proceeds of an ad valorem property tax required to be levied by the County on taxable property within the District in an amount sufficient for the payment thereof. See "THE BONDS – Security and Sources of Payment" herein. Articles XIII A, XIII B, XIII C and XIII D of the State Constitution, Propositions 98 and 111, and certain other provisions of law discussed below are included in this section to describe the potential effect of these Constitutional and statutory measures on the ability of the County to levy taxes on behalf of the District and to the District to spend tax proceeds for operating and other purposes, and it should not be inferred from the inclusion of such materials that these laws impose any limitation on the ability of the County to levy taxes for payment of the Bonds.*

**Article XIII A of the California Constitution**

Article XIII A ("Article XIII A") of the State Constitution limits the amount of *ad valorem* property taxes on real property to 1% of "full cash value" as determined by the county assessor. Article XIII A defines "full cash value" to mean "the county assessor's valuation of real property as shown on the 1975-76 bill under "full cash value," or thereafter, the appraised value of real property when purchased, newly constructed or a change in ownership has occurred after the 1975 assessment," subject to exemptions in certain circumstances of property transfer or reconstruction. Determined in this manner, the full cash value is also referred to as the "base year value." The "full cash value" is subject to annual adjustment to reflect increases, not to exceed 2% for any year, or decreases in the consumer price index or comparable local data, or to reflect reductions in property value caused by damage, destruction or other factors.

Article XIII A has been amended to allow for temporary reductions of assessed value in instances where the fair market value of real property falls below the adjusted base year value described above. Proposition 8—approved by the voters in November of 1978—provides for the enrollment of the lesser of the base year value or the market value of real property, taking into account reductions in value due to damage, destruction, depreciation, obsolescence, removal of property, or other factors causing a similar decline. In these instances, the market value is required to be reviewed annually until the market value exceeds the base year value, adjusted for inflation. Reductions in assessed value could result in a corresponding increase in the annual tax rates levied by the County to pay debt service on the Bonds. See "THE BONDS – Security and Sources of Payment" and "TAX BASE FOR REPAYMENT OF BONDS" herein.

Article XIII A requires a vote of two-thirds or more of the qualified electorate of a city, county, special district or other public agency to impose special taxes, while totally precluding the imposition of any additional *ad valorem*, sales or transaction tax on real property. Article XIII A exempts from the 1% tax limitation any taxes above that level required to pay debt service (a) on any indebtedness approved by the voters prior to July 1, 1978, or (b) as the result of an amendment approved by State voters on June 3, 1986, on any bonded indebtedness approved by two-thirds or more of the votes cast by the voters for the acquisition or improvement of real property on or after July 1, 1978, or (c) bonded indebtedness incurred by a school district or community college district for the construction, reconstruction, rehabilitation or replacement of school facilities or the acquisition or lease of real property for school facilities, approved by 55% or more of the votes cast on the proposition, but only if certain accountability measures are included in the proposition. The tax for payment of the Bonds falls within the exception described in (c) of the immediately preceding sentence. In addition, Article XIII A requires the approval of two-thirds or more of all members of the legislature of the State (the “State Legislature”) to change any State taxes for the purpose of increasing tax revenues.

### **Legislation Implementing Article XIII A**

Legislation has been enacted and amended a number of times since 1978 to implement Article XIII A. Under current law, local agencies are no longer permitted to levy directly any property tax (except to pay voter-approved indebtedness). The 1% property tax is automatically levied by the relevant county and distributed according to a formula among taxing agencies. The formula apportions the tax roughly in proportion to the relative shares of taxes levied prior to 1979.

Increases of assessed valuation resulting from reappraisals of property due to new construction or change in ownership or from the annual adjustment not to exceed 2% are allocated among the various jurisdictions in the “taxing area” based upon their respective “situs.” Any such allocation made to a local agency continues as part of its allocation in future years.

All taxable property value included in this Official Statement is shown at 100% of taxable value (unless noted differently) and all tax rates reflect the \$1 per \$100 of taxable value.

Both the United States Supreme Court and the State Supreme Court have upheld the general validity of Article XIII A.

### **Unitary Property**

Some amount of property tax revenue of the District is derived from utility property which is considered part of a utility system with components located in many taxing jurisdictions. Under the State Constitution, such property is assessed by the State Board of Equalization as part of a “going concern” rather than as individual pieces of real or personal property. Such State-assessed property is allocated to the counties by the State Board of Equalization, taxed at special county-wide rates, and the tax revenues distributed to taxing jurisdictions (including the District) according to statutory formulae generally based on the distribution of taxes in the prior year.

The State electric utility industry has experienced significant changes in its structure and in the way in which components of the industry are regulated and owned. Sale of electric generation assets to largely unregulated, nonutility companies may affect how those assets are assessed, and which local agencies are to receive the property taxes. The District is unable to predict the impact of these changes on its utility property tax revenues, or whether legislation may be proposed or adopted in response to industry restructuring, or whether any future litigation may affect ownership of utility assets or the State’s methods of assessing utility property and the allocation of assessed value to local taxing agencies, including the

District. So long as the District is not a basic aid district, taxes lost through any reduction in assessed valuation will be compensated by the State as equalization aid under the State's school financing formula. See "DISTRICT FINANCIAL INFORMATION – State Funding of Education" herein.

### **Article XIII B of the California Constitution**

Article XIII B ("Article XIII B") of the State Constitution, as subsequently amended by Propositions 98 and 111, respectively, limits the annual appropriations of the State and of any city, county, school district, authority or other political subdivision of the State to the level of appropriations of the particular governmental entity for the prior fiscal year, as adjusted for changes in the cost of living and in population and for transfers in the financial responsibility for providing services and for certain declared emergencies. As amended, Article XIII B defines:

- (a) "change in the cost of living" with respect to school districts to mean the percentage change in State per capita income from the preceding year, and
- (b) "change in population" with respect to a school district to mean the percentage change in the ADA of the school district from the preceding fiscal year.

For fiscal years beginning on or after July 1, 1990, the appropriations limit of each entity of government shall be the appropriations limit for the 1986-87 fiscal year adjusted for the changes made from that fiscal year pursuant to the provisions of Article XIII B, as amended.

The appropriations of an entity of local government subject to Article XIII B limitations include the proceeds of taxes levied by or for that entity and the proceeds of certain state subventions to that entity. "Proceeds of taxes" include, but are not limited to, all tax revenues and the proceeds to the entity from (a) regulatory licenses, user charges and user fees (but only to the extent that these proceeds exceed the reasonable costs in providing the regulation, product or service), and (b) the investment of tax revenues.

Appropriations subject to limitation do not include (a) refunds of taxes, (b) appropriations for debt service such as the Bonds, (c) appropriations required to comply with certain mandates of the courts or the federal government, (d) appropriations of certain special districts, (e) appropriations for all qualified capital outlay projects as defined by the State Legislature, (f) appropriations derived from certain fuel and vehicle taxes and (g) appropriations derived from certain taxes on tobacco products.

Article XIII B includes a requirement that all revenues received by an entity of government other than the State in a fiscal year and in the fiscal year immediately following it in excess of the amount permitted to be appropriated during that fiscal year and the fiscal year immediately following it shall be returned by a revision of tax rates or fee schedules within the next two subsequent fiscal years.

Article XIII B also includes a requirement that 50% of all revenues received by the State in a fiscal year and in the fiscal year immediately following it in excess of the amount permitted to be appropriated during that fiscal year and the fiscal year immediately following it shall be transferred and allocated to the State School Fund pursuant to Section 8.5 of Article XVI of the State Constitution. See "— Propositions 98 and 111" herein.

### **Article XIII C and Article XIII D of the California Constitution**

On November 5, 1996, the voters of the State approved Proposition 218, popularly known as the "Right to Vote on Taxes Act." Proposition 218 added to the State Constitution Articles XIII C and XIII D (respectively, "Article XIII C" and "Article XIII D"), which contain a number of provisions affecting the

ability of local agencies, including school districts, to levy and collect both existing and future taxes, assessments, fees and charges.

According to the “Title and Summary” of Proposition 218 prepared by the State Attorney General, Proposition 218 limits “the authority of local governments to impose taxes and property-related assessments, fees and charges.” Among other things, Article XIIC establishes that every tax is either a “general tax” (imposed for general governmental purposes) or a “special tax” (imposed for specific purposes), prohibits special purpose government agencies such as school districts from levying general taxes, and prohibits any local agency from imposing, extending or increasing any special tax beyond its maximum authorized rate without a two-thirds vote; and also provides that the initiative power will not be limited in matters of reducing or repealing local taxes, assessments, fees and charges. Article XIIC further provides that no tax may be assessed on property other than *ad valorem* property taxes imposed in accordance with Articles XIII and XIII A of the State Constitution and special taxes approved by a two-thirds vote under Article XIII A, Section 4. Article XIID deals with assessments and property-related fees and charges, and explicitly provides that nothing in Article XIIC or XIID will be construed to affect existing laws relating to the imposition of fees or charges as a condition of property development.

The District does not impose any taxes, assessments, or property-related fees or charges which are subject to the provisions of Proposition 218. It does, however, receive a portion of the basic 1% *ad valorem* property tax levied and collected by the County pursuant to Article XIII A of the State Constitution. The provisions of Proposition 218 may have an indirect effect on the District, such as by limiting or reducing the revenues otherwise available to other local governments whose boundaries encompass property located within the District thereby causing such local governments to reduce service levels and possibly adversely affecting the value of property within the District.

### **Proposition 26**

On November 2, 2010, voters in the State approved Proposition 26. Proposition 26 amends Article XIIC of the State Constitution to expand the definition of “tax” to include “any levy, charge, or exaction of any kind imposed by a local government” except the following: (1) a charge imposed for a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege; (2) a charge imposed for a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product; (3) a charge imposed for the reasonable regulatory costs to a local government for issuing licenses and permits, performing investigations, inspections, and audits, enforcing agricultural marketing orders, and the administrative enforcement and adjudication thereof; (4) a charge imposed for entrance to or use of local government property, or the purchase, rental, or lease of local government property; (5) a fine, penalty, or other monetary charge imposed by the judicial branch of government or a local government, as a result of a violation of law; (6) a charge imposed as a condition of property development; and (7) assessments and property-related fees imposed in accordance with the provisions of Article XIID. Proposition 26 provides that the local government bears the burden of proving by a preponderance of the evidence that a levy, charge, or other exaction is not a tax, that the amount is no more than necessary to cover the reasonable costs of the governmental activity, and that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens on, or benefits received from, the governmental activity.

## Propositions 98 and 111

On November 8, 1988, voters of the State approved Proposition 98, a combined initiative constitutional amendment and statute called the “Classroom Instructional Improvement and Accountability Act” (the “Accountability Act”). Certain provisions of the Accountability Act have, however, been modified by Proposition 111, discussed below, the provisions of which became effective on July 1, 1990. The Accountability Act changed State funding of public education below the university level and the operation of the State’s appropriations limit. The Accountability Act guarantees State funding for K-12 school districts and community college districts (hereinafter referred to collectively as “K-14 school districts”) at a level equal to the greater of (a) the same percentage of the State general fund revenues as the percentage appropriated to such districts in the 1986-87 fiscal year, and (b) the amount actually appropriated to such districts from the State general fund in the previous fiscal year, adjusted for increases in enrollment and changes in the cost of living. The Accountability Act permits the State Legislature to suspend this formula for a one-year period.

The Accountability Act also changed how tax revenues in excess of the State appropriations limit are distributed. Any excess State tax revenues up to a specified amount are, instead of being returned to taxpayers, is transferred to K-14 school districts. Any such transfer to K-14 school districts is excluded from the appropriations limit for K-14 school districts and the K-14 school district appropriations limit for the next year is automatically increased by the amount of such transfer. These additional moneys enter the base funding calculation for K-14 school districts for subsequent years, creating further pressure on other portions of the State budget, particularly if revenues decline in a year following an Article XIII B surplus. The maximum amount of excess tax revenues which can be transferred to K-14 school districts is 4% of the minimum State spending for education mandated by the Accountability Act.

Since the Accountability Act is unclear in some details, there can be no assurances that the State Legislature or a court might not interpret the Accountability Act to require a different percentage of State general fund revenues to be allocated to K-14 school districts, or to apply the relevant percentage to the State’s budgets in a different way than is proposed in the State budget.

On June 5, 1990, the voters of the State approved Proposition 111 (Senate Constitutional Amendment No. 1) called the “Traffic Congestion Relief and Spending Limitation Act of 1990” (“Proposition 111”) which further modified Article XIII B and Sections 8 and 8.5 of Article XVI of the State Constitution with respect to appropriations limitations and school funding priority and allocation.

The most significant provisions of Proposition 111 are summarized as follows:

- a. Annual Adjustments to Spending Limit. The annual adjustments to the Article XIII B spending limit were liberalized to be more closely linked to the rate of economic growth. Instead of being tied to the Consumer Price Index, the “change in the cost of living” is now measured by the change in State per capita personal income. The definition of “change in population” specifies that a portion of the State’s spending limit is to be adjusted to reflect changes in school attendance.
- b. Treatment of Excess Tax Revenues. “Excess” tax revenues with respect to Article XIII B are now determined based on a two-year cycle, so that the State can avoid having to return to taxpayers excess tax revenues in one year if its appropriations in the next fiscal year are under its limit. In addition, the Proposition 98 provision regarding excess tax revenues was modified. After any two-year period, if there are excess State tax revenues, 50% of the excess are to be transferred to K-14 school districts with the balance returned to taxpayers; under prior law, 100% of excess State tax revenues went to K-14 school districts, but only

up to a maximum of 4% of the minimum funding level for such districts. Also, reversing prior law, any excess State tax revenues transferred to K-14 school districts are not built into K-14 school districts' base expenditures for calculating their entitlement for State aid in the next year, and the State's appropriations limit is not to be increased by this amount.

- c. Exclusions from Spending Limit. Two exceptions were added to the calculation of appropriations which are subject to the Article XIII B spending limit. First, there are excluded all appropriations for "qualified capital outlay projects" as defined by the State Legislature. Second, there are excluded any increases in gasoline taxes above the 1990 level (then nine cents per gallon), sales and use taxes on such increment in gasoline taxes, and increases in receipts from vehicle weight fees above the levels in effect on January 1, 1990. These latter provisions were necessary to make effective the transportation funding package approved by the State Legislature and the Governor, which was expected to raise over \$15 billion in additional taxes from 1990 through 2000 to fund transportation programs.
- d. Recalculation of Appropriations Limit. The Article XIII B appropriations limit for each unit of government, including the State, is to be recalculated beginning in fiscal year 1990-91. It is based on the actual limit for fiscal year 1986-87, adjusted forward to 1990-91 as if Proposition 111 had been in effect.
- e. School Funding Guarantee. There is a complex adjustment in the formula enacted in Proposition 98 which guarantees K-14 school districts a certain amount of State general fund revenues. Under prior law, K-14 school districts were guaranteed the greater of (1) 40.9% of State general fund revenues ("Test 1") or (2) the amount appropriated in the prior year adjusted for changes in the cost of living (measured as in Article XIII B by reference to per capita personal income) and enrollment ("Test 2"). Under Proposition 111, schools will receive the greater of (1) Test 1, (2) Test 2, or (3) a third test ("Test 3"), which will replace Test 2 in any year when growth in per capita State general fund revenues from the prior year is less than the annual growth in the State per capita personal income. Under Test 3, K-14 school districts will receive the amount appropriated in the prior year adjusted for change in enrollment and per capita State general fund revenues, plus an additional small adjustment factor. If Test 3 is used in any year, the difference between Test 3 and Test 2 will become a "credit" to schools which will be paid in future years when State general fund revenue growth exceeds personal income growth.

### **Proposition 39**

On November 7, 2000, State voters approved an amendment (commonly known as Proposition 39) to the State Constitution. This amendment (1) allows school facilities bond measures to be approved by 55% (rather than two-thirds) of the voters in local elections and permits property taxes to exceed the current 1% limit in order to repay the bonds and (2) changes existing statutory law regarding charter school facilities. As adopted, the constitutional amendments may be changed only with another statewide vote of the people. The statutory provisions could be changed by a majority vote of both houses of the State Legislature and approval by the Governor, but only to further the purposes of the proposition. The local school jurisdictions affected by this proposition are K-12 school districts, including the District, community college districts, and county offices of education. As noted above, the State Constitution previously limited property taxes to 1% of the value of property. Prior to the approval of Proposition 39, property taxes could only exceed this limit to pay for (1) any local government debts approved by the voters prior to July 1, 1978 or (2) bonds to acquire or improve real property that receive two-thirds voter approval after July 1, 1978.

The 55% vote requirement authorized by Proposition 39 applies only if the local bond measure presented to the voters includes: (1) a requirement that the bond funds can be used only for construction, rehabilitation, equipping of school facilities, or the acquisition or lease of real property for school facilities; (2) a specific list of school projects to be funded and certification that the school board has evaluated safety, class size reduction, and information technology needs in developing the list; and (3) a requirement that the school board conduct annual, independent financial and performance audits until all bond funds have been spent to ensure that the bond funds have been used only for the projects listed in the measure. Legislation approved in June 2000 placed certain limitations on local school bonds to be approved by 55% of the voters. These provisions require that the tax rate projected to be levied as the result of any single election be no more than \$60 (for a unified school district, such as the District), \$30 (for a high school or elementary school district), or \$25 (for a community college district) per \$100,000 of taxable property value, when assessed valuation is projected to increase in accordance with Article XIII A of the State Constitution. These requirements are not part of Proposition 39 and can be changed with a majority vote of both houses of the State Legislature and approval by the Governor. See “- Article XIII A of the California Constitution” herein.

### **Proposition 1A and Proposition 22**

On November 2, 2004, State voters approved Proposition 1A, which amends the State Constitution to significantly reduce the State’s authority over major local government revenue sources. Under Proposition 1A, the State cannot (i) reduce local sales tax rates or alter the method of allocating the revenue generated by such taxes, (ii) shift property taxes from local governments to schools or community colleges, (iii) change how property tax revenues are shared among local governments without two-third approval of both houses of the State Legislature or (iv) decrease Vehicle License Fee revenues without providing local governments with equal replacement funding. Proposition 1A does allow the State to approve voluntary exchanges of local sales tax and property tax revenues among local governments within a county. Proposition 1A also amends the State Constitution to require the State to suspend certain State laws creating mandates in any year that the State does not fully reimburse local governments for their costs to comply with the mandates. This provision does not apply to mandates relating to schools or community colleges or to those mandates relating to employee rights.

Proposition 22, The Local Taxpayer, Public Safety, and Transportation Protection Act, approved by the voters of the State on November 2, 2010, prohibits the State from enacting new laws that require redevelopment agencies to shift funds to schools or other agencies and eliminates the State’s authority to shift property taxes temporarily during a severe financial hardship of the State. In addition, Proposition 22 restricts the State’s authority to use State fuel tax revenues to pay debt service on state transportation bonds, to borrow or change the distribution of state fuel tax revenues, and to use vehicle license fee revenues to reimburse local governments for state mandated costs. Proposition 22 impacts resources in the State’s general fund and transportation funds, the State’s main funding source for schools and community colleges, as well as universities, prisons and health and social services programs. According to an analysis of Proposition 22 submitted by the Legislative Analyst’s Office (the “LAO”) on July 15, 2010, the expected reduction in resources available for the State to spend on these other programs as a consequence of the passage of Proposition 22 was projected to be approximately \$1 billion in fiscal year 2010-11, with an estimated immediate fiscal effect equal to approximately 1% of the State’s total general fund spending. The longer-term effect of Proposition 22, according to the LAO analysis, was expected to be an increase in the State’s general fund costs by approximately \$1 billion annually for several decades. See also “DISTRICT FINANCIAL INFORMATION – State Dissolution of Redevelopment Agencies” herein.

### ***Jarvis vs. Connell***

On May 29, 2002, the State Court of Appeal for the Second District decided the case of *Howard Jarvis Taxpayers Association, et al. v. Kathleen Connell* (as Controller of the State). The Court of Appeal

held that either a final budget bill, an emergency appropriation, a self-executing authorization pursuant to state statutes (such as continuing appropriations) or the State Constitution or a federal mandate is necessary for the State Controller to disburse funds. The foregoing requirement could apply to amounts budgeted by the District as being received from the State. To the extent the holding in such case would apply to State payments reflected in the District's budget, the requirement that there be either a final budget bill or an emergency appropriation may result in the delay of such payments to the District if such required legislative action is delayed, unless the payments are self-executing authorizations or are subject to a federal mandate. On May 1, 2003, the State Supreme Court upheld the holding of the Court of Appeal, stating that the Controller is not authorized under State law to disburse funds prior to the enactment of a budget or other proper appropriation, but under federal law, the Controller is required, notwithstanding a budget impasse and the limitations imposed by State law, to timely pay those State employees who are subject to the minimum wage and overtime compensation provisions of the federal Fair Labor Standards Act.

### **Proposition 30**

On November 6, 2012, voters of the State approved the Temporary Taxes to Fund Education, Guaranteed Local Public Safety Funding, Initiative Constitutional Amendment (also known as "Proposition 30"), which temporarily increased the State Sales and Use Tax and personal income tax rates on higher incomes. For personal income taxes imposed beginning in the taxable year commencing January 1, 2012 and ending December 31, 2018, Proposition 30 increases the marginal personal income tax rate by: (i) 1% for taxable income over \$250,000 but less than \$300,001 for single filers (over \$500,000 but less than \$600,001 for joint filers and over \$340,000 but less than \$408,001 for head-of-household filers), (ii) 2% for taxable income over \$300,000 but less than \$500,001 for single filers (over \$600,000 but less than \$1,000,001 for joint filers and over \$408,000 but less than \$680,001 for head-of-household filers), and (iii) 3% for taxable income over \$500,000 for single filers (over \$1,000,000 for joint filers and over \$680,000 for head-of-household filers).

The California Children's Education and Health Care Protection Act of 2016 (also known as "Proposition 55") is a constitutional amendment approved by the voters of the State on November 8, 2016. Proposition 55 extends the increases to personal income tax rates for high-income taxpayers that were approved as part of Proposition 30 through 2030. Proposition 55 did not extend the temporary State Sales and Use Tax rate increase enacted under Proposition 30, which expired as of January 1, 2017.

The revenues generated from the personal income tax increases will be included in the calculation of the Proposition 98 Minimum Funding Guarantee (defined herein) for school districts and community college districts. See "CONSTITUTIONAL AND STATUTORY PROVISIONS AFFECTING DISTRICT REVENUES AND APPROPRIATIONS – Propositions 98 and 111" herein. From an accounting perspective, the revenues generated from the personal income tax increases are being deposited into the State account created pursuant to Proposition 30 called the Education Protection Account (the "EPA"). Pursuant to Proposition 30, funds in the EPA will be allocated quarterly, with 89% of such funds provided to schools districts and 11% provided to community college districts. The funds will be distributed to school districts and community college districts in the same manner as existing unrestricted per-student funding, except that no school district will receive less than \$200 per unit of ADA and no community college district will receive less than \$100 per full time equivalent student. The governing board of each school district and community college district is granted sole authority to determine how the moneys received from the EPA are spent, provided that the appropriate governing board is required to make these spending determinations in open session at a public meeting and such local governing board is prohibited from using any funds from the EPA for salaries or benefits of administrators or any other administrative costs.

## Proposition 2

On November 4, 2014, voters approved the Rainy Day Budget Stabilization Fund Act (also known as “Proposition 2”). Proposition 2 is a legislatively-referred constitutional amendment which makes certain changes to State budgeting practices, including substantially revising the conditions under which transfers are made to and from the State’s Budget Stabilization Account (the “BSA”) established by the California Balanced Budget Act of 2004 (also known as Proposition 58).

Under Proposition 2, and beginning in fiscal year 2015-16 and each fiscal year thereafter, the State will generally be required to annually transfer to the BSA an amount equal to 1.5% of estimated State general fund revenues (the “Annual BSA Transfer”). Supplemental transfers to the BSA (a “Supplemental BSA Transfer”) are also required in any fiscal year in which the estimated State general fund revenues that are allocable to capital gains taxes exceed 8% of the total estimated general fund tax revenues. Such excess capital gains taxes—net of any portion thereof owed to K-14 school districts pursuant to Proposition 98—will be transferred to the BSA. Proposition 2 also increases the maximum size of the BSA to an amount equal to 10% of estimated State general fund revenues for any given fiscal year. In any fiscal year in which a required transfer to the BSA would result in an amount in excess of the 10% threshold, Proposition 2 requires such excess to be expended on State infrastructure, including deferred maintenance.

For the first 15-year period ending with the 2029-30 fiscal year, Proposition 2 provides that half of any required transfer to the BSA, either annual or supplemental, must be appropriated to reduce certain State liabilities, including making certain payments owed to K-14 school districts, repaying State interfund borrowing, reimbursing local governments for State mandated services, and reducing or prefunding accrued liabilities associated with State-level pension and retirement benefits. Following the initial 15-year period, the Governor and the State Legislature are given discretion to apply up to half of any required transfer to the BSA to the reduction of such State liabilities. Any amount not applied towards such reduction must be transferred to the BSA or applied to infrastructure, as described above.

Proposition 2 changes the conditions under which the Governor and the State Legislature may draw upon or reduce transfers to the BSA. The Governor does not retain unilateral discretion to suspend transfers to the BSA, nor does the State Legislature retain discretion to transfer funds from the BSA for any reason, as previously provided by law. Rather, the Governor must declare a “budget emergency,” defined as an emergency within the meaning of Article XIII B of the State Constitution or a determination that estimated resources are inadequate to fund State general fund expenditures, for the current or ensuing fiscal year, at a level equal to the highest level of State spending within the three immediately preceding fiscal years. Any such declaration must be followed by a legislative bill providing for a reduction or transfer. Draws on the BSA are limited to the amount necessary to address the budget emergency, and no draw in any fiscal year may exceed 50% of the funds on deposit in the BSA unless a budget emergency was declared in the preceding fiscal year.

Proposition 2 also requires the creation of the Public School System Stabilization Account (the “PSSSA”) into which transfers will be made in any fiscal year in which a Supplemental BSA Transfer is required (as described above). Such transfer will be equal to the portion of capital gains taxes above the 8% threshold that would otherwise be paid to K-14 school districts as part of the minimum funding guarantee. A transfer to the PSSSA will only be made if certain additional conditions are met, as follows: (i) the minimum funding guarantee was not suspended in the immediately preceding fiscal year, (ii) the operative Proposition 98 formula for the fiscal year in which a PSSSA transfer might be made is “Test 1,” (iii) no maintenance factor obligation is being created in the budgetary legislation for the fiscal year in which a PSSSA transfer might be made, (iv) all prior maintenance factor obligations have been fully repaid, and (v) the minimum funding guarantee for the fiscal year in which a PSSSA transfer might be made is higher than the immediately preceding fiscal year, as adjusted for ADA growth and cost of

living. Proposition 2 caps the size of the PSSSA at 10% of the estimated minimum guarantee in any fiscal year, and any excess funds must be paid to K-14 school districts. Reductions to any required transfer to the PSSSA, or draws on the PSSSA, are subject to the same budget emergency requirements described above. However, Proposition 2 also mandates draws on the PSSSA in any fiscal year in which the estimated minimum funding guarantee is less than the prior year’s funding level, as adjusted for ADA growth and cost of living.

**Kindergarten Through Community College Public Education Facilities Bond Act of 2016**

The Kindergarten Through Community College Public Education Facilities Bond Act of 2016 (also known as “Proposition 51”) is a voter initiative that was approved by voters on November 8, 2016. Proposition 51 authorizes the sale and issuance of \$9 billion in general obligation bonds for the new construction and modernization of K-14 facilities. The District makes no guarantee that it will either pursue or qualify for Proposition 51 state facilities funding.

**K-12 School Facilities.** Proposition 51 includes \$3 billion for the new construction of K-12 facilities and an additional \$3 billion for the modernization of existing K-12 facilities. K-12 school districts will be required to pay for 50% of the new construction costs and 40% of the modernization costs with local revenues. If a school district lacks sufficient local funding, it may apply for additional state grant funding, up to 100% of the project costs. In addition, a total of \$1 billion will be available for the modernization and new construction of charter school (\$500 million) and technical education (\$500 million) facilities. Generally, 50% of modernization and new construction project costs for charter school and technical education facilities must come from local revenues. However, schools that cannot cover their local share for these two types of projects may apply for State loans. State loans must be repaid over a maximum of 30 years for charter school facilities and 15 years for career technical education facilities. For career technical education facilities, state grants are capped at \$3 million for a new facility and \$1.5 million for a modernized facility. Charter schools must be deemed financially sound before project approval.

**Community College Facilities.** Proposition 51 includes \$2 billion for community college district facility projects, including buying land, constructing new buildings, modernizing existing buildings, and purchasing equipment. In order to receive funding, community college districts must submit project proposals to the Chancellor of the community college system, who then decides which projects to submit to the Legislature and Governor based on a scoring system that factors in the amount of local funds contributed to the project. The Governor and Legislature will select among eligible projects as part of the annual state budget process.

The table below shows the expected use of bond funds under Proposition 51:

**PROPOSITION 51  
Use of Bond Funds  
(In Millions)**

<b>K-12 Public School Facilities</b>	
New construction	\$3,000
Modernization	3,000
Career technical education facilities	500
Charter school facilities	<u>500</u>
Subtotal	\$7,000
<b>Community College Facilities</b>	<u>\$2,000</u>
<b>Total</b>	<u>\$9,000</u>

## **Future Initiatives**

Article XIII A, Article XIII B, Article XIII C and Article XIII D of the State Constitution and Propositions 22, 26, 30, 39, and 98 were each adopted as measures that qualified for the ballot pursuant to the State's initiative process. From time to time other initiative measures could be adopted further affecting District revenues or the District's ability to expend revenues. The nature and impact of these measures cannot be anticipated by the District.

## **DISTRICT FINANCIAL INFORMATION**

*The information in this section concerning the District's general fund finances is provided as supplementary information only, and it should not be inferred from the inclusion of this information in this Official Statement that the principal of or interest on the Bonds is payable from the general fund of the District. The Bonds are payable solely from the proceeds of an ad valorem property tax required to be levied by the County on taxable property within the District in an amount sufficient for the payment thereof. See "THE BONDS – Security and Sources of Payment" herein.*

### **State Funding of Education**

School district revenues consist primarily of guaranteed State moneys, local property taxes and funds received from the State in the form of categorical aid under ongoing programs of local assistance. All State aid is subject to the appropriation of funds in the State's annual budget.

**Revenue Limit Funding.** Previously, school districts operated under general purpose revenue limits established by the State Department of Education. In general, revenue limits were calculated for each school district by multiplying the ADA for such district by a base revenue limit per unit of ADA. Revenue limit calculations were subject to adjustment in accordance with a number of factors designed to provide cost of living adjustments ("COLAs") and to equalize revenues among school districts of the same type. Funding of a school district's revenue limit was provided by a mix of local property taxes and State apportionments of basic and equalization aid. Since fiscal year 2013-14, school districts have been funded based on a uniform system of funding grants assigned to certain grade spans. See "— Local Control Funding Formula" herein.

The following table reflects the District’s historical ADA and the revenue limit rates per unit of ADA for fiscal years 2007-08 through 2012-13.

**AVERAGE DAILY ATTENDANCE AND REVENUE LIMIT**  
**Fiscal Years 2007-08 through 2012-13**  
**Oak Park Unified School District**

<u>Fiscal Year</u>	<u>Average Daily Attendance<sup>(1)</sup></u>	<u>Change</u>	<u>Base Revenue Limit Per ADA<sup>(2)</sup></u>	<u>Deficit Revenue Limit Per ADA<sup>(2)</sup></u>
2007-08	3,603.49	--	\$5,782.21	\$5,782.21
2008-09	3,529.96	(73.53)	6,111.21	5,631.85
2009-10	3,695.80	165.84	6,373.21	5,203.41
2010-11	3,908.34	212.54	6,356.26	5,221.87
2011-12	4,091.16	182.82	6,508.64	5,167.73
2012-13	4,377.89	286.73	6,703.21	5,210.27

Note: All numbers are rounded to the nearest whole.

<sup>(1)</sup> Reflects ADA as of the second principal reporting period (“P-2 ADA”), which ends on or before the last attendance month prior to April 15 of each school year. An attendance month is equal to each four-week period of instruction beginning with the first day of school for a particular school district.

<sup>(2)</sup> Deficit revenue limit funding, when provided for in State budgetary legislation, reduced the revenue limit allocations received by school districts by applying a deficit factor to the base revenue limit for the given fiscal year, and resulted from an insufficiency of appropriation funds in the State budget to provide for State aid owed to school districts. The State’s practice of deficit revenue limit funding was most recently reinstated beginning in fiscal year 2008-09, and discontinued following the implementation of the LCFF (as defined herein).

Source: Oak Park Unified School District.

**Local Control Funding Formula.** State Assembly Bill 97 (Stats. 2013, Chapter 47) (“AB 97”), enacted as part of the fiscal year 2013-14 State budget, established a new system for funding school districts, charter schools and county offices of education. Certain provisions of AB 97 were amended and clarified by Senate Bill 91 (Stats. 2013, Chapter 49) (“SB 91”).

The primary component of AB 97, as amended by SB 91, was the implementation of the Local Control Funding Formula (“LCFF”), which replaced the revenue limit funding system for determining State apportionments, as well as the majority of State categorical program funding. State allocations are provided on the basis of target base funding grants per unit of ADA (a “Base Grant”) assigned to each of four grade spans. Each Base Grant is subject to certain adjustments and add-ons, as discussed below. Full implementation of the LCFF is expected to occur over a period of several fiscal years. Beginning in fiscal year 2013-14, an annual transition adjustment is required to be calculated for each school district, equal to such district’s proportionate share of appropriations included in the State budget to close the gap between the prior-year funding level and the target allocation following full implementation of the LCFF. In each year, school districts will have the same proportion of their respective funding gaps closed, with dollar amounts varying depending on the size of a district’s funding gap.

The Base Grants per unit of ADA for each grade span are as follows: (i) \$6,845 for grades K-3; (ii) \$6,947 for grades 4-6; (iii) \$7,154 for grades 7-8; and (iv) \$8,289 for grades 9-12. Beginning in fiscal year 2013-14, and in each subsequent year, the Base Grants are to be adjusted for COLAs by applying the implicit price deflator for government goods and services. Following full implementation of the LCFF, the provision of COLAs will be subject to appropriation for such adjustment in the annual State budget. The differences among Base Grants are linked to differentials in statewide average revenue limit rates by district type, and are intended to recognize the generally higher costs of education at higher grade levels. See “— State Budget Measures” herein for information on the adjusted Base Grants provided by current State budgetary legislation.

The Base Grants for grades K-3 and 9-12 are subject to adjustments of 10.4% and 2.6%, respectively, to cover the costs of class size reduction in early grades and the provision of career technical education in high schools. Following full implementation of the LCFF, and unless otherwise collectively bargained for, school districts serving students in grades K-3 must maintain an average class enrollment of 24 or fewer students in grades K-3 at each school site in order to continue receiving the adjustment to the K-3 Base Grant. Such school districts must also make progress towards this class size reduction goal in proportion to the growth in their funding over the implementation period. Additional add-ons are also provided to school districts that received categorical block grant funding pursuant to the Targeted Instructional Improvement and Home-to-School Transportation programs during fiscal year 2012-13.

School districts that serve students of limited English proficiency (“EL” students), students from low income families who are eligible for free or reduced priced meals (“LI” students) and foster youth are eligible to receive additional funding grants. Enrollment counts are unduplicated, such that students may not be counted as both EL and LI (foster youth automatically meet the eligibility requirements for free or reduced priced meals, and are therefore not discussed separately herein). A supplemental grant add-on (each, a “Supplemental Grant”) is authorized for school districts that serve EL/LI students, equal to 20% of the applicable Base Grant multiplied by such district’s percentage of unduplicated EL/LI student enrollment. School districts whose EL/LI populations exceed 55% of their total enrollment are eligible for a concentration grant add-on (each, a “Concentration Grant”) equal to 50% of the applicable Base Grant multiplied by the percentage of such district’s unduplicated EL/LI student enrollment in excess of the 55% threshold.

[REMAINDER OF PAGE LEFT BLANK]

The following table shows a breakdown of the District’s ADA by grade span, total enrollment, and the percentage of EL/LI student enrollment, for fiscal years 2012-13 through 2015-16 and a projected amount for fiscal year 2016-17.

**ADA, ENROLLMENT AND EL/LI ENROLLMENT PERCENTAGE**  
**Fiscal Years 2012-13 through 2016-17**  
**Oak Park Unified School District**

Fiscal Year	Average Daily Attendance <sup>(1)</sup>					Enrollment <sup>(2)</sup>	
	K-3	4-6	7-8	9-12	Total ADA	Total Enrollment	% of EL/LI Enrollment
2012-13	1,057.35	980.05	753.41	1,587.08	4,377.89	4,515	<sup>(3)</sup>
2013-14	1,077.83	1,002.35	792.21	1,641.09	4,513.48	4,670	9.08%
2014-15	1,086.30	1,038.63	776.18	1,641.79	4,542.90	4,693	8.96
2015-16	1,044.78	1,001.96	781.94	1,645.03	4,473.71	4,639	8.56
2016-17 <sup>(4)</sup>							

<sup>(1)</sup> Reflects P-2 ADA, which ends on or before the last attendance month prior to April 15 of each school year. An attendance month is equal to each four-week period of instruction beginning with the first day of school for a particular school district.

<sup>(2)</sup> For fiscal year 2012-13, reflects certified enrollment as of the October report submitted to the California Basic Educational Data System (“CBEDS”). For fiscal years 2013-14 and later, reflects certified enrollment as of the fall census day (the first Wednesday in October), which is reported to the California Longitudinal Pupil Achievement Data System (“CALPADS”) in each school year and is used to calculate each school district’s unduplicated EL/LI student enrollment. Adjustments may be made to the certified EL/LI counts by the State Department of Education. For purposes of calculating Supplemental and Concentration Grants, a school district’s fiscal year 2013-14 percentage of unduplicated EL/LI students is expressed solely as a percentage of its total fiscal year 2013-14 enrollment. For fiscal year 2014-15, the percentage of unduplicated EL/LI enrollment is based on the two-year average of EL/LI enrollment in fiscal years 2013-14 and 2014-15. Beginning in fiscal year 2015-16, a school district’s percentage of unduplicated EL/LI students will be based on a rolling average of such district’s EL/LI enrollment for the current fiscal year and the two immediately preceding fiscal years.

<sup>(3)</sup> The District did not calculate the EL/LI student enrollment prior to the implementation of the LCFF in fiscal year 2013-14.

<sup>(4)</sup> Projected.

Source: Oak Park Unified School District.

For certain school districts that would have received greater funding levels under the prior revenue limit system, the LCFF provides for a permanent economic recovery target (“ERT”) add-on, equal to the difference between the revenue limit allocations such districts would have received under the prior system in fiscal year 2020-21, and the target LCFF allocations owed to such districts in the same year. To derive the projected funding levels, the LCFF assumes the discontinuance of deficit revenue limit funding, implementation of a 1.94% COLA in fiscal years 2014-15 through 2020-21, and restoration of categorical funding to pre-recession levels. The ERT add-on will be paid incrementally over the LCFF implementation period. The District does not qualify for the ERT add-on.

The sum of a school district’s adjusted Base, Supplemental and Concentration Grants will be multiplied by such district’s P-2 ADA for the current or prior year, whichever is greater (with certain adjustments applicable to small school districts). This funding amount, together with any applicable ERT or categorical block grant add-ons, will yield a district’s total LCFF allocation. Generally, the amount of annual State apportionments received by a school district will amount to the difference between such total LCFF allocation and such district’s share of applicable local property taxes. Most school districts receive a significant portion of their funding from such State apportionments. As a result, decreases in State revenues may significantly affect appropriations made by the State Legislature to school districts.

Certain school districts, known as “basic aid” districts, have allocable local property tax collections that equal or exceed such districts’ total LCFF allocation, and result in the receipt of no State apportionment aid. Basic aid school districts receive only special categorical funding, which is deemed to satisfy the “basic aid” requirement of \$120 per student per year guaranteed by Article IX, Section 6 of the State Constitution. The implication for basic aid districts is that the legislatively determined allocations to school districts, and other politically determined factors, are less significant in determining their primary funding sources. Rather, property tax growth and the local economy are the primary determinants. The District does not currently qualify as a basic aid district.

***District of Choice.*** In 1993 the State created the District of Choice program through the enactment of Assembly Bill 19. Under such program, a school district may declare itself to be a “District of Choice” and specify a number of students that it is willing to accept as inter-district transfers from other school districts (each, a “Home District”). Students may transfer to a District of Choice by applying to the District of Choice, and the student’s Home District may not prohibit such transfers unless the transfers would (i) exceed 3% of the Home District’s ADA for Home Districts with a total ADA of 50,000 or less, or 1% of the Home District’s ADA for Home Districts with a total ADA of greater than 50,000; (ii) exceed a cumulative cap of 10% of the Home District’s average ADA over the life of the District of Choice program for Home Districts with a total ADA of 50,000 or less; (iii) exacerbate severe fiscal distress within the Home District; (iv) hinder a court-ordered desegregation plan of the Home District; or (v) negatively affect racial balance in the Home District. The District of Choice program was initially implemented as a five-year program and has, for the last 23 years, been subsequently extended by the State legislature on various occasions. The Program is currently set to expire following fiscal year 2016-17 unless renewal legislation is enacted prior to January 1, 2018.

The District has declared itself a District of Choice and, in fiscal year 2016-17, students transferring into the District through the District of Choice program are projected to account for approximately \_\_\_% of the District’s ADA. Although the District currently intends to continue to participate in the District of Choice program in the future, the District can provide no assurances that it will continue to participate in such program or that such program will remain in effect. The District can also make no representation as to whether or to what extent the District’s financial position would be affected by the expiration of, or discontinuation of participation in, the District of Choice program.

***Accountability.*** Regulations adopted by the State Board of Education require that school districts increase or improve services for EL/LI students in proportion to the increase in funds apportioned to such districts on the basis of the number and concentration of such EL/LI students, and detail the conditions under which school districts can use supplemental or concentration funding on a school-wide or district-wide basis.

School districts are also required to adopt local control and accountability plans (“LCAPs”) disclosing annual goals for all students, as well as certain numerically significant student subgroups, to be achieved in eight areas of State priority identified by the LCFF. LCAPs may also specify additional local priorities. LCAPs must specify the actions to be taken to achieve each goal, including actions to correct identified deficiencies with regard to areas of State priority. LCAPs are required to be adopted every three years, beginning in fiscal year 2014-15, and updated annually thereafter. The State Board of Education has developed and adopted a template LCAP for use by school districts.

***Support and Intervention.*** AB 97, as amended by SB 91, establishes a new system of support and intervention to assist school districts in meeting the performance expectations outlined in their respective LCAPs. School districts must adopt their LCAPs (or annual updates thereto) in tandem with their annual operating budgets, and not later than five days thereafter submit such LCAPs or updates to their respective county superintendents of schools. On or before August 15 of each year, a county superintendent may seek

clarification regarding the contents of a district's LCAP (or annual update thereto), and the district is required to respond to such a request within 15 days. Within 15 days of receiving such a response, the county superintendent can submit non-binding recommendations for amending the LCAP or annual update, and such recommendations must be considered by the respective school district at a public hearing within 15 days. A district's LCAP or annual update must be approved by the county superintendent by October 8 of each year if the superintendent determines that (i) the LCAP or annual update adheres to the State template, and (ii) the district's budgeted expenditures are sufficient to implement the actions and strategies outlined in the LCAP.

A school district is required to receive additional support if its respective LCAP or annual update thereto is not approved, if the district requests technical assistance from its applicable county superintendent, or if the district does not improve student achievement across more than one State priority for one or more student subgroups. Such support can include a review of a district's strengths and weaknesses in the eight State priority areas, or the assignment of an academic expert to assist the district with identifying and implementing programs designed to improve outcomes. Assistance may be provided by the California Collaborative for Educational Excellence, a state agency created by the LCFF and charged with assisting school districts with achieving the goals set forth in their LCAPs. The State Board of Education has developed rubrics to assess school district performance and the need for support and intervention.

The State Superintendent of Public Instruction (the "State Superintendent") is further authorized, with the approval of the State Board of Education, to intervene in the management of persistently underperforming school districts. The State Superintendent may intervene directly or assign an academic trustee to act on his or her behalf. In so doing, the State Superintendent is authorized to (i) modify a district's LCAP, (ii) impose budget revisions designed to improve student outcomes, and (iii) stay or rescind actions of the local governing board that would prevent such district from improving student outcomes; provided, however, that the State Superintendent is not authorized to rescind an action required by a local collective bargaining agreement.

***Other State Sources.*** In addition to State allocations determined pursuant to the LCFF, the District receives other State revenues consisting primarily of restricted revenues designed to implement State mandated programs. Beginning in fiscal year 2013-14, categorical spending restrictions associated with a majority of State mandated programs were eliminated, and funding for these programs was folded into the LCFF. Categorical funding for certain programs was excluded from the LCFF, and school districts will continue to receive restricted State revenues to fund these programs.

## **Other Revenue Sources**

***Federal and Local Sources.*** The federal government provides funding for several of the District's programs, including special education programs, programs under the Every Student Succeeds Act, and specialized programs such as Drug Free Schools, Innovative Strategies, and Vocational & Applied Technology. In addition, school districts may receive additional local revenues beyond local property tax collections, such as from parcel taxes (see below), leases and rentals, interest earnings, interagency services, developer fees, redevelopment revenues, foundation revenues, and other local sources.

**Parcel Tax.** On March 2, 2004, voters within the District authorized a special tax of \$197 per parcel for five years, with an exemption for qualified seniors, to protect high quality education, reduce the impact of budget cuts on classroom instruction, avoid class size increases, and preserve academic programs that enhance student achievement. On June 3, 2008, voters within the District authorized an extension of the special tax of \$197 per parcel for an additional eight years, beginning with the 2009-10 fiscal year, and ending after fiscal year 2016-17 (the “Measure C Parcel Tax”). The Measure C Parcel Tax generated approximately \$903,419 in revenues in fiscal year 2013-14, \$890,662 in revenues in fiscal year 2014-15, \$\_\_\_\_\_ in revenues in fiscal year 2015-16, and is projected to generate approximately \$\_\_\_\_\_ in revenues in fiscal year 2016-17. The District has placed a measure on the May 2, 2017 ballot to renew the Measure C Parcel Tax for an additional eight years, commencing July 1, 2017. Passage of a renewal parcel tax will require the approval of two-thirds of the votes cast at the election.

The parcel taxes described above are each a “special tax” under the State Constitution, requiring the approval of two-thirds of the voters voting on the respective measures.

### **State Dissolution of Redevelopment Agencies**

On December 30, 2011, the State Supreme Court issued its decision in the case of *California Redevelopment Association v. Matosantos* (“*Matosantos*”), finding ABX1 26, a trailer bill to the 2011-12 State budget, to be constitutional. As a result, all redevelopment agencies in the State ceased to exist as a matter of law on February 1, 2012. The Court in *Matosantos* also found that ABX1 27, a companion bill to ABX1 26, violated the State Constitution, as amended by Proposition 22. See “CONSTITUTIONAL AND STATUTORY PROVISIONS AFFECTING DISTRICT REVENUES AND APPROPRIATIONS – Proposition 1A and Proposition 22” herein. ABX1 27 would have permitted redevelopment agencies to continue operations provided their establishing cities or counties agreed to make specified payments to school districts and county offices of education, totaling \$1.7 billion statewide.

ABX1 26 was modified by Assembly Bill No. 1484 (Chapter 26, Statutes of 2011-12) (“AB 1484”), which, together with ABx1 26, is referred to herein as the “Dissolution Act.” The Dissolution Act provides that all rights, powers, duties and obligations of a redevelopment agency under the California Community Redevelopment Law that have not been repealed, restricted or revised pursuant to ABx1 26 will be vested in a successor agency, generally the county or city that authorized the creation of the redevelopment agency (each, a “Successor Agency”). All property tax revenues that would have been allocated to a redevelopment agency, less the corresponding county auditor-controller’s cost to administer the allocation of property tax revenues, are now allocated to a corresponding Redevelopment Property Tax Trust Fund (“Trust Fund”), to be used for the payment of pass-through payments to local taxing entities, and thereafter to bonds of the former redevelopment agency and any “enforceable obligations” of the Successor Agency, as well as to pay certain administrative costs. The Dissolution Act defines “enforceable obligations” to include bonds, loans, legally required payments, judgments or settlements, legal binding and enforceable obligations, and certain other obligations.

Among the various types of enforceable obligations, the first priority for payment is tax allocation bonds issued by the former redevelopment agency; second is revenue bonds, which may have been issued by the host city, but only where the tax increment revenues were pledged for repayment and only where other pledged revenues are insufficient to make scheduled debt service payments; third is administrative costs of the Successor Agency, not to exceed \$250,000 in any year, to the extent such costs have been approved in an administrative budget; then, fourth tax revenues in the Trust Fund in excess of such amounts, if any, will be allocated as residual distributions to local taxing entities in the same proportions as other tax revenues. Moreover, all unencumbered cash and other assets of former redevelopment agencies will also be allocated to local taxing entities in the same proportions as tax revenues. Notwithstanding the foregoing portion of this paragraph, the order of payment is subject to modification in the event a Successor Agency

timely reports to the State Controller and the State Department of Finance that application of the foregoing will leave the Successor Agency with amounts insufficient to make scheduled payments on enforceable obligations. If the county auditor-controller verifies that the Successor Agency will have insufficient amounts to make scheduled payments on enforceable obligations, it shall report its findings to the State Controller. If the State Controller agrees there are insufficient funds to pay scheduled payments on enforceable obligations, the amount of such deficiency shall be deducted from the amount remaining to be distributed to taxing agencies, as described as the fourth distribution above, then from amounts available to the Successor Agency to defray administrative costs. In addition, if a taxing agency entered into an agreement pursuant to Health and Safety Code Section 33401 for payments from a redevelopment agency under which the payments were to be subordinated to certain obligations of the redevelopment agency, such subordination provisions shall continue to be given effect.

As noted above, the Dissolution Act expressly provides for continuation of pass-through payments to local taxing entities, including the District. Per statute, 100% of contractual and statutory two percent pass-throughs, and 56.7% of statutory pass-throughs authorized under the Community Redevelopment Law Reform Act of 1993 (AB 1290, Chapter 942, Statutes of 1993) (“AB 1290”), are restricted to educational facilities without offset against apportionments by the State. Only 43.3% of AB 1290 pass-throughs are offset against State aid so long as the District uses the moneys received for land acquisition, facility construction, reconstruction, or remodeling, or deferred maintenance as provided under Education Code Section 42238(h).

ABX1 26 states that in the future, pass-throughs shall be made in the amount “which would have been received had the redevelopment agency existed at that time,” and that the County Auditor-Controller shall “determine the amount of property taxes that would have been allocated to each redevelopment agency had the redevelopment agency not been dissolved pursuant to the operation of ABX1 26 using current assessed values and pursuant to statutory [pass-through] formulas and contractual agreements with other taxing agencies.”

Successor Agencies continue to operate until all enforceable obligations have been satisfied and all remaining assets of the Successor Agency have been disposed of. AB 1484 provides that once the debt of the Successor Agency is paid off and remaining assets have been disposed of, the Successor Agency shall terminate its existence and all pass-through payment obligations shall cease.

The District can make no representations as to the extent to which any apportionments from the State may be offset by the future receipt of residual distributions or from unencumbered cash and assets of former redevelopment agencies or any other surplus property tax revenues pursuant to the Dissolution Act.

## **Budget Process**

***State Budgeting Requirements.*** The District is required by provisions of the State Education Code to maintain a balanced budget each year, in which the sum of expenditures and the ending fund balance cannot exceed the sum of revenues and the carry-over fund balance from the previous year. The State Department of Education imposes a uniform budgeting and accounting format for school districts. The budget process for school districts was substantially amended by Assembly Bill 1200 (“AB 1200”), which became State law on October 14, 1991. Portions of AB 1200 are summarized below. Additional amendments to the budget process were made by Assembly Bill 2585, effective as of September 9, 2014, including the elimination of the dual budget cycle option for school districts. All school districts must now be on a single budget cycle.

School districts must adopt a budget on or before July 1 of each year. The budget must be submitted to the county superintendent within five days of adoption or by July 1, whichever occurs first. The county

superintendent will examine the adopted budget for compliance with the standards and criteria adopted by the State Board of Education and identify technical corrections necessary to bring the budget into compliance, and will determine if the budget allows the district to meet its current obligations, if the budget is consistent with a financial plan that will enable the district to meet its multi-year financial commitments, whether the budget includes the expenditures necessary to implement a LCAP, and whether the budget's ending fund balance exceeds the minimum recommended reserve for economic uncertainties.

On or before September 15, the county superintendent will approve, conditionally approve or disapprove the adopted budget for each school district. Budgets will be disapproved if they fail the above standards. The district board must be notified by September 15 of the county superintendent's recommendations for revision and reasons for the recommendations. The county superintendent may assign a fiscal advisor or appoint a committee to examine and comment on the superintendent's recommendations. The committee must report its findings no later than September 20. Any recommendations made by the county superintendent must be made available by the district for public inspection. No later than October 22, the county superintendent must notify the State Superintendent of Public Instruction of all school districts whose budget may be disapproved.

A school district whose budget has been disapproved must revise and readopt its budget by September 8, reflecting changes in projected income and expense since July 1, including responding to the county superintendent's recommendations. The county superintendent must determine if the budget conforms with the standards and criteria applicable to final school district budgets and not later than November 8, must approve or disapprove the revised budgets. If the budget is disapproved, the county superintendent will call for the formation of a budget review committee pursuant to Education Code Section 42127.1. No later than November 8, the county superintendent must notify the State Superintendent of Public Instruction of all school districts whose budget has been disapproved. Until a school district's budget is approved, the school district will operate on the lesser of its proposed budget for the current fiscal year or the last budget adopted and reviewed for the prior fiscal year.

***Interim Financial Reporting.*** Under the provisions of AB 1200, each school district is required to file interim certifications with the county office of education as to its ability to meet its financial obligations for the remainder of the then-current fiscal year and, based on current forecasts, for the subsequent two fiscal years. The county office of education reviews the certification and issues either a positive, negative or qualified certification. A positive certification is assigned to any school district that will meet its financial obligations for the current fiscal year and subsequent two fiscal years. A negative certification is assigned to any school district that will be unable to meet its financial obligations for the remainder of the current fiscal year or the subsequent fiscal year. A qualified certification is assigned to any school district that may not meet its financial obligations for the current fiscal year or the two subsequent fiscal years.

The District has never had an adopted budget disapproved by the County Superintendent of Schools. Within the past five years, the District designated, and the County Superintendent of Schools accepted, a "qualified" designation on its first interim financial report for fiscal year 2011-12. All interim reports since such time have been submitted with a "positive" certification.

***Budgeting Trends.*** The table on the following page summarizes the District's general fund adopted budgets for fiscal years 2013-14 through 2016-17, audited ending results for fiscal years 2013-14 through 2015-16, and projected totals for fiscal year 2016-17.

**GENERAL FUND BUDGETING<sup>(1)</sup>**  
**Fiscal Years 2013-14 through 2016-17**  
**Oak Park Unified School District**

	Fiscal Year 2013-14		Fiscal Year 2014-15		Fiscal Year 2015-16		Fiscal Year 2016-17	
	Budgeted <sup>(2)</sup>	Audited <sup>(2)(3)</sup>	Budgeted <sup>(2)</sup>	Audited <sup>(2)(3)</sup>	Budgeted <sup>(2)</sup>	Audited <sup>(2)(3)</sup>	Budgeted <sup>(4)</sup>	Projected <sup>(4)</sup>
<b>REVENUES</b>								
LCFF/Revenue Limit Sources	\$23,999,398	\$27,203,174	\$30,483,483	\$30,175,395	\$33,639,052	\$33,727,480	\$34,943,663	\$34,933,176
Federal Sources	901,933	889,861	875,034	1,014,963	954,259	1,006,873	958,878	963,435
Other State Sources	3,123,128	1,936,344	972,651	1,346,309	3,678,830	4,182,333	2,141,277	2,567,088
Other Local Sources	<u>4,694,269</u>	<u>5,342,478</u>	<u>5,020,068</u>	<u>5,710,622</u>	<u>5,113,010</u>	<u>5,482,274</u>	<u>5,418,673</u>	<u>5,569,827</u>
<b>Total Revenues</b>	<b>32,718,728</b>	<b>35,371,857</b>	<b>37,351,236</b>	<b>38,247,289</b>	<b>43,385,151</b>	<b>44,398,960</b>	<b>43,462,491</b>	<b>44,033,526</b>
<b>EXPENDITURES</b>								
Current:								
Certificated Salaries	16,876,437	17,472,101	18,552,133	19,340,602	20,065,023	20,832,447	20,949,732	21,013,496
Classified Salaries	4,346,232	4,758,534	4,856,470	5,328,161	5,914,205	6,245,156	6,227,504	6,240,958
Employee Benefits	6,511,984	6,583,422	7,141,002	7,301,445	7,986,861	8,243,385	8,652,620	8,793,360
Books & Supplies	856,138	1,087,996	1,182,019	1,297,115	1,207,904	1,574,992	1,058,689	1,196,432
Services & Operating Expenditures	3,029,058	3,738,342	3,953,709	4,029,961	4,010,530	4,884,087	4,079,392	4,533,274
Capital Outlay	--	122,725	298,425	1,418,747	418,180	579,882	400,000	286,440
Other Outgo Excluding Transfers of Indirect Costs	<u>343,000</u>	<u>255,210</u>	<u>419,000</u>	<u>559,634</u>	<u>503,071</u>	<u>566,219</u>	<u>529,567</u>	<u>462,867</u>
<b>Total Expenditures</b>	<b>31,962,849</b>	<b>34,018,330</b>	<b>36,402,758</b>	<b>39,275,665</b>	<b>40,105,774</b>	<b>42,926,168</b>	<b>41,897,504</b>	<b>42,526,827</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>755,879</b>	<b>1,353,527</b>	<b>948,478</b>	<b>(1,028,376)</b>	<b>3,279,377</b>	<b>1,472,792</b>	<b>1,564,987</b>	<b>1,506,699</b>
<b>Other Financing Sources (Uses)</b>								
Transfers In	--	--	--	300,000	--	73,509	--	--
Transfers Out	--	(99,800)	--	(75,000)	(1,142,153)	(1,350,816)	(402,153)	(352,153)
Other Sources	--	--	--	471,078	--	--	--	--
Other Uses	--	--	--	--	--	--	--	--
Contributions	--	--	--	--	--	--	--	--
<b>Net Financing Sources (Uses)</b>	<b>--</b>	<b>(99,800)</b>	<b>--</b>	<b>696,078</b>	<b>(1,142,153)</b>	<b>(1,277,307)</b>	<b>(402,153)</b>	<b>(352,153)</b>
<b>Net Change in Fund Balance</b>	<b>755,879</b>	<b>1,253,727</b>	<b>948,478</b>	<b>(332,298)</b>	<b>2,137,224</b>	<b>195,485</b>	<b>1,162,834</b>	<b>1,154,546</b>
<b>Fund Balance - Beginning</b>	<u>167,911<sup>(5)</sup></u>	<u>167,911</u>	<u>1,421,638</u>	<u>1,421,638</u>	<u>1,089,340<sup>(5)</sup></u>	<u>1,089,340</u>	<u>1,284,825</u>	<u>1,284,825</u>
<b>Fund Balance - Ending</b>	<u>\$923,790</u>	<u>\$1,421,638</u>	<u>\$2,370,116</u>	<u>\$1,089,340</u>	<u>\$3,226,564</u>	<u>\$1,284,825</u>	<u>\$2,447,659</u>	<u>\$2,439,371</u>

<sup>(1)</sup> Reflects combined unrestricted and restricted general fund. All amounts rounded to nearest whole number.

<sup>(2)</sup> From the District's audited financial statements for fiscal years 2013-14 through 2015-16, respectively.

<sup>(3)</sup> Does not include on-behalf payments of \$830,812, \$923,684, and \$1,225,158, respectively, in the actual revenues and expenditures for fiscal years 2013-14 through 2015-16.

<sup>(4)</sup> From the District's fiscal year 2016-17 First Interim Financial Report, approved by the Board on December 6, 2016.

<sup>(5)</sup> Revised to reflect actual beginning fund balance.

Source: Oak Park Unified School District.

## **Accounting Practices**

The accounting practices of the District conform to generally accepted accounting principles in accordance with policies and procedures of the California School Accounting Manual. This manual, according to Section 41010 of the State Education Code, is to be followed by all State school districts.

The District's expenditures are accrued at the end of the fiscal year to reflect the receipt of goods and services in that year. Revenues generally are recorded on a cash basis, except for items that are susceptible to accrual (measurable and/or available to finance operations). Current taxes are considered susceptible to accrual. Delinquent taxes not received after the fiscal year end are not recorded as revenue until received. Revenues from specific state and federally funded projects are recognized when qualified expenditures have been incurred. State block grant apportionments are accrued to the extent that they are measurable and predictable. The State Department of Education sends the District updated information from time to time explaining the acceptable accounting treatment of revenue and expenditure categories.

The District's accounting is organized on the basis of fund groups, with each group consisting of a separate set of self-balancing accounts containing assets, liabilities, fund balances, revenues and expenditures. The major fund classification is the general fund which accounts for all financial resources not requiring a special type of fund. The District's fiscal year begins on July 1 and ends on June 30.

## **Comparative Financial Statements**

Audited financial statements for the District for the fiscal year ended June 30, 2016 and prior fiscal years are on file with the District and available for public inspection at the Office of the Superintendent of the District, 5807 East Conifer Street, Oak Park, California 91377, telephone: (818) 735-3206. The audited financial statements for the year ended June 30, 2016 are attached hereto as APPENDIX B.

The table on the following page reflects the District's audited general fund revenues, expenditures and fund balances from fiscal year 2011-12 through fiscal year 2015-16.

[REMAINDER OF PAGE LEFT BLANK]

**AUDITED GENERAL FUND REVENUES, EXPENDITURES AND FUND BALANCE<sup>(1)</sup>**  
**Fiscal Years 2011-12 through 2015-16**  
**Oak Park Unified School District**

	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>
<b>REVENUES</b>					
Revenue limit sources/LCFF sources <sup>(2)</sup>	\$21,388,399	\$23,042,951	\$27,203,174	\$30,175,395	\$33,727,480
Federal sources	1,237,130	1,065,769	889,861	1,014,963	1,006,873
Other State sources	3,447,099	4,000,342	2,767,156	2,269,993	5,407,491
Other local sources	<u>4,920,591</u>	<u>5,174,973</u>	<u>5,343,673</u>	<u>5,712,061</u>	<u>5,493,763</u>
<b>Total Revenues</b>	30,993,219	33,284,035	36,203,864	39,172,412	45,635,607
<b>EXPENDITURES</b>					
Current					
Instruction	22,172,563	22,998,950	23,941,837	26,423,400	28,905,734
Instruction-related services					
Instructional supervision and administration	195,203	201,661	202,759	302,843	546,421
Instructional library, media and technology	175,379	148,192	171,608	204,686	216,578
School site administration	1,774,412	1,811,326	1,963,080	2,143,915	2,314,891
Pupil services					
Home-to-school transportation	77,760	80,640	54,362	46,272	55,069
Food services	--	--	--	--	--
All other pupil services	2,437,029	2,381,479	2,361,622	2,775,655	3,408,823
General administration					
Centralized data processing	379,590	400,801	505,398	654,528	848,150
All other general administration	1,821,798	1,974,700	2,120,728	2,186,185	2,339,019
Plant services					
Facility acquisition and maintenance	(3,760)	--	102,267	1,491,657	766,290
Ancillary services	239,125	259,700	253,699	245,283	280,708
Community services	20,009	13,524	15,130	57,029	66,675
Transfers to other agencies	261,660	226,205	255,210	516,080	494,220
Debt service					
Principal	--	--	--	28,842	53,834
Interest and other	<u>121,144</u>	<u>12,199</u>	<u>--</u>	<u>14,712</u>	<u>72,632</u>
<b>Total Expenditures</b>	32,203,304	33,077,183	34,849,142	40,199,349	44,151,326
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	(1,210,085)	206,852	1,354,722	(1,026,937)	1,484,281
<b>Other Financing Sources (Uses):</b>					
Transfers in	--	--	--	300,000	--
Other sources	--	--	--	471,078	63,890
Transfers out	(45,744)	--	(39,800)	(75,000)	(550,816)
Other uses	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>	<u>--</u>
<b>Net Financing Sources (Uses)</b>	(45,744)	--	(39,800)	696,078	(486,926)
<b>NET CHANGE IN FUND BALANCES</b>	(1,255,829)	206,852	1,314,922	(330,859)	997,355
<b>Fund Balance - Beginning</b>	<u>1,601,484</u>	<u>345,655</u>	<u>552,507</u>	<u>1,867,429</u>	<u>1,536,570</u>
<b>Fund Balance - Ending</b>	<u>\$345,655</u>	<u>\$552,507</u>	<u>\$1,867,429</u>	<u>\$1,536,570</u>	<u>\$2,533,925</u>

(1) From the District's comprehensive audited financial statements for fiscal years 2011-12 through 2015-16, respectively. Reflects restricted and unrestricted general fund activity, as well as the activity of the Deferred Maintenance Fund and Special Reserve Fund for Other than Capital Outlay Projects, pursuant to the fund type definitions promulgated by GASB Statement No. 54. All amounts rounded to nearest whole number.

(2) Prior to fiscal year 2013-14, reflects revenue limit sources. Beginning in fiscal year 2013-14, reflects LCFF sources. See "State Funding of Education" herein. For fiscal year 2011-12, combines revenue limit sources (State aid, local sources, and transfers) for presentation purposes.

Source: Oak Park Unified School District

## State Budget Measures

*The following information concerning the State's budgets has been obtained from publicly available information which the District believes to be reliable; however, the District does not guarantee the accuracy or completeness of this information and has not independently verified such information. Furthermore, it should not be inferred from the inclusion of this information herein that the principal of or interest on the Bonds is payable from the general fund of the District. The Bonds are payable solely from the proceeds of an ad valorem property tax required to be levied by the County on taxable property within the District in an amount sufficient for the payment thereof.*

**2016-17 Budget.** On June 27, 2016, the Governor signed into the law the State budget for fiscal year 2016-17 (the "2016-17 Budget"). The following information is drawn from the Department of Finance's summary of the 2016-17 Budget and the LAO's preliminary review of the 2016-17 Budget.

The 2016-17 Budget projects, for fiscal year 2015-16, total general fund revenues and transfers of \$117 billion and total expenditures of \$115.6 billion. The State is projected to end the 2015-16 fiscal year with total available reserves of \$7.3 billion, including \$3.9 billion in the traditional general fund reserve and \$3.4 billion in the State's Budget Stabilization Account (the "BSA") established by the California Balanced Budget Act of 2004 (also known as Proposition 58). For fiscal year 2016-17, the 2016-17 Budget projects a growth in State general fund revenues driven primarily by total general fund revenues of \$120.3 billion and authorizes expenditures of \$122.5 billion. The State is projected to end the 2016-17 fiscal year with total available reserves of \$8.5 billion, including \$1.8 billion in the traditional general fund reserve and \$6.7 billion in the BSA.

As a result of higher general fund revenue estimates for fiscal years 2015-16 and 2016-17, and after accounting for expenditures controlled by constitutional funding requirements such as Proposition 2 and Proposition 98, the 2016-17 Budget allocates over \$6 billion in discretionary funding for various purposes. These include (i) additional deposits of \$2 billion to the BSA (reflected in the discussion above) and \$600 million to the State's discretionary budget reserve fund, (ii) approximately \$2.9 billion in one-time funding for various purposes including infrastructure, affordable housing and public safety programs, and (iii) \$700 million in on-going funding commitments for higher education (California State University and the University of California systems), corrections and rehabilitation and State courts.

As required by Proposition 2, the 2016-17 Budget applies \$1.3 billion towards the repayment of existing State liabilities, including loans from special funds, State and University of California pension and retiree health benefits and settle-up payments to K-14 school districts resulting from an underfunding of the Proposition 98 minimum funding guarantee in a prior fiscal year.

With respect to education funding, the 2016-17 Budget revises the Proposition 98 minimum funding guarantees for both fiscal years 2014-15 and 2015-16, as a result of increased revenue estimates. The 2016-17 Budget sets the Proposition 98 minimum funding guarantee for fiscal year 2016-17 at \$71.9 billion, an increase of \$2.8 billion over the revised level from the prior fiscal year. With respect to K-12 education, the share of the minimum funding guarantee is \$62.5 billion, including \$44.5 billion from the State general fund and \$18.1 billion from local property tax collections. Significant features with respect to K-12 education funding include the following:

- *Local Control Funding Formula* – \$2.9 billion of Proposition 98 funding to continue the implementation of the LCFF. This reflects a 5.7% increase from the prior year, and is estimated to close the remaining funding implementation gap between the prior year and the LCFF target levels by approximately 54%. As a result, the 2016-17 Budget projects total LCFF implementation to be at 96% during fiscal year 2016-17.

- *Discretionary Funding* – \$1.3 billion in additional one-time funding that local educational agencies may use for any purpose. Funding will be distributed based on ADA. While funding is intended to reduce the backlog of unpaid reimbursement claims for State-mandated activities, the 2016-17 Budget estimates that most local educational agencies do not have such unpaid claims, and that only \$617 million of the total funding will be used for this purpose.
- *Maintenance Factor* – The 2016-17 Budget assumes the creation of a new maintenance factor of \$746 million in fiscal year 2016-17, created by the difference in growth in per capita State general fund revenues and growth in State per capita personal income.
- *College Readiness* – \$200 million in one-time Proposition 98 funding to fund a block grant for school districts and charter schools serving high school students. Funds are intended to provide additional services that support access and successful transition to higher education. Allocation of the funding will be based on the number of students in grades 9 through 12 that are English-learners, low-income or foster youth, with no district or charter school receiving less than \$75,000. The 2016-17 Budget also provides \$15 million in one-time Proposition 98 grant funding to support coordinated student outreach by local educational agencies and community college districts aimed at increasing college preparation, access, and success.
- *Career Technical Education (CTE)* – The State Budget for fiscal year 2015-16 established the Career Technical Education Incentive Grant Program for local education agencies to establish new or expand high-quality CTE programs, and provided \$400 million in fiscal year 2015-16 to fund the program. The 2016-17 Budget provides \$300 million in second-year funding for this program.
- *Charter Schools* – An increase of \$20 million in one-time Proposition 98 funding to support startup costs for new charter schools in 2016 and 2017. The funds are intended to offset the loss of previously available federal funding.
- *Support Systems* – \$20 million in one-time Proposition 98 funding to assist local educational agencies provide academic, behavioral, social and emotional student support services.
- *Truancy and Dropout Prevention* – Proposition 47, approved by voters in November 2014, reduces penalties for certain non-serious and non-violent property and drug offenses, and requires that a portion of State expenditure savings resulting from these reduced penalties by invested into K-12 truancy and dropout prevention. The 2016-17 Budget estimates approximately \$9.9 million in state savings that will be available for this program. The 2016-17 Budget also includes an additional \$18 million in one-time funding for the program, resulting in total funding of \$27.9 million.
- *Teacher Workforce Initiatives* – The 2016-17 Budget funds several initiatives designed to increase the supply of K-12 teachers, including (i) \$20 million to encourage classified employees to complete their education and pursue teaching credentials, (ii) \$10 million in non-Proposition 98 funding to expand the number of integrated programs that allow a participant to concurrently earn a bachelor's degree and a teaching credential, and (iii) \$5 million to fund teacher recruitment activities.
- *Drinking Water* – \$9.5 million in one-time Proposition 98 funding to assist school districts that serve isolated or economically disadvantaged areas improve access to safe drinking water.

For additional information regarding the 2016-17 Budget, see the State Department of Finance website at [www.dof.ca.gov](http://www.dof.ca.gov) and the LAO's website at [www.lao.ca.gov](http://www.lao.ca.gov). However, the information presented on such websites is not incorporated herein by reference.

***Governor's Proposed 2017-18 Budget.*** On January 10, 2017, the Governor released his proposed State budget for fiscal year 2017-18 (the "Proposed Budget"). The following information is drawn from the Department of Finance's summary of the Proposed Budget and the LAO's overview of the Proposed Budget.

Following several years of increases, the Governor reports that the three main sources of State revenues—income, sales and corporation taxes—are showing weakness. Consequently, the Proposed Budget includes a revised revenue forecast for fiscal years 2015-16 and 2016-17 that is \$3.2 billion lower than was included in the current State budget. The Governor attributes the change in expectations to a pattern of shortfalls in monthly revenue collections and a growth in lower-income workers, which results in decreased revenues due to the State's progressive tax structure. The Governor also identifies some increases in State general fund spending relative to the 2016-17 Budget, most significant among those being an increase in Medi-Cal costs of approximately \$1.8 billion. As a result, absent corrective action, the Governor projects that the State would face a general fund deficit of approximately \$1.6 billion in fiscal year 2017-18, as well as comparable deficits in future years.

To close the projected deficit, the Proposed Budget includes \$3.2 billion in remedial budgetary measures designed to reduce State general fund spending in a variety of areas. Significantly, the Proposed Budget would lower, by \$1.7 billion, the existing Proposition 98 funding appropriations for fiscal years 2015-16 and 2016-17, which, as a result of the drop in State revenues, are projected to over-appropriate the minimum funding guarantee. As a result, the Proposed Budget also shifts, on a one-time basis (i) \$310 million of previously appropriated discretionary K-12 funding from the 2015-16 fiscal year to the 2016-17 fiscal year, and (ii) \$859.1 million in LCFF payments from June 2017 to July 2017. These shifts would bring Proposition 98 spending in-line with the revised funding guarantees described below. Other significant remedial measures include eliminating a \$400 million set aside for affordable housing and \$300 million in previously approved funding for the replacement and renovation of State office buildings.

Assuming the implementation of these measures, the Proposed Budget projects, for fiscal year 2016-17, total general fund revenues and transfers of \$118.8 billion and total expenditures of \$122.8 billion. The State is projected to end the 2016-17 fiscal year with total available reserves of \$7.7 billion, including \$980 million in the traditional general fund reserve and \$6.7 billion in the BSA. For fiscal year 2017-18, the Proposed Budget projects total general fund revenues of \$124 billion and authorizes expenditures of \$122.5 billion. The State is projected to end the 2017-18 fiscal year with total available reserves of \$8.8 billion, including \$980 million in the traditional general fund reserve and \$7.9 billion in the BSA.

As a result of the revised State revenue estimates discussed above, the Proposed Budget adjusts the minimum funding guarantee for fiscal year 2015-16 to \$68.7 billion, a decrease of \$379 million from the level set by the 2016-17 Budget. Similarly, for fiscal year 2016-17, the minimum funding guarantee is revised at \$71.4 billion, reflecting a decrease of \$506 million from the level set by the 2016-17 Budget. For fiscal year 2017-18, the Proposed Budget sets the minimum funding guarantee at \$73.5 billion, including \$51.4 billion from the State general fund, reflecting a year-to-year increase of \$2.1 billion (or 3%). Fiscal year 2017-18 is projected to be "Test 3" year, with the increase in the minimum guarantee driven primarily by an increase in per-capita State general fund revenues. Significant proposals with respect to K-12 education funding include the following:

- *Local Control Funding Formula* – \$744 million in Proposition 98 funding to continue the implementation of the LCFF. This level of funding would support a 1.48% COLA for adjusted

Base Grants in fiscal year 2017-18. The Proposed Budget projects to maintain total LCFF implementation at 96%. The Proposed Budget would also provide \$2.4 million in Proposition 98 funding to support a COLA for LCFF funding levels for county offices of education.

- *Maintenance Factor* – As a result of the adjustments to the Proposition 98 minimum funding guarantee for fiscal years 2015-16 and 2016-17, as described above, the State is no longer required to make a \$379 million maintenance factor payment for fiscal year 2015-16 that was approved by the 2016-17 Budget, and the maintenance factor created for fiscal year 2016-17 grows from \$746 million to \$838 million. In addition, the funding levels set by the Proposed Budget would create a new maintenance factor in fiscal year 2017-18 equal to \$219 million, bringing the total outstanding State obligation to \$1.6 billion.
- *Discretionary Funding* – An increase of \$287 million in one-time funding that local educational agencies may use for any purpose. Similar to features included in prior State budgets, these funds would offset any applicable unpaid reimbursement claims for State-mandated activities.
- *Settle Up Payment* – \$601 million in one-time funding to support a “settle up” payment related to an obligation created in fiscal year 2009-10 when revenue estimates understated the minimum funding guarantee.
- *Career Technical Education (CTE)* – The State Budget for fiscal year 2015-16 established the Career Technical Education Incentive Grant Program for local education agencies to establish new or expand high-quality CTE programs. The Proposed Budget would provide \$200 million as the final installment of funding for this program.
- *ADA Adjustments* – The Proposed Budget’s funding levels reflect the following adjustments (i) an increase of \$93 million in Proposition 98 funding to support a projected growth in charter school ADA, (ii) a decrease of \$4.9 million in Proposition 98 funding as a result of a projected decrease in special education ADA, and (iii) a total decrease of \$232 million for fiscal years 2016-17 and 2017-18 as a result of continuing projected declines in ADA for school districts.
- *Local Property Tax Adjustments* – A decrease of \$149.2 million in Proposition 98 funding in fiscal year 2016-17 for school districts and county office of education as a result of higher offsetting property tax revenues. The Proposed Budget would make a similar decrease of \$922.7 million in fiscal year 2017-18.
- *Categorical Programs* – An increase of \$58.1 million in Proposition 98 funding to support a 1.48% COLA for categorical programs that remain outside of the LCFF.
- *Proposition 39* – Passed by voters in November 2012, Proposition 39 increases State corporate tax revenues and requires that, for a five-year period starting in fiscal year 2013-14, a portion of these additional revenues be allocated to local education agencies to improve energy efficiency and expand the use of alternative energy in public buildings. The Proposed Budget allocates \$422.9 million of such funds to support school district and charter school energy efficiency projects in fiscal year 2017-18.
- *Proposition 56* – Passed by voters in November 2016, Proposition 56 increases the per-pack State sales tax on cigarettes by \$2, and requires that a portion of the revenue generated be used for school programs designed to prevent and reduce the use of tobacco and nicotine products. The Proposed Budget would allocate \$29.9 million of Proposition 56 revenues to support these programs.

For additional information regarding the 2016-17 Budget, see the State Department of Finance website at [www.dof.ca.gov](http://www.dof.ca.gov) and the LAO’s website at [www.lao.ca.gov](http://www.lao.ca.gov). However, the information presented on such websites is not incorporated herein by reference.

**Future Actions.** The District cannot predict what actions will be taken in the future by the State Legislature and the Governor to address changing State revenues and expenditures. The District also cannot predict the impact such actions will have on State revenues available in the current or future years for education. The State budget will be affected by national and State economic conditions and other factors over which the District will have no control. Certain actions or results could produce a significant shortfall of revenue and cash, and could consequently impair the State’s ability to fund school districts. State budget shortfalls in future fiscal years may also have an adverse financial impact on the financial condition of the District. However, the obligation to levy *ad valorem* property taxes upon all taxable property within the District for the payment of principal of and interest on the Bonds would not be impaired.

**OAK PARK UNIFIED SCHOOL DISTRICT**

*The information in this section concerning the operations of the District and the District’s finances are provided as supplementary information only, and it should not be inferred from the inclusion of this information in this Official Statement that the principal of and interest on the Bonds is payable from the general fund of the District. The Bonds are payable solely from the revenues generated by an ad valorem property tax required to be levied by the County on taxable property within the District for the payment thereof. See “THE BONDS – Security and Sources of Payment” herein.*

**Introduction**

The District, located in the County, was established on July 1, 1978, and serves students from pre-school through grade 12. The District encompasses an area of approximately 28 square miles and operates three elementary schools, one middle school, one high school, one continuation high school, one independent study school, and one pre-school. For fiscal year 2016-17, the District has an assessed valuation of \$ \_\_\_\_\_, and has projected an ADA of \_\_\_\_\_ students.

Unless otherwise indicated, the following financial, statistical and demographic data has been provided by the District. Additional information concerning the District and copies of subsequent audited financial reports of the District may be obtained by contacting: Oak Park Unified School District, Attention: Superintendent, 5807 East Conifer Street, Oak Park, California 91377.

**Administration**

The District is governed by a five-member Board, each member of which is elected to a four-year term. Elections for positions on the Board are held every two years, alternating between two and three available positions. Current members of the Board, together with their offices and the dates their terms expire, are listed below:

**BOARD OF EDUCATION  
Oak Park Unified School District**

<u>Name</u>	<u>Office</u>	<u>Term Expires</u>
Drew Hazelton	President	November 30, 2018
Derek Ross	Vice President	November 30, 2018
Denise Helfstein	Clerk	November 30, 2020
Barbara Laifman	Member	November 30, 2020
Allen Rosen	Member	November 30, 2018

The Superintendent of the District is responsible for administering the affairs of the District in accordance with the policies of the Board. Brief biographies of the Superintendent and the Assistant Superintendent, Business and Administrative Services follow:

**Anthony Knight, Ed.D., Superintendent.** Dr. Knight was appointed Superintendent of the District effective July 1, 2004. Immediately prior thereto, Dr. Knight served as the Assistant Superintendent of Educational Services at the District. Employed by the District since 1982, he has also served the District as Director of Curriculum and Instruction, Principal, and teacher. Dr. Knight earned a bachelor of arts degree in history from Pepperdine University, a master of arts degree in education from California State University, Northridge, and a doctorate in educational leadership from the University of Southern California.

**Martin Klauss, Assistant Superintendent, Business and Administrative Services.** Mr. Klauss was appointed as Assistant Superintendent, Business and Administrative Services for the District in September 1996. Mr. Klauss has served in State school business services since 1987, performing in administrative capacities in Arcadia Unified School District, Oxnard Elementary School District and the District. Mr. Klauss has earned certificates from the California Association of School Business Chief Business Officer program and the University of Southern California School Business Management program.

**District Enrollment**

On average throughout the District, the regular education pupil-teacher ratio is approximately \_\_\_:1 in grades K-3, \_\_\_:1 in grades 4-6, \_\_\_:1 in grades 7-8 and \_\_\_:1 in grades 9-12. The following table shows enrollment figures for the District for fiscal years 2010-11 through 2015-16, and a projected amount for fiscal year 2016-17.

**HISTORICAL ENROLLMENT  
Fiscal Years 2010-11 through 2016-17  
Oak Park Unified School District**

<u>Fiscal Year</u>	<u>Enrollment<sup>(1)</sup></u>
2010-11	4,002
2011-12	4,206
2012-13	4,515
2013-14	4,670
2014-15	4,693
2015-16	4,639
2016-17 <sup>(2)</sup>	

<sup>(1)</sup> For fiscal years 2010-11 through 2012-13, reflects CBEDS enrollment. For fiscal years 2013-14 through 2016-17, reflects CALPADS enrollment.

<sup>(2)</sup> Projected.

Source: Oak Park Unified School District.

**Labor Relations**

The District currently employs \_\_\_ full-time certificated employees and \_\_\_ full-time classified employees. In addition, the District employs \_\_\_\_\_ full-time equivalent part-time faculty and staff. District

employees, except for management and some part-time employees, are represented by two employee bargaining units as shown below.

**BARGAINING UNITS  
Oak Park Unified School District**

<u>Name of Bargaining Unit</u>	<u>Number of Employees Represented</u>	<u>Current Contract Expiration Date</u>
Oak Park Teachers Association		June 30, 20__
Oak Park Classified Association		June 30, 20__

*Source: Oak Park Unified School District.*

**District Retirement Systems**

*The information set forth below regarding the STRS and PERS programs, other than the information provided by the District regarding its annual contributions thereto, has been obtained from publicly available sources which are believed to be reliable but are not guaranteed as to accuracy or completeness, and should not to be construed as a representation by either the District or the Underwriter.*

**STRS.** All full-time certificated employees, as well as certain classified employees, are members of the State Teachers’ Retirement System (“STRS”). STRS provides retirement, disability and survivor benefits to plan members and beneficiaries under a defined benefit program (the “STRS Defined Benefit Program”). The STRS Defined Benefit Program is funded through a combination of investment earnings and statutorily set contributions from three sources: employees, employers, and the State. Benefit provisions and contribution amounts are established by State statutes, as legislatively amended from time to time.

Prior to fiscal year 2014-15, and unlike typical defined benefit programs, none of the employee, employer nor State contribution rates to the STRS Defined Benefit Program varied annually to make up funding shortfalls or assess credits for actuarial surpluses. In recent years, the combined employer, employee and State contributions to the STRS Defined Benefit Program have not been sufficient to pay actuarially required amounts. As a result, and due to significant investment losses, the unfunded actuarial liability of the STRS Defined Benefit Program has increased significantly in recent fiscal years. In September 2013, STRS projected that the STRS Defined Benefit Program would be depleted in 31 years assuming existing contribution rates continued, and other significant actuarial assumptions were realized. In an effort to reduce the unfunded actuarial liability of the STRS Defined Benefit Program, the State recently passed the legislation described below to increase contribution rates.

Prior to July 1, 2014, K-14 school districts were required by such statutes to contribute 8.25% of eligible salary expenditures, while participants contributed 8% of their respective salaries. On June 24, 2014, the Governor signed AB 1469 (“AB 1469”) into law as a part of the State’s fiscal year 2014-15 budget. AB 1469 seeks to fully fund the unfunded actuarial obligation with respect to service credited to members of the STRS Defined Benefit Program before July 1, 2014 (the “2014 Liability”), within 32 years, by increasing member, K-14 school district and State contributions to STRS. Commencing July 1, 2014, the employee contribution rate increased over a three-year phase-in period in accordance with the following schedule:

**MEMBER CONTRIBUTION RATES  
STRS Defined Benefit Program**

<u>Effective Date</u>	<u>STRS Members Hired Prior to January 1, 2013</u>	<u>STRS Members Hired After January 1, 2013</u>
July 1, 2014	8.150%	8.150%
July 1, 2015	9.200	8.560
July 1, 2016	10.250	9.205

---

*Source: AB 1469.*

Pursuant to AB 1469, K-14 school districts’ contribution rate will increase over a seven-year phase-in period in accordance with the following schedule:

**K-14 SCHOOL DISTRICT CONTRIBUTION RATES  
STRS Defined Benefit Program**

<u>Effective Date</u>	<u>K-14 school districts</u>
July 1, 2014	8.88%
July 1, 2015	10.73
July 1, 2016	12.58
July 1, 2017	14.43
July 1, 2018	16.28
July 1, 2019	18.13
July 1, 2020	19.10

---

*Source: AB 1469.*

Based upon the recommendation from its actuary, for fiscal year 2021-22 and each fiscal year thereafter, the STRS Teachers’ Retirement Board (the “STRS Board”) is required to increase or decrease the K-14 school districts’ contribution rate to reflect the contribution required to eliminate the remaining 2014 Liability by June 30, 2046; provided that the rate cannot change in any fiscal year by more than 1% of creditable compensation upon which members’ contributions to the STRS Defined Benefit Program are based; and provided further that such contribution rate cannot exceed a maximum of 20.25%. In addition to the increased contribution rates discussed above, AB 1469 also requires the STRS Board to report to the State Legislature every five years (commencing with a report due on or before July 1, 2019) on the fiscal health of the STRS Defined Benefit Program and the unfunded actuarial obligation with respect to service credited to members of that program before July 1, 2014. The reports are also required to identify adjustments required in contribution rates for K-14 school districts and the State in order to eliminate the 2014 Liability.

The District's contributions to STRS were \$1,317,102 in fiscal year 2011-12, \$1,341,890 in fiscal year 2012-13, \$1,418,427 in fiscal year 2013-14, \$1,692,198 in fiscal year 2014-15, and \$2,205,658 in fiscal year 2015-16, and in each such year was equal to 100% of the required contributions. The District has projected a contribution of \$\_\_\_\_\_ to STRS in fiscal year 2016-17.

The State also contributes to STRS, currently in an amount equal to 6.328% of teacher payroll for fiscal year 2016-17. The State's contribution reflects a base contribution rate of 2.017%, and a supplemental contribution rate that will vary from year to year based on statutory criteria. Based upon the recommendation from its actuary, for fiscal year 2017-18 and each fiscal year thereafter, the STRS Board is required, with certain limitations, to increase or decrease the State's contribution rates to reflect the contribution required to eliminate the unfunded actuarial accrued liability attributed to benefits in effect before July 1, 1990. In addition, the State is currently required to make an annual general fund contribution up to 2.5% of the fiscal year covered STRS member payroll to the Supplemental Benefit Protection Account (the "SBPA"), which was established by statute to provide supplemental payments to beneficiaries whose purchasing power has fallen below 85% of the purchasing power of their initial allowance.

**PERS.** Classified employees working four or more hours per day are members of the Public Employees' Retirement System ("PERS"). PERS provides retirement and disability benefits, annual COLA's, and death benefits to plan members and beneficiaries. Benefit provisions are established by the State statutes, as legislatively amended from time to time. PERS operates a number of retirement plans including the Public Employees Retirement Fund ("PERF"). PERF is a multiple-employer defined benefit retirement plan. In addition to the State, employer participants at June 30, 2014 included 1,580 public agencies and 1,513 K-14 school districts. PERS acts as the common investment and administrative agent for the member agencies. The State and K-14 school districts (for "classified employees," which generally consist of school employees other than teachers) are required by law to participate in PERF. Employees participating in PERF generally become fully vested in their retirement benefits earned to date after five years of credited service. One of the plans operated by PERS is for K-14 school districts throughout the State (the "Schools Pool").

Contributions by employers to the Schools Pool are based upon an actuarial rate determined annually and contributions by plan members vary based upon their date of hire. The District is currently required to contribute to PERS at an actuarially determined rate, which is 11.847% of eligible salary expenditures for fiscal year 2015-16 and 13.888% in fiscal year 2016-17. Participants enrolled in PERS prior to January 1, 2013 contribute 7% of their respective salaries, while participants enrolled after January 1, 2013 contribute at an actuarially determined rate, which is 6% of their respective salaries for fiscal years 2015-16 and 2016-17. See "—California Public Employees' Pension Reform Act of 2013" herein.

The District's contributions to PERS were \$347,755 in fiscal year 2011-12, \$360,250 in fiscal year 2012-13, \$377,967 in fiscal year 2013-14, \$453,190 in fiscal year 2014-15, and \$545,027 in fiscal year 2015-16, and in each such year was equal to 100% of the required contributions. The District has projected a contribution of \$\_\_\_\_\_ to PERS in fiscal year 2016-17.

For further information about the District's contributions to STRS and PERS, see "APPENDIX B – 2015-16 AUDITED FINANCIAL STATEMENTS OF THE DISTRICT – Note 11" attached hereto.

**State Pension Trusts.** Each of STRS and PERS issues a separate comprehensive financial report that includes financial statements and required supplemental information. Copies of such financial reports may be obtained from each of STRS and PERS as follows: (i) STRS, P.O. Box 15275, Sacramento, California 95851-0275; (ii) PERS, P.O. Box 942703, Sacramento, California 94229-2703. Moreover, each of STRS and PERS maintains a website, as follows: (i) STRS: [www.calstrs.com](http://www.calstrs.com); (ii) PERS:

www.calpers.ca.gov. However, the information presented in such financial reports or on such websites is not incorporated into this Official Statement by any reference.

Both STRS and PERS have substantial statewide unfunded liabilities. The amount of these unfunded liabilities will vary depending on actuarial assumptions, returns on investments, salary scales and participant contributions. The following table summarizes information regarding the actuarially-determined accrued liability for both STRS and PERS. Actuarial assessments are “forward-looking” information that reflect the judgment of the fiduciaries of the pension plans, and are based upon a variety of assumptions, one or more of which may not materialize or be changed in the future. Actuarial assessments will change with the future experience of the pension plans.

**FUNDED STATUS**  
**STRS (Defined Benefit Program) and PERS**  
**(Dollar Amounts in Millions)<sup>(1)</sup>**  
**Fiscal Years 2010-11 through 2014-15**

<u>STRS</u>					
<u>Fiscal Year</u>	<u>Accrued Liability</u>	Value of Trust Assets <u>(MVA)<sup>(2)</sup></u>	Unfunded Liability <u>(MVA)<sup>(2)(3)</sup></u>	Value of Trust Assets <u>(AVA)<sup>(4)</sup></u>	Unfunded Liability <u>(AVA)<sup>(4)</sup></u>
2010-11	\$208,405	\$147,140	\$68,365	\$143,930	\$64,475
2011-12	215,189	143,118	80,354	144,232	70,957
2012-13	222,281	157,176	74,374	148,614	73,667
2013-14	231,213	179,749	61,807	158,495	72,718
2014-15	241,753	180,633	72,626	165,553	76,200

<u>PERS</u>					
<u>Fiscal Year</u>	<u>Accrued Liability</u>	Value of Trust Assets <u>(MVA)<sup>(2)</sup></u>	Unfunded Liability <u>(MVA)<sup>(2)</sup></u>	Value of Trust Assets <u>(AVA)<sup>(4)</sup></u>	Unfunded Liability <u>(AVA)<sup>(4)</sup></u>
2010-11	\$58,358	\$45,901	\$12,457	\$51,547	\$6,811
2011-12	59,439	44,854	14,585	53,791	5,648
2012-13	61,487	49,482	12,005	56,250	5,237
2013-14	65,600	56,838	8,761	-- <sup>(5)</sup>	-- <sup>(5)</sup>
2014-15	73,325	56,814	16,511	-- <sup>(5)</sup>	-- <sup>(5)</sup>

<sup>(1)</sup> Amounts may not add due to rounding.

<sup>(2)</sup> Reflects market value of assets.

<sup>(3)</sup> Excludes assets allocated to the SBPA reserve.

<sup>(4)</sup> Reflects actuarial value of assets.

<sup>(5)</sup> Effective for the June 30, 2014 actuarial valuation, PERS no longer uses an actuarial value of assets.

Source: PERS Schools Pool Actuarial Valuation; STRS Defined Benefit Program Actuarial Valuation.

The STRS Board has sole authority to determine the actuarial assumptions and methods used for the valuation of the STRS Defined Benefit Program. The following are certain of the actuarial assumptions adopted by the STRS Board with respect to the STRS Defined Benefit Program Actuarial Valuation for fiscal year 2014-15: measurement of accruing costs by the “Entry Age Normal Actuarial Cost Method,” 7.50% investment rate of return (net of investment and administrative expenses), 4.50% interest on member accounts, 3.75% projected wage growth, and 3.00% projected inflation. According to the STRS Defined Benefit Program Actuarial Valuation, as of June 30, 2015, the future revenue from contributions and appropriations for the STRS Defined Benefit Program was projected to be sufficient to finance its

obligations. This finding reflects the scheduled contribution increases specified in AB 1469 and is based on the valuation assumptions and the valuation policy adopted by the STRS Board.

In recent years, the PERS Board of Administration (the “PERS Board”) has taken several steps, as described below, intended to reduce the amount of the unfunded accrued actuarial liability of its plans, including the Schools Pool.

On March 14, 2012, the PERS Board voted to lower the PERS’ rate of expected price inflation and its investment rate of return (net of administrative expenses) (the “PERS Discount Rate”) from 7.75% to 7.5%. On February 18, 2014, the PERS Board voted to keep the PERS Discount Rate unchanged at 7.5%. On November 17, 2015, the PERS Board approved a new funding risk mitigation policy to incrementally lower the PERS Discount Rate by establishing a mechanism whereby such rate is reduced by a minimum of 0.05% to a maximum of 0.25% in years when investment returns outperform the existing PERS Discount Rate by at least four percentage points. On December 21, 2016, the PERS Board voted to lower the PERS Discount Rate to 7.0% over the next three years in accordance with the following schedule: 7.375% in fiscal year 2017-18, 7.25% in fiscal year 2018-19 and 7.00% in fiscal year 2019-20. The new discount rate will go into effect July 1, 2017 for the State and July 1, 2018 for K-14 school districts and other public agencies. Lowering the PERS Discount Rate means employers that contract with PERS to administer their pension plans will see increases in their normal costs and unfunded actuarial liabilities. Active members hired after January 1, 2013 under the Reform Act (defined below) will also see their contribution rates rise. The three-year reduction of the discount rate to 7.0% is expected to result in average employer rate increases of approximately 1-3% of normal cost as a percent of payroll for most miscellaneous retirement plans and a 2-5% increase for most safety plans.

On April 17, 2013, the PERS Board approved new actuarial policies aimed at returning PERS to fully-funded status within 30 years. The policies include a rate smoothing method with a 30-year fixed amortization period for gains and losses, a five-year increase of public agency contribution rates, including the contribution rate at the onset of such amortization period, and a five year reduction of public agency contribution rates at the end of such amortization period. The new actuarial policies were first included in the June 30, 2014 actuarial valuation and were implemented with respect the State, K-14 school districts and all other public agencies in fiscal year 2015-16.

Also, on February 20, 2014, the PERS Board approved new demographic assumptions reflecting (i) expected longer life spans of public agency employees and related increases in costs for the PERS system and (ii) trends of higher rates of retirement for certain public agency employee classes, including police officers and firefighters. The new actuarial assumptions will first be reflected in the Schools Pool in the June 30, 2015 actuarial valuation. The increase in liability due to the new assumptions will be amortized over 20 years with increases phased in over five years, beginning with the contribution requirement for fiscal year 2016-17. The new demographic assumptions affect the State, K-14 school districts and all other public agencies.

The District can make no representations regarding the future program liabilities of STRS, or whether the District will be required to make additional contributions to STRS in the future above those amounts required under AB 1469. The District can also provide no assurances that the District’s required contributions to PERS will not increase in the future.

***California Public Employees’ Pension Reform Act of 2013.*** On September 12, 2012, the Governor signed into law the California Public Employees’ Pension Reform Act of 2013 (the “Reform Act”), which makes changes to both STRS and PERS, most substantially affecting new employees hired after January 1, 2013 (the “Implementation Date”). For STRS participants hired after the Implementation Date, the Reform Act changes the normal retirement age by increasing the eligibility for the 2% age factor

(the age factor is the percent of final compensation to which an employee is entitled for each year of service) from age 60 to 62 and increasing the eligibility of the maximum age factor of 2.4% from age 63 to 65. Similarly, for non-safety PERS participants hired after the Implementation Date, the Reform Act changes the normal retirement age by increasing the eligibility for the 2% age factor from age 55 to 62 and increases the eligibility requirement for the maximum age factor of 2.5% to age 67. Among the other changes to PERS and STRS, the Reform Act also: (i) requires all new participants enrolled in PERS and STRS after the Implementation Date to contribute at least 50% of the total annual normal cost of their pension benefit each year as determined by an actuary, (ii) requires STRS and PERS to determine the final compensation amount for employees based upon the highest annual compensation earnable averaged over a consecutive 36-month period as the basis for calculating retirement benefits for new participants enrolled after the Implementation Date (previously 12 months for STRS members who retire with 25 years of service), and (iii) caps “pensionable compensation” for new participants enrolled after the Implementation Date at 100% of the federal Social Security contribution (to be adjusted annually based on changes to the Consumer Price Index for all Urban Consumers) and benefit base for members participating in Social Security or 120% for members not participating in social security (to be adjusted annually based on changes to the Consumer Price Index for all Urban Consumers), while excluding previously allowed forms of compensation under the formula such as payments for unused vacation, annual leave, personal leave, sick leave, or compensatory time off.

**GASB Statement Nos. 67 and 68.** On June 25, 2012, the Governmental Accountability Standards Board (“GASB”) approved Statements Nos. 67 and 68 (the “Statements”) with respect to pension accounting and financial reporting standards for state and local governments and pension plans. The new Statements, No. 67 and No. 68, replace GASB Statement No. 27 and most of Statements No. 25 and No. 50. The changes impact the accounting treatment of pension plans in which state and local governments participate. Major changes include: (1) the inclusion of unfunded pension liabilities on the government’s balance sheet (currently, such unfunded liabilities are typically included as notes to the government’s financial statements); (2) more components of full pension costs being shown as expenses regardless of actual contribution levels; (3) lower actuarial discount rates being required to be used for underfunded plans in certain cases for purposes of the financial statements; (4) closed amortization periods for unfunded liabilities being required to be used for certain purposes of the financial statements; and (5) the difference between expected and actual investment returns being recognized over a closed five-year smoothing period. In addition, according to GASB, Statement No. 68 means that, for pensions within the scope of the Statement, a cost-sharing employer that does not have a special funding situation is required to recognize a net pension liability, deferred outflows of resources, deferred inflows of resources related to pensions and pension expense based on its proportionate share of the net pension liability for benefits provided through the pension plan. Because the accounting standards do not require changes in funding policies, the full extent of the effect of the new standards on the District is not known at this time. The reporting requirements for pension plans took effect for the fiscal year beginning July 1, 2013 and the reporting requirements for government employers, including the District, took effect for the fiscal year beginning July 1, 2014.

The District’s proportionate shares of the net pension liabilities, pension expense, deferred outflow of resources and deferred inflow of resources for STRS and PERS, as of June 30, 2016, are as shown in the following table.

Pension Plan	Net Pension Liability	Deferred Outflows Related to Pensions	Deferred Inflows Related to Pensions	Pension Expense
STRS	\$27,665,259	\$6,177,337	\$2,717,461	\$2,804,361
PERS	5,104,814	1,194,960	511,409	588,179
Total	<u>\$32,770,073</u>	<u>\$7,372,297</u>	<u>\$3,228,870</u>	<u>\$3,392,540</u>

Source: Oak Park Unified School District.

For additional information, see “APPENDIX B – 2015-16 AUDITED FINANCIAL STATEMENTS OF THE DISTRICT – Note 11” attached hereto.

### **Other Post-Employment Benefits**

The District does not provide post-employment health care benefits to former employees, and the District has no accrued liability with respect thereto.

### **Early Retirement Incentives**

The District adopted Retirement Incentive Plans (the “Retirement Plans”) in April 2012 for fiscal year 2011-12, December 2012 for fiscal year 2012-13, November 2013 for fiscal year 2013-14, December 2014 for fiscal year 2014-15, and November 2015 for fiscal year 2015-16. Under the respective Retirement Plans, eligible retirees who retired prior to the established deadlines are provided an annual cash payment according to the respective Retirement Plan’s provisions. In aggregate, 12 eligible employees chose to participate in the Retirement Plans offered in 2012 through 2013, three eligible employees chose to participate in the Retirement Plan offered in 2014, and two eligible employees chose to participate in the Retirement Plan offered in 2015. Future payments of the District for the Retirement Plans, as of June 30, 2016, are as shown in the following table.

#### **RETIREMENT PLAN PAYMENTS Oak Park Unified School District**

Year Ended	
<u>June 30</u>	<u>Payment</u>
2017	\$80,000
2018	23,833
2019	<u>7,500</u>
Total	<u>\$111,333</u>

*Source: Oak Park Unified School District.*

### **Participation in Joint Powers Authorities**

The District is a member of the Ventura County Schools’ Self-Funding Authority (the “VCSSFA”) and the Ventura County Fast Action School Transit Authority (the “VCFAST”) joint powers authorities (“JPAs”). The District pays an annual premium to the VCSSFA for its workers’ compensation and property and liability coverage. Payments for the County-Wide Courier Service are paid to the VCFAST. The relationships between the District, the respective risk pools and the respective JPAs are such that the JPAs are not component units of the District for financial reporting purposes.

### **District Debt Structure**

**Short-Term Obligations.** On July 14, 2016, the District issued \$4,055,000 of its 2016-17 tax and revenue anticipation notes (the “2016-17 TRANs”) to fund seasonal cashflow deficits during fiscal year 2016-17. The 2016-17 TRANs bear interest at a rate of 2.000%, with a yield of 0.630%, and mature on June 30, 2017. The 2016-17 TRANs are a general obligation of the District, payable from taxes, income, revenue, cash receipts and other monies of the District provided for fiscal year 2016-17 and lawfully available therefor.

**Long-Term Obligations.** A schedule of changes in long-term debt for the fiscal year ended June 30, 2016, is shown below:

**SCHEDULE OF LONG TERM DEBT  
As of June 30, 2016  
Oak Park Unified School District**

	Balance <u>July 1, 2015</u>	<u>Additions</u>	<u>Deductions</u>	Balance <u>June 30, 2016</u>
<b>Governmental Activities</b>				
General obligation bonds	\$46,555,966	\$15,635,982	\$13,315,000	\$48,876,948
Unamortized premium	<u>777,422</u>	<u>1,198,316</u>	<u>393,800</u>	<u>1,581,938</u>
Total general obligation bonds	47,333,388	16,834,298	13,708,800	50,458,886
Capital leases	442,236	63,890	53,834	452,292
Early retirement incentive	203,833	--	92,500	111,333
Compensated absences	421,337	6,769	--	428,106
Net pension liability <sup>(1)</sup>	<u>23,873,004</u>	<u>8,897,069</u>	--	<u>32,770,073</u>
<b>Total</b>	<u>\$72,273,798</u>	<u>\$25,802,026</u>	<u>\$13,855,134</u>	<u>\$84,220,690</u>

<sup>(1)</sup> See “- District Retirement Systems - GASB Statement Nos. 67 and 68” herein.  
Source: Oak Park Unified School District.

**General Obligation Bonds.** The District received authorization at elections held on November 8, 1977 and November 2, 1982 by the requisite two-thirds or more of the votes cast by eligible voters within the District to issue \$40,525,000 aggregate principal amount of general obligation bonds (the “1977 Authorization”). The District has previously caused the issuance of several series of bonds under the 1977 Authorization, including the General Obligation Bonds, Election of 1977, Series of 2000, which were issued on July 6, 2000 in the aggregate principal amount of \$5,999,943.05 (the “1977 Series 2000 Bonds”).

The District received authorization at an election held on June 6, 2006 by at least 55% or more of the votes cast by eligible voters within the District to issue \$17,500,000 aggregate principal amount of general obligation bonds (the “2006 Authorization”). On October 4, 2007, the District caused the issuance of its 2006 Series 2007 Bonds in the aggregate principal amount of \$5,011,136.80. On April 28, 2009, the District caused the issuance of its 2006 Series 2009 Bonds in the aggregate principal amount of \$4,999,686.45. On October 9, 2013, the District caused the issuance of its General Obligation Bonds (Election of 2006) Series 2013A in the aggregate principal amount of \$3,655,000 (the “2006 Series 2013 Bonds”). On December 3, 2015, the District caused the issuance of its Election of 2006 General Obligation Bonds, Series 2015A (Bank Qualified) in the aggregate principal amount of \$3,830,000 (the “2006 Series 2015 Bonds”). Currently, \$4,176.75 of the 2006 Authorization remains unissued.

The District received authorization at an election held on November 4, 2008 by at least 55% or more of the votes cast by eligible voters within the District to issue \$29,445,000 aggregate principal amount of general obligation bonds (the “2008 Authorization”). On April 28, 2009, the District caused the issuance of its 2008 Series 2009 Bonds in the aggregate principal amount of \$9,998,515.85. On June 22, 2011, the District concurrently caused the issuance of its General Obligation Bonds (Election of 2008) Series 2011A Tax Exempt Bonds in the aggregate principal amount of \$9,382,293.50 (the “2008 Series 2011A Bonds”) and its General Obligation Bonds (Election of 2008) Series 2011B Taxable Qualified School Construction Bonds in the aggregate principal amount of \$4,415,000 (the “2008 Series 2011B Bonds”). On October 9, 2013, the District caused the issuance of its General Obligation Bonds (Election of 2008) Series 2013B in the aggregate principal amount of \$5,644,564.25 (the “2008 Series 2013 Bonds”). Currently, \$4,626.40 of the 2008 Authorization remains unissued.

The 2016 Authorization was approved by voters at an election held on November 8, 2016, at which the requisite 55% or more of the persons voting on the proposition voted to authorize the issuance and sale of \$60,000,000 principal amount of general obligation bonds of the District. The Bonds represent the first series of bonds issued pursuant to the 2016 Authorization. After the issuance of the Bonds, \$45,000,000\* of the 2016 Authorization will remain unissued.

The following table shows the combined debt service schedule with respect to the District's total outstanding general obligation bonded debt following the issuance of the Bonds, assuming no optional redemptions are made.

[REMAINDER OF PAGE LEFT BLANK]

---

\* Preliminary, subject to change.

**COMBINED GENERAL OBLIGATION BONDED INDEBTEDNESS  
Oak Park Unified School District**

Year Ending August 1	1977 Series 2000 Bonds <sup>(1)</sup>	2006 Series 2007 Bonds	2006 Series 2009 Bonds	2006 Series 2013 Bonds	2006 Series 2015 Bonds	2008 Series 2009 Bonds	2008 Series 2011A Bonds	2008 Series 2011B Bonds <sup>(2)</sup>	2008 Series 2013 Bonds	2016 Refunding Bonds	The Bonds	Total Annual Debt Service
2017	\$1,720,000.00	\$331,537.50	\$230,600.00	\$139,537.50	\$233,100.00	--	--	\$1,149,681.90	\$105,000.00	\$385,400.00		
2018	--	--	292,600.00	139,537.50	239,500.00	\$185,000.00	--	980,140.50	110,000.00	703,600.00		
2019	--	--	306,800.00	219,537.50	240,500.00	195,000.00	\$210,000.00	786,427.50	120,000.00	674,000.00		
2020	--	--	--	472,137.50	236,300.00	220,000.00	1,010,000.00	--	125,000.00	785,000.00		
2021	--	--	--	494,600.00	251,050.00	--	1,055,000.00	--	135,000.00	1,061,000.00		
2022	--	--	--	530,000.00	264,800.00	--	1,113,632.50	--	135,000.00	1,105,200.00		
2023	--	--	440,000.00	568,400.00	277,550.00	--	1,168,632.50	--	145,000.00	716,400.00		
2024	--	--	465,000.00	599,600.00	294,300.00	--	1,220,195.00	--	155,000.00	751,800.00		
2025	--	--	490,000.00	643,800.00	304,800.00	--	1,288,320.00	--	160,000.00	780,000.00		
2026	--	--	510,000.00	690,400.00	319,300.00	--	1,346,757.50	--	170,000.00	811,200.00		
2027	--	--	535,000.00	239,200.00	357,550.00	--	1,415,820.00	--	175,000.00	1,315,200.00		
2028	--	580,000.00	1,150,000.00	--	114,000.00	--	1,487,870.00	--	185,000.00	731,600.00		
2029	--	--	1,205,000.00	--	687,500.00	--	1,558,507.50	--	195,000.00	779,200.00		
2030	--	--	1,270,000.00	--	713,750.00	--	1,642,395.00	--	205,000.00	814,750.00		
2031	--	--	1,330,000.00	--	752,812.50	--	1,668,182.50	--	215,000.00	915,550.00		
2032	--	--	1,395,000.00	--	--	--	1,994,245.00	--	225,000.00	726,150.00		
2033	--	--	1,460,000.00	--	--	1,000,000.00	1,936,145.00	--	240,000.00	--		
2034	--	--	--	--	--	--	3,086,625.00	--	250,000.00	--		
2035	--	--	--	--	--	--	3,239,775.00	--	265,000.00	--		
2036	--	--	--	--	--	--	3,400,205.00	--	280,000.00	--		
2037	--	--	--	--	--	--	3,572,050.00	--	290,000.00	--		
2038	--	--	--	--	--	--	246,330.00	--	3,810,000.00	--		
2039	--	--	--	--	--	--	--	--	4,260,000.00	--		
2040	--	--	--	--	--	--	--	--	4,470,000.00	--		
2041	--	--	--	--	--	--	--	--	4,695,000.00	--		
2042	--	--	--	--	--	--	--	--	1,370,000.00	--		
<b>Total</b>	<b>\$1,720,000.00</b>	<b>\$911,537.50</b>	<b>\$11,080,000.00</b>	<b>\$4,736,750.00</b>	<b>\$5,286,812.50</b>	<b>\$1,600,000.00</b>	<b>\$33,660,687.50</b>	<b>\$2,916,249.90</b>	<b>\$22,490,000.00</b>	<b>\$13,056,050.00</b>		

<sup>(1)</sup> Principal payments due May 1.

<sup>(2)</sup> Reflects gross debt service on the 2008 Series 2011B Bonds, which were designated as federally-taxable "Qualified School Construction Bonds" pursuant to an irrevocable election by the District to have Section 6431(f)(3)(B) of the Internal Revenue Code apply thereto. As a result, the District expects to receive, on or about each interest payment date, a cash subsidy (the "Subsidy Payment") from the United States Treasury (the "Treasury") equal to the lesser of (a) the interest payable on such 2008 Series 2011B Bonds or (b) the amount of interest that would have been payable on each such interest payment date if such interest were determined at a federally-determined tax credit rate on the date of the sale of the 2008 Series 2011B Bonds. The cash payment does not constitute a full faith and credit guarantee of the United States Government, but is required to be paid by the Treasury under the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"). The Subsidy Payments are subject to reduction (the "Sequestration Reduction") pursuant to the federal Balanced Budget and Emergency Deficit Control Act of 1985, as amended, which currently includes provisions reducing the Subsidy Payments by 6.9% through the end of the current federal fiscal year (September 30, 2017). In the absence of action by the U.S. Congress, the rate of the Sequestration Reduction is subject to change in the following federal fiscal year. The District cannot predict whether or how subsequent sequestration actions may affect Subsidy Payments currently scheduled for receipt in future federal fiscal years. However, notwithstanding any such reduction, the County Board of Supervisors is empowered and obligated to levy *ad valorem* property taxes in an amount sufficient to pay the principal of and interest on the 2008 Series 2011B Bonds.

Source: Oak Park Unified School District.

**Capital Leases.** The District has entered into capital leases with the option to purchase for a rooftop and shade structure solar system, with quarterly payments due each February, May, August and November through 2025. Future minimum lease payments, as of June 30, 2016, are as shown in the following table.

<u>Year Ended June 30,</u>	<u>Lease Payment</u>
2017	\$71,998
2018	71,998
2019	71,998
2020	71,998
2021	58,071
2022-2026	<u>188,732</u>
Total minimum lease payments	534,795
Less amount representing interest	<u>(82,503)</u>
Present value of minimum lease payments	<u>\$452,292</u>

*Source: Oak Park Unified School District.*

### **TAX MATTERS**

In the opinion of Stradling Yocca Carlson & Rauth, a Professional Corporation, San Francisco, California (“Bond Counsel”), under existing statutes, regulations, rulings and judicial decisions, and assuming the accuracy of certain representations and compliance with certain covenants and requirements described herein, interest on the Bonds is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of calculating the federal alternative minimum tax imposed on individuals and corporations. In the further opinion of Bond Counsel, interest on the Bonds is exempt from State of California personal income tax. Bond Counsel notes that, with respect to corporations, interest on the Bonds may be included as an adjustment in the calculation of alternative minimum taxable income, which may affect the alternative minimum tax liability of corporations.

The difference between the issue price of a Bond (the first price at which a substantial amount of the Bonds of the same series and maturity is to be sold to the public) and the stated redemption price at maturity with respect to such Bond constitutes original issue discount. Original issue discount accrues under a constant yield method, and original issue discount will accrue to a Bond Owner before receipt of cash attributable to such excludable income. The amount of original issue discount deemed received by the Bond Owner will increase the Bond Owner’s basis in the Bond. In the opinion of Bond Counsel, the amount of original issue discount that accrues to the owner of the Bond is excluded from the gross income of such owner for federal income tax purposes, is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, and is exempt from State of California personal income tax.

Bond Counsel’s opinion as to the exclusion from gross income of interest (and original issue discount) on the Bonds is based upon certain representations of fact and certifications made by the District and others and is subject to the condition that the District complies with all requirements of the Internal Revenue Code of 1986, as amended (the “Code”), that must be satisfied subsequent to the issuance of the Bonds to assure that interest (and original issue discount) on the Bonds will not become includable in gross income for federal income tax purposes. Failure to comply with such requirements of the Code might cause the interest (and original issue discount) on the Bonds to be included in gross income for federal income tax purposes retroactive to the date of issuance of the Bonds. The District has covenanted to comply with all such requirements.

The amount by which a Bond Owner's original basis for determining loss on sale or exchange in the applicable Bond (generally, the purchase price) exceeds the amount payable on maturity (or on an earlier call date) constitutes amortizable Bond premium, which must be amortized under Section 171 of the Code; such amortizable Bond premium reduces the Bond Owner's basis in the applicable Bond (and the amount of tax-exempt interest received), and is not deductible for federal income tax purposes. The basis reduction as a result of the amortization of Bond premium may result in a Bond Owner realizing a taxable gain when a Bond is sold by the Owner for an amount equal to or less (under certain circumstances) than the original cost of the Bond to the Owner. Purchasers of the Bonds should consult their own tax advisors as to the treatment, computation and collateral consequences of amortizable Bond premium.

The Internal Revenue Service (the "IRS") has initiated an expanded program for the auditing of tax-exempt bond issues, including both random and targeted audits. It is possible that the Bonds will be selected for audit by the IRS. It is also possible that the market value of the Bonds might be affected as a result of such an audit of the Bonds (or by an audit of similar bonds). No assurance can be given that in the course of an audit, as a result of an audit, or otherwise, Congress or the IRS might not change the Code (or interpretation thereof) subsequent to the issuance of the Bonds to the extent that it adversely affects the exclusion from gross income of interest on the Bonds or their market value.

SUBSEQUENT TO THE ISSUANCE OF THE BONDS, THERE MIGHT BE FEDERAL, STATE OR LOCAL STATUTORY CHANGES (OR JUDICIAL OR REGULATORY INTERPRETATIONS OF FEDERAL, STATE OR LOCAL LAW) THAT AFFECT THE FEDERAL, STATE OR LOCAL TAX TREATMENT OF THE INTEREST ON THE BONDS OR THE MARKET VALUE OF THE BONDS. LEGISLATIVE CHANGES HAVE BEEN PROPOSED IN CONGRESS, WHICH, IF ENACTED, WOULD RESULT IN ADDITIONAL FEDERAL INCOME TAX BEING IMPOSED ON CERTAIN OWNERS OF TAX-EXEMPT STATE OR LOCAL OBLIGATIONS SUCH AS THE BONDS. THE INTRODUCTION OR ENACTMENT OF ANY SUCH CHANGES COULD ADVERSELY AFFECT THE MARKET VALUE OR LIQUIDITY OF THE BONDS. NO ASSURANCE CAN BE GIVEN THAT, SUBSEQUENT TO THE ISSUANCE OF THE BONDS, SUCH CHANGES (OR OTHER CHANGES) WILL NOT BE INTRODUCED OR ENACTED OR INTERPRETATIONS WILL NOT OCCUR. BEFORE PURCHASING ANY OF THE BONDS, ALL POTENTIAL PURCHASERS SHOULD CONSULT THEIR TAX ADVISORS REGARDING POSSIBLE STATUTORY CHANGES OR JUDICIAL OR REGULATORY CHANGES OR INTERPRETATIONS, AND THEIR COLLATERAL TAX CONSEQUENCES RELATING TO THE BONDS.

Bond Counsel's opinion may be affected by actions taken (or not taken) or events occurring (or not occurring) after the date hereof. Bond Counsel has not undertaken to determine, or to inform any person, whether any such actions or events are taken or do occur. The Resolution and the Tax Certificate relating to the Bonds permit certain actions to be taken or to be omitted if a favorable opinion of bond counsel is provided with respect thereto. Bond Counsel expresses no opinion as to the effect on the exclusion from gross income of interest (and original issue discount) on the Bonds for federal income tax purposes with respect to any Bond if any such action is taken or omitted based upon the advice of counsel other than Stradling Yocca Carlson & Rauth.

Although Bond Counsel has rendered an opinion that interest (and original issue discount) on the Bonds is excluded from gross income for federal income tax purposes provided that the District continues to comply with certain requirements of the Code, the ownership of the Bonds and the accrual or receipt of interest (and original issue discount) on the Bonds may otherwise affect the tax liability of certain persons. Bond Counsel expresses no opinion regarding any such tax consequences. Accordingly, before purchasing any of the Bonds, all potential purchasers should consult their tax advisors with respect to collateral tax consequences relating to the Bonds.

A copy of the proposed form of opinion of Bond Counsel is attached hereto as APPENDIX A.

### **LIMITATION ON REMEDIES; BANKRUPTCY**

**General.** State law contains certain safeguards to protect the financial solvency of school districts. See “DISTRICT FINANCIAL INFORMATION – Budget Process” herein. If the safeguards are not successful in preventing a school district from becoming insolvent, the State Superintendent, operating through an administrator appointed by the State Superintendent, may be authorized under State law to file a petition under Chapter 9 of the United States Bankruptcy Code (the “Bankruptcy Code”) on behalf of the school district for the adjustment of its debts, assuming that the school district meets certain other requirements contained in the Bankruptcy Code necessary for filing a petition under Chapter 9. School districts are not themselves authorized to file a bankruptcy proceeding, and they are not subject to involuntary bankruptcy.

Bankruptcy courts are courts of equity and as such have broad discretionary powers. If the District were to become the debtor in a proceeding under Chapter 9 of the Bankruptcy Code, the automatic stay provisions of Bankruptcy Code Sections 362 and 922 generally would prohibit creditors from taking any action to collect amounts due from the District or to enforce any obligation of the District related to such amounts due, without consent of the District or authorization of the bankruptcy court (although such stays would not operate to block creditor application of pledged special revenues to payment of indebtedness secured by such revenues). In addition, as part of its plan of adjustment in a Chapter 9 bankruptcy case, the District may be able to alter the priority, interest rate, principal amount, payment terms, collateral, maturity dates, payment sources, covenants (including tax-related covenants), and other terms or provisions of the Bonds and other transaction documents related to the Bonds, as long as the bankruptcy court determines that the alterations are fair and equitable. There also may be other possible effects of a bankruptcy of the District that could result in delays or reductions in payments on the Bonds. Moreover, regardless of any specific adverse determinations in any District bankruptcy proceeding, the fact of a District bankruptcy proceeding could have an adverse effect on the liquidity and market price of the Bonds.

**Statutory Lien.** Pursuant to Section 53515 of the Government Code, the Bonds are secured by a statutory lien on all revenues received pursuant to the levy and collection of the tax, and such lien automatically arises, without the need for any action or authorization by the local agency or its governing board, and is valid and binding from the time the Bonds are executed and delivered. See “THE BONDS – Security and Sources of Payment” herein. Although a statutory lien would not be automatically terminated by the filing of a Chapter 9 bankruptcy petition by the District, the automatic stay provisions of the Bankruptcy Code would apply and payments that become due and owing on the Bonds during the pendency of the Chapter 9 proceeding could be delayed, unless the Bonds are determined to be secured by a pledge of “special revenues” within the meaning of the Bankruptcy Code and the pledged *ad valorem* taxes are applied to pay the Bonds in a manner consistent with the Bankruptcy Code.

**Special Revenues.** If the *ad valorem* tax revenues that are pledged to the payment of the Bonds are determined to be “special revenues” within the meaning of the Bankruptcy Code, then the application in a manner consistent with the Bankruptcy Code of the pledged *ad valorem* revenues should not be subject to the automatic stay. “Special revenues” are defined to include, among others, taxes specifically levied to finance one or more projects or systems of the debtor, but excluding receipts from general property, sales, or income taxes levied to finance the general purposes of the debtor. State law prohibits the use of the tax proceeds for any purpose other than payment of the Bonds and the Bond proceeds can only be used to fund the acquisition or improvement of real property and other capital expenditures included in the proposition, so such tax revenues appear to fit the definition of special revenues. However, there is no binding judicial precedent dealing with the treatment in bankruptcy proceedings of *ad valorem* tax revenues collected for

the payments of bonds in the State, so no assurance can be given that a bankruptcy court would not hold otherwise.

***Possession of Tax Revenues; Remedies.*** The County on behalf of the District is expected to be in possession of the annual *ad valorem* property taxes and certain funds to repay the Bonds and may invest these funds in the County Treasury Pool, as described in “THE BONDS – Application and Investment of Bond Proceeds” herein and “APPENDIX E – Ventura County Treasury Pool” attached hereto. If the County goes into bankruptcy and has possession of tax revenues (whether collected before or after commencement of the bankruptcy), and if the County does not voluntarily pay such tax revenues to the owners of the Bonds, it is not entirely clear what procedures the owners of the Bonds would have to follow to attempt to obtain possession of such tax revenues, how much time it would take for such procedures to be completed, or whether such procedures would ultimately be successful. Further, should those investments suffer any losses, there may be delays or reductions in payments on the Bonds.

***Opinion of Bond Counsel Qualified by Reference to Bankruptcy, Insolvency and Other Laws Relating to or Affecting Creditor’s Rights.*** The proposed form of the approving opinion of Bond Counsel attached hereto as APPENDIX A is qualified by reference to bankruptcy, insolvency and other laws relating to or affecting creditor’s rights. Bankruptcy proceedings, if initiated, could subject the owners of the Bonds to judicial discretion and interpretation of their rights in bankruptcy or otherwise, and consequently may entail risks of delay, limitation, or modification of their rights.

## LEGAL MATTERS

### **Legality for Investment in California**

Under provisions of the State Financial Code, the Bonds are legal investments for commercial banks in the State to the extent that the Bonds, in the informed opinion of the bank, are prudent for the investment of funds of depositors, and, under provisions of the State Government Code, are eligible for security for deposits of public moneys in the State.

### **Expanded Reporting Requirements**

On May 17, 2006, the President signed the Tax Increase Prevention and Reconciliation Act of 2005 (“TIPRA”). Under Section 6049 of the Internal Revenue Code of 1986, as amended by TIPRA, interest paid on tax-exempt obligations will be subject to information reporting in a manner similar to interest paid on taxable obligations. The effective date for this provision is for interest paid after December 31, 2005, regardless of when the tax-exempt obligations were issued. The purpose of this change was to assist in relevant information gathering for the IRS relating to other applicable tax provisions. TIPRA provides that backup withholding may apply to such interest payments made after March 31, 2007 to any bondholder who fails to file an accurate Form W-9 or who meets certain other criteria. The information reporting and backup withholding requirements of TIPRA do not affect the excludability of such interest from gross income for federal income tax purposes.

## **Continuing Disclosure**

**Current Undertaking.** The District has covenanted for the benefit of the Owners and Beneficial Owners of the Bonds to provide certain financial information and operating data relating to the District (the “Annual Report”) by not later than nine months following the end of the District’s fiscal year (which currently ends June 30), commencing with the report for the 2016-17 fiscal year, and to provide notices of the occurrence of certain listed events. The Annual Report and notices of listed events will be filed by the District in accordance with the requirements of the Rule. The specific nature of the information to be contained in the Annual Report or the notices of listed events is included in “APPENDIX C – FORM OF CONTINUING DISCLOSURE CERTIFICATE” attached hereto. These covenants have been made in order to assist the Underwriter in complying with the Rule.

**Prior Undertakings.** Within the past five years, the District filed the annual report for fiscal year 2010-11 two days late with respect to the continuing disclosure undertaking entered into in connection with the District’s 1977 Series 2000 Bonds and General Obligation Refunding Bonds, Series 2000A. Within the past five years, the District failed to file in a timely manner notice of certain listed events, as required pursuant to its prior continuing disclosure undertakings. [TO BE UPDATED.]

## **No Litigation**

No litigation is pending or threatened concerning the validity of the Bonds, and a certificate to that effect will be furnished to purchasers at the time of the original delivery of the Bonds. The District is not aware of any litigation pending or threatened questioning the political existence of the District or contesting the District’s ability to receive *ad valorem* property taxes or to collect other revenues or contesting the District’s ability to issue and retire the Bonds.

There are certain lawsuits and claims pending against the District. In the opinion of the District, the aggregate amount of the uninsured liabilities of the District under these lawsuits and claims, if determined adverse to the District, would not materially affect the finances of the District.

## **Financial Statements**

The financial statements with supplemental information for the year ended June 30, 2016, the independent auditor’s report of the District, and the related statements of activities and of cash flows for the year then ended, and the report dated December 13, 2016 of Christy White Associates, A Professional Accountancy Corporation (the “Auditor”), are included in this Official Statement as Appendix B. In connection with the inclusion of the financial statements and the report of the Auditor herein, the District did not request the Auditor to, and the Auditor has not undertaken to, update its report or to take any action intended or likely to elicit information concerning the accuracy, completeness or fairness of the statements made in this Official Statement, and no opinion is expressed by the Auditor with respect to any event subsequent to the date of its report.

## **Legal Opinion**

The legal opinion of Bond Counsel, approving the validity of the Bonds, will be supplied to the original purchasers of the Bonds without cost. A copy of the proposed form of such legal opinion is attached to this Official Statement as APPENDIX A.

## MISCELLANEOUS

### Rating

The Bonds have been assigned the rating of “\_\_\_” by S&P. The rating reflects only the views of the rating agency, and any explanation of the significance of such rating should be obtained from the rating agency at the following address: S&P, 55 Water Street, 45th Floor, New York, New York 10041. There is no assurance that the rating will be retained for any given period of time or that the same will not be revised downward or withdrawn entirely by the rating agency if, in the judgment of the rating agency, circumstances so warrant. The District undertakes no responsibility to oppose any such revision or withdrawal. Any such downward revision or withdrawal of the rating obtained may have an adverse effect on the market price of the Bonds.

Generally, rating agencies base their ratings on information and materials furnished to them (which may include information and material from the District which is not included in this Official Statement) and on investigations, studies and assumptions by the rating agencies.

The District has covenanted in a Continuing Disclosure Certificate to file on the Municipal Securities Rulemaking Board’s Electronic Municipal Market Access website (“EMMA”) notices of any rating changes on the Bonds. See “APPENDIX C - FORM OF CONTINUING DISCLOSURE CERTIFICATE” attached hereto. Notwithstanding such covenant, information relating to rating changes on the Bonds may be publicly available from the rating agency prior to such information being provided to the District and prior to the date the District is obligated to file a notice of rating change on EMMA. Purchasers of the Bonds are directed to the rating agency and its website and official media outlets for the most current rating changes with respect to the Bonds after the initial issuance of the Bonds.

### Underwriting

Pursuant to the terms of a Notice Inviting Proposals for Purchase of Bonds (the “Notice Inviting Proposals”), \_\_\_\_\_ (the “Underwriter”) will purchase all of the Bonds for a purchase price of \$\_\_\_\_\_, which is equal to the initial principal amount of the Bonds of \$\_\_\_\_\_, plus net original issue premium of \$\_\_\_\_\_, less \$\_\_\_\_\_ of underwriting discount.

The Notice Inviting Proposals provides that the Underwriter will purchase all of the Bonds, if any are purchased. The initial offering prices stated on the inside cover of this Official Statement may be changed from time to time by the Underwriter. The Underwriter may offer and sell Bonds to certain dealers and others at prices lower than such initial offering prices.

### Additional Information

The purpose of this Official Statement is to supply information to prospective buyers of the Bonds. Quotations from and summaries and explanations of the Bonds, the Resolution providing for issuance of the Bonds, and the constitutional provisions, statutes and other documents referenced herein, do not purport to be complete, and reference is made to said documents, constitutional provisions and statutes for full and complete statements of their provisions.

Certain of the data contained herein has been taken or constructed from District records. Appropriate District officials, acting in their official capacities, have reviewed this Official Statement and have determined that, as of the date hereof, the information contained herein is, to the best of their knowledge and belief, true and correct in all material respects and does not contain an untrue statement of a material fact or omit to state a material fact necessary in order to make the statements made herein, in light of the circumstances under which they were made, not misleading. This Official Statement has been approved by the District.

Any statements in this Official Statement involving matters of opinion, whether or not expressly so stated, are intended only as such and not as representations of fact. This Official Statement is not to be construed as a contract or agreement between the District and the purchasers or owners, beneficial or otherwise, of any of the Bonds.

**OAK PARK UNIFIED SCHOOL DISTRICT**

By: \_\_\_\_\_

Martin Klauss  
Assistant Superintendent, Business and  
Administrative Services

## APPENDIX A

### FORM OF OPINION OF BOND COUNSEL

*Upon issuance and delivery of the Bonds, Stradling Yocca Carlson & Rauth, Bond Counsel, proposes to render its final approving opinion with respect thereto substantially in the following form:*

\_\_\_\_\_, 2017

Board of Education  
Oak Park Unified School District

Members of the Board of Education:

We have examined a certified copy of the record of the proceedings relative to the issuance and sale of \$\_\_\_\_\_ Oak Park Unified School District Election of 2016 General Obligation Bonds, Series A (the "Bonds"). As to questions of fact material to our opinion, we have relied upon the certified proceedings and other certifications of public officials furnished to us without undertaking to verify the same by independent investigation.

Based on our examination as bond counsel of existing law, certified copies of such legal proceedings and such other proofs as we deem necessary to render this opinion, we are of the opinion, as of the date hereof and under existing law, that:

1. Such proceedings and proofs show lawful authority for the issuance and sale of the Bonds pursuant to Article 4.5 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, a greater than fifty-five percent vote of the qualified electors of the Oak Park Unified School District (the "District") voting at an election held on November 8, 2016, and a resolution adopted by the Board of Education of the District on February 21, 2017 (the "Resolution").

2. The Bonds constitute valid and binding general obligations of the District, payable as to both principal and interest from the proceeds of a levy of *ad valorem* taxes on all property subject to such taxes in the District, which taxes are unlimited as to rate or amount.

3. Under existing statutes, regulations, rulings and judicial decisions, interest on the Bonds is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of calculating the federal alternative minimum tax imposed on individuals and corporations; however, it should be noted that, with respect to corporations, such interest on the Bonds may be included as an adjustment in the calculation of alternative minimum taxable income, which may affect the federal income tax liability of such corporations.

4. Interest on the Bonds is exempt from State of California personal income tax.

5. The difference between the issue price of a Bond (the first price at which a substantial amount of the Bonds of a maturity is to be sold to the public) and the stated redemption price at maturity with respect to such Bonds constitutes original issue discount. Original issue discount accrues under a constant yield method, and original issue discount will accrue to a Bondowner before receipt of cash attributable to such excludable income. The amount of original issue discount deemed received by a Bondowner will increase the Bondowner's basis in the applicable Bond. Original issue discount that accrues to the Bondowner is excluded from the gross

income of such owner for federal income tax purposes, is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations, and is exempt from State of California personal income tax.

6. The amount by which a Bondowner's original basis for determining loss on sale or exchange in the applicable Bond (generally, the purchase price) exceeds the amount payable on maturity (or on an earlier call date) constitutes amortizable Bond premium, which must be amortized under Section 171 of the Internal Revenue Code of 1986, as amended (the "Code"); such amortizable Bond premium reduces the Bondowner's basis in the applicable Bond (and the amount of tax-exempt interest received), and is not deductible for federal income tax purposes. The basis reduction as a result of the amortization of Bond premium may result in a Bondowner realizing a taxable gain when a Bond is sold by the Bondowner for an amount equal to or less (under certain circumstances) than the original cost of the Bond to the Bondowner. Purchasers of the Bonds should consult their own tax advisors as to the treatment, computation and collateral consequences of amortizable Bond premium.

The opinions expressed herein may be affected by actions taken (or not taken) or events occurring (or not occurring) after the date hereof. We have not undertaken to determine, or to inform any person, whether any such actions or events are taken or do occur. The Resolution and the Tax Certificate relating to the Bonds permit certain actions to be taken or to be omitted if a favorable opinion of Bond Counsel is provided with respect thereto. No opinion is expressed herein as to the effect on the exclusion from gross income of interest (and original issue discount) for federal income tax purposes with respect to any Bond if any such action is taken or omitted based upon the advice of counsel other than ourselves. Other than expressly stated herein, we express no opinion regarding tax consequences with respect to the Bonds.

The opinions expressed herein as to the exclusion from gross income of interest (and original issue discount) on the Bonds are based upon certain representations of fact and certifications made by the District and others and are subject to the condition that the District complies with all requirements of the Code, that must be satisfied subsequent to the issuance of the Bonds to assure that such interest (and original issue discount) will not become includable in gross income for federal income tax purposes. Failure to comply with such requirements of the Code might cause interest (and original issue discount) on the Bonds to be included in gross income for federal income tax purposes retroactive to the date of issuance of the Bonds. The District has covenanted to comply with all such requirements.

It is possible that subsequent to the issuance of the Bonds there might be federal, state, or local statutory changes (or judicial or regulatory interpretations of federal, state, or local law) that affect the federal, state, or local tax treatment of the Bonds or the market value of the Bonds. No assurance can be given that subsequent to the issuance of the Bonds such changes or interpretations will not occur.

The rights of the owners of the Bonds and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting creditors' rights heretofore or hereafter enacted to the extent constitutionally applicable and their enforcement may also be subject to the exercise of judicial discretion in appropriate cases and by the limitations on legal remedies against public agencies in the State of California.

Respectfully submitted,

**APPENDIX B**

**2015-16 AUDITED FINANCIAL STATEMENTS OF THE DISTRICT**

## APPENDIX C

### FORM OF CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the “Disclosure Certificate”) is executed and delivered by the Oak Park Unified School District (the “District”) in connection with the issuance of \$\_\_\_\_\_ of the District’s Election of 2016 General Obligation Bonds, Series A (the “Bonds”). The Bonds are being issued pursuant to Resolution of the District adopted on February 21, 2017. The District covenants and agrees as follows:

**SECTION 1. Purpose of the Disclosure Certificate.** This Disclosure Certificate is being executed and delivered by the District for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist the Participating Underwriter in complying with Securities and Exchange Commission Rule 15c2-12(b)(5).

**SECTION 2. Definitions.** In addition to the definitions set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

“Annual Report” shall mean any Annual Report provided by the District pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

“Beneficial Owner” shall mean any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Bonds for federal income tax purposes.

“Dissemination Agent” shall mean initially the District, or any successor Dissemination Agent designated in writing by the District (which may be the District) and which has filed with the District a written acceptance of such designation.

“Holders” shall mean registered owners of the Bonds.

“Listed Events” shall mean any of the events listed in Section 5(a) or Section 5(b) of this Disclosure Certificate.

“Official Statement” means that certain official statement, dated \_\_\_\_\_, 2017, relating to the offering and sale of the Bonds.

“Participating Underwriter” shall mean \_\_\_\_\_, as the original underwriter of the Bonds required to comply with the Rule in connection with the offering of the Bonds.

“Repository” shall mean, the Municipal Securities Rulemaking Board, which can be found at <http://emma.msrb.org/>, or any other repository of disclosure information that may be designated by the Securities and Exchange Commission as such for purposes of the Rule in the future.

“Rule” shall mean Rule 15c2-12(b)(5) adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

“State” shall mean the State of California.

SECTION 3. Provision of Annual Reports.

(a) The District shall, or shall cause the Dissemination Agent to, not later than nine months after the end of the District's fiscal year (presently ending June 30), commencing with the report for the 2016-17 fiscal year, provide to the Repository an Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; *provided* that the audited financial statements of the District may be submitted separately from the balance of the Annual Report and later than the date required above for the filing of the Annual Report if they are not available by that date. If the District's fiscal year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5(c).

(b) Not later than thirty (30) days (nor more than sixty (60) days) prior to said date the Dissemination Agent shall give notice to the District that the Annual Report shall be required to be filed in accordance with the terms of this Disclosure Certificate. Not later than fifteen (15) Business Days prior to said date, the District shall provide the Annual Report in a format suitable for reporting to the Repository to the Dissemination Agent (if other than the District). If the District is unable to provide to the Repository an Annual Report by the date required in subsection (a), the District shall send a timely notice to the Repository in substantially the form attached as Exhibit A with a copy to the Dissemination Agent. The Dissemination Agent shall not be required to file a Notice to Repository of Failure to File an Annual Report.

(c) The Dissemination Agent shall file a report with the District stating it has filed the Annual Report in accordance with its obligations hereunder, stating the date it was provided to the Repository.

SECTION 4. Content and Form of Annual Reports. (a) The District's Annual Report shall contain or include by reference the following:

1. The audited financial statements of the District for the prior fiscal year, prepared in accordance with generally accepted accounting principles as promulgated to apply to governmental entities from time to time by the Governmental Accounting Standards Board. If the District's audited financial statements are not available by the time the Annual Report is required to be filed pursuant to Section 3(a), the Annual Report shall contain unaudited financial statements in a format similar to the financial statements contained in the final Official Statement, and the audited financial statements shall be filed in the same manner as the Annual Report when they become available.

2. Material financial information and operating data with respect to the District of the type included in the Official Statement in the following categories (to the extent not included in the District's audited financial statements):

- (a) State funding received by the District for the last completed fiscal year;
- (b) average daily attendance of the District for the last completed fiscal year;
- (c) outstanding District indebtedness;
- (d) summary financial information on revenues, expenditures and fund balances for the District's general fund reflecting adopted budget for the current fiscal year;
- (e) assessed valuation of taxable property within the District for the current fiscal year; and

- (f) secured tax levy collections and delinquencies within the District for the last completed fiscal year, except to the extent the Teeter Plan, as adopted by Ventura County, applies to both the 1% general purpose *ad valorem* property tax levy and to the tax levy for general obligation bonds of the District.

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the District or related public entities, which have been submitted to the Repository or the Securities and Exchange Commission. If the document included by reference is a final official statement, it must be available from the Municipal Securities Rulemaking Board. The District shall clearly identify each such other document so included by reference.

- (b) The Annual Report shall be filed in an electronic format, and accompanied by identifying information, prescribed by the Municipal Securities Rulemaking Board.

**SECTION 5. Reporting of Significant Events.**

(a) Pursuant to the provisions of this Section 5(a), the District shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds in a timely manner not in excess of 10 business days after the occurrence of the event:

1. principal and interest payment delinquencies.
2. tender offers.
3. optional, contingent or unscheduled Bond calls.
4. defeasances.
5. rating changes.
6. adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, or Notices of Proposed Issue (IRS Form 5701-TEB).
7. unscheduled draws on the debt service reserves reflecting financial difficulties.
8. unscheduled draws on credit enhancement reflecting financial difficulties.
9. substitution of the credit or liquidity providers or their failure to perform.
10. bankruptcy, insolvency, receivership or similar event (within the meaning of the Rule) of the District. For the purposes of the event identified in this Section 5(a)(9), the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governmental body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

(b) Pursuant to the provisions of this Section 5(b), the District shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds, if material:

1. non-payment related defaults.
2. modifications to rights of Bondholders.
3. unless described under Section 5(a)(5) above, material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds.
4. release, substitution or sale of property securing repayment of the Bonds.
5. the consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms.
6. appointment of a successor or additional trustee or paying agent with respect to the Bonds or the change of name of such a trustee or paying agent.

(c) Whenever the District obtains knowledge of the occurrence of a Listed Event under Section 5(b) hereof, the District shall as soon as possible determine if such event would be material under applicable federal securities laws.

(d) If the District determines that knowledge of the occurrence of a Listed Event under Section 5(b) hereof would be material under applicable federal securities laws, the District shall (i) file a notice of such occurrence with the Repository in a timely manner not in excess of 10 business days after the occurrence of the event or (ii) provide notice of such reportable event to the Dissemination Agent in format suitable for filing with the Repository in a timely manner not in excess of 10 business days after the occurrence of the event. The Dissemination Agent shall have no duty to independently prepare or file any report of Listed Events. The Dissemination Agent may conclusively rely on the District's determination of materiality pursuant to Section 5(c).

SECTION 6. Termination of Reporting Obligation. The District's obligations under this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds. If such termination occurs prior to the final maturity of the Bonds, the District shall give notice of such termination in the same manner as for a Listed Event under Section 5(a) or Section 5(b), as applicable.

SECTION 7. Dissemination Agent. The District may, from time to time, appoint or engage a Dissemination Agent (or substitute Dissemination Agent) to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Agent, with or without appointing a successor Dissemination Agent. The Dissemination Agent may resign upon fifteen (15) days written notice to the District. Upon such resignation, the District shall act as its own Dissemination Agent until it appoints a successor. The Dissemination Agent shall not be responsible in any manner for the content of any notice or report prepared by the District pursuant to this Disclosure Certificate and shall not be responsible to verify the accuracy, completeness or materiality of any continuing disclosure information provided by the District. The District shall compensate the Dissemination Agent for its fees and expenses hereunder as agreed by the parties. Any entity succeeding to all or substantially all of the Dissemination Agent's

corporate trust business shall be the successor Dissemination Agent without the execution or filing of any paper or further act.

SECTION 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the District may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, provided that the following conditions are satisfied:

(a) If the amendment or waiver relates to the provisions of Sections 3(a), 4, 5(a) or 5(b), it may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature or status of an obligated person with respect to the Bonds, or the type of business conducted;

(b) The undertaking, as amended or taking into account such waiver, would, in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the original issuance of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances;

(c) The amendment or waiver does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Holders or Beneficial Owners of the Bonds; and

(d) No duties of the Dissemination Agent hereunder shall be amended without its written consent thereto.

In the event of any amendment or waiver of a provision of this Disclosure Certificate, the District shall describe such amendment in the next Annual Report, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver and its impact on the type (or in the case of a change of accounting principles, on the presentation) of financial information or operating data being presented by the District. In addition, if the amendment relates to the accounting principles to be followed in preparing financial statements, (i) notice of such change shall be given in the same manner as for a Listed Event under Section 5(a), and (ii) the Annual Report for the year in which the change is made should present a comparison (in narrative form and also, if feasible, in quantitative form) between the financial statements as prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

SECTION 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the District from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the District chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the District shall have no obligation under this Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

SECTION 10. Default. In the event of a failure of the District to comply with any provision of this Disclosure Certificate any Holder or Beneficial Owner of the Bonds may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an event of default under the Resolution, and the sole remedy under this Disclosure Certificate in the event of any failure of the District to comply with this Disclosure Certificate shall be an action to compel performance.

SECTION 11. Duties, Immunities and Liabilities of Dissemination Agent. The Dissemination Agent shall have only such duties as are specifically set forth in this Disclosure Certificate. The Dissemination Agent acts hereunder solely for the benefit of the District; this Disclosure Certificate shall confer no duties on the Dissemination Agent to the Participating Underwriter, the Holders and the Beneficial Owners. The District agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which it may incur arising out of or in the exercise or performance of its powers and duties hereunder, including the costs and expenses (including attorney's fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's gross negligence or willful misconduct. The obligations of the District under this Section shall survive resignation or removal of the Dissemination Agent and payment of the Bonds. The Dissemination Agent shall have no liability for the failure to report any event or any financial information as to which the District has not provided an information report in format suitable for filing with the Repository. The Dissemination Agent shall not be required to monitor or enforce the District's duty to comply with its continuing disclosure requirements hereunder.

SECTION 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the District, the Dissemination Agent, the Participating Underwriter and Holders and Beneficial Owners from time to time of the Bonds, and shall create no rights in any other person or entity.

Dated: \_\_\_\_\_, 2017

OAK PARK UNIFIED SCHOOL DISTRICT

By: \_\_\_\_\_

Martin Klauss  
Assistant Superintendent, Business and  
Administrative Services

**EXHIBIT A**

**NOTICE TO REPOSITORY OF FAILURE TO FILE ANNUAL REPORT**

Name of District: OAK PARK UNIFIED SCHOOL DISTRICT

Name of Bond Issue: Election of 2016 General Obligation Bonds, Series A

Date of Issuance: \_\_\_\_\_, 2017

NOTICE IS HEREBY GIVEN that the District has not provided an Annual Report with respect to the above-named Bonds as required by the Continuing Disclosure Certificate relating to the Bonds. The District anticipates that the Annual Report will be filed by \_\_\_\_\_.

Dated: \_\_\_\_\_

OAK PARK UNIFIED SCHOOL DISTRICT

By \_\_\_\_\_ [form only; no signature required]

## APPENDIX D

### GENERAL ECONOMIC AND DEMOGRAPHIC INFORMATION FOR VENTURA COUNTY

*The following information regarding Ventura County (the “County”) is included only for the purpose of supplying general information regarding the local community and economy. The Bonds are not a debt of the County. This material has been prepared by or excerpted from the sources as noted herein and has not been reviewed for accuracy by the District, Bond Counsel, the Underwriter or the Financial Advisor.*

#### General

**Ventura County.** The County is located in the southwestern portion of the State of California (the “State”). It is bordered by 42 miles of Pacific coastline on the west, Santa Barbara County to the northwest, Kern County to the north and Los Angeles County to the southeast. Approximately half of the County’s land mass is accounted for by the Los Padres National Forest and fertile agricultural valleys. The County has a strong economic base, with major industries including biotechnology, agriculture, electronics, mineral production, tourism and military testing and development. The County was formed in 1873 and there are ten incorporated cities within its borders. It is a general law county, governed by a five-member Board of Supervisors elected at large for four-year terms. The County seat is the City of Ventura.

#### Population

The following table shows the historical population figures for the County and State for the last 10 years.

#### POPULATION ESTIMATES 2007 through 2016 Ventura County and the State of California

<u>Year<sup>(1)</sup></u>	<u>Ventura County</u>	<u>State of California</u>
2007	803,572	36,399,676
2008	808,970	36,704,375
2009	815,284	36,966,713
2010 <sup>(2)</sup>	823,318	37,253,956
2011	829,511	37,536,835
2012	834,253	37,881,357
2013	840,867	38,239,207
2014	846,705	38,567,459
2015	850,491	38,907,642
2016	856,508	39,255,883

<sup>(1)</sup> As of January 1.

<sup>(2)</sup> As of April 1.

Source: 2010: U.S. Department of Commerce, Bureau of the Census, for April 1.

2007-09, 2011-16 (2000 and 2010 Demographic Research Unit Benchmark): California Department of Finance for January 1.

## Income

The following table summarizes per capita personal income for the County, the State and the United States for the past 10 years.

**PER CAPITA PERSONAL INCOME**  
**2006 through 2015**  
**Ventura County, State of California and United States**

<u>Year</u>	<u>Ventura County</u>	<u>State of California</u>	<u>United States</u>
2006	\$45,174	\$42,334	\$38,144
2007	46,989	43,692	39,821
2008	46,569	44,162	41,082
2009	44,704	42,224	39,376
2010	45,566	43,315	40,277
2011	47,679	45,820	42,453
2012	49,430	48,312	44,267
2013	49,619	48,471	44,462
2014	51,539	50,988	46,414
2015	54,155	53,741	48,112

Note: Per capital personal income is the total personal income divided by the total mid-year population estimates of the U.S. Bureau of the Census. Estimates for 2010 through 2015 reflect county population estimates available as of March 2016. All dollar estimates are in current dollars (not adjusted for inflation).

Source: U.S. Department of Commerce, Bureau of Economic Analysis.

[REMAINDER OF PAGE LEFT BLANK]

## Principal Employers

The following table lists the principal employers in the County.

### PRINCIPAL EMPLOYERS 2015 Ventura County

<u>Employer</u>	<u>Industry</u>	<u>Number of Employees</u>
United States Naval Base	National Security	14,547
Ventura County	Public Administration	8,721
Amgen, Inc.	Chemicals and Allied Products	5,095
Anthem, Inc. (previously Wellpoint, Inc.)	Services: Health	2,913
Simi Unified School District	Services: Education	2,436
Community Memorial Hospital	Services: Health	2,000
Conejo Unified School District	Services: Education	1,943
Ventura Unified School District	Services: Education	1,842
Dignity Health	Services: Health	1,805
Los Robles Regional Medical Center	Services: Health	1,700

*Source: County of Ventura Comprehensive Annual Financial Report, Fiscal Year Ended June 30, 2015.*

[REMAINDER OF PAGE LEFT BLANK]

## Employment

The following table summarizes the labor force, employment and unemployment figures for the years 2011 through 2015 for the the County, the State of California and the United States.

**LABOR FORCE, EMPLOYMENT AND UNEMPLOYMENT ANNUAL AVERAGES**  
**2011 through 2015<sup>(1)</sup>**  
**Ventura County, State of California, and United States**

<u>Year and Area</u>	<u>Labor Force</u>	<u>Employment<sup>(2)</sup></u>	<u>Unemployment<sup>(3)</sup></u>	<u>Unemployment Rate (%)</u>
<u>2011</u>				
Ventura County	436,500	392,300	44,200	10.1
State of California	18,415,100	16,258,100	2,157,000	11.7
United States	153,617,000	139,869,000	13,747,000	8.9
<u>2012</u>				
Ventura County	440,700	400,800	39,900	9.0
State of California	18,551,400	16,627,800	1,923,600	10.4
United States	154,975,000	142,469,000	12,506,000	8.1
<u>2013</u>				
Ventura County	434,900	401,100	33,800	7.8
State of California	18,670,100	17,001,000	1,669,000	8.9
United States	155,389,000	143,929,000	11,460,000	7.4
<u>2014</u>				
Ventura County	431,100	402,200	28,800	6.7
State of California	18,827,900	17,418,800	1,409,900	7.5
United States	155,922,000	146,305,000	9,617,000	6.2
<u>2015</u>				
Ventura County	429,800	405,300	24,400	5.7
State of California	18,891,800	17,798,600	1,183,200	6.2
United States	157,130,000	148,834,000	8,296,000	5.3

Note: Data is not seasonally adjusted.

(1) Annual averages, unless otherwise specified.

(2) Includes persons involved in labor-management trade disputes.

(3) The unemployment rate is computed from unrounded data; therefore, it may differ from rates computed from rounded figures in this table.

Source: U.S. Department of Labor – Bureau of Labor Statistics, California Employment Development Department. March 2015 Benchmark.

## Industry

The County is located in the Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area. The distribution of employment is presented in the following table for the calendar years 2011 through 2015. These figures are multi county-wide statistics and may not necessarily accurately reflect employment trends in the County.

### INDUSTRY EMPLOYMENT & LABOR FORCE ANNUAL AVERAGES 2011 through 2015 Ventura County (Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area)

<u>Category</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Total Farm	25,200	27,100	27,400	26,500	26,500
Total Nonfarm	277,400	282,200	288,700	292,900	294,800
Total Private	233,000	238,600	245,100	248,900	249,500
Goods Producing	43,200	42,900	43,800	45,600	45,600
Mining, Logging and Construction	12,600	13,100	13,800	15,000	15,200
Manufacturing	30,600	29,900	29,900	30,600	30,400
Nondurable Goods	11,800	11,700	11,800	12,000	11,700
Service Providing	234,200	239,300	245,000	247,300	249,200
Private Service Producing	189,800	195,700	201,400	203,300	203,900
Trade, Transportation and Utilities	54,300	55,700	57,200	58,000	58,200
Wholesale Trade	12,500	12,600	12,900	12,800	12,600
Retail Trade	36,300	37,300	38,500	39,200	39,700
Transportation, Warehousing and Utilities	5,500	5,700	5,900	6,000	6,000
Information	4,900	5,200	5,200	5,300	5,100
Financial Activities	20,400	19,600	18,900	18,700	17,800
Professional and Business Services	33,300	34,900	36,300	35,100	34,700
Educational and Health Services	36,300	38,200	40,400	41,600	42,700
Leisure and Hospitality	31,400	32,800	33,800	34,800	35,900
Other Services	9,200	9,400	9,700	9,800	9,600
Government	<u>44,400</u>	<u>43,600</u>	<u>43,600</u>	<u>44,000</u>	<u>45,300</u>
Total, All Industries	<u>302,600</u>	<u>309,300</u>	<u>316,200</u>	<u>319,400</u>	<u>321,300</u>

Note: The "Total, All Industries" data is not directly comparable to the employment data found herein.

Source: State of California, Employment Development Department, Labor Market Information Division, Average Labor Force and Industry Employment. March 2015 Benchmark.

## Commercial Activity

A summary of annual taxable sales for the County from 2010 through 2014 is shown in the following table.

**TAXABLE SALES  
2010 through 2014  
Ventura County  
(Dollars in Thousands)**

<u>Year</u>	<u>Retail Permits</u>	<u>Retail Stores Taxable Transactions</u>	<u>Total Permits</u>	<u>Total Taxable Transactions</u>
2010	14,134	\$7,546,960	22,422	\$10,225,488
2011	13,788	8,156,404	22,032	11,020,181
2012	13,992	8,700,010	22,206	11,958,260
2013	14,285	9,101,436	22,234	12,824,296
2014	14,903	9,401,053	22,851	13,366,628

Source: "Taxable Sales in California (Sales & Use Tax)," California Board of Equalization.

## Construction Activity

The annual building permit valuations and number of permits for new dwelling units issued from 2011 through 2015 for the County is shown in the following table.

**BUILDING PERMITS AND VALUATIONS  
2011 through 2015  
Ventura County  
(Dollars in Thousands)**

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Valuation					
Residential	\$133,052	\$141,951	\$313,570	\$344,552	\$374,014
Non-Residential	<u>210,583</u>	<u>108,292</u>	<u>147,467</u>	<u>150,140</u>	<u>189,936</u>
Total	\$343,635	\$250,243	\$461,037	\$494,692	\$563,950
Units					
Single Family	167	175	360	450	615
Multiple Family	<u>539</u>	<u>147</u>	<u>688</u>	<u>632</u>	<u>394</u>
Total	706	322	1,048	1,082	1,009

Note: Totals may not add to sum due to rounding.

Source: Construction Industry Research Board.

## APPENDIX E

### VENTURA COUNTY TREASURY POOL

*The following information concerning the Ventura County (the "County") Treasury Pool (the "Treasury Pool") has been provided by the Treasurer-Tax Collector of the County (the "Treasurer"), and has not been confirmed or verified by the District, the Financial Advisor or the Underwriter. Neither the District, the Financial Advisor nor the Underwriter has made an independent investigation of the investments in the Treasury Pool nor any assessment of the current County investment policy. The value of the various investments in the Treasury Pool will fluctuate on a daily basis as a result of a multitude of factors, including generally prevailing interest rates and other economic conditions. Additionally, the Treasurer may change the investment policy at any time. Therefore, there can be no assurance that the values of the various investments in the Treasury Pool will not vary significantly from the values described herein. Finally, neither the District, the Financial Advisor nor the Underwriter makes any representation as to the accuracy or adequacy of such information or as to the absence of material adverse changes in such information subsequent to the date hereof, or that the information contained is correct as of any time subsequent to its date. Further information may be obtained from the Treasurer at the following website: <http://www.ventura.org/ttc/>. However, the information presented on such website is not incorporated into this Official Statement by any reference.*

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.d. APPROVE REIMBURSEMENT RESOLUTION #17-05, DECLARING DISTRICT INTENT TO ADVANCE FUNDS FOR MEASURE S PROJECTS, TO BE REIMBURSED UPON ISSUANCE OF MEASURE S TAX-EXEMPT GENERAL OBLIGATION BONDS**

ACTION

**ISSUE:** Shall the Board approve Resolution #17-05, declaring the District’s intention to issue tax-exempt General Obligation bonds, and allowing the District to reimburse itself for advanced Project costs from the proceeds of the first series of Bonds issued under Measure S?

**BACKGROUND:** The District’s voters approved Measure S, a \$60,000,000 general obligation bond measure on the November 8, 2016 ballot. Measure S would permit the sale of bonds (the “Bonds”) to finance capital projects authorized thereby (the “Project(s)”). The District may elect to advance certain of its own funds toward the start of a Project. The District would advance funds on the knowledge that it could be reimbursed for amounts expended on such improvements from the subsequent sale of any Bonds. The Internal Revenue Code has certain requirements that need to be satisfied in order for a school district to reimburse itself for costs incurred for capital projects in advance of the sale of tax-exempt Bonds. In order to qualify for reimbursement of such costs from the proceeds of a Bond issue, the Board must adopt a resolution which satisfies all the requirements of the Internal Revenue Code within 60 days of the date on which the expenditures had been made.

The District’s bond counsel has prepared the attached resolution which complies with applicable requirements of the Internal Revenue Code and would allow the District to reimburse itself for such advanced Project costs from the proceeds of the first series of Bonds issued under Measure S. The adoption of this resolution does not obligate the District to ever advance its own funds toward Projects. The adoption of this resolution preserves the option for the Board to decide at a subsequent date whether or not it would be in the best interests of the District to allocate a portion of any Bond proceeds towards the reimbursement of the monies the District might spend in getting started on Projects to be funded from a future bond issuance.

There is a reference in this resolution to a \$15,000,000 Bond issue. The Internal Revenue Code obligates this resolution to include an estimated size of the borrowing from which the reimbursement will occur. The District is not required to maintain this \$15,000,000 amount. It is included to satisfy a legal requirement and constitutes only a rough estimate of the likely size of a Bond issue that the Board may consider. If the Board were to sell a larger or a smaller Bond, such decision would not adversely affect its ability to use a portion of the proceeds of such Bond to reimburse the District for these costs.

**ALTERNATIVES:**

1. Approve Resolution #17-05, declaring the District’s intention to issue tax-exempt General Obligation bonds, and allowing the District to reimburse itself for advanced Project costs from the proceeds of the first series of Bonds issued under Measure S.
2. Do not approve Approve Resolution #17-05.

BOARD MEETING, FEBRUARY 21, 2017  
**Approve Reimbursement Resolution #17-05, Declaring District Intent  
 To Advance and Reimburse Funds for Measure S Projects**  
 Page 2 of 2

**RECOMMENDATION:** Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
 Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

## REIMBURSEMENT RESOLUTION

### RESOLUTION NO. 17-05

#### RESOLUTION OF THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT REGARDING ITS INTENTION TO ISSUE TAX-EXEMPT GENERAL OBLIGATION BONDS

**WHEREAS**, the Oak Park Unified School District (the “District”) has passed a \$60,000,000 general obligation bond election on November 8, 2016 (“Measure S”); and

**WHEREAS**, the Board of Education of the District desires to finance the costs of acquiring, constructing, reconstruction and/or equipping of school facilities as provided in Exhibit B to the Election Resolution (the “Project”); and

**WHEREAS**, the District intends to finance the acquisition, construction, reconstruction and/or equipping of the Project or portions of the Project with the proceeds of the sale of general obligation bonds or other forms of debt, the interest on which is excluded from gross income for federal income tax purposes (the “Obligations”); and

**WHEREAS**, prior to the issuance of the Obligations, the District desires to incur certain capital expenditures (the “Expenditures”) with respect to the Project from available moneys of the District; and

**WHEREAS**, the Board of Education has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of the Obligations.

**NOW, THEREFORE, THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT DOES HEREBY RESOLVE, ORDER, AND DETERMINE AS FOLLOWS:**

**SECTION 1.** The District hereby states its intention to and reasonably expects to reimburse Project costs incurred prior to the issuance of the Obligations with proceeds of the Obligations. Exhibit B of the Election Resolution describes the general character, type, purpose, and function of the Project.

**SECTION 2.** The reasonably expected maximum principal amount of the Obligations is \$15,000,000.

**SECTION 3.** This resolution is being adopted not later than sixty (60) days after the payment of the original Expenditures (the “Expenditures Date” or “Expenditures Dates”).

**SECTION 4.** The District will make a reimbursement allocation, which is a written allocation that evidences the District’s use of proceeds of the Obligations to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. If both the District and a licensed architect or engineer certify that at least 5 years is necessary to complete construction of the Project, the maximum reimbursement period is changed

from 3 years to 5 years.

**SECTION 5.** Each Expenditure will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Obligations, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the District so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the District.

**SECTION 6.** This resolution is consistent with the budgetary and financial circumstances of the District, as of the date hereof. No moneys from sources other than the Obligations are, or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the District (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, this Board is not aware of the previous adoption of official intents by the District that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

**SECTION 7.** This resolution is adopted as official action of the District in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of District expenditures incurred prior to the date of issue of the Obligations.

**SECTION 8.** The limitations described in Section 3 and Section 4 do not apply to (a) costs of issuance of the Obligations, (b) an amount not in excess of the lesser of \$100,000 or five percent (5%) of the proceeds of the Obligations, or (c) any preliminary expenditures, such as architectural, engineering, surveying, soil testing, and similar costs other than land acquisition, site preparation, and similar costs incident to commencement of construction, not in excess of twenty percent (20%) of the aggregate issue price of the Obligations that finances the Project for which the preliminary expenditures were incurred.

**SECTION 9.** All the recitals in this resolution are true and correct and this Board of Education so finds, determines and represents.

**SECTION 10.** This Resolution shall take effect immediately upon its passage.

ADOPTED, SIGNED AND APPROVED this 21<sup>st</sup> day of February, 2017.

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION

By \_\_\_\_\_  
Board President

Attest:

\_\_\_\_\_  
Secretary



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.e. APPROVE PROCESS FOR RECRUITMENT AND APPOINTMENT OF AN OAK PARK CITIZENS' OVERSIGHT COMMITTEE MEMBER**

ACTION

**ISSUE:** Shall the Board of Education approve a process for appointment of members to the Oak Park Citizen's Oversight Committee (OPCOC) for the 2017-18 term?

**BACKGROUND:** At the end of the current 2016-17 term, all members of the 12-person Oak Park Citizen's Oversight Committee (OPCOC) will have completed their respective two-year terms. All of these members are eligible to serve another two-year term, and 7 of the incumbents have indicated their desire to continue to serve another two-year term from 07/01/17 to 06/30/19. Assuming the Board's re-appointment of these members, there are as many as 5 vacancies to be filled for the 2017-18 term. In order to avoid having all members term out simultaneously, it is recommended that the new members be appointed to serve an initial one-year term. As specified in the OPCOC bylaws, these members will be eligible for reappointment by the Board for a second and third two-year term.

In its most recent process for recruitment and appointment, the Board elected to advertize for qualified candidates and accept applications for membership. A Board sub-committee was appointed to paper-screen and interview candidates, and to return a recommendation for OPCOC appointments to the full Board for its action. Both effective and efficient, it is recommended that the Board continue this process. The precise timing of the recruitment and selection will be discussed at this evening's meeting, with a goal of appointing the new members not later than the Board's April meeting.

**ALTERNATIVES:**

1. Approve advertizing for qualified candidates and accept applications for OPCOC membership for the 2017-18 term.
2. Appoint a Board sub-committee to paper-screen and interview candidates, and return a recommendation for OPCOC appointments for Board action.
3. After discussion, identify and implement an alternate recruitment and selection process.

**RECOMMENDATION:** Alternative Nos. 1 and 2

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

## **OAK PARK UNIFIED SCHOOL DISTRICT APPLICATION FOR INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE**

The Board of Education of the Oak Park Unified School District is seeking qualified, interested individuals to serve on a committee of community leaders which will serve as the Independent Citizens' Oversight Committee ("COC") for the implementation of the District's Measures C6, R, and S school facilities bond programs, and Measure C parcel tax.

### **Proposition 39 Bond Elections**

The District's voters have previously approved bond authorizations known as Measure R in 2008, Measure C6 in 2006 and a parcel tax election (Measure C) in 2008.

On November 8, 2016, voters residing within the Oak Park Unified School District passed Measure S. Measure S is a \$60 million bond measure that authorizes funding for needed repairs, upgrades, and new construction projects to the District's schools. Proposition 39 required a 55% supermajority for approval; Measure S was passed by 63.5%.

### **Establishment of a Citizens' Oversight Committee**

After a bond authorized under Proposition 39 is passed, state law requires that the Oak Park Unified School District Board of Education appoint an Independent Citizens' Oversight Committee ("COC") to work with the District. The District has a COC and has expanded its power to include Measure S.

### **Committee Responsibilities**

In accordance with Education Code Section 15278(b), the Citizens' Oversight Committee shall:

- Inform the public concerning the District's expenditure of bond proceeds of Measure R, C6 and Measure S.
- Review expenditure reports produced by the District to ensure that Measure R, C6 and Measure S bond proceeds were expended only for the purposes set forth in Measure R, C6 and Measure S, respectively; and
- Present to the Board in public session, an annual written report outlining their activities and conclusions regarding the expenditure of bond proceeds of Measure R, C6 and S.

The Bylaws which govern the Citizens' Oversight Committee are attached to this Application.

### **Appointment of Committee Members**

All appointments will be made by the Board from applications submitted to the District. The Committee shall consist of at least seven (7) members appointed by the Board from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) member shall be the parent or guardian of a child enrolled in the District.
- One (1) member shall be both a parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the P.T.A. or a school site council.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers' association.
- Two (2) members of the community at-large.

### **Time Commitment and Term**

Initial appointments will be staggered, such that some of the initial appointees will be appointed to serve one full two-year term. The other initial appointments will serve a one-year term, but will be eligible for reappointment by the Board for a second and third two-year term.

### **Would You Be Interested in Serving?**

If you wish to serve on this important committee, please review the committee Bylaws for more information about the committee's role and responsibilities and complete the attached application. Completed applications should be sent to Oak Park Unified School District by **4:30 PM on (Insert Month/Day), 2017 to Oak Park Unified School District, 5801 Conifer Street, Oak Park, CA 91377.**

**OAK PARK UNIFIED SCHOOL DISTRICT  
APPLICATION FOR INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE**

*(Please Print or Type)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

FAX #: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Why do you want to serve on the Independent Citizens' Oversight Committee?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Do you have any special area of expertise or experience that you think would be helpful to the committee?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If you have served on other school district, city or community committees please list and briefly describe your role:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**I would be able to represent the following constituencies in the District:** *(check all that apply)*

- Business Representative** - Active in a business organization representing local business  
*Organization:* \_\_\_\_\_
- Senior Citizen Group Representative** - Active member in a senior citizens' organization.  
*Organization:* \_\_\_\_\_
- Taxpayer Organization Member** - Active in a bona fide taxpayers' association.  
*Organization:* \_\_\_\_\_
- Parent or Guardian of Child Enrolled in District.**  
*Child's Name and School:* \_\_\_\_\_  
*Child's Name and School:* \_\_\_\_\_
- Parent /Guardian of Child Enrolled in District & Active in a Parent-Teacher Organization**  
*Child's Name and School:* \_\_\_\_\_  
*Child's Name and School:* \_\_\_\_\_  
*Organization:* \_\_\_\_\_
- At-Large Community Member** – Resident of the Oak Park Community.  
*Name:* \_\_\_\_\_  
*Name:* \_\_\_\_\_

**Please note any additional information you feel should be considered as part of your application:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

1. Are you an employee of the District?\*
2. Are you a vendor, contractor, or consultant to the school district?\*
3. Do you have conflicts that would preclude your attending quarterly meetings?
4. Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Independent Citizens' Oversight Committee?\*
5. Are you willing to comply with the ethics code included in the bylaws?

YES	NO

(\*Employees, vendors, contractors, and consultants of the Oak Park Unified School District are prohibited by law from being members of the Citizens' Oversight Committee. Employment which could result in becoming a contractor or subcontractor to the district would also be a potential conflict.)

**Signature of Applicant**

All answers and statements in this document are true and complete to the best of my knowledge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Completed applications must be received at **Oak Park Unified School District, 5801 Conifer Street, Oak Park, CA 91377, no later than at 4:30 pm, (Insert Month/Day), 2017.** If you have any questions, please call Oak Park Unified School District at 818.735.3206.

It is the policy of the Oak Park Unified School District not to unlawfully discriminate on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, color, religion, marital status, age or mental or physical disability in the educational programs or activities which it operates.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.f. AUTHORIZE PROJECT TO BE FUNDED FROM BOND MEASURES R AND C6 – ART COURT AT OAK PARK HIGH SCHOOL**

ACTION

---

**ISSUE:** Shall the Board authorize the Art Court Project at Oak Park High School (OPHS) to be funded from Bond Measures R and C6?

**BACKGROUND:** OPHS has proposed construction of an art court, conceived as a covered outdoor learning workspace with college and industry level tools in the patio area adjacent to room C-9. The area is fenced, perfect for this outdoor studio concept. Within this proposed learning space, students will get first hand participation in major creative industrial concepts that will help them mature and find confidence in art and design which will enrich their lives about pathways in the highly technical, industrial and visual culture we live in.

The estimated cost for instructional equipment for this project is \$115,000, which includes five kilns (ceramic and glass) and related furniture, as well as prepping, finishing, and polishing equipment. The estimated cost for related construction work, including site electrical and gas utility upgrades is \$100,000. A 10% project contingency is recommended, for a total proposed budget of \$247,000. Proposed funding for the project is \$125,000 for instructional equipment, utilizing Measure C6 bond funds. Proposed funding of the construction work is \$112,000, to be paid from Measure R bond funds.

Staff is requesting the Board's authorization to proceed with obtaining formal quotes for the equipment and construction work related to this project. Once quotes have been received and analyzed, staff will return to the Board with a recommendation for award of contracts and authorization to proceed with equipment acquisition and installation, and related construction work.

**ALTERNATIVES:**

1. Authorize staff to proceed with the Art Court Project at Oak Park High School, obtaining formal quotes for equipment and construction and return to the Board with a recommendation for award of contracts, to be funded from Bond Measures R and C6.
2. Do not authorize staff to proceed with the Art Court Project.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

BOARD MEETING, FEBRUARY 21, 2017  
Authorize Project to be Funded from Bond  
Measures R and C6 – Art Court at Oak Park High School  
Page 2 of 2

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.g. APPROVE PURCHASE OF EQUIPMENT FROM MEASURE C6 BOND FUND – PHYSICAL EDUCATION AND ATHLETIC SAFETY EQUIPMENT FOR OAK PARK HIGH SCHOOL**

ACTION

**ISSUE:** Shall the Board approve the purchase of physical education and athletic safety equipment for Oak Park High School (OPHS), utilizing Measure C6 bond funds?

**BACKGROUND:** In its effort to make progress toward compliance with Title IX requirements, OPHS has added Girls’ Stunt as a new spring sport, approved by the CIF to create more opportunities for girls to compete in athletics. In order for OPHS to host Stunt competitions, safety mats are required, as they are placed on the gym floor to become the playing field for Stunt practices and competitive routines. As Stunt is a brand new sport, the team does not have funding available for the purchase of the mats. OPHS has requested the use of Measure C6 bond funds to acquire the necessary safety equipment.

As approved by Oak Park voters, Bond Measure C6 specifically provides that C6 bonds will be used “to acquire...school equipment...including for...Athletics...to improve school safety”. The accompanying quote provided by BSN Sports identifies the requested safety equipment and its cost. The total cost of the proposed purchase is \$7,174. It is recommended that the Board approve the purchase, to be funded from the Measure C6 bond fund.

- ALTERNATIVES:**
1. Approve the purchase of physical education and athletic safety equipment for Oak Park High School, in the amount of \$7,174, to be funded from the Measure C6 bond fund.
  2. Do not approve the purchase of physical education and athletic safety equipment for Oak Park High School.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



1180-A California Avenue  
CORONA, CA 92881  
Tel: 800-959-1844 Fax: 800-986-6275  
Visit us at www.bsnsports.com

Quote	
Cart #:	105560-
Purchase Order #:	Holding for PO
Cart Name:	AutoSave Cart
Quote Date:	09/24/2016
Quote Valid-to:	10/26/2016
Payment Terms:	NT30
Ship Via:	
Ordered By:	Jason Meskis

Contact Your Rep

Craig Clayton Email:cclayton@bsnsports.com | Phone:714-403-7861

**Sold to**  
**1930918**  
**OAK PARK HIGH SCHOOL**  
899 Kanan Rd  
OAK PARK CA 91377-3904  
USA

**Ship To**  
**1930918**  
**OAK PARK HIGH SCHOOL**  
Jason Meskis/cheerleading  
899 Kanan Rd  
OAK PARK CA 91377-3904  
USA

**Payer**  
**1930918**  
**OAK PARK HIGH SCHOOL**  
899 Kanan Rd  
OAK PARK CA 91377-3904  
USA

Item Description	Qty	Unit Price	Total
<b>Lightweight EZ Flex Mats 6' x 42'</b> Item # - NSPHG	9 EA	\$ 665.00	\$ 5,985.00
<b>Hook fastners</b> Item # - NSPHG	8 EA	\$ 35.00	\$ 280.00

Subtotal:	\$6,265.00
Other:	\$0.00
Freight:	\$438.55
Sales Tax:	\$469.88
Order Total:	\$7,173.43
Payment/Credit Applied:	\$0.00
<b>Order Total:</b>	<b>\$7,173.43</b>

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2. h. APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASE - LCD PROJECTOR REFRESH PROGRAM FOR 2016-17 SCHOOL YEAR**

ACTION

**ISSUE:** Shall the Board approve an LCD projector refresh program for the 2016-17 school year, to be funded from the Measure C6 bond fund?

**BACKGROUND:** The Board-approved Technology Roadmap, Three-Year Technology Plan, Measure C6 Five-Year Master Plan, and Needs Assessment Report, collectively outline the District’s plan for technology initiatives and equipment acquisition. Included in these projections is a refresh plan for replacing LCD projectors as they wear out and malfunction due to daily use. SMART boards, with their integrated or ceiling mounted LCD projectors, were installed over a rolling time frame beginning in 2007. Since then, many first generation integrated SMART LCD projectors have already been refreshed once, but classrooms with ceiling mounted non-SMART projectors (Casio branded) are now beginning to fail in increasing numbers due to prolonged use. We have found that LCD projectors are lasting between 5-7 years before needing replacement. Staff is requesting the Board’s approval of an LCD Projector refresh program for the 2016-17 school year, budgeting \$10,000 to replace approximately 10 projectors, to be funded from the Measure C6 bond fund.

- ALTERNATIVES:**
1. Approve an LCD projector refresh program for the 2016-17 school year, budgeted at \$10,000 to replace approximately 10 projectors, to be funded from the Measure C6 bond fund.
  2. Do not approve the LCD projector refresh program.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information Systems  
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.2.i. APPROVE MEASURE C6 BOND FUND CLASSROOM TECHNOLOGY EQUIPMENT PURCHASE – PROJECT 17-04C, CHROMEBOOK CARTS FOR OAK PARK HIGH SCHOOL**

ACTION

**ISSUE:** Shall the Board approve the purchase of classroom technology equipment, funded from Measure C6 bond funds, Project 17-04C, Chromebook Carts for Oak Park High School, consistent with the board-approved technology plans and as recommended by the OPUSD Technology Committee?

**BACKGROUND:** The Board-approved Technology Roadmap, Three-Year Technology Plan, Measure C6 Five-Year Master Plan, and Needs Assessment Report, collectively outline the District’s plan for technology initiatives and equipment acquisition. The OPUSD Technology Committee reviewed these guiding documents and the attached request received from Oak Park High School to address the site’s pressing technology needs. After careful consideration, the Committee recommends the Board’s approval for the purchase of this classroom technology equipment, to be funded from the Measure C6 bond fund. As approved by Oak Park voters, Bond Measure C6 specifically authorizes expenditures “to replace aging school equipment...and provide up-to-date educational technology”.

- ALTERNATIVES:**
1. Approve Project 17-04C, purchase of five (5) Chromebook carts (36 Chromebooks, 1 mobile charging cart) and related equipment for school departmental-level use at Oak Park High School, and six (6) MacBooks for the Special Education aides, in the total amount of \$96,000, plus applicable sales tax and shipping, to be funded from the Measure C6 bond fund.
  2. Do not approve the purchase of technology equipment.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information Systems  
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

## **Technology Resource Request Form**

The following form should be completed by a site or district level administrator and submitted to the District Technology Committee to request the expenditures of district funds (not site based funds) to purchase new technology equipment, software, or services to be used at their school site.

**1) Name of Administrator:** Kevin Buchanan, OPHS Principal

**2) Date Submitted:** 2/13/2017

**3) Describe specific equipment and or software/service requested (include quantities):**

- Five Chromebook carts (each cart with 36 Chromebooks plus 4 spares), for a total of 200 Chromebooks)
- Six MacBook laptops

OPHS Tech Lites met on Thursday, February 9, 2017 to discuss the allocation and process for requested technology resources. The OPHS Tech Team recommends using our OPHS Tech Team to conduct a collaborative process that is equitable, provides evidence of need, and considers current technology usage and implementation.

- a) OPHS admin has received requests for Chromebook carts and other tech resources including laptops, printers, and scanners from Social Science, Science, Foreign Language, Special Education, and individual teachers
- b) The SpEd Instructional Aides have requested devices, preferably MacBooks to support students in the General Education classrooms
- c) OPHS and District Administration have a strong interest in increasing the availability of Chromebooks to the math department to expand the use of SBAC assessment tools with students

**4) Describe the program(s), grade levels, students, etc. impacted by this technology acquisition and how it will be used to enhance instruction.**

OPHS requests five Chromebook carts and six MacBooks for the SpEd Instructional Aides. It is the recommendation of the OPHS Tech Lite team that these anticipated technology resources be allocated as follows:

- a) One set to Foreign Languages to enable students in French, Chinese, Spanish and ASL to have access to Google Classroom and Google Apps in Foreign Language Classrooms
- b) One set to Social Science to supplement the shared cart and to give increased access to the students to the lessons teachers are using in Google Classroom
- c) One set to Science to get the department closer to its one-to-one goal and to support NGSS activities and science practices

- d) One set to Math Department to increase student and teacher access to EADMS or SBAC type assessments and to enable teachers to incorporate more Google Classroom activities across the department
- e) One set to SpEd to provide students with access in study skills classes to the technology they are using in the general education classrooms.
- f) MacBooks for full time Instructional Aides to enable them to follow students throughout the day and support their accommodations and Instructional program
- g) Submit a Special Funding Request to the OPHS PFA for a Scanner for SpEd department to enable confidential documents to be scanned and printed in private.
- h) The District does not currently supply printers, and the PFA does not fund printers for individual teachers, nor does the site budget allow for it, so the networked copier machines in the F, E, C, G, and B buildings can accommodate teacher printing.

**5) Describe any pre-existing resources, technologies, which this technology will replace, refresh, or augment.**

These devices will augment our current Chromebooks and allow greater access to the technology throughout campus and across the high school curriculum. Currently, the HS has four shared Chromebook carts that may be checked out by anyone at the high school. By augmenting this with additional Chromebook carts that can be earmarked for specific departments, the departments that have traditionally used less technology can be assured of more regular access to such technology and begin offering different types of student centered instruction via technology that have not been prevalent in the past.

**6) Provide an estimate of the total cost of acquiring this technology resource.**

- Five (5) Chromebook carts x \$17,000 each cart = \$85,000
- Six (6) MacBooks x \$1800 = \$10,800

Total request = approx. \$96,000

**7) Identify who will be responsible to manage and take care of this equipment once it is received and put into operation.**

OPHS Teachers and OPHS Tech Lites will be responsible to manage and take care of this equipment once it is received and put into operation.

**8) What is the requested time frame for acquiring these resources?**

Immediately, as soon as possible.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.3.a. APPROVE RESOLUTION RELEASE TEMPORARY # 17-06  
CERTIFICATED EMPLOYEES**

ACTION

**ISSUE:** Should the Board of Education approve Resolution #17-06 Release Temporary Certificated Employees?

**BACKGROUND:** In considering needs for the 2017-2018 school year, it has been determined that, at this time, staffing must be reduced. In order to comply with Education Code Section 44955 temporary employees must be released pursuant to Education Code Section 44954. The Resolution authorizes staff to proceed with the release process for employees on temporary contracts.

**ALTERNATIVES:**

1. Approve Resolution #17-06 Release Temporary Certificated Employees
2. Do not approve Resolution #17-06 Release Temporary Certificated Employees

**RECOMMENDATION:** Alternative #1

Respectfully Submitted:

\_\_\_\_\_  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**BEFORE THE BOARD OF EDUCATION OF THE  
OAK PARK UNIFIED SCHOOL DISTRICT  
COUNTY OF VENTURA, STATE OF CALIFORNIA**

**RESOLUTION NO. 17-06**

**RESOLUTION REGARDING NON-REELECTION AND RELEASE FROM  
EMPLOYMENT OF TEMPORARY CERTIFICATED EMPLOYEES**

**WHEREAS**, Education Code section 44954 authorizes the Governing Board to give notice before the end of the school year to any temporary certificated employee who will serve at least 75 percent of the number of days the regular schools of the district are maintained of the Governing Board's decision not to reelect the employee for the next succeeding school year; and

**WHEREAS**, the employees whose names are listed on the attached Exhibit A are temporary certificated employees who have been employed during the 2016-17 school year; and

**WHEREAS**, the Board has received a recommendation from the District Superintendent or the Superintendent's designee not to reelect the employees whose names are listed on Exhibit A; and

**WHEREAS**, the Board has discussed the recommendation made by the District Superintendent and concurs in that recommendation;

**THEREFORE, BE IT RESOLVED** that the Governing Board of the Oak Park Unified School District hereby authorizes the District Superintendent or the Superintendent's designee to notify the employees named on Exhibit A of this Board's decision not to reelect them for the 2017-18 school year in accordance with the requirements of Education Code section 44954. The District Superintendent or the

Superintendent's designee is further authorized to take any other actions necessary to consummate the intent of this Resolution.

**THE FOREGOING RESOLUTION** was adopted at a regular meeting of the Governing Board of the Oak Park Unified School District held this 21st day of February, 2017, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

---

President Board of Education of the  
Oak Park Unified School District

I, Denise Helfsetin, Clerk of the Board of Education of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on February 21, 2017.

---

Clerk, Board of Education of the  
Oak Park Unified School District

**ATTACHMENT A**

**RESOLUTION REGARDING NON-REELECTION AND RELEASE FROM  
EMPLOYMENT OF TEMPORARY CERTIFICATED EMPLOYEES**

# 1-9

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.3.b. APPROVE RESOLUTION #17-07 - DETERMINATION OF SENIORITY AMOUNG EMPLOYEES WITH THE SAME SENIORITY DATE (“TIE BREAKER RESOLUTION”)**

ACTION

**ISSUE:** Should the Board of Education approve Resolution #17-07 Determination of Seniority for Employees with the same Seniority Date (“Tie Breaker Resolution”)?

**BACKGROUND:** In order to determine seniority among employees with the same first day of paid service in a probationary position, the attached resolution has been prepared by staff and legal counsel to determine the seniority of certificated staff having the same first day of paid service in a probationary position with the district.

**ALTERNATIVES:** 1. Approve Resolution #17-07 - Determination of Seniority for Employees with the same Seniority Date (“Tie Breaker Resolution”).  
 2. Do not approve Resolution #17-07 - Determination of Seniority for Employees with the same Seniority Date (“Tie Breaker Resolution”).

**RECOMMENDATION:** Alternative #1

Respectfully Submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**BEFORE THE GOVERNING BOARD OF THE  
OAK PARK UNIFIED SCHOOL DISTRICT  
COUNTY OF VENTURA, STATE OF CALIFORNIA**

**RESOLUTION NO. 17-07**

**DETERMINATION OF SENIORITY AMONG CERTIFICATED EMPLOYEES WITH THE SAME  
SENIORITY DATE (“Tie-Breaker Resolution”)**

**WHEREAS**, pursuant to Education Code Section 44955, the Board is required, as between employees who first rendered paid service to the District on the same date, to determine the order of termination solely on the basis of the needs of the District and its students; and

**WHEREAS**, Education Code Section 44955 requires that upon the request of any employee whose order of termination is determined as stated above, the governing board shall furnish in writing no later than five days prior to the commencement of the hearing held in accordance with Section 44949, a statement of the specific criteria used in determining the order of termination and the application of the criteria in ranking each employee relative to the other employees in the group.

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

1. That this Board determines that the needs of the District and the students of this District are best served by resolving seniority ties within the meaning of Education Code Sections 44955, subdivision (b) (third paragraph) and Section 44846, by applying the criteria set forth in paragraphs 4 through 21 below;
2. That as between employees who first rendered paid service to the district in a probationary position on the same date, the order of termination of said employees shall be determined by reference to the criteria which follow and the application thereof to each employee;
3. That the criteria set forth in paragraphs 4 through 21 below are listed in priority order and each criterion shall be used only if the preceding criteria do not delineate the order of termination;
4. As between certificated employees possessing the same seniority date as defined in Education Code Section 44845, and who possess a clear professional, standard, or general teaching credential, as opposed to employee’s possessing only a preliminary credential, intern credential, a short-term staff permit (STSP), a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential, the employees possessing a clear professional, standard, or general teaching credential, will be regarded as having greater seniority for purposes of determining seniority order;
5. Assuming that the preceding paragraph does not resolve all ties between employees having the same seniority date, then employees only possessing a preliminary credential will be regarded as having greater seniority for purposes of determining seniority order than employees possessing only an intern credential, a short-term staff permit (STSP), a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential;
6. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only an intern credential, will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a short-term staff permit (STSP), a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential;

7. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only a short-term staff permit (STSP), will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential;
8. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only a Provisional Intern Permit (PIP), will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a waiver, or a designated subject career technical education credential;
9. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only a waiver, will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a designated subject career technical education credential;
10. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing a designated subject career technical education credential, will be ranked lower than employees possessing the credential documents set forth in paragraphs 4 through 9.
11. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees who are No Child Left Behind (NCLB) compliant in the subject matter they are teaching, if applicable, will be regarded as having greater seniority for purposes of determining seniority order than certificated employees who are not NCLB compliant. NCLB can be achieved by exam, coursework or High Objective Uniform State Standard of Evaluation (HOUSSE);
12. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing the appropriate English Language (EL) authorization to teach English Language Learners will be regarded as having greater seniority for purposes of determining seniority order than certificated employees not having certification/authorization to teach English Language Learners;
13. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing multiple subject matter authorizations and supplemental authorization on credentials will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only multiple subject matter authorizations (ranked by number of subject matter authorizations). Similarly, certificated employees possessing multiple authorizations on credentials will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only single authorization credentials and multiple supplemental authorizations. Similarly, certificated employees possessing single authorization credentials and multiple supplemental authorizations will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only a single authorization and single supplemental authorizations. Similarly, certificated employees possessing a single authorization and single supplemental authorization will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only a single authorization on credentials.
14. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with the following subject matter authorizations, in order of preference, will be regarded as having greater seniority for purposes of determining seniority order:

- (a) Speech and Language
- (b) Special Education with mild to moderate and moderate to severe authorizations
- (c) Special Education with mild to moderate authorization
- (d) Special Education with moderate to severe authorization
- (e) Mathematics
- (f) Chemistry
- (g) Physics
- (h) Geosciences
- (i) Biological sciences
- (j) Foreign Languages
- (k) Fine Arts
- (l) English
- (m) Social Sciences/Social Studies
- (n) History
- (o) Business/Computer Education
- (p) Multiple Subjects
- (q) Physical Education
- (r) Designated Subjects Vocational Education
- (s) Pupil Personnel Services - Counseling
- (t) Pupil Personnel Services - Psychologist
- (u) Early Childhood Education Specialist
- (v) Pupil Personnel Services, Nursing
- (w) Librarian

15. Assuming that the preceding paragraphs do not resolve all ties between certificated employees having the same seniority date, then certificated employees will be ranked by verified years of certificated employee experience as determined by actual step placement on the District Certificated Salary Schedule(s) starting with the greatest number of years to the least number of years.
16. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with a Ph.D. /Ed.D from an accredited institution of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a master's degree from an accredited institution of higher education. Similarly, employees with a master's degree from an accredited institution of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing two bachelor's degrees. Similarly, employees with two bachelor's degrees from an accredited institution of higher education will be regarded as having greater seniority for purposes of determining seniority than employees possessing a single bachelor's degree from an accredited institution of higher education.
17. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with double majors on their transcripts from accredited institutions of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a single major and two minors on their transcripts from accredited institutions of higher education. Similarly, employees with a single major and two minors on their transcripts from accredited institutions of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a single major and single minor on their transcripts from an accredited institution of higher education. Similarly, employees with a single major and single minor on their transcripts from accredited institutions of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a single major on their transcripts from an accredited institution of higher education.

18. Assuming that the preceding paragraphs do not resolve all ties between certificated employees having the same seniority date then certificated employees will be ranked by total semester credits earned at an accredited institution of higher education starting with the greatest number of credits to the least number of credits.
19. Assuming that the preceding paragraphs do not resolve all ties between certificated employees having the same seniority date then certificated employees will be ranked by total semester credits earned at an accredited institution of higher education after earning a bachelor's degree starting with the greatest number of credits to the least number of credits.
20. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with demonstrated experience supervising or being responsible for school sponsored extra curricular activities will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having no experience supervising school sponsored extra curricular activities.
21. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then certificated employees with undergraduate majors in the following subject matter areas, in order of preference, will be regarded as having greater seniority for purposes of determining seniority order:
  - (a) Speech and Language
  - (b) Special Education with mild to moderate and moderate to severe authorizations
  - (c) Special Education with mild to moderate authorization
  - (d) Special Education with moderate to severe authorization
  - (e) Mathematics
  - (f) Chemistry
  - (g) Physics
  - (h) Geosciences
  - (i) Biological sciences
  - (j) Foreign Languages
  - (k) Fine Arts
  - (l) English
  - (m) Social Sciences/Social Studies
  - (n) History
  - (o) Business/Computer Education
  - (p) Multiple Subjects
  - (q) Physical Education
  - (r) Designated Subjects Vocational Education
  - (s) Pupil Personnel Services - Counseling
  - (t) Pupil Personnel Services - Psychologist
  - (u) Early Childhood Education Specialist
  - (v) Pupil Personnel Services, Nursing
  - (w) Librarian

Such criteria shall be applied to rank the order of individuals for purposes of layoff and reemployment, subject to exceptions allowed by law.

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 21<sup>st</sup> day of February, 2017 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

---

President, Governing Board of the  
Oak Park Unified School District

I, Denise Helfstein, Clerk of the Governing Board of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its special meeting held on February 21, 2017.

---

Clerk, Governing Board of the  
Oak Park Unified School District

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.3. c. APPROVE RESOLUTION #17-08 REDUCING OR DISCONTINUING PARTICULAR KINDS OF SERVICE**

ACTION

**ISSUE:** Should the Board of Education approve Resolution #17-08 Reducing or Discontinuing Particular Kinds of Service?

**BACKGROUND:** In considering needs for the 2017-2018 school year, it has been determined that, at this time, staffing must be reduced.

**ALTERNATIVES:** 1. Approve Resolution #17-08 Reducing or Discontinuing Particular Kinds of Service?  
2. Do not approve Resolution #17-08 Reducing or Discontinuing Particular Kinds of Service?

**RECOMMENDATION:** Alternative #1

Respectfully Submitted:

\_\_\_\_\_  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION OF INTENTION TO DISMISS  
CERTIFICATED EMPLOYEES  
Resolution Number: #17-08

WHEREAS, the Governing Board of the Oak Park Unified School District ("District") has determined that it shall be necessary to reduce or discontinue the particular kinds of services of the District as itemized in Exhibit "A" at the close of the current school year; and

WHEREAS, it shall be necessary at the end of the 2016-2017 school year to terminate the employment of certain certificated employees of the District as a result of this reduction or discontinuance in particular kinds of services;

THEREFORE, BE IT RESOLVED that the Superintendent is directed to send appropriate notices to all employees whose services shall be terminated by virtue of this action. Nothing herein shall be deemed to confer any status or rights upon temporary or categorically funded project certificated employees in addition to those specifically granted to them by statute;

BE IT FURTHER RESOLVED that, for the purposes of assignment and reassignment effectuated as a result of this reduction of services, it is necessary to retain certificated employees competent and qualified to teach alternative education. Thus, in order for a certificated employee to displace a less senior certificated employee currently serving in an alternative education setting, the certificated employee must have served the District for one complete school year in the last five school in an alternative education setting, Service during the 2016-2017 school year shall constitute one year of service to this criteria.

BE IT FURTHER RESOLVED that, for the purposes of assignment and reassignment effectuated as a result of this reduction of services, it is necessary to retain certificated employees competent and qualified to teach physical education. Thus, in order for a certificated employee to displace a less senior employee currently serving as a physical education teacher, the certificated employee must have served the District for one complete school year in the last five school year as a physical education teacher providing instruction in general, non-specific physical education curriculum. Service during the 2016-2017 school year shall constitute one year of service relative to this criteria.

Adopted by the Governing Board of the Oak Park Unified School District this 21<sup>st</sup> day of February, 2017.

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSENT: \_\_\_\_\_

OAK PARK UNIFIED SCHOOL DISTRICT  
GOVERNING BOARD

\_\_\_\_\_  
President, Governing Board

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.3.d. APPROVE RESOLUTION #17-09 REGARDING ADMINISTRATIVE RELEASE AND REASSIGNMENT**

ACTION

**ISSUE:** Should the Board of Education approve Resolution #17-09 authorizing Administrative Release and Reassignment?

**BACKGROUND:** Due to lack of funds certificated administrative employees may be released from his/her position and reassigned and/or have their work year reduced, and/or have their compensation reduced.

- ALTERNATIVES:**
1. Approve Resolution #17-09 authorizing Administrative Release and Reassignment.
  2. Disapprove Resolution #17-09 authorizing Administrative Release and Reassignment.

**RECOMMENDATION:** Alternative #1

Respectfully Submitted:

\_\_\_\_\_  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

BEFORE THE GOVERNING BOARD OF THE  
OAK PARK UNIFIED SCHOOL DISTRICT  
VENTURA COUNTY, CALIFORNIA

RESOLUTION NO. 17-09

Possible Release and	)	RESOLUTION OF POSSIBLE
Reassignment of Administrator	)	RELEASE AND REASSIGNMENT
	)	OF CERTIFICATED
	)	ADMINISTRATIVE EMPLOYEE
	)	(Ed. Code § 44951)
_____	)	

WHEREAS, Education Code Section 44951 authorizes this Board to give notice on or before March 15th to any administrative employee holding a position requiring an administrative or supervisory credential that he or she may be released from his or her position for the following school year;

WHEREAS, the employee whose name is listed on Exhibit A attached hereto is an administrative certificated employee who has been employed for the 2016-2017 fiscal year;

WHEREAS, the Board has received a recommendation from the District Superintendent, or other appropriate District administrator, that it may be necessary to release the employee listed on Exhibit A from his or her administrative position and reassign the individual for the 2017-2018 school year; and

WHEREAS, the Board has discussed the recommendation provided by the administration and concurs.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Oak Park Unified School District hereby authorizes the District Superintendent or the Superintendent's designee to notify the employee named on Exhibit A attached hereto that he or she may be released from his or her administrative position effective at the end of the 2016-2017 school year and reassigned for the 2017-2018 school year. The District

Superintendent or Superintendent's designee is further authorized to take any other actions necessary to consummate the intent of this Resolution, including notification to the affected employee of his or her assignment for the ensuing school year.

THE FOREGOING RESOLUTION was adopted by the Governing Board of the Oak Park Unified School District of Ventura County, California, at a regularly scheduled meeting of the Governing Board held on February 21, 2017, by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

Dated: February 21, 2017

---

President  
Board of Trustees  
Oak Park Unified School District  
Ventura County, California

CERTIFIED AS A TRUE AND CORRECT COPY:

---

Clerk  
Board of Trustees



## **Rationale for Proposed Revision to OPHS Physical Education Requirements**

*OPUSD BP 6142.7(c) The Superintendent or designee may grant an exemption from physical education under the following special circumstances: The student is in a high school and engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. (Education Code 51242)*

*CA Education Code 51242 The governing board of a school district may exempt any four-year or senior high school pupil from attending courses of physical education, if the pupil is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours.*

### **Proposal – Amend the PE Exemption to include ninth grade students engaged in Marching Band, Cheerleading, and Dance Team.**

In November 2015, the OPUSD Governing Board approved a proposal that allowed ninth grade students to be exempt from attending P.E. courses if they are engaged in regular school-sponsored interscholastic athletic programs. At the time, members of the Board indicated that this exemption might be extended to students in Marching Band, Cheerleading and Dance Team. The initial proposal narrowly defined an “*interscholastic athletic program*” as a sport that is approved by the California Interscholastic Federation (CIF). Further research indicates that CIF is not the only indicator of what qualifies as an “*interscholastic athletic program*”. This narrow definition can be expanded to include other competitive interscholastic physical endeavors, and it is common practice to allow students in competitive Marching Bands and cheerleading squads to receive the same exemption as students in sports teams.

Similar to students in sports, students in cheerleading and marching band spend up to 2½ hours per day and many hours weekly drilling, practicing, and performing. Add this to the 1½ hours every other day of PE and this becomes up to and sometimes over four hours of strenuous exercise that can leave students too tired for the considerable additional academic homework awaiting them at home. This proposal strikes an appropriate balance between physical activity and academic work, so that students can perform better in both, and demonstrates that our District puts students' academic success and social/emotional well-being at the forefront of its policy.

This proposal does not request a change to high school graduation requirements, and is supporting multiple *District Moral Imperatives* objectives, LCAP priorities, and WASC Action Plan goals regarding the reduction of student stress. Students will still be required to take and pass the California Physical Fitness Test (CPFT) before receiving PE credit toward the graduation requirement.

### **IMPACT**

One of the unintended consequences of the policy approved last year was that many incoming ninth grade students chose not to enroll in Marching Band preferring instead to sign up for sports to earn the PE exemption. Last year only seven of the 25 incoming music students signed up for the marching band. This coming school year we have approximately 60-70 incoming ninth grade students who may be eligible for marching band and should this trend be repeated we will see an overall decrease in our marching band enrollment. This would be a serious impediment to a program that has grown in popularity and quality in the last three years. Even so, the band still

won the Apricot Cup awarded to the best performing group at the Moorpark Country Days Parade, and they took home their first trophy at the Moorpark Battle of the Bands Competition. This is huge progress for the band to win a third place trophy in competition against schools with decades of established band tradition.

We expect no impact to PE staffing as a result of this proposal other than some reduced class sizes in the current PE classes. Not all the music students want to take band but those who do would be able to and still take an elective without having to take PE during the band season.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.4. b. DEVELOPMENT OF 2017-18 LOCAL CONTROL ACCOUNTABILITY PLAN**  
**DISCUSSION**

---

**ISSUE:** Shall the Board review and discuss the process, requirements, and proposed schedule for the development of the District's 2017-18 Local Control and Accountability Plan?

**BACKGROUND:** Effective with the State's 2013-14 adopted budget, the former K-12 finance system was eliminated, replaced with the new Local Control Funding Formula (LCFF), which now includes base, supplemental, and concentration grants as the basis for school funding. Enacted into law in conjunction with LCFF, school districts and County Offices of Education are also required to develop, adopt, and annually update a Local Control and Accountability Plan (LCAP), using a form prescribed by the California State Board of Education (SBE). The LCAP identifies how each individual school district plans to develop and address local priorities, consistent with 8 state-mandated focus areas, and how those priorities are reflected the district's annual adopted budget.

At this evening's meeting, staff will review the LCAP process and its requirements, and layout the proposed schedule for the development of the District's 2017-18 Local Control and Accountability Plan.

**RECOMMENDATION:** None – information and discussion only.

Prepared by: Dr. Jay Greenlinger, Director, Curriculum and Instruction  
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources and Curriculum  
Barbara Dickerson, Director, Fiscal Services  
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

---

Anthony W. Knight, Ed.D.  
Superintendent

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.5.a. APPROVE DATE CHANGES FOR JUNE BOARD MEETINGS**  
**ACTION**

---

**ISSUE:** Shall the Board approve date changes for the Board Meetings in May and June?

**BACKGROUND:** The Superintendent has requested the Board reschedule the two June Board Meetings to accommodate a schedule conflict. Staff is recommending changing the Budget Study Session to Tuesday, June 13, 2017 and the Regular Board Meeting to Tuesday, June 20, 2017.

- ALTERNATIVES:**
1. Approve the date changes for the June Board Meetings.
  2. Do not approve the date changes for the June Board Meetings
  3. Choose another date in for the June Board Meetings.

**RECOMMENDATION:** Alternative #1

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.5.b. APPROVE 2017 CSBA DELEGATE ASSEMBLY  
ELECTION OF CANDIDATES**

ACTION

**ISSUE:** Shall the Board of Education elect two representatives to CSBA's Delegate Assembly?

**STATEMENT:** There are two vacancies for the 2017 Delegate Assembly Ballot Region/Subregion 11B and there are five candidates as follows. OPUSD may vote for two of the five candidates on one ballot and it must be returned to CSBA postmarked on or before March 15, 2017. Voting instructions, ballot, and biographical sketches for each of the candidates are attached.

William Daniels (Simi Valley USD)  
Dennis O'Leary (Oxnard USD)  
Kelsey Stewart (Santa Paula USD)  
Christina(Tina) Urias (Santa Paula USD)\*  
John Walker (Ventura USD)\*

\*denotes incumbent

The names of newly elected delegates will be published and disseminated to the membership by April 3.

**ACTION:** Move to cast our vote for \_\_\_\_\_, and \_\_\_\_\_ as representatives to the CSBA Delegate Assembly for Region/Subregion 11B.

Respectfully submitted,

\_\_\_\_\_  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



California School Boards Association

***TIME SENSITIVE, REQUIRES BOARD ACTION  
DEADLINE Wednesday, March 15, 2017***

January 31, 2017

**MEMORANDUM**

To: All Board Presidents and Superintendents  
CSBA Member Boards of Education

From: Susan Henry, President

Re: 2017 CSBA Delegate Assembly Election  
U.S. Postmark Deadline – Wednesday, March 15, 2017

---

Enclosed is the ballot material for election of a representative to the CSBA Delegate Assembly from your region or subregion. The material consists of the ballot (on red paper), required candidate biographical sketch form, and if submitted, résumé for each candidate. In addition, we are including a “copy” of the ballot on white paper so that it may be included in board agenda packets, if you choose to do so. **Only the ballot on red paper is to be completed and returned.**

The board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies in the region or subregion, the board may vote for up to three individuals. Regardless of the number of vacancies, each board may cast no more than one vote for any one candidate. (The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.)

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district’s stationery; please write **DELEGATE ELECTION** prominently on the envelope with the region or subregion number on the bottom left corner. **Ballots must be postmarked by the U.S. Post Office on or before Wednesday, March 15, 2017. No exceptions are allowed.**

Election results will be posted on CSBA’s web site no later than Monday, April 3. If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019. The next meeting of the Delegate Assembly is on Saturday, May 20 – Sunday, May 21 at the Hyatt Regency in Sacramento.

Please do not hesitate to the Executive Office at (800) 266-3382 should you have any questions. Thank you.

**REQUIRES BOARD ACTION**

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **WEDNESDAY, MARCH 15, 2017**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2017 DELEGATE ASSEMBLY BALLOT  
SUBREGION 11-B  
(Ventura County)

Number of vacancies: 2 (Vote for no more than 2 candidates)

---

*Delegates will serve two-year terms beginning April 1, 2017 – March 31, 2019*

*\*denotes incumbent*

- William Daniels (Simi Valley USD)
- Denis O'Leary (Oxnard SD)
- Kelsey Stewart (Santa Paula USD)
- Christina (Tina) Urias (Santa Paula USD)\*
- John Walker (Ventura USD)\*

---

*Provision for Write-in Candidate Name*

---

*School District*

---

*Signature of Superintendent or Board Clerk*

---

*Title*

---

*School District Name*

---

*Date of Board Action*

*See reverse side for list of all current Delegates in your Region.*

## 2017 Delegate Assembly Candidate Biographical Sketch Form

**DUE: Saturday, January 7, 2017**

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>WILLIAM DANIELS</u>	CSBA Region-subregion #: <u>11-B</u>
District or COE Name: <u>SIMI VALLEY USD</u>	Years on board: <u>2</u>
Profession: <u>POLICE OFFICER</u> Contact Number: <u>(805) 377-1848</u>	E-mail: <u>william.daniels@simivalleyUSD.org</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? <u>1</u>	

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

IN MY FIRST TWO YEARS ON THE SCHOOL BOARD, I HAVE BEEN VERY INVOLVED IN IMPLEMENTING POSITIVE CHANGE IN THE WAY BUSINESS HAS BEEN CONDUCTED. I HAVE ALSO BEEN INVOLVED IN CHANGING THE PUBLIC PERCEPTION OF THE SCHOOL DISTRICT. I BELIEVE THE CITIZENS AND BUSINESSES OF SIMI VALLEY APPRECIATE THE WAY THE DISTRICT HAS CHANGED OVER THE PAST TWO YEARS, WHICH IS EVIDENT BY THEM PASSING A SCHOOL BOND IN NOV. 2016. SUCCESS HAS NOT COME EASY AND HAS REQUIRED A LOT OF HARD WORK & DEDICATION FROM ALL. IT IS MY GOAL TO UTILIZE THE SAME HARD WORK & DEDICATION TO BRING CHANGE AT THE STATE LEVEL TO BETTER SERVE ALL DISTRICTS IN CALIFORNIA.

Please describe your activities and involvement on your local board, community, and/or CSBA.

AS PREVIOUSLY STATED, I HAVE BEEN A VERY ACTIVE BOARD MEMBER DURING MY FIRST TWO YEARS. FOR THE PAST 28 YEARS, I HAVE BEEN A POLICE OFFICER SERVING THE RESIDENTS & BUSINESSES OF SIMI VALLEY. IN MY ROLE AS A POLICE OFFICER AND UNION LEADER, I HAVE BEEN INVOLVED WITH SEVERAL NON PROFIT GROUPS IN TOWN.

IN DECEMBER 2016, I ATTENDED MY THIRD CSBA CONFERENCE.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

I BELIEVE ONE OF THE LARGEST CHALLENGES FACING PUBLIC EDUCATION IN CALIFORNIA IS ENSURING THE STATE ALLOCATES ENOUGH FINANCIAL RESOURCES TO ALLOW CHILDREN IN OUR STATE THE BEST POSSIBLE EDUCATIONAL EXPERIENCE. I BELIEVE CSBA NEEDS TO CONTINUE TO DEVELOP POSITIVE WORKING RELATIONSHIPS WITH STATE LEGISLATORS TO ENSURE EDUCATION REMAINS A PRIORITY AND IS PROPERLY FUNDED.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 12/6/16



## 2017 Delegate Assembly Candidate Biographical Sketch Form

**DUE: Saturday, January 7, 2017**

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Mr. Denis O'Leary</u>	CSBA Region-subregion #: <u>11.B</u>
District or COE Name: <u>Oxnard School District</u>	Years on board: <u>13</u>
Profession: <u>Trustee</u> Contact Number: <u>805-407-1987</u>	E-mail: <u>doleary@oxnardsd.org</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

**Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.**

I want to help promote education and support laws and policies that will advance California's students. I have advocated for students', parents and our education system for 30 years. I have addressed these issues to local, state, federal and international venues.

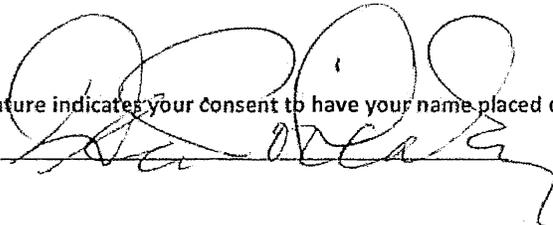
**Please describe your activities and involvement on your local board, community, and/or CSBA.**

I have been a Trustee for 13 years. I have also led our regional CAFE region as President and have been District director of LULAC. A teacher for 27 years. I have advocated for immigrant and bilingual students. I have lead local actions including a resolution to correct a Geneva Convention violation between Mexico and the Ventura County Sheriffs Department.

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?**

In nation elections which will advance the privatization of schools and the anti-immigrant rants are a direct attack on California's progressive education system. I can bring an experienced voice to protect our students.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: January 5, 2017



# 2017 Delegate Assembly Candidate Biographical Sketch Form

**DUE: Saturday, January 7, 2017**

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will not be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Kelsey Stewart</u>	CSBA Region-subregion #: <u>11 B</u>
District or COE Name: <u>Santa Paula Unified SD</u>	Years on board: <u>4</u>
Profession: <u>Author</u>	Contact Number: <u>805-204-7810</u>
E-mail: <u>kstewart@santapaulaunified.org</u>	
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

**Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.**

I would like to become a Delegate to ensure the interests and innovative ideas of all governing boards in Region 11B are represented at the state level through CSBA. We are the largest governing body in the State of California and have an opportunity, as well as an obligation, to enhance the education of millions of students through our local school boards and their practices within their communities. Region 11B is also a community and I believe we can all work together to help our students achieve greatness in Ventura County.

My background in management boasts excellent communication, organization, problem solving and leadership qualities while my experience in unifying two school districts has enhanced my knowledge of policies, procedures, personnel, collective bargaining, setting direction and governance at a local level.

**Please describe your activities and involvement on your local board, community, and/or CSBA.**

Since being elected in 2012, I have served as the Board Representative to VCOE, SPUSD Board Clerk, Board Vice President and was recently elected President to lead our new governance team in the coming year. I served as the Secretary for Citizens for Measure T Executive Committee while running my own campaign for school board, both contests were successful. I have volunteered for many sports activities and book fairs at our local campuses, Little League International in Santa Paula and served on multiple committees for local Boy Scouts of America in Ventura County.

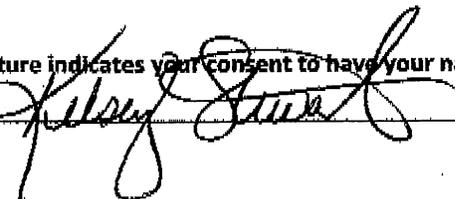
I obtained my Masters in Governance through CSBA in 2014 and have strived to practice what I learned through those courses in my home district

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?**

One of the biggest challenges we face as governing boards is the constant battle of college preparedness vs CTE learning as well as the demise of life long skills taught in the classroom. Not every student is college bound and should be afforded an education experience that fosters and stimulates their desire to learn.

With an immense and intense focus on technology the past two decades I believe we, as educators, have neglected to recognize the importance of life skills that used to be standard in public education. I would like to see an emphasis in hands-on curriculum such as wood working, automotive, cooking, sewing and art/design so we can offer well rounded courses that will teach our students how to prepare for life, not just higher education.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: 

Date: 1-3-2017



## 2017 Delegate Assembly Candidate Biographical Sketch Form

**DUE: Saturday, January 7, 2017**

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>Christina "Tina" Urias</u>	CSBA Region-subregion #: <u>11-B</u>
District or COE Name: <u>Santa Paula Unified</u>	Years on board: <u>14</u>
Profession: <u>Workers Compensation Consultant</u> Contact Number: <u>805.794.6136</u>	E-mail: <u>curias@santapaulaunified.org</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>8</u>	

**Why are you interested in becoming a Delegate?** Please describe the skills and experiences you would bring to the Delegate Assembly.

Being a delegate is an exciting opportunity to receive thorough information at the front end and share it with other board members. Also, it is a way a school board member can be part of positive change especially when we break into small groups at delegate assembly and make recommendations to CSBA.

I am an active delegate having served on the nominating, linked learning, and planning committees for the annual education conference. Each committee has broadened my scope of activities CSBA has to offer and to see what talented people we have on our school boards across California and within CSBA. I enjoy collaborating with others to make public schools stronger.

Additionally, my involvement as a delegate has enabled me to validate four Golden Bell schools. As a validator, one sees firsthand the accomplishments of our local schools' programs and how their success can be duplicated in one's own district.

**Please describe your activities and involvement on your local board, community, and/or CSBA.**

I am the current president of the Ventura County School Board Association. Prior to becoming president, I served as 1st vice president of programs for one year and as secretary of the association for two years. I am a Masters of Governance graduate twice (2005 and 2015). I've been president of my local school board in 2005, 2010, and in 2013, the first year our district became unified. I am a member of the Ventura County Women's Political Council, a multi-partisan organization whose objective is to achieve quality for all women. I am also a member of the Santa Paula Latino Town Hall (SPLTH), a non-profit community group. SPLTH provides financial assistance and leadership to the local schools in the form of youth empowered seminars teaching students how to succeed in school and have a powerful influence in the community. Recently, I have been asked by my area community college trustee to participate on the search committee for a new Ventura County Community College District Chancellor. I look forward to this intensive process which will help meet the needs of our students and community.

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?**

Governance issues are a challenge for many school boards. The reason we have 3, 5, or 7 board members is to bring multiple viewpoints to confront issues. However, what happens many times is that our differences impede progress rather than broaden it. Boards need to establish and maintain an effective superintendent/board model. Clear definition of the role of the board member versus the role of the superintendent ensures a positive working relationship benefiting staff, students, families, and community.

CSBA provides a plethora of resources including the masters of governance training series plus workshops at the annual conference. But I think boards need to use CSBA more and call on CSBA's experts (many of whom are prior board members) to do board training in the district with regular follow-up. Not only is it vital boards speak with a common unified voice but also that boards act like it as well.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Christina Urias

Date: January 5, 2017

## 2017 Delegate Assembly Candidate Biographical Sketch Form

**DUE: Saturday, January 7, 2017**

Mail to: CSBA | Attn: Executive Office | 3251 Beacon Blvd., West Sacramento, CA 95691 | fax: (916) 371-3407 | or email: [nominations@csba.org](mailto:nominations@csba.org).

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Executive Office. Late submissions will not be accepted. If you have any questions, please contact the Executive Office at (800) 266-3382.

Name: <u>John Walker</u>	CSBA Region-subregion #: <u>11B</u>
District or COE Name: <u>Ventura Unified School District</u>	Years on board: <u>27</u>
Profession: <u>Retired</u> Contact Number: <u>805-844-2456</u>	E-mail: <u>johnwalker@sbcglobal.net</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>16</u>	

**Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.**

While I have served many years, it is my desire to continue to serve my community and country in the way I have always believed. Being a USMC veteran I am endowed with the belief that we should serve, it is our duty and our responsibility. As a long time board member, I have learned that the way things are achieved are through collaboration with fellow board members. This is true in my experience working in our county board association, delegate assembly and my service on the CSBA Board of Directors. I have a strong business background, having retired from a national telecommunications firm as well as my experience working in a local school district for the past 12 years. I have an appreciation for both the public and private sector, understanding they each have different roles and objectives. During my 16 years serving as a delegate, I have not missed a single meeting. It has been my priority. Finally, my collaborative style of interaction, a background in business and education, have equipped me to continue to serve delegate assembly well.

**Please describe your activities and involvement on your local board, community, and/or CSBA.**

I have been involved in my local district and CSBA in many ways. Locally, I have been involved with bond/parcel tax campaigns, parent committees, long range planning committees, city/district liaison efforts, civic engagements, and many other areas that provide for a balanced background. I have served as president and in other officer positions in the Ventura County School Boards Association. Involvement in my community include, Volunteer Police Officer, Kiwanas of Ventura, Military Honor Guard, Past PTA President, Ventura Chamber of Commerce, Vietnam Veterans of Ventura County, Commissioner on the County Commission on Children and Families, Native American Intertribal Association of Ventura County and the Ventura County Workforce Development Board-Youth Council. Activities at the CSBA level include Delegate Assembly, CSBA Board of Directors, Governmental Relations Chair, Legislative network, Policy Platform Committee, Budget and Audit Committees, Annual Conference Planning Committee, CSBA Executive Director Recruitment Committee and CSBA representative to the CIF Federated Council.

**What do you see as the biggest challenge facing governing boards and how can CSBA help address it?**

There are several serious challenges facing governing boards in California. First of all there is the pending financial strains that are looming due to state budget issues and the shortfalls in STRS/PERS. This budget item will be one of the fastest growing line items facing boards. CSBA has been working hard to keep boards up to date on this major issue. Equally important is the linkage between the LCAP and LCFF, insuring boards are meeting state expectations for outcomes. CSBA needs to continue to keep us informed and provide learning opportunities as available. At the same time board members need to be involved in directing CSBA efforts to simplify the LCAP process as well as continuing to lobby for a equitable LCFF budget.

I would appreciate your vote!

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: John B. Walker

Date: January 4, 2017

# John B. Walker

358 Ford Avenue ♦ Ventura, CA 93003 ♦ 805-844-2456 ♦ johnbwalker@sbcglobal.net

---

Region 11B  
Ventura Unified School District  
ADA: 17,500

## Professional Experience

- Verizon Communications 34 years, retiring as General Manager
- Retired Director of Human Resources/Risk Management (12 years) for the Ojai Unified School District

## CSBA Activities/Experience

- CSBA Governmental Relations Chair
- CSBA Legislative Network
- CSBA Delegate Assembly
- CSBA Policy Platform Committee
- CSBA Budget Committee
- CSBA AEC Committee
- CSBA Board of Directors (seven years)

## Local School District Activities

- Board Member since 1989, serving as Board President six times
- City of Ventura/Ventura USD Long Range Executive Planning Committee
- Board/City Liaison Executive Committee
- Bond oversight committee
- County committee on school district organization
- Past President, Ventura County School Board's Association
- CIF Federated Council Member
- District ELAC board representative (past six years)

## Education

- Masters in Business Administration (MBA), Pepperdine University, Malibu, CA
- Bachelor of Science in Economics, California State University, Long Beach, CA

## Credentials

- California Community College Lifetime Teaching Credential
- California Certified Tax Preparer License

## Community Activities

- Commissioner, Ventura County Commission on Children and Families
- Volunteer Police Officer (VIP program, Ventura PD)
- Vietnam Veterans of Ventura County - Secretary
- Kiwanis Active Member
- First Memorial Honor Guard Active Member (military funerals)
- Ventura County Workforce Development Board – Youth Council
- Past PTA President (twice)
- Native American Intertribal Association of Ventura County (CA Indian Education Center)
- Board of Directors, American Red Cross of Ventura County
- Industry Education Council of California – Blue Ribbon Committee on Technology
- Board of Directors, Hope in the City (San Diego based Community Development Program)
- Greater Ventura Chamber of Commerce

## Professional and Individual Recognition

- CTA California Distinguished School Board Member of the Year - Gold Coast Region (1997 & 2006)
- Verizon Individual Excellence Award for Innovation
- Verizon Presidential Leadership Award
- Verizon Citizen of the Year – California Region
- California PTA Honorary Life Service Award
- Recipient, National Freedom's Foundation, Meritorious Military Honoree
- USMC Marine of the Year – 2<sup>nd</sup> MarDiv

## Personal

Married, two adult married daughters. Spouse is retired Elementary School Office Manager and one daughter is Superintendent, Hueneme School District. Daughter number two is financial analyst with Verizon.

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: B.6.a. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9323 – MEETING CONDUCT - First Reading**

---

**ISSUE:** Should the Board of Education approve the proposed amendment to Bylaws of the Board 9323 – Meeting Conduct?

**BACKGROUND:** Board Bylaw updated to reflect NEW LAW (AB 1787, 2016) which requires the board to provide a member of the public who uses a translator at least twice the allotted time to address the board during board meetings, unless simultaneous translation equipment is used. Bylaw also clarifies that the board may refer a member of the public to an appropriate complaint procedure, but cannot prohibit criticism of district employees, programs, or policies during a board meeting. Board Bylaw 9323 is being submitted with recommended language from CSBA.

- ALTERNATIVES:**
1. Approve the amendment of Bylaws of the Board 9323 – Meeting Conduct.
  2. Do not approve the amendment Bylaws of the Board 9323 – Meeting Conduct.
  3. Adopt a modified version of the amendment to Bylaws of the Board 9323 – Meeting Conduct.

**RECOMMENDATION:**  
Approval of Alternative #1.

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(a)

---

## Meeting Conduct

### Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.

*(cf. 9322 - Agenda/Meeting Materials)*

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

*(cf. 9121 - President)*

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:030 p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended ~~as the Board deems reasonably necessary~~ no more than **once** and may be adjourned to a later date.

*(cf. 9320 - Meetings and Notices)*

### Quorum and Abstentions

~~The Board shall vote as required by law. (Education Code 35164)~~

The Board shall act by majority vote of all of the membership constituting the Board. (Education Code 35164)

*(cf. 9323.2 - Actions by the Board)*

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall not be counted for purposes of determining whether a majority of the membership of the Board has taken action.

*(cf. 9270 - Conflict of Interest)*

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(b)

---

## Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be ~~required~~ requested to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board on any item of interest to the public that is within the subject matter jurisdiction of the Board, either before or during the Board's consideration of the item. (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda **at a regular meeting**, members of the public may bring before the Board matters that are not listed on the agenda. The Board shall take no action or discussion on any item not appearing on the posted agenda, except as authorized by law. (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard the item, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(c)

---

*(cf. 9130 - Board Committees)*

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

6. The Board president may rule on the appropriateness of a topic, subject to the following conditions:-
  - a. If the topic would be more suitably addressed at a later time, the Board president may indicate the time and place when it should be presented.
  - b. The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3) ~~In addition,~~
  - c. ~~T~~he Board ~~may~~ shall not prohibit public criticism of district employees. However, ~~W~~henever a member of the public initiates specific complaints or charges against an individual employee, the Board president shall inform the complainant ~~that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. The Board president shall also encourage the complainant to file a complaint using of the appropriate district~~ complaint procedure.

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(d)

---

(cf. 1312.1 - Complaints Concerning District Employees)  
(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board meetings. Persistent disruption by an individual or group **or any conduct or statements that threaten the safety of any person(s) at the meeting** shall be grounds for the president to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement **as necessary**.

## Recording by the Public

Members of the public may record an open Board meeting using an audio or video recorder, still or motion picture camera, cell phone, or other device, provided that the noise, illumination, or obstruction of view does not persistently disrupt the meeting. The Superintendent or designee ~~shall~~ may designate locations from which members of the public may ~~broadcast, photograph or tape record open meetings~~ **make such recordings** without causing a distraction.

(cf. 9324 – Board Minutes and Recordings)

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

### *EDUCATION CODE*

5095 Powers of remaining board members and new appointees  
32210 Willful disturbance of public school or meeting a misdemeanor  
35010 Prescription and enforcement of rules  
35145.5 Agenda; public participation; regulations  
35163 Official actions, minutes and journal  
35164 -Vote requirements

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(e)

---

35165 -Effect of vacancies upon majority and unanimous votes by seven member board

## *CODE OF CIVIL PROCEDURE*

*527.8 Workplace Violence Safety Act*

## *GOVERNMENT CODE*

*54953.3 Prohibition against conditions for attending a board meeting*

54953.5 -Audio or video tape recording of proceedings

54953.6 Broadcasting of proceedings

54954.2 Agenda; posting; action on other matters

54954.3 Opportunity for public to address legislative body; regulations

54957 Closed sessions

54957.9 Disorderly conduct of general public during meeting; clearing of room

## *PENAL CODE*

40~~2~~3 Disruption of assembly or meeting

## *COURT DECISIONS*

*City of San Jose v. Garbett*, (2010) 190 Cal.App.4th 526

*Norse v. City of Santa Cruz*, (9th Cir. 2010) 629 F3d 966

*McMahon v. Albany Unified School District*, (2002) 104 Cal.App.4th 1275

*Rubin V. City of Burbank*, (2002) 1001 Cal.App.4th 1194

*Baca v. Moreno Valley Unified School District*, (C.D. Cal. 1996) 936 F. Supp. 719

## *ATTORNEY GENERAL OPINIONS*

90 Ops.Cal.Atty.Gen. 47 (2007)

76 Ops.Cal.Atty.Gen. 281 (1993)

66 Ops.Cal.Atty.Gen. 336,~~337~~ (1983)

63 Ops.Cal.Atty.Gen. 215 (1980)

61 Ops.Cal.Atty.Gen. 243, 253 (1978)

59 Ops.Cal.Atty.Gen. 532 (1976)

55 Ops.Cal.Atty.Gen. 26 (1972)

Management Resources:

## *CSBA PUBLICATIONS*

*Call to Order: A Blueprint for Great Board Meetings*, 2015

The Brown Act: School Boards and Open Meeting Laws, rev. 20~~05~~14

~~Board Presidents' Handbook, rev. 2002~~

~~Maximizing School Board Governance: Boardmanship~~

## *ATTORNEY GENERAL PUBLICATIONS*

The Brown Act: Open Meetings for Legislative Bodies, 2003

## *WEB SITES*

CSBA: <http://www.csba.org>

California Attorney General's Office: ~~<http://www.caag.state-ca.us>~~ <https://oag.ca.gov>

Adopted: 10-19-77

Amended: 3-2-83, 11-6-84, 11-13-90, 3-12-02, 9-17-02, 3-15-11,~~02-21-2017~~

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: B.6.b. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9240 – BOARD TRAINING - First Reading**

---

**ISSUE:** Should the Board of Education approve the proposed amendment to Bylaws of the Board 9240 – Board Training?

**BACKGROUND:** Board Bylaw retitled and updated to address the purposes and importance of board training, recommended topics of training for new and first-term board members, and the district's process for selecting board training activities. The bylaw also reinforces the prohibition against a majority of the board members discussing district business of a specific nature while attending a conference or similar public gathering. Board Bylaw 9240 is being submitted with recommended language from CSBA.

- ALTERNATIVES:**
1. Approve the amendment of Bylaws of the Board 9240 – Board Training.
  2. Do not approve the amendment Bylaws of the 9240 – Board Training.
  3. Adopt a modified version of the amendment to Bylaws of the Board 9240 – Board Training.

**RECOMMENDATION:**  
Approval of Alternative #1.

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9240(a)

---

## Board Development

### Board Training

~~Citizens elected to the Governing Board are entrusted with the responsibility of governing district schools.~~ The Governing Board believes that the Board's ability to effectively and responsibly govern the district is essential to promoting student achievement, building positive community relations, and protecting the public interest in district schools. ~~The Board recognizes that its~~ members ~~need training~~ shall be provided sufficient opportunities for professional development that helps them understand their responsibilities, stay abreast of new developments in education, and develop boardsmanship skills.

~~All Board members may attend conferences for the purpose of Board development. Board business shall not be discussed at conferences.~~

~~(cf. 9230 - Orientation)~~

~~(cf. 9320 - Meetings and Notices)~~

~~(cf. 9000 - Role of the Board)~~

~~(cf. 9005 - Governance Standards)~~

The Board and/or the Superintendent or designee shall provide an orientation to newly elected or appointed Board members which includes comprehensive information regarding Board roles, policies, and procedures and the district's vision and goals, operations, and current challenges. Throughout their first term, Board members shall continue to participate in additional educational opportunities designed to assist them in understanding the principles of effective governance, including, but not limited to, information on school finance and budgets, student achievement and assessment, labor relations, community relations, program evaluation, open meeting laws (the Brown Act), conflict of interest laws, and other topics necessary to govern effectively and in compliance with law.

~~(cf. 9230 - Orientation)~~

All Board members are encouraged to continuously participate in advanced training offered by the California School Boards Association in order to reinforce boardsmanship skills and build knowledge related to key education issues. Such activities may include online courses, webinars, webcasts, and in-person attendance at workshops and conferences. In addition, workshops and consultations may be held within the district on issues that involve the entire governance team.

~~Board members shall report to the Board, orally or in writing, as soon as possible on the inservice activities they attend.~~

Funds for Board ~~development~~ training shall be budgeted annually for each Board member.

# OAK PARK UNIFIED SCHOOL DISTRICT

## BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9240(b)

---

In selecting appropriate activities, the Board and/or individual Board members shall consider activities that are aligned with the district's vision and goals and the needs of the Board or individual member to obtain specific knowledge and skills. The Board shall annually develop a board training calendar in order to schedule and track board training activities and to schedule opportunities for Board members to report on the activities in which they participated.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

*(cf. 3100 - Budget)*

*(cf. 9250 - Remuneration, Reimbursement, and Other Benefits)*

Board members may attend a conference or similar public gathering with other Board members and/or with the Superintendent or designee in order to develop common knowledge and understanding of an issue or engage in team-building exercises. In such cases, a majority of the Board members shall not discuss among themselves, other than as part of the scheduled program, business of a specified nature that is within the district's jurisdiction, so as not to violate the Brown Act open meeting laws pursuant to Government Code 54952.2.

*(cf. 9320 - Meetings and Notices)*

Board members shall report to the Board, orally or in writing, on the board training activities they attend, for the purpose of sharing the acquired knowledge or skills with the full Board and enlarging the benefit of the activity to the Board and district.

Legal Reference:

~~EDUCATION CODE~~

~~33360 Department of Education and statewide association of school district boards; annual workshop~~

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act, especially

54952.2 Meeting

Management Resources:

CSBA PUBLICATIONS

Professional Governance Standards for School Boards

WEB SITES

CSBA: <http://www.csba.org>

California County Boards of Education: <http://www.theccbe.org>

National School Boards Association: <http://www.nsba.org>

Adopted: 10-19-77,

Amended: 11-6-84, 9-11-90, 3-12-02, 9-17-02, 02-21-17

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: B.6.c. ADOPT AND APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION 1312.3 – UNIFORM COMPLAINT PROCEDURES – First Reading**

**ISSUE:** Should the Board of Education adopt and approve the proposed amendment to Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures?

**BACKGROUND:** Mandated policy updated to reflect programs that must be investigated in accordance with the uniform complaint procedures (UCP), as listed on the California Department of Education's 2016/17 UCP Checklist. Mandated administrative regulation revised to clarify required annual notification and complaint filing requirements, and to provide for equitable treatment of a respondent to a complaint as required under federal law. Board Policy 1312.3 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Adopt and approve the amendment to Board Policy 1312.3 – Uniform Complaint Procedures
  2. Do not amend Board Policy 1312.3 – Uniform Complaint Procedures
  3. Adopt a modified version of the amendment to Board Policy 1312.3 – Uniform Complaint Procedures

**RECOMMENDATION:** Approval of Alternative #1.

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(a)

---

## Uniform Complaint Procedures

The Governing Board recognizes that the district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs. The Board encourages the early, informal resolution of complaints whenever possible and appropriate. To resolve complaints which cannot be resolved through such informal may require a more formal process, the Board adopts the uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, after school education and safety consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs, consolidated categorical aid programs, and any other district-implemented program which is listed in Education Code 64000(a). (5 CCR 4610)

*(cf. 3553 – Free and Reduced Price Meals)*

*(cf. 3555 – Nutrition Program Compliance)*

*(cf. 5141.4 – Child Abuse Prevention and Reporting)*

*(cf. 5148 – Child Care and Development)*

*(cf. 5148.2 - Before/After School Programs)*

*(cf. 6159 – Individualized Education Program)*

*(cf. 6171 – Title I Programs)*

*(cf. 6174 – Education for English Language Learners)*

*(cf. 61745 – Migrant Education Program)*

*(cf. 6178 – Career Technical Education)*

*(cf. 6178.1 – Work-Based Learning)*

*(cf. 6178.2 – Regional Occupational Center/Program)*

*(cf. 6200 – Adult Education)*

2. Any complaint alleging the occurrence of unlawful discrimination, (such as discriminatory harassment, intimidation, or bullying) against any student, employee, or other person participating in district programs and activities, including, but not limited to, those programs or activities funded directly by or that receive or benefit from any state financial assistance, based on the person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics- (5 CCR 4610)

*(cf. 0410 – Nondiscrimination in District Programs and Activities)*

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 1000*

*Community Relations*

*BP 1312.3(b)*

---

~~*(cf. 4030 – Nondiscrimination in Employment)*~~  
*(cf. 5145.3 – Nondiscrimination/Harassment)*  
*(cf. 5145.7 – Sexual Harassment)*

3. Any complaint alleging district noncompliance with the requirement to provide reasonable accommodation to a lactating student on school campus to express breast milk, breastfeed an infant child, or address other breastfeeding-related needs of the students. (Education Code 222)

*(cf. 5146 – Married/Pregnant/Parenting Students)*

4. Any complaint alleging district noncompliance with the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

*(cf. 3260 – Fees and Charges)*  
*(cf. 3320 – Claims and Actions Against the District)*

5. Any complaint alleging district noncompliance with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

*(cf. 0460 – Local Control and Accountability Plan)*

6. Any complaint, by or on behalf of any student who is a foster youth, alleging district noncompliance with any legal requirement applicable to the student regarding placement decisions, the responsibilities of the district's educational liaison to the student, the award of credit for coursework satisfactorily completed in another school or district, school transfer, or the grant of an exemption from Board-imposed graduation requirements (Education Code 48853, 48853.5, 49069.5, 51225.1, 51225.2)

*(cf. 6173.1 - Education for Foster Youth)*

7. Any complaint, by or on behalf of a homeless student as defined in 42 USC 11434a, alleging district noncompliance with any requirement applicable to the student regarding the award of credit for coursework satisfactorily completed in another school or district or the grant of an exemption from Board-imposed graduation requirements (Education Code 51225.1, 51225.2)

*(cf. 6173 - Education for Homeless Children)*

8. Any complaint alleging district noncompliance with the requirements of Education Code 51228.1 and 51228.2 that prohibit the assignment of a student to a course without educational content for more than one week in any semester or to a course the student has previously satisfactorily completed, without meeting specified conditions (Education Code 51228.3)

*(cf. 6152 - Class Assignment)*

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 1000*

*Community Relations*

*BP 1312.3(c)*

---

9. Any complaint alleging district noncompliance with the physical education instructional minutes<sup>2</sup> requirement for students in elementary school (Education Code 51210, 51223)

*(cf. 6142.7 - Physical Education and Activity)*

10. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy

11. Any other complaint as specified in a district policy

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is acceptable to all parties. ADR such as mediation may be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

The district shall protect all complainants from retaliation. In investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for any complaint alleging retaliation or unlawful discrimination, (such as discriminatory harassment, intimidation, or bullying), the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint, if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

*(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential/Privileged Information)*

*(cf. 5125 – Student Records)*

*(cf. ~~90011~~ – Disclosure of Confidential/Privileged Information)*

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall investigate and, if appropriate, resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

*(cf. ~~4131/4231/4331~~ – Staff Development)*

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 1000*

*Community Relations*

*BP 1312.3(d)*

---

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints. ~~All such records shall be destroyed~~ in accordance with applicable ~~state~~-law and district policy.

*(cf. 3580 – District Records)*

## Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.
2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.
3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.
4. Any complaint alleging fraud shall be referred to the California Department of Education.

In addition, the district's Williams Uniform Complaint Procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education Code 35186)

*(cf. 1312.4 – Williams Uniform Complaint Procedures)*

Legal Reference:

*EDUCATION CODE*

*200-262.4 Prohibition of discrimination*

*222 Reasonable accommodations; lactating students*

*8200-8498 Child care and development programs*

*8500-8538 Adult basic education*

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(e)

---

18100-18179203 School libraries  
32289 School safety plan, uniform complaint procedures  
35186 Williams uniform complaint procedures  
48853-48853.5 Foster youth  
48985 Notices in language other than English  
49010-49013 Student fees  
49060-49079 Student records  
49069.5 Rights of parents  
49490-49590 Child nutrition programs  
51210 Courses of study grades 1-6  
51223 Physical education, elementary schools  
51225.1-51225.2 Foster youth and homeless children; course credits; graduation requirements  
51228.1-51228.3 Course periods without educational content  
52060-52077 Local control and accountability plan, especially:  
52075 Complaint for lack of compliance with local control and accountability plan requirements  
52160-52178 Bilingual education programs  
52300-52499.6 Career-technical education  
52500-52616.24 Adult schools  
52800-52870 School-based ~~coordinated~~-programs coordination  
54400-54425 Compensatory education programs  
54440-54445 Migrant education  
54460-54529 Compensatory education programs  
56000-5686785 Special education programs  
59000-59300 Special schools and centers  
64000-64001 Consolidated application process  
GOVERNMENT CODE  
11135 Nondiscrimination in programs or activities funded by state  
12900-12996 Fair Employment and Housing Act  
PENAL CODE  
422.55 Hate crime; definition  
422.6 Interference with constitutional right or privilege  
CODE OF REGULATIONS, TITLE 5  
3080 Application of section  
4600-4687 Uniform complaint procedures  
4900-4965 Nondiscrimination in elementary and secondary education programs  
UNITED STATES CODE, TITLE 20  
1221 Application of laws  
1232g Family Educational Rights and Privacy Act  
1681-1688 Title IX of the Education Amendments of 1972  
6301-6577 Title I basic programs  
6801-6871 Title III, language instruction for limited English proficient and immigrant students  
7101-7184 Safe and Drug-Free Schools and Communities Act, ~~including~~  
7201-7283g Title V promoting informed parental choice and innovative programs  
7301-7372 Title VI rural and low-income school programs  
12101-12213 Title II equal opportunity for individuals with disabilities  
UNITED STATES CODE, TITLE 29  
794 Section 504 of Rehabilitation Act of 1973

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(f)

---

## *UNITED STATES CODE, TITLE 42*

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

## *CODE OF FEDERAL REGULATIONS, TITLE 28*

35.107 Nondiscrimination on basis of disability; complaints

## *CODE OF FEDERAL REGULATIONS, TITLE 34*

99.1-99.67 Family Educational Rights and Privacy Act

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.98 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on the basis of age

Management Resources:

## *U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS*

Dear Colleague Letter: Title IX Coordinators, April 2015

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

## *U.S. DEPARTMENT OF JUSTICE PUBLICATIONS*

Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 2002

## *WEB SITES*

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Family Policy Compliance Office: <http://familypolicy.ed.gov>

~~CDE: <http://www.cde.ca.gov>~~

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/OCR>

<http://www.ed.gov/ocr>

U.S. Department of Justice: <http://www.justice.gov>

Adopted 2-16-93

Amended 11-8-95, 1-28-95, 9-17-02, 6-17-03, 2-15-05, 5-16-06, 9-18-12, 2-17-15, 9-15-15, 5-17-16, [02-21-2017](#)

# OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1312.3(a)

---

## Uniform Complaint Procedures

Except as the Governing Board may otherwise specifically provide in other district policies, these general uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified in BP 1312.3.

*(cf. 1312.1 – Complaints Concerning District Employees)*  
*(cf. 1312.2 – Complaints Concerning Instructional Materials)*  
*(cf. 1312.4 – Williams Uniform Complaint Procedures)*  
*(cf. 4030 - Nondiscrimination in Employment)*

## Compliance Officers

The district designates the individual identified below as the employee responsible for coordinating the district's response to complaints and for complying with state and federal civil rights laws. The individual also serves as the compliance officer specified in AR 5145.3 – Nondiscrimination/Harassment as the responsible employee to handle complaints regarding ~~sex~~ unlawful discrimination (such as discriminatory harassment, intimidation, or bullying). The individual shall receive and coordinate the investigation of complaints and shall ensure district compliance with law.

*(cf. 5145.3 - Nondiscrimination/Harassment)*  
*(cf. 5145.7 - Sexual Harassment)*

Assistant Superintendent, Human Resources  
Oak Park Unified School District  
5801 E. Conifer Street  
Oak Park, CA 91377

~~*(cf. 5145.3 – Nondiscrimination/Harassment)*~~  
~~*(cf. 5145.7 – Sexual Harassment)*~~

The compliance officer who receives a complaint may assign another compliance officer to investigate and resolve the complaint. The compliance officer shall promptly notify the complainant and respondent, if applicable, if another compliance officer is assigned to the complaint.

In no instance shall a compliance officer be assigned to a complaint in which he/she has a bias or conflict of interest that would prohibit him/her from fairly investigating or resolving the complaint. Any complaint against ~~or implicating~~ a compliance officer ~~or that raises a concern about the compliance officer's ability to investigate the complaint fairly and without bias shall~~ ~~may~~ be filed with the Superintendent or designee ~~who shall determine how the complaint will be investigated.~~

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

*Series 1000*

*Community Relations*

*AR 1312.3(b)*

---

The Superintendent or designee shall ensure that employees assigned to investigate and resolve complaints receive training and are knowledgeable about the laws and programs at issue in the complaints to which they are assigned. Training provided to such employees shall include current state and federal laws and regulations governing the program, applicable processes for investigating and resolving complaints, including those ~~involving~~-alleged unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), applicable standards for reaching decisions on complaints, and appropriate corrective measures. Assigned employees may have access to legal counsel as determined by the Superintendent or designee.

*(cf. 4331 - Staff Development)*

*(cf. 9124 - Attorney)*

The compliance officer or, if necessary, any appropriate administrator shall determine whether interim measures are necessary during and pending the result of an investigation. If interim measures are determined to be necessary, the compliance officer or the administrator shall consult with the Superintendent, the Superintendent's designee, or, if appropriate, the site principal to implement, if possible, one or more interim measures. The interim measures ~~may~~ **shall** remain in place until the compliance officer determines that they are no longer necessary or until the district issues its final written decision, whichever occurs first.

### Notifications

The district's UCP policy and administrative regulation shall be posted in all district schools and offices, including staff lounges and student government meeting rooms. (Education Code 234.1)

The Superintendent or designee shall annually provide written notification of the district's UCP, including information regarding unlawful student fees, local control and accountability plan (LCAP) requirements, and requirements related to the educational rights of foster youth and homeless students, to students, employees, parents/guardians, the district advisory committee, school advisory committees, appropriate private school officials or representatives, and other interested parties. (Education Code 262.3, 48853, 48853.5, 49013, 49069.5, 51225.1, 51225.2, 52075; 5 CCR 4622)

*(cf. 0420 – School Plans/Site Councils)*

*(cf. 0460 – Local Control and Accountability Plan)*

*(cf. 1220 – Citizen Advisory Committees)*

*(cf. 3260 – Fees and Charges)*

*(cf. 4112.9/4212.9/4312.9 – Employee Notifications)*

*(cf. 5145.6 – Parental Notifications)*

*(cf. 6173 - Education for Homeless Children)*

*(cf. 6173.1 - Education for Foster Youth)*

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

*Series 1000*

*Community Relations*

*AR 1312.3(c)*

---

The annual notification and complete contact information of the compliance officer may be posted on the district web site and, if available, provided through district-supported social media.

*(cf. 1113 – District and School Web Sites)*

*(cf. 1114 – District-Sponsored Social Media)*

The Superintendent or designee shall ensure that all students and parents/guardians, including students and parents/guardians with limited English proficiency, have access to the relevant information provided in the district’s policy, regulation, forms, and notices concerning the UCP.

If 15 percent or more of students enrolled in a particular district school speak a single primary language other than English, the district’s policy, regulation, forms, and notices concerning the UCP shall be translated into that language, in accordance with Education Code 234.1 and 48985. In all other instances, the district shall ensure meaningful access to all relevant UCP information for parents/guardians with limited English proficiency.

The notice shall:

1. Identify the person(s), position(s), or unit(s) responsible for receiving complaints
2. Advise the complainant of any civil law remedies that may be available to him/her under state or federal antidiscrimination laws, if applicable
3. Advise the complainant of the appeal process, including, if applicable, the complainant’s right to take a complaint directly to the California Department of Education (CDE) or to pursue remedies before civil courts or other public agencies, such as the U.S. Department of Education’s Office for Civil Rights (OCR) in cases involving unlawful discrimination (such as discriminatory harassment, intimidation, or bullying).
4. Include statements that:
  - a. The district has the primary responsibility to ensure compliance with applicable state and federal laws and regulations governing educational programs.
  - b. The complaint review shall be completed within 60 calendar days from the date of receipt of the complaint unless the complainant agrees in writing to an extension of the timeline.
  - c. A complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) must be filed not later than six months from the date it occurred, or six months from the date the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1312.3(d)

---

for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension.

- d. Complaints should be filed in writing and signed by the complainant. If a complainant is unable to put his/her complaint in writing, for example, due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint.
- e. If a complaint is not filed in writing but the district receives notice of any allegation that is subject to the UCP, the district shall take affirmative steps to investigate and address the allegations, in a manner appropriate to the particular circumstances. If the allegation involves retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) and the investigation reveals that discrimination has occurred, the district will take steps to prevent recurrence of discrimination and correct its discriminatory effects on the complainant, and on others, if appropriate.
- ~~d.~~ f. A student enrolled in a public school shall not be required to pay a fee for his/her participation in an educational activity that constitutes an integral fundamental part of the district's educational program, including curricular and extracurricular activities.
- ~~e.~~ g. The Board is required to adopt and annually update the LCAP in a manner that includes meaningful engagement of parents/guardians, students, and other stakeholders in the development and/or review of the LCAP.
- ~~f.~~ h. A foster youth shall receive information about educational rights related to his/her educational placement, enrollment in and checkout from school, as well as the responsibilities of the district liaison for foster youth to ensure and facilitate these requirements and to assist the student in ensuring proper transfer of his/her credits, records, and grades when he/she transfers between schools or between the district and another district.
- ~~g.~~ i. A foster youth or homeless student who transfers into a district high school or between district high schools shall be notified of the district's responsibility to:
  - (1) Accept any coursework or part of the coursework that the student has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency, and to issue full or partial credit for the coursework completed
  - (2) Not require the student to retake any course or a portion of a course which he/she has satisfactorily completed in another public school, juvenile court school, or a nonpublic, nonsectarian school or agency
  - (3) If the student has completed his/her second year of high school before the transfer, provide the student information about district-adopted coursework and Board-imposed graduation requirements from which he/she may be exempted pursuant to Education Code 51225.1
- ~~h.~~ j. The complainant has a right to appeal the district's decision to the CDE by filing a written appeal within 15 calendar days of receiving the district's decision.

In any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the respondent also shall have the right to file an appeal with the CDE in the same manner as the complainant, if he/she is dissatisfied with the district's decision.

# OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

*Series 1000*

*Community Relations*

*AR 1312.3(e)*

---

- † k. The appeal to the CDE must include a copy of the complaint filed with the district and a copy of the district's decision.
- † l. Copies of the district's UPC are available free of charge.

## District Responsibilities

All UCP-related complaints shall be investigated and resolved within 60 calendar days of the district's receipt of the complaint unless the complainant agrees in writing to an extension of the timeline. (5 CCR 4631)

The compliance officer shall maintain a record of each complaint and subsequent related actions, including steps taken during the investigation and all information required for compliance with 5 CCR 4631 and 4633.

All parties involved in the allegations shall be notified when a complaint is filed and when a decision or ruling is made. However, the compliance officer shall keep all complaints or allegations of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) confidential except when disclosure is necessary to carry out the investigation, take subsequent corrective action, conduct ongoing monitoring, or maintain the integrity of the process. (5 CCR 4630, 4964)

## Filing of Complaints

The complaint shall be presented to the compliance officer who shall maintain a log of complaints received, providing each with a code number and a date stamp.

All complaints shall be filed in writing and signed by the complainant. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)

All ~~e~~Complaints shall also be filed in accordance with the following rules, as applicable:

1. A ~~written~~ complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs may be filed by any individual, public agency, or organization. (5 CCR 4630)
2. Any complaint alleging noncompliance with law regarding the prohibition against requiring students to pay student fees, deposits, and charges or any requirement related to the LCAP may be filed anonymously if the complaint provides evidence, or information leading to evidence, to support an allegation of noncompliance. A complaint about a violation of the prohibition against the charging of unlawful student fees may be filed with the principal of the school or with the Superintendent or designee. However, any such complaint shall be filed no-later than

**OAK PARK UNIFIED SCHOOL DISTRICT  
ADMINISTRATIVE REGULATION**

*Series 1000*

*Community Relations*

*AR 1312.3(f)*

---

one year from the date the alleged violation occurred. (Education Code 49013, 52075; 5 CCR 4630)

3. A complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) may be filed only by a person who alleges that he/she personally suffered the unlawful discrimination or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than six months from the date when the alleged unlawful discrimination occurred, or six months from the date when the complainant first obtained knowledge of the facts of the alleged unlawful discrimination. The time for filing may be extended for up to 90 days by the Superintendent or designee for good cause upon written request by the complainant setting forth the reasons for the extension. (5 CCR 4630)

~~54.~~ When a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) is filed anonymously, the compliance officer shall pursue an investigation or other response as appropriate, depending on the specificity and reliability of the information provided and the seriousness of the allegation.

~~65.~~ When the complainant ~~or alleged victim~~ of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying) ~~or the alleged victim when he/she is not the complainant~~, requests confidentiality, the compliance officer shall inform him/her that the request may limit the district's ability to investigate the conduct or take other necessary action. When honoring a request for confidentiality, the district shall nevertheless take all reasonable steps to investigate and resolve/respond to the complaint consistent with the request.

~~7. If a complainant is unable to put a complaint in writing due to conditions such as a disability or illiteracy, district staff shall assist him/her in the filing of the complaint. (5 CCR 4600)~~

### Mediation

Within three business days after the compliance officer receives the complaint, he/she may informally discuss with all the parties the possibility of using mediation. Mediation shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving an allegation of sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. If the parties agree to mediation, the compliance officer shall make all arrangements for this process.

Before initiating the mediation of a complaint alleging retaliation, or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall ensure that all parties agree to make the mediator a party to relevant confidential information.

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1312.3(g)

---

The compliance officer shall also notify all parties of the right to end the informal process at any time.

If the mediation process does not resolve the problem within the parameters of law, the compliance officer shall proceed with his/her investigation of the complaint.

The use of mediation shall not extend the district's timelines for investigating and resolving the complaint unless the complainant agrees in writing to such an extension of time. If ~~the~~ mediation is successful and the complaint is withdrawn, then the district shall take only the actions agreed to through the mediation. If mediation is unsuccessful, the district shall then continue with subsequent steps specified in this administrative regulation.

### Investigation of Complaint

Within ~~ten~~ 10 business days after the compliance officer receives the complaint, the compliance officer shall begin an investigation into the complaint.

Within one business day of initiating the investigation, the compliance officer shall provide the complainant and/or his/her representative with the opportunity to present the information contained in the complaint to the compliance officer and shall notify the complainant and/or his/her representative of the opportunity to present the compliance officer with any evidence, or information leading to evidence, to support the allegations in the complaint. Such evidence or information may be presented at any time during the investigation.

In conducting the investigation, the compliance officer shall collect all available documents and review all available records, notes, or statements related to the complaint, including any additional evidence or information received from the parties during the course of the investigation. He/she shall individually interview all available witnesses with information pertinent to the complaint, and may visit any reasonably accessible location where the relevant actions are alleged to have taken place. **At appropriate intervals, the compliance officer shall inform both parties of the status of the investigation.**

To investigate a complaint alleging retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the compliance officer shall interview the alleged victim(s), any alleged offenders, and other relevant witnesses privately, separately, and in a confidential manner. As necessary, additional staff or legal counsel may conduct or support the investigation.

A complainant's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1312.3(h)

---

engagement in any other obstruction of the investigation may result in the dismissal of the complaint because of a lack of evidence to support the allegation. (5 CCR 4631) Similarly, a respondent's refusal to provide the district's investigator with documents or other evidence related to the allegations in the complaint, failure or refusal to cooperate in the investigation, or engagement in any other obstruction of the investigation may result in a finding, based on evidence collected, that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

In accordance with law, the district shall provide the investigator with access to records and other information related to the allegation in the complaint and shall not in any way obstruct the investigation. Failure or refusal of the district to cooperate in the investigation may result in a finding based on evidence collected that a violation has occurred and in the imposition of a remedy in favor of the complainant. (5 CCR 4631)

The compliance officer shall apply a “preponderance of the evidence” standard in determining the veracity of the factual allegations in a complaint. This standard is met if the allegation is more likely to be true than not.

### Report of Findings

#### OPTION 1:

Unless extended by written agreement with the complainant, the compliance officer shall prepare and send to the complainant, and respondent if there is one, a written report, as described in the section "Final Written Decision" below, within 60 calendar days of the district's receipt of the complaint. (5 CCR 4631)

#### OPTION 2:

Unless extended by written agreement with the complainant, a final decision shall be sent to the complainant within 60 calendar days of the district's receipt of the complaint. Within 30 calendar days of receiving the complaint, the compliance officer shall prepare and send to the complainant a written report, ~~of the district's investigation and decision,~~ as described in the section “Final Written Decision” below. If the complainant is dissatisfied with the compliance officer's decision, he/she may, within five business days, file his/her complaint in writing with the Board.

The Board may consider the matter at its next regular Board meeting or at a special Board meeting convened in order to meet the 60-day time limit within which the complaint must be answered. The Board may decide not to hear the complaint, in which case the compliance officer's decision shall be final.

If the Board hears the complaint, the compliance officer shall send the Board's decision to the

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1312.3(i)

---

complainant within 60 calendar days of the district's initial receipt of the complaint or within the time period that has been specified in a written agreement with the complainant. (5 CCR 4631)

In resolving any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), the respondent also shall be sent the district's decision and, in the same manner as the complainant, may file a complaint with the Board if dissatisfied with the decision.

### Final Written Decision

The district's decision on how it will resolve the complaint shall be in writing and shall be sent to the complainant and respondent. (5 CCR 4631)

In consultation with district legal counsel, information about the relevant part of a decision may be communicated to a victim who is not the complainant and to other parties who may be involved in implementing the decision or are affected by the complaint, as long as the privacy of the parties is protected. In a complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying), notice of the district's decision to the alleged victim shall include information about any sanction to be imposed upon the respondent that relates directly to the alleged victim.

If the complaint involves a limited-English-proficient student or parent/guardian and the student involved attends a school at which 15 percent or more of the students speak a single primary language other than English, then the decision shall also be translated into that language. In all other instances, the district shall ensure meaningful access to all relevant information for parents/guardians with limited English proficiency.

For all complaints, the decision shall include: (5 CCR 4631)

1. The findings of fact based on the evidence gathered. In reaching a factual determination, the following factors may be taken into account:
  - a. Statements made by any witnesses
  - b. The relative credibility of the individuals involved
  - c. How the complaining individual reacted to the incident
  - d. Any documentary or other evidence relating to the alleged conduct
  - e. Past instances of similar conduct by any alleged offenders
  - f. Past false allegations made by the complainant
2. The conclusion(s) of law
3. Disposition of the complaint

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1312.3(j)

---

#### 4. Rationale for such disposition

For complaints of retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the disposition of the complaint shall include a determination for each allegation as to whether retaliation or unlawful discrimination has occurred.

The determination of whether a hostile environment exists may involve consideration of the following:

- a. How the misconduct affected one or more students' education
- b. The type, frequency, and duration of the misconduct
- c. The relationship between the alleged victim(s) and offender(s)
- d. The number of persons engaged in the conduct and at whom the conduct was directed
- e. The size of the school, location of the incidents, and context in which they occurred
- f. Other incidents at the school involving different individuals

5. Corrective action(s), including any actions that have been taken or will be taken to address the allegations in the complaint ~~and~~ including, with respect to a student fees complaint, a remedy that comports with Education Code 49013 and 5 CCR 4600

For complaints of unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the decision may, as required by law, include:

- a. The corrective actions imposed on the ~~respondent individual found to have engaged in the conduct that relate directly to the subject of the complaint~~
- b. Individual remedies offered or provided to the complainant or another person who was the subject of the complaint, ~~but this information should not be shared with the respondent.~~
- c. Systemic measures the school has taken to eliminate a hostile environment and prevent recurrence

6. Notice of the complainant's ~~and respondent's~~ right to appeal the district's decision to the CDE within 15 calendar days, and procedures to be followed for initiating such an appeal

The decision may also include follow-up procedures to prevent recurrence or retaliation and for reporting any subsequent problems.

For complaints alleging unlawful discrimination based on state law (such as discriminatory

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

*Series 1000*

*Community Relations*

*AR 1312.3(k)*

---

harassment, intimidation, and bullying), the decision shall also include a notice to the complainant that:

1. He/she may pursue available civil law remedies outside of the district's complaint procedures, including seeking assistance from mediation centers or public/private interest attorneys, 60 calendar days after the filing of an appeal with the CDE. (Education Code 262.3)
2. The 60 days moratorium does not apply to complaints seeking injunctive relief in state courts or to discrimination complaints based on federal law. (Education Code 262.3)
3. Complaints alleging discrimination based on race, color, national origin, sex, gender, disability, or age may also be filed with the U.S. Department of Education, Office for Civil Rights at [www.ed.gov/ocr](http://www.ed.gov/ocr) within 180 days of the alleged discrimination.

### Corrective Actions

When a complaint is found to have merit, the compliance officer shall adopt any appropriate corrective action permitted by law. Appropriate corrective actions that focus on the larger school or district environment may include, but are not limited to, actions to reinforce district policies; training for faculty, staff, and students; updates to school policies; or school climate surveys.

For complaints involving retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate ~~corrective actions that focus on remedies~~ that may be offered to the victim but not communicated to the respondent may include, but are not limited to, the following:

1. Counseling
2. Academic support
3. Health services
4. Assignment of an escort to allow the victim to move safely about campus
5. Information regarding available resources and how to report similar incidents or retaliation
6. Separation of the victim from any other individuals involved, provided the separation does not penalize the victim
7. Restorative justice

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

*Series 1000*

*Community Relations*

*AR 1312.3(l)*

---

8. Follow-up inquiries to ensure that the conduct has stopped and there has been no retaliation

9. Determination of whether any past actions of the victim that resulted in discipline were related to the treatment the victim received and described in the complaint

For complaints involving retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), appropriate corrective actions that focus on a student offender may include, but are not limited to, the following:

1. Transfer from a class or school as permitted by law
2. Parent/guardian conference
3. Education regarding the impact of the conduct on others
4. Positive behavior support
5. Referral to a student success team
6. Denial of participation in extracurricular or co-curricular activities or other privileges as permitted by law
7. Disciplinary action, such as suspension or expulsion, as permitted by law

When an employee is found to have committed retaliation or unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), the district shall take appropriate disciplinary action, up to and including dismissal, in accordance with applicable law and collective bargaining agreement.

The district may also consider training and other interventions for the larger school community to ensure that students, staff, and parents/guardians understand the types of behavior that constitute unlawful discrimination (such as discriminatory harassment, intimidation, or bullying), that the district does not tolerate it, and how to report and respond to it.

If a complaint alleging noncompliance with the laws regarding student fees, deposits, and other charges, physical education instructional minutes for students in elementary schools, or any requirement related to the LCAP is found to have merit, the district shall provide a remedy to all affected students and parents/guardians subject to procedures established by regulation of the State Board of Education. (Education Code 49013, 51223, 52075)

## OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

*Series 1000*

*Community Relations*

*AR 1312.3(m)*

---

For complaints alleging noncompliance with the laws regarding student fees, the district shall attempt in good faith, by engaging in reasonable efforts, to identify and fully reimburse all affected students and parents/guardians who paid the unlawful student fees within one year prior to the filing of the complaint. (Education Code 49013; 5 CCR 4600)

### Appeals to the California Department of Education

Any complainant who is dissatisfied with the district's final written decision may file an appeal in writing with the CDE within 15 calendar days of receiving the district's decision. (Education Code 222, 48853, 48853.5, 49013, 49069.5, 51223, 51225.1, 51225.2, 51228.3, 52075; 5 CCR 4632)

When a respondent in any complaint alleging unlawful discrimination (such as discriminatory harassment, intimidation, and bullying) is dissatisfied with the district's final written decision, he/she, in the same manner as the complainant, may file an appeal with the CDE.

The complainant or respondent shall specify the basis for the appeal of the decision and whether the facts are incorrect and/or the law has been misapplied. The appeal shall be accompanied by a copy of the locally filed complaint and a copy of the district's decision. (5 CCR 4632)

Upon notification by the CDE that the complainant or respondent has appealed the district's decision, the Superintendent or designee shall forward the following documents to the CDE: (5 CCR 4633)

1. A copy of the original complaint
2. A copy of the written decision
3. A summary of the nature and extent of the investigation conducted by the district, if not covered by the decision
4. A copy of the investigation file, including, but not limited to, all notes, interviews, and documents submitted by the parties and gathered by the investigator
5. A report of any action taken to resolve the complaint
6. A copy of the district's uniform complaint procedures
7. Other relevant information requested by the CDE

Adopted: 2-16-93

Amended: 9-17-02, 1-06, 3-12, 10-14, 9-15-15, 5-17-16, 02-21-17

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: B.6.d. APPROVE AMENDMENT TO BOARD POLICY**  
**4119.11/4219.11/4319.11 – SEXUAL HARASSMENT - First Reading**

---

**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 4119.11/4219.11/4319.11 – Sexual Harassment?

**BACKGROUND:** Board Policy 4119.11/4219.11/4319.11 – Sexual Harassment is being updated to reflect NEW STATE REGULATIONS (Register 2015, No. 50), as renumbered, which extend protections against sexual harassment to unpaid interns and volunteers, require districts to instruct supervisors to report complaints, and revise requirements pertaining to the training of supervisory employees. Board Policy 4119.11/4219.11/4319.11 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 4119.11/4219.11/4319.11 – Sexual Harassment.
  2. Do not amend Board Policy 4119.11/4219.11/4319.11 – Sexual Harassment.
  3. Adopt a modified version of the amendment to Board Policy 4113 - Assignment.

**RECOMMENDATION:**  
 Approval of Alternative #1.

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
 Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4119.11 4219.11,4319.11(a)

---

## Sexual Harassment

The Governing Board prohibits sexual harassment of district employees ~~and job applicants~~. The Board also prohibits retaliatory behavior or action against district employees or other persons who complain, testify, or otherwise participate in the complaint process established pursuant to this policy and ~~the accompanying~~ administrative regulation. **This policy shall apply to all district employees and, when applicable, to interns, volunteers, and job applicants.**

*(cf. 0410 - Nondiscrimination in District Programs and Activities)*

*(cf. 4030 - Nondiscrimination in Employment)*

The Superintendent or designee shall take all actions necessary to ensure the prevention, investigation, and correction of sexual harassment, including but not limited to:

1. Providing training to employees in accordance with law and administrative regulation
2. Publicizing and disseminating the district's sexual harassment policy to staff:

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

3. Ensuring prompt, thorough, and fair investigation of complaints:
4. Taking timely and appropriate corrective/remedial action(s), **which after completion of investigation. This** may require interim separation of the complainant and the alleged harasser, ~~and subsequent monitoring of developments:~~

All complaints and allegations of sexual harassment shall be kept confidential to the extent necessary to carry out the investigation or **to** take other subsequent necessary actions. ~~(5 CCR 4964)~~ **(2 CCR 11023)**

Any district employee ~~or job applicant~~ who feels that he/she has been sexually harassed, or who has knowledge of any incident of sexual harassment by or against another employee, ~~a job applicant or a student~~, shall immediately **report the incident to** ~~contact~~ his/her supervisor, the principal, district administrator, or Superintendent. ~~to obtain procedures for filing a complaint.~~

A supervisor, principal, or other district administrator who receives a harassment complaint shall promptly notify the Superintendent or designee.

Complaints of sexual harassment shall be filed in accordance with AR 4030 - Nondiscrimination in Employment. An employee may bypass his/her supervisor in filing a complaint where the supervisor is the subject of the complaint.

*(cf. 4031 - Complaints Concerning Discrimination in Employment)*

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4119.11 4219.11,4319.11(b)

Any district employee who engages or participates in sexual harassment; or who aids, abets, incites, compels, or coerces another to commit sexual harassment ~~against a district employee, job applicant or student, is~~ in violation of this policy ~~and~~ is subject to disciplinary action, up to and including dismissal.

~~(cf. 4117.4 – Dismissal)~~

(cf. 4118 – Dismissal/Suspension/Disciplinary Action)

(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

*EDUCATION CODE*

200-262.4 Prohibition of discrimination on the basis of sex

*GOVERNMENT CODE*

12900-12996 Fair Employment and Housing Act, especially:

12940 Prohibited discrimination

~~12950.1~~ Sexual harassment training

*LABOR CODE*

1101 Political activities of employees

1102.1 Discrimination: sexual orientation

*CODE OF REGULATIONS, TITLE 2*

~~7287.8 Retaliation~~

11009 Employment discrimination 11021

11021 Retaliation

11023 Harassment and discrimination prevention and correction

11024 Sexual harassment training and education

11034 Terms, conditions, and privileges of employment

*CODE OF REGULATIONS, TITLE 5*

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

*UNITED STATES CODE, TITLE 42*

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

*CODE OF FEDERAL REGULATIONS, TITLE 34*

106.9 Dissemination of policy

*COURT DECISIONS*

Department of Health Services v. Superior Court of California, (2003) 31 Cal.4<sup>th</sup> 1026

Faragher v. City of Boca Raton, (1998) 118 S.Ct. 2275

Burlington Industries v. Ellreth, (1998) 118 S.Ct. 2257

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Oncale v. Sundowner Offshore Serv. Inc., (1998) 118 S.Ct. 998

Meritor Savings Bank, FSB v. Vinson et al., (1986) 447 U.S. 57

Management Resources:

*OFFICE OF CIVIL RIGHTS AND NATIONAL ASSOCIATION OF ATTORNEYS GENERAL*

Protecting Students from Harassment and Hate Crime, January, 1999

*WEB SITES*

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/about/offices/list/OCR/index.html>

Adopted: 1-25-78

Amended: 11-17-82, 7-23-85, 1-21-92, 9-17-02, 3-16-04, 9-20-05, 02-21-17

# OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 4000

Personnel

AR 4119.11, 4219.11, 4319.11(a)

---

## Sexual Harassment

This administrative regulation shall apply to all allegations of sexual harassment involving employees, interns, volunteers, and job applicants, but shall not be used to resolve any complaint by or against a student.

### Definitions

Prohibited sexual harassment includes, but is not limited to, unwelcome sexual advances, unwanted requests for sexual favors, or other unwanted verbal, visual, or physical conduct of a sexual nature made against another person of the same or opposite sex in the work or educational setting; when: (Education Code 212.5; Government Code 12940; ~~5 CCR 4916~~ 2 CCR 11034)

1. Submission to the conduct is made explicitly or implicitly a term or condition of the individual's employment.
2. Submission to or rejection of ~~the such~~ conduct ~~by the individual~~ is used as the basis for an employment decision affecting ~~him/her~~ the individual
- ~~3. The conduct has the purpose or effect of having a negative impact upon the individual's work or has the purpose or effect of creating an intimidating, hostile or offensive work environment. Regardless of whether or not the alleged harasser was motivated by sexual desire, the conduct is sufficiently severe, persistent, pervasive, or objectively offensive so as to create a hostile or abusive working environment or to limit the individual's ability to participate in or benefit from an education program or activity.~~
43. Submission to or rejection of the conduct ~~by the other individual~~ is used as the basis for any decision affecting ~~him/her~~ the individual regarding benefits, services, honors, programs or activities available at or through the district.

Prohibited sexual harassment also includes conduct which, regardless of whether or not it is motivated by sexual desire, is so severe or pervasive as to unreasonably interfere with the victim's work performance or create an intimidating, hostile, or offensive work environment.

~~Other e~~Examples of actions that might constitute sexual harassment; ~~in the work or educational setting~~, whether committed by a supervisor, a co-worker, or a non-employee, in the work or education setting include, but are not limited to:

1. Unwelcome verbal conduct such as sexual flirtations or propositions; graphic comments about an individual's body; overly personal conversations or pressure for sexual activity; sexual

**OAK PARK UNIFIED SCHOOL DISTRICT  
ADMINISTRATIVE REGULATION**

Series 4000

Personnel

AR 4119.11, 4219.11, 4319.11(b)

---

jokes or stories; unwelcome sexual slurs, epithets, threats, innuendoes, derogatory comments, sexually degrading descriptions, or the spreading of sexual rumors

2. Unwelcome visual conduct such as drawings, pictures, graffiti, or gestures; sexually explicit e-mails; displaying sexually suggestive objects

3. Unwelcome physical conduct such as massaging, grabbing, fondling, stroking, or brushing the body; touching an individual's body or clothes in a sexual way; cornering, blocking, leaning over, or impeding normal movements

Training

The Superintendent or designee shall ensure that all employees receive training regarding the district's sexual harassment policies when hired and periodically thereafter. ~~Such~~ The training shall include the procedures for reporting and/or filing complaints involving an employee, employee's duty to use the district's complaint procedures, and employee obligations when a sexual harassment report involving a student is made to the employee.

*(cf. 1312.3 – Uniform Complaint Procedures)*

~~*(cf. 4031 – Complaints Concerning Discrimination in Employment)*~~

*(cf. 4030 - Nondiscrimination in Employment)*

*(cf. 5145.7 – Sexual Harassment)*

Every two years, the Superintendent or designee shall ensure that supervisory employees receive at least two hours of classroom or other effective interactive training and education regarding sexual harassment. All such newly hired or promoted employees shall receive training within six months of their assumption of the new position. (Government Code 12950.1)

A supervisory employee is any employee ~~with~~ having the authority, ~~in the interest of -the district~~ to hire, transfer, suspend, lay off, promote, discharge, assign, reward, or discipline other employees, ~~or the responsibility to direct them, adjust their grievances, or to~~ effectively recommend such action, ~~when the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgment.~~ (Government Code 12926)

*(cf. 4300 - Administrative and Supervisory Personnel)*

The district's sexual harassment training and education program for supervisory employees shall be aimed at assisting them in preventing and effectively responding to incidents of sexual harassment, as well as implementing mechanisms to promptly address and correct wrongful behavior. The training shall include, ~~the provision of~~ but is not limited to, the following: (Government Code 12950.1; 2 CCR 110243)

# OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 4000

Personnel

AR 4119.11, 4219.11, 4319.11(c)

---

1. Information and practical guidance regarding the federal and state laws on the prohibition, ~~against and the~~ prevention, and correction of sexual harassment, ~~and~~ the remedies available to the ~~victims of~~ sexual harassment victims in civil actions, and potential district and/or individual exposure or liability ~~in employment.~~
2. The types of conduct that constitute sexual harassment and ~~P~~practical examples ~~aimed at instructing supervisors in the prevention of~~ which illustrate sexual harassment, discrimination, and retaliation- using training modalities such as role plays, case studies, and group discussions, based on factual scenarios taken from case law, news and media accounts, and hypotheticals based on workplace situations and other sources
3. ~~A component on the prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance.~~ A supervisor's obligation to report sexual harassment, discrimination, and retaliation of which he/she becomes aware and what to do if the supervisor himself/herself is personally accused of harassment
4. ~~A Copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she received.~~
5. ~~All other contents of mandated training specified in 2 CCR 11023.~~
4. Strategies for preventing harassment, discrimination, and retaliation and appropriate steps to ensure that remedial measures are taken to correct harassing behavior, including an effective process for investigation of a complaint
5. The essential elements of the district's anti-harassment policy, including the limited confidentiality of the complaint process and resources for victims of unlawful sexual harassment, such as to whom they should report any alleged sexual harassment, and how to use the policy if a harassment complaint is filed
6. A copy of the district's sexual harassment policy and administrative regulation, which each participant shall acknowledge in writing that he/she has received
7. The definition and prevention of abusive conduct that addresses the use of derogatory remarks, insults, or epithets, other verbal or physical conduct that a reasonable person would find threatening, intimidating, or humiliating, and the gratuitous sabotage or undermining of a person's work performance

**OAK PARK UNIFIED SCHOOL DISTRICT  
ADMINISTRATIVE REGULATION**

Series 4000

Personnel

AR 4119.11, 4219.11, 4319.11(d)

---

The Superintendent or designee shall retain for at least two years the records of any training provided to supervisory employees. Such records shall include the names of training employees, date of the training, the type of training, and the name of the training provider. (2 CR 1102~~3~~4)

Notifications

A copy of the Board policy and this administrative regulation shall: (Education Code 231.5)

1. Be displayed in a prominent location in the main administrative building, district office, or other area of the school where notices of district rules, regulations, procedures, and standards of conduct are posted
2. Be provided to every district employee at the beginning of the first quarter or semester of the school year or whenever a new employee is hired.

*(cf. 4112.9/4212.9/4312.9 - Employee Notifications)*

3. Appear in any school or district publication that sets forth the school's or district's comprehensive rules, regulations, procedures, and standards of conduct

All employees shall receive either a copy of information sheets prepared by the California Department of Fair Employment and Housing (DFEH) or a copy of district information sheets that contain, at a minimum, components on: (Government Code 12950)

1. The illegality of sexual harassment
2. The definition of sexual harassment under applicable state and federal law
3. A description of sexual harassment, with examples
4. The district's complaint process available to the employee
5. The legal remedies and complaint process available through ~~the~~-DFEH and ~~the~~ Equal Employment Opportunity Commission (EEOC)
6. Directions on how to contact ~~the~~-DFEH and ~~the~~ EEOC
7. The protection against retaliation provided by 2 CCR ~~7287.8-11021~~ for opposing harassment prohibited by law or for filing a complaint with or otherwise participating in an investigation, proceeding, or hearing conducted by DFEH and the EEOC

**OAK PARK UNIFIED SCHOOL DISTRICT  
ADMINISTRATIVE REGULATION**

*Series 4000*

*Personnel*

*AR 4119.11, 4219.11, 4319.11(e)*

---

In addition, the district shall post, in a prominent and accessible location, DFEH's poster on discrimination in employment and the illegality of sexual harassment. (Government Code 12950)

Adopted: 3-2-93

Amended: 7-05, 3-08, 11-15, [02-21-2017](#)

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: B.6.e APPROVE AMENDMENT OF BOARD POLICY 6142.4 – SERVICE LEARNING/COMMUNITY SERVICE – FIRST READING**

---

**ISSUE:** Should the Board of Education approve the amendment of Board Policy 6142.4 – Service Learning/Community Service?

**BACKGROUND:** Board Policy 6142.4 is being updated to emphasize the academic benefits of service learning or community service classes, reflect the inclusion of service learning in the History-Social Science Framework for California Public Schools adopted by the State Board of Education in July 2016, reflect the elimination of state and federal sources of funding for service learning, and delete material on the development of a plan for service learning. Board Policy 6142.4 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the review of Board Policy 6142.4 – Service Learning/Community Service.
  2. Do not amend Board Policy 6142.4 – Service Learning/Community Service.
  3. Adopt a modified version of Board Policy 6142.4 – Service Learning/Community Service.

**RECOMMENDATION:**  
Approval of Alternative #1.

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.4(a)

---

## Service Learning/ Community Service

The Governing Board recognizes that ~~student involvement in community service~~ ~~service learning~~ ~~can~~ enhances academic outcomes, helps students develop the skills and knowledge necessary to become informed and responsible citizens, and aids in individual, career development. The district shall offer separate community service classes and/or service learning opportunities that are integrated into other courses. Such classes and activities shall be designed to link academic content, practical skills, and meaningful service. ~~Service experiences also can motivate students by letting them apply what they are studying to local needs and problems and by showing them that they can make a~~ contributions to their community.

*(cf. 1020 - Youth Services)*

*(cf. 6000 - Concepts and Roles)*

*(cf. 6011 - Academic Standards)*

*(cf. 6142.3 - Civic Education)*

*(cf. 6142.94 - History-Social Science Instruction)*

*(cf. 6178.1 - Work-Based Learning)*

## Service Learning

The Superintendent or designee shall integrate ~~Board supports~~ service learning opportunities into one or more courses at appropriate grade levels. ~~instructional strategies as integral components of the district's curriculum.~~

*(cf. 6143 - Courses of Study)*

The Superintendent or designee shall involve administrators, students, teachers, parents/guardians, and community members in the development, implementation, and evaluation of the district's service learning program. He/she shall also ~~The Board encourages staff to~~ collaborate with local public ~~and nonprofit~~ agencies and nonprofit organizations to identify and ~~in order to~~ develop service learning opportunities ~~activities~~ that meet educational and civic learning objectives, align with state and local academic standards, and address the needs of the ~~current~~ community ~~needs~~.

*(cf. 1600 - Relations Between Other Governmental Agencies and the Schools)*

*(cf. 1700 - Relations Between Private Industry and the Schools)*

When service learning activities occur off campus, the Superintendent or designee shall arrange for transportation when necessary and shall ensure that students receive appropriate guidance and supervision.

*(cf. 3540 - Transportation)*

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.4(b)

---

The Superintendent or designee shall provide the Board with regular reports on the district's progress in meeting its goals for service learning.

*(cf. 6190 - Evaluation of the Instructional Program)*

*(cf. 9000 - Role of the Board)*

## Notifications

Parents/guardians shall receive information about service learning and any community service opportunities offered by the district and the benefits of such activities to the community and the student. The district shall ask parents/guardians to acknowledge this information and provide consent before their child participates in any off-campus service activities.

*(cf. 3530 - Risk Management/Insurance)*

*(cf. 5143 - Insurance)*

## Legal Reference:

### *EDUCATION CODE*

233.5 Teaching of principles

35160 Authority of governing boards

35160.1 Broad authority of school districts

37220.6 Cesar Chavez Day of Services and Learning

51210 Areas of study, grades 1 to 6

51220 Areas of study, grades 7 to 12

51745 Independent study

[51810-51815 Community service classes](#)

### *UNITED STATES CODE, TITLE 42*

12501 - 12682 National and Community Service Trust Act of 1993

### *COURT DECISIONS*

Steirer et al v. Bethlehem Area School District, (1993) ~~3rd Cir. 1993 789 F.Supp. 1337 (E.D. Pa 1992)~~ 987 F.2d 989

## Management Resources:

### *WEB SITES*

CSBA: <http://www.csba.org>

California Department of Education, Service Learning: <http://www.cde.ca.gov>

Corporation for National and Community Service: <http://www.nationalservice.gov> <http://www.cde.ca.gov/ei/er/sl>

~~Learn and Serve America: <http://www.learnandserve.org>~~

National Service Learning Clearinghouse: <http://www.servicelearning.org>

~~Youth Service California: <http://www.yseal.org>~~

Adopted: 9-17-02

Amended: 8-24-04, 9-18-07, [02-21-17](#)

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: VII.1. MONTHLY ENROLLMENT AND ATTENDANCE REPORT**  
**INFORMATION**

---

**ISSUE:** Shall the Board receive and review a status report on District enrollment and attendance through Month 6 of the 2016-17 school year?

**BACKGROUND:** As student enrollment and attendance plays a key roll in determining General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared the following enrollment and attendance information through the end of the most recent reporting period. To assist in this review, and for purposes of identifying trends in both enrollment and attendance, data from the same reporting period for the preceding year is also included for the Board's information.

**RECOMMENDATION:** None. Information only.

Prepared by: Shannan Kaesberg, Senior Accountant  
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

# MONTHLY REPORT OF ENROLLMENT AND ADA

Board Meeting February 21, 2017

Page 1

Site/ Grade	YEAR TO DATE		Month 1		Month 2		Month 3		Month 4	
	ENRL*	ADA	ENRL*	ADA	ENRL*	ADA	ENRL	ADA	ENRL	ADA
<b>BES</b>										
K	96	91.15	94	92.00	95	92.53	95	91.06	95	92.36
1	73	70.05	73	71.11	72	70.32	72	69.53	72	69.29
2	95	90.86	95	92.42	95	91.95	95	91.24	95	91.43
3	107	101.22	103	100.94	103	101.37	103	100.71	104	101.50
4	94	90.52	93	91.26	93	90.95	93	90.59	93	91.57
5	126	122.02	124	121.53	125	123.25	125	122.05	125	121.56
SDC	0	-	0	-	0	-	0	-	0	-
Total	591	565.82	582	569.26	583	570.37	583	565.18	584	567.71
ADA % **		95.74%		97.81%		97.83%		96.94%		97.21%
<b>OHES</b>										
K	95	91.17	95	91.74	95	93.11	95	91.82	94	90.07
1	73	69.72	71	69.95	70	69.00	71	69.47	72	70.21
2	68	67.74	70	68.79	70	68.74	70	68.59	69	68.79
3	82	80.84	84	82.63	84	82.47	83	81.24	83	80.21
4	94	89.36	90	88.11	91	88.73	92	89.82	91	90.43
5	92	89.85	93	91.78	92	91.00	92	90.47	92	89.79
SDC	0	-	0	-	0	-	0	-	0	-
Total	504	488.68	503	493.00	502	493.05	503	491.41	501	489.50
ADA % **		96.96%		98.01%		98.22%		97.70%		97.70%
<b>ROES</b>										
K	96	91.42	97	93.68	95	91.84	94	91.42	96	91.86
1	97	91.52	93	88.63	95	92.63	95	93.18	96	92.71
2	96	90.59	95	92.15	92	90.68	91	90.24	91	87.93
3	107	103.57	106	103.16	106	104.32	105	103.18	106	104.00
4	95	92.01	95	92.32	95	92.79	95	92.45	94	92.29
5	122	117.60	119	117.11	120	116.42	122	119.06	122	119.28
SDC	0	-	0	-	0	-	0	-	0	-
Total	613	586.71	605	587.05	603	588.68	602	589.53	605	588.07
ADA % **		95.71%		97.03%		97.63%		97.93%		97.20%
<b>MCMS</b>										
6	362	354.64	363	359.37	366	360.32	364	356.94	363	355.64
7	363	350.18	362	355.74	362	353.53	363	354.17	363	344.86
8	379	367.22	381	372.00	379	369.89	380	370.89	379	367.57
SDC	4	3.89	4	4.00	4	3.95	4	3.83	4	3.93
Total	1108	1,075.93	1110	1,091.11	1111	1,087.69	1111	1,085.83	1109	1,072.00
ADA % **		97.11%		98.30%		97.90%		97.73%		96.66%
<b>OPHS</b>										
9	384	377.47	387	381.63	387	377.05	387	379.22	385	375.71
10	387	382.20	398	389.63	396	383.63	395	383.33	395	380.36
11	376	367.55	389	376.00	387	368.05	387	369.33	387	365.14
12	342	326.99	345	331.58	344	327.85	345	329.44	345	321.93
SDC	5	4.91	5	4.95	5	4.89	5	4.95	5	4.79
Total	1494	1,459.12	1524	1,483.79	1519	1,461.47	1519	1,466.27	1517	1,447.93
ADA % **		97.67%		97.36%		96.21%		96.53%		95.45%
<b>OVHS</b>										
10-12	43	40.90	41	40.21	42	40.44	42	40.30	42	41.17
ADA % **		95.12%		98.07%		96.29%		95.95%		98.02%
<b>OPIS</b>										
K-12	217	212.79	211	197.95	220	211.95	221	218.17	221	217.93
ADA % **		98.06%		93.82%		96.34%		98.72%		98.61%
Other ***	6	3.78	1	1.00	4	0.68	6	0.89	6	2.65
<b>TOTALS</b>										
K-12	4576	4,433.73	4577	4,463.37	4584	4,454.33	4587	4,457.58	4585	4,426.96
ADA % **		96.89%		97.52%		97.17%		97.18%		96.55%

\*Enrollment is as of the last day of the school month.

\*\*\* of Attendance is ratio of ADA generated during the period divided by last day enrollment.

\*\*\*Other is Home Hospital, Non Public Schools, and Extended Year.

February 8, 2017

**MONTHLY REPORT OF ENROLLMENT AND ADA**

Board Meeting February 21, 2017

Page 2

Site/ Grade	Month 5		Month 6		Month 7		Month 8		Month 9		Month 10	
	ENRL	ADA	ENRL	ADA	ENRL	ADA	ENRL	ADA	ENRL	ADA	ENRL	ADA
<b>BES</b>												
K	95	88.26	96.00	91.00								
1	72	68.26	73.00	69.84								
2	95	88.63	95.00	89.16								
3	104	99.32	107.00	103.00								
4	93	88.74	94.00	89.21								
5	126	121.58	126.00	122.00								
SDC		-	0	-								
Total	585	554.79	591	564.21								
ADA % **		94.84%		95.47%								
<b>OHES</b>												
K	94	90.05	95.00	89.58								
1	73	70.53	73.00	69.26								
2	67	66.37	68.00	65.53								
3	82	80.47	82.00	77.89								
4	94	88.74	94.00	90.11								
5	92	87.95	92.00	87.84								
SDC			0	-								
Total	502	484.11	504	480.21								
ADA % **		96.44%		95.28%								
<b>ROES</b>												
K	95	90.43	96.00	88.78								
1	96	91.42	97.00	91.00								
2	93	87.63	96.00	92.53								
3	107	103.42	107.00	103.00								
4	95	90.94	95.00	90.42								
5	122	116.58	122.00	117.74								
SDC			0	-								
Total	608	580.42	613	583.47								
ADA % **		95.46%		95.18%								
<b>MCMS</b>												
6	362	345.00	362.00	347.28								
7	361	341.79	363.00	348.33								
8	378	359.37	379.00	362.44								
SDC	4	3.68	4	3.89								
Total	1105	1,049.84	1108	1,061.94								
ADA % **		95.01%		95.84%								
<b>OPHS</b>												
9	381	377.42	384.00	371.94								
10	387	381.16	387.00	373.61								
11	376	366.68	376.00	358.00								
12	343	325.27	342.00	324.56								
SDC	5	4.84	5	5.00								
Total	1492	1,455.37	1494	1,433.11								
ADA % **		97.54%		95.92%								
<b>OVHS</b>												
10-12	39	41.43	43.00	40.29								
ADA % **		106.23%		93.70%								
<b>OPIS</b>												
K-12	218	219.84	217	212.33								
ADA % **		100.84%		97.85%								
Other ***	6	2.81	6	3.78								
<b>TOTALS</b>												
K-12	4555	4,388.61	4576	4,379.34								
ADA % **		96.35%		95.70%								

\*Enrollment is as of the last day of the school month.

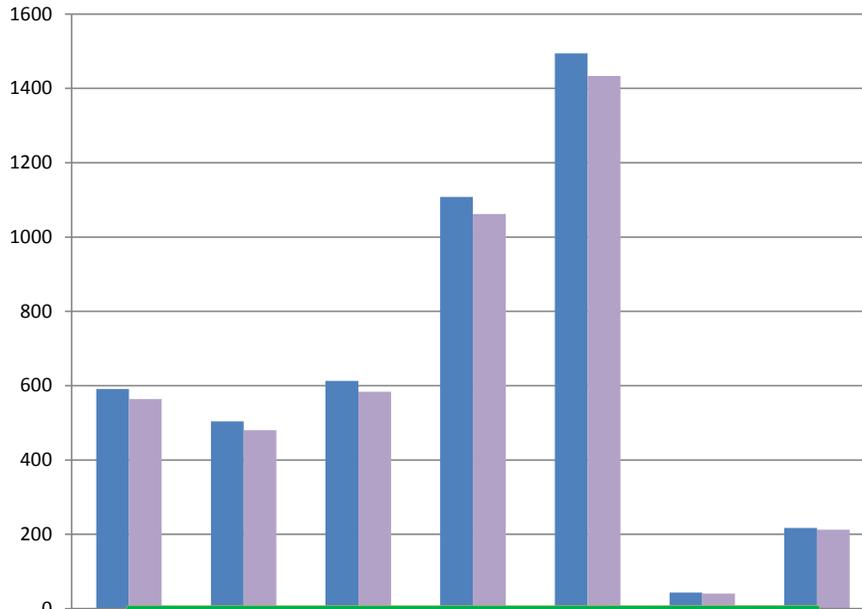
\*\*\* of Attendance is ratio of ADA generated during the period divided by last day enrollment.

\*\*\*Other is Home Hospital, Non Public Schools, and Extended Year.

February 8, 2017

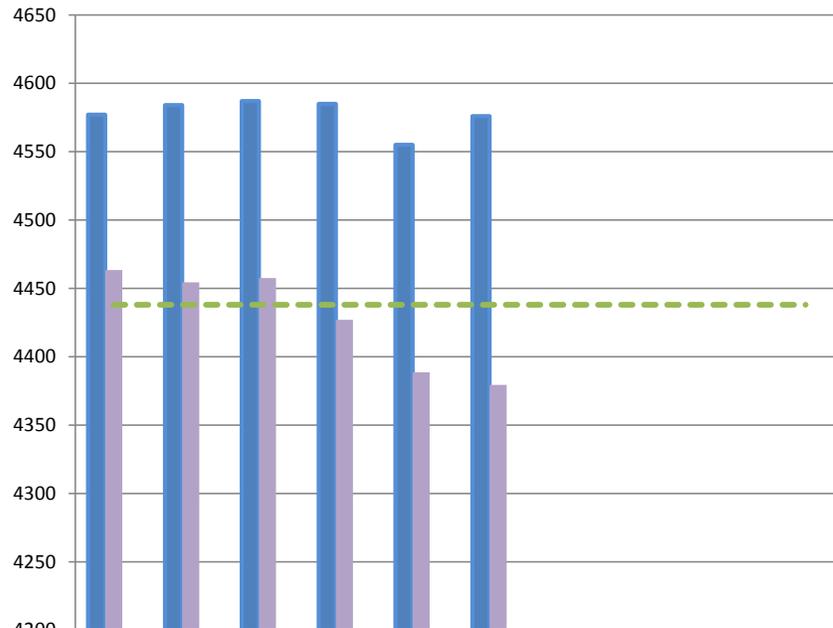
## OAK PARK USD - ATTENDANCE

### Month 6 - OPUSD 2016-17



	BES	OHES	ROES	MCMS	OPHS	OVHS	OPIS
Enroll	591	504	613	1108	1494	43	217
ADA	564.21	480.21	583.47	1061.94	1433.11	40.29	212.33
Percent	95.47%	95.28%	95.18%	95.84%	95.92%	93.70%	97.85%
PY %	94.99%	96.57%	96.21%	96.44%	95.35%	87.24%	97.32%

### OPUSD - Total District Enrollment & ADA



	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10
Actual Enroll	4577	4584	4587	4585	4555	4576				
Actual ADA	4463.37	4454.33	4457.58	4426.96	4388.61	4379.34				
Percent	97.52%	97.17%	97.18%	96.55%	96.35%	95.70%	0.00%	0.00%	0.00%	0.00%
Proj P2 ADA	4438.01	4438.01	4438.01	4438.01	4438.01	4438.01	4438.01	4438.01	4438.01	4438.01

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: VII.2. MONTHLY CASH FLOW REPORT**

INFORMATION

**ISSUE:** Shall the Board receive and review a status report on District's actual and projected cash flow as of January 31st of the 2016-17 fiscal year?

**BACKGROUND:** The State's funding appropriation schedule for school districts is always challenging. In his January 2017 budget proposal, citing the failure of State revenues to meet projections, Governor Brown has once again recommended deferring current year cash apportionments to the subsequent fiscal year, a common State practice during the Great Recession. Continuing its routine of the last several years, the Business Office produces a cash flow report each month as an ongoing tool to assist the both the Administration and Board in analyzing and managing the District's cash and remaining cash-solvent. This month's report follows for the Board's information and review.

**RECOMMENDATION:** None - for information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services  
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

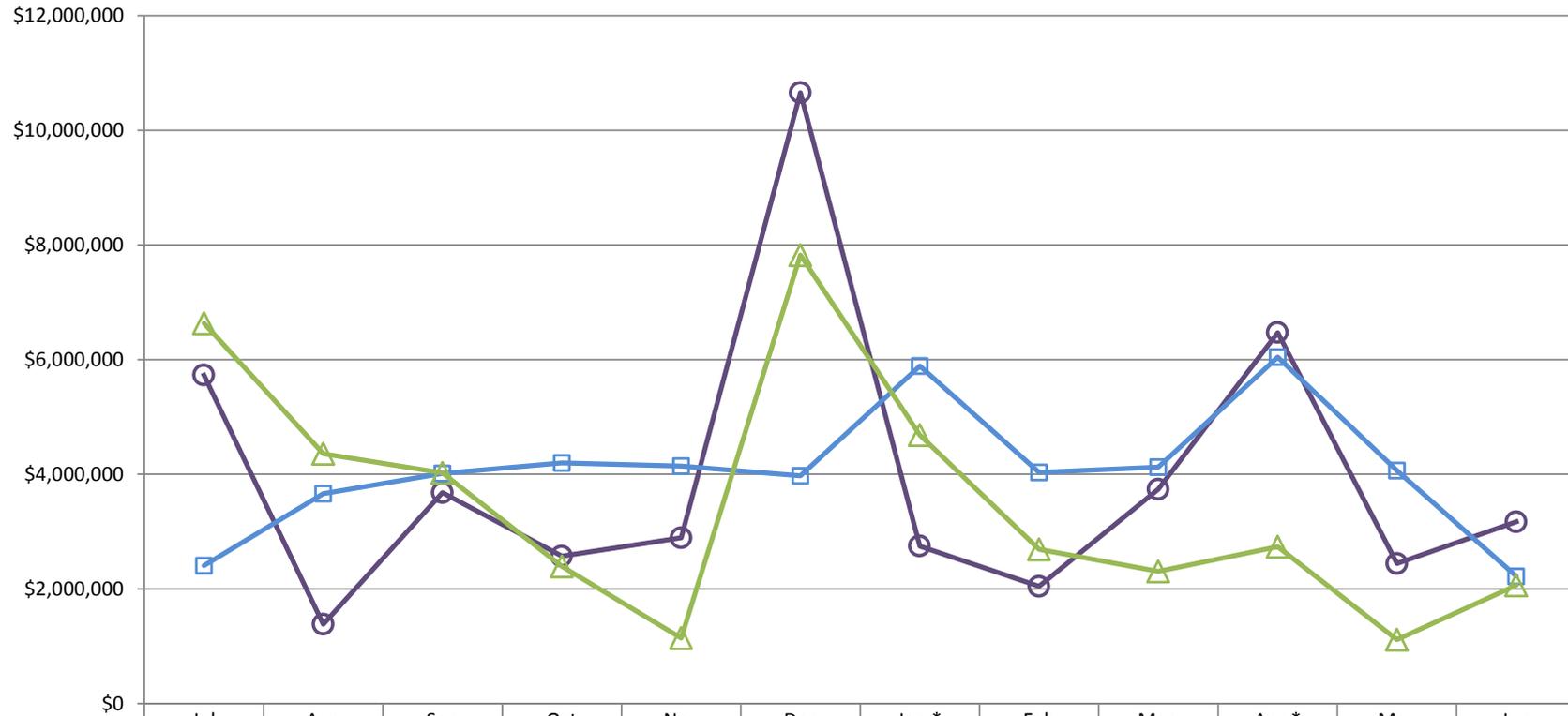
---

Anthony W. Knight, Ed.D.  
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW										
Year: 2016-17 Budget										
Budget: 1st Interim										
Actuals through January 31, 2017										
<b>BEGINNING BALANCE BASED ON 2015-16 YEAR-END ACTUALS</b>										
	Object	July	August	September	October	November	December	January	February	March
<b>A. BEGINNING CASH</b>	9110	\$3,313,613	\$6,637,681	\$4,359,005	\$4,022,429	\$2,395,179	\$1,141,632	\$7,823,890	\$4,684,375	\$2,692,805
<b>B. RECEIPTS</b>										
Revenue Limit Sources										
Principal Apportionment	8010-8019	965,968	965,968	3,218,353	1,738,742	1,738,742	3,218,353	1,738,742	1,595,913	3,127,238
Property Taxes	8020-8079	7,700	49,852	265	33,601	20,984	6,142,533	156,764	0	30,533
Miscellaneous Funds	8080-8099	0	0	0	0	0	0	0	0	0
Federal Revenue	8100-8299	2,376	0	52,794	0	2,250	25,279	0	-1,094	13,918
Other State Revenue	8300-8599	319,640	1,355	0	239,319	19,563	605,180	541,369	136,438	50,400
Other Local Revenue	8600-8799	220,494	243,775	373,249	503,806	534,986	461,309	317,716	297,653	503,538
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	0	0	0
Other Receipts/Non-Revenue		0	0	0	0	0	0	0	0	0
<b>TOTAL RECEIPTS</b>		<b>1,516,179</b>	<b>1,260,950</b>	<b>3,644,661</b>	<b>2,515,468</b>	<b>2,316,525</b>	<b>10,452,654</b>	<b>2,754,591</b>	<b>2,028,909</b>	<b>3,725,627</b>
<b>C. DISBURSEMENTS</b>										
Certificated Salaries	1000-1999	165,775	2,003,557	2,058,612	2,060,513	2,041,915	2,044,735	2,040,553	2,041,493	2,035,555
Classified Salaries	2000-2999	201,337	542,519	571,444	570,134	572,320	603,996	546,470	579,180	574,895
Employee Benefits	3000-3999	73,535	855,029	865,361	867,753	861,181	864,062	868,790	851,703	852,336
Books, Supplies	4000-4999	34,875	123,166	152,564	152,900	266,180	90,881	66,778	53,277	79,269
Services	5000-5999	139,513	293,893	438,516	607,327	491,133	414,881	344,367	265,645	259,734
Capital Outlay	6000-6599	21,771	0	156,448	121,532	10,193	-26,288	5,767	0	0
Other Outgo - Excess Costs	7000-7499	3,799	32,244	6,838	819	21,356	6,838	111,868	16,645	80,316
Interfund Transfers Out	7600-7629	25,000	0	0	0	0	0	0	25,000	25,000
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	0	0	0	0
<b>TOTAL DISBURSEMENTS</b>		<b>665,606</b>	<b>3,850,408</b>	<b>4,249,783</b>	<b>4,380,979</b>	<b>4,264,278</b>	<b>3,999,105</b>	<b>3,984,593</b>	<b>3,832,943</b>	<b>3,907,104</b>
<b>D. BALANCE SHEET TRANSACTIONS</b>										
Accounts Receivable	9200	158,347	122,193	35,751	54,718	575,032	204,657	-6,897	14,106	14,106
Accounts Payable	9500	-1,739,851	188,589	232,794	183,544	119,174	24,052	124,885	-201,642	-218,831
Current Loans (Cross Yr TRAN/Other)	9640	0	0	0	0	0	0	0	0	0
Current Loans (Current Yr TRANS)	9640	4,055,000	0	0	0	0	0	-2,027,500	0	0
<b>TOTAL PRIOR YEAR TRANSACTIONS</b>		<b>2,473,496</b>	<b>310,782</b>	<b>268,546</b>	<b>238,262</b>	<b>694,206</b>	<b>228,709</b>	<b>-1,909,512</b>	<b>-187,536</b>	<b>-204,725</b>
<b>E. NET INCREASE/DECREASE (B-C+D)</b>		<b>3,324,069</b>	<b>-2,278,676</b>	<b>-336,576</b>	<b>-1,627,249</b>	<b>-1,253,547</b>	<b>6,682,257</b>	<b>-3,139,515</b>	<b>-1,991,570</b>	<b>-386,202</b>
<b>F. ENDING CASH (A+E)</b>		<b>6,637,681</b>	<b>4,359,005</b>	<b>4,022,429</b>	<b>2,395,179</b>	<b>1,141,632</b>	<b>7,823,890</b>	<b>4,684,375</b>	<b>2,692,805</b>	<b>2,306,603</b>
<b>G. ENDING CASH, PLUS ACCRUALS</b>										

<b>OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW</b>						
<b>Year: 2016-17 Budget</b>						
<b>Budget: 1st Interim</b>						
<b>Actuals through January 31, 2017</b>						
	Object	April	May	June	Accruals	Total
<b>A. BEGINNING CASH</b>	9110	\$2,306,603	\$2,735,635	\$1,114,586		
<b>B. RECEIPTS</b>						
Revenue Limit Sources						
Principal Apportionment	8010-8019	1,595,913	1,595,913	1,449,514	1,288,671	<b>24,238,029</b>
Property Taxes	8020-8079	3,696,851	48,294	507,770	0	<b>10,695,147</b>
Miscellaneous Funds	8080-8099	0	0	0	0	<b>0</b>
Federal Revenue	8100-8299	0	10,685	537,036	320,191	<b>963,435</b>
Other State Revenue	8300-8599	329,958	1,924	337,747	18,133	<b>2,601,026</b>
Other Local Revenue	8600-8799	835,491	772,181	324,874	180,754	<b>5,569,827</b>
Interfund Transfers In	8910-8929	0	0	0	0	<b>0</b>
All Other Financing Sources	8930-8979	0	0	0	0	<b>0</b>
Other Receipts/Non-Revenue		0	0	0	0	<b>0</b>
<b>TOTAL RECEIPTS</b>		<b>6,458,213</b>	<b>2,428,997</b>	<b>3,156,941</b>	<b>1,807,750</b>	<b>44,067,464</b>
<b>C. DISBURSEMENTS</b>						
Certificated Salaries	1000-1999	2,032,114	2,097,913	387,283	3,477	<b>21,013,496</b>
Classified Salaries	2000-2999	562,288	576,874	339,500	0	<b>6,240,958</b>
Employee Benefits	3000-3999	846,786	848,639	138,185	0	<b>8,793,360</b>
Books, Supplies	4000-4999	54,791	66,198	55,552	0	<b>1,196,432</b>
Services	5000-5999	304,932	220,644	752,689	0	<b>4,533,274</b>
Capital Outlay	6000-6599	0	0	1	0	<b>289,423</b>
Other Outgo - Excess Costs	7000-7499	4,138	15,992	162,013	0	<b>462,867</b>
Interfund Transfers Out	7600-7629	25,000	52,153	200,000	0	<b>352,153</b>
All Other Financing Sources	7630-7699	0	0	0	0	<b>0</b>
Other Disbursements/Non Expenditures		0	0	0	0	<b>0</b>
<b>TOTAL DISBURSEMENTS</b>		<b>3,830,049</b>	<b>3,878,413</b>	<b>2,035,223</b>	<b>3,477</b>	<b>42,881,963</b>
<b>D. BALANCE SHEET TRANSACTIONS</b>						
Accounts Receivable	9200	14,106	14,106	14,106	0	<b>1,214,330</b>
Accounts Payable	9500	-185,739	-185,739	-185,739	-449,807	<b>(2,294,309)</b>
Current Loans (Cross Yr TRAN/Other)	9640	0	0	0	0	<b>0</b>
Current Loans (Current Yr TRANS)	9640	-2,027,500	0	0	0	<b>0</b>
<b>TOTAL PRIOR YEAR TRANSACTIONS</b>		<b>-2,199,133</b>	<b>-171,633</b>	<b>-171,633</b>	<b>-449,807</b>	<b>(1,079,978)</b>
<b>E. NET INCREASE/DECREASE (B-C+D)</b>		<b>429,031</b>	<b>-1,621,049</b>	<b>950,085</b>	<b>1,354,466</b>	<b>105,524</b>
<b>F. ENDING CASH (A+E)</b>		<b>2,735,635</b>	<b>1,114,586</b>	<b>2,064,671</b>	<b>1,354,466</b>	<b>105,524</b>
<b>G. ENDING CASH, PLUS ACCRUALS</b>					<b>3,419,136</b>	

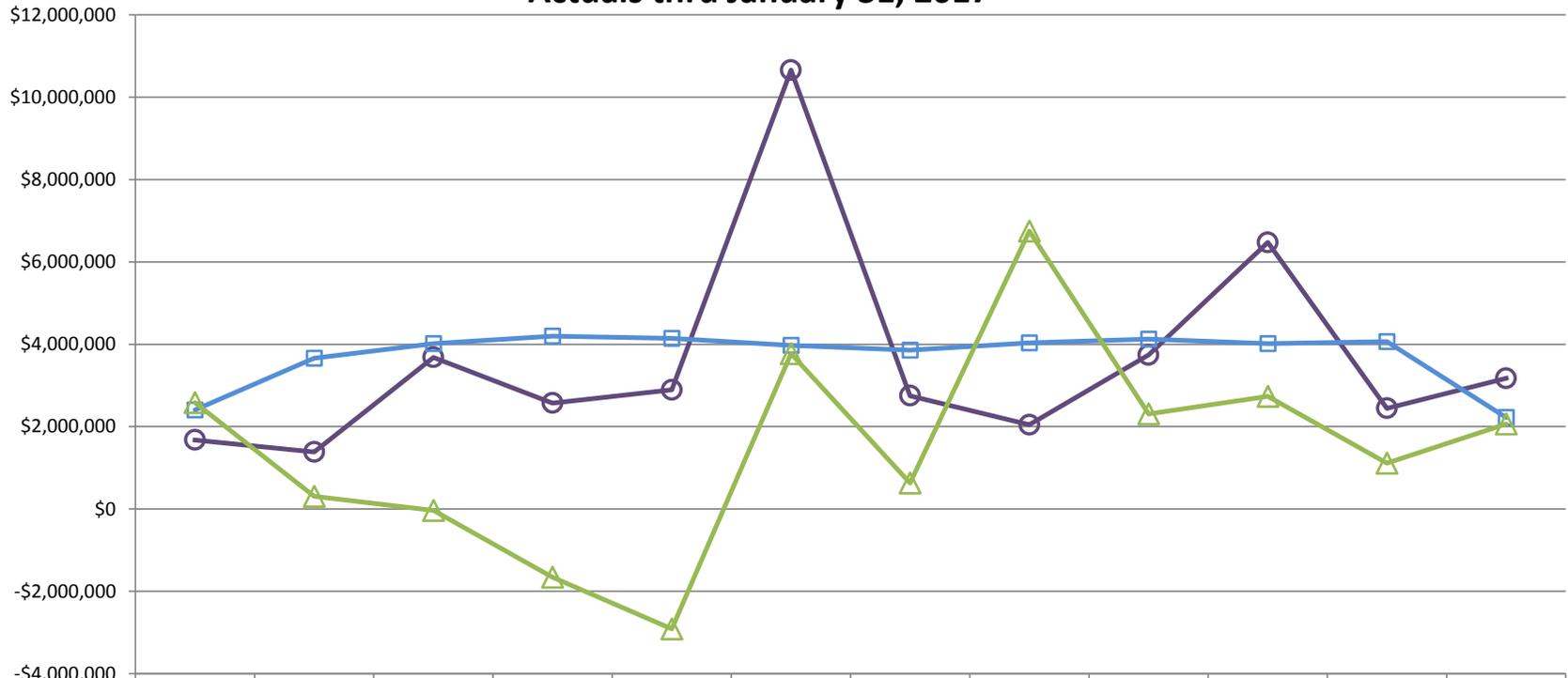
## OPUSD - Cashflow Actuals thru January 31, 2017



	Jul	Aug	Sep	Oct	Nov	Dec	Jan *	Feb	Mar	Apr *	May	Jun
Revenue + AR	5,729,525	1,383,143	3,680,412	2,570,185	2,891,558	10,657,310	2,747,694	2,043,015	3,739,733	6,472,319	2,443,103	3,171,047
Expense + AP	2,405,457	3,661,819	4,016,989	4,197,435	4,145,104	3,975,053	5,887,208	4,034,585	4,125,935	6,043,288	4,064,152	2,220,962
Cash Balance	6,637,681	4,359,005	4,022,429	2,395,179	1,141,632	7,823,890	4,684,375	2,692,805	2,306,603	2,735,635	1,114,586	2,064,671

**\* NOTE:**    **TRAN loan proceeds included in Revenue and Cash Balance lines: July \$4,055,000.**  
**TRAN repayment included in Expense and Cash Balance lines: January \$2,027,500 and April \$2,027,500.**

### OPUSD - Cashflow without TRAN Actuals thru January 31, 2017



	Jul	Aug	Sep	Oct	Nov	Dec	Jan *	Feb	Mar	Apr *	May	Jun
Revenue + AR	1,674,525	1,383,143	3,680,412	2,570,185	2,891,558	10,657,310	2,747,694	2,043,015	3,739,733	6,472,319	2,443,103	3,171,047
Expense + AP	2,405,457	3,661,819	4,016,989	4,197,435	4,145,104	3,975,053	3,859,708	4,034,585	4,125,935	4,015,788	4,064,152	2,220,962
Cash Balance	2,582,681	304,005	-32,571	-1,659,821	-2,913,368	3,768,890	629,375	6,747,805	2,306,603	2,735,635	1,114,586	2,064,671

**\* NOTE:**    **TRAN loan proceeds not included in Revenue and Cash Balance lines: July \$4,055,000.**  
**TRAN repayment not included (January \$2,027,500 and April \$2,027,500).**

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: SARA AHL, PRINCIPAL, BROOKSIDE ELEMENTARY SCHOOL**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: X.1. MONTHLY BOARD REPORT**

---

**SCHOOL EVENTS:**

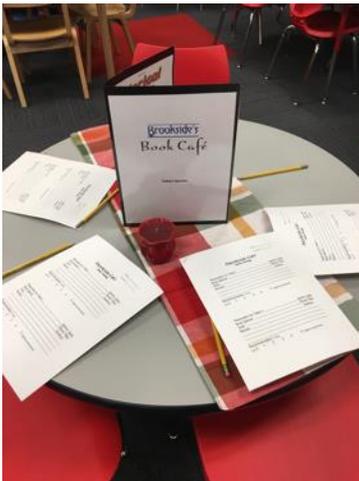
- I am proud to report that Brookside has been acknowledged as **Kindness Certified School** as a result of our school-wide participation in the 2017 Great Kindness Challenge! This positive, powerful week mobilized students to create communities that are respectful, safe, compassionate and kind. Below is a photo we are sending to the school in Pakistan that we are supporting through our coin collection.



- In January, we welcomed Adam Nielson to the Brookside family. As our new PE teacher, Coach Nielson has been working to get to know all of our students and to assimilate to the school culture. Adam comes to us from Pleasant Valley School District, where he has spent several years teaching Physical Education to students in Grades TK – 5. We are very happy to welcome him!
- Honesty Awards: I had the honor of recognizing our January Character Award Recipients in the area of HONESTY. Each of these students received an award and a special spirit stick to acknowledge his or her actions and efforts in displaying our highlighted character trait. Teachers incorporated games, lessons, and discussions about honesty throughout the month.



- Brookside Book Tasting – Mrs. Shaver, Brookside’s Library Specialist, welcomed all students to Brookside’s first-ever Book Tasting during the week of January 26. Students explored various genres and recorded their observations and preferences.



- Reading recognition: Through effort and hard work, some of our students have been showing tremendous growth in their reading fluency and comprehension. Based on their reader’s workshop levels, I congratulated a few students on the results of their focus and effort on becoming proficient readers. I plan to recognize reading improvement on a more regular basis and have ordered new spirit sticks to acknowledge efforts in this area.



- **Cyber Safety Assembly:** Our 4<sup>th</sup> grade and 5<sup>th</sup> grade parents and students attended our annual assembly presented by Lori Getz. The session focused on issues related to privacy, gaming, texting, posting pictures, digital drama, screen time and personal safety. With the rise of social media access, this is becoming an increasingly important area of focus for parents and school staff.

#### **SCHOOL SITE COUNCIL:**

Brookside School Site Council met on January 10, 2017. A representative reported out at the January Board Meeting. Agenda items included the Single Plan for Student Achievement and the OPUSD Homework Policy. The committee will meet again on February 14, 2017. Agenda topics include: School Safety Plan, District of Choice Update, and the Parcel Tax (Measure A).

#### **CALENDAR HIGHLIGHTS:**

February 13 and 16

March 2-3

March 15

Kingsmen Shakespeare Program (Grades 1-5)

Seussical Jr. Performances

Jog-A-Thon

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

TO: MEMBERS, BOARD OF EDUCATION  
FROM: ERIK J. WARREN, PRINCIPAL, OAK HILLS ELEMENTARY SCHOOL  
DATE: FEBRUARY 21, 2017  
SUBJECT: X.2. MONTHLY BOARD REPORT

---

### **Father Daughter ‘Sock Hop’ Dance**

We are very appreciative of the many programs brought to us by our extremely dedicated PTA. This month our dad’s and daughters came back to school Saturday night to find our Library, MPR and Cafeteria had been transformed to a 50’s style dance venue. This has become a fun tradition, held every other year (complemented by a mother son event also held every other year). These family event s serve to bring the school community together and support our philosophy about the importance of meaningful family time for our students.

### **Distinguished School Showcase and RtI<sup>2</sup> Symposium**

The Ventura County Office of Education invited all three Oak Park elementary schools to present at this annual conference. The event is designed to allow other school leaders to learn what sets us apart and how they can use our ideas and to inform their own educational programs to promote student achievement. Fifth grade teachers Quincie Melville, and Katie Loe presented on our signature practice of Inquiry Based Instruction, for which we received the Distinguished Schools award. We supplemented this with a discussion about how this school-wide practice has continued to evolve since receiving this recognition. We discussed how the increased need for student collaboration has led to a flexible seating design in our classrooms, and how technology tools, including our recent 1:1 pilot, have facilitated student collaboration.

### **Fifth Grade 1:1 Chromebook Pilot**

Oak Hills is in its third week of a 1:1 take home Chromebook program. We began this process by explaining the procedures and expectations to the students. We followed up with two parent meetings, one in the evening and one in the morning. The meeting was also recorded and posted to our website for parents to view on-line. We continue to learn what the potential issues are and how to effectively resolve them. Throughout this process, we have encouraged parents to provide open and honest feedback so that we can learn as much as we can together from this pilot.

Respectfully Submitted,

---

Anthony W. Knight, E.d.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: JON A. DUIM, PRINCIPAL, RED OAK ELEMENTARY SCHOOL**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: X.3. MONTHLY BOARD REPORT**

---

**Ancestor Show**

On January 20, our four 2nd grade classes together presented their Ancestor Show in our MPR. The show included the singing of a number of patriotic and immigrant songs. In-between were individual student sharing of stories and information about the experiences of their grandparents and original nation of origin. The performance was given in front of a packed audience of parents and relatives.

**American Revolution Field Trip: A Walk Through the American History**

Costumed fifth grade students actively participated in an in-house field trip called, Walk Through the Revolution. In this activity students acted out roles as American Revolutionary leaders and explained issues and actions during the period. As a moderator proceeded through a timeline of historical events, three teams in each of three classes competed by earning points based upon knowledge, participation and acting performance. This event occurred on January 26 and 27.

**Three Piggy Opera**

Each of our three kindergarten classes performed the Three Piggy Opera at 12:30 on January 30, 31 and February 2. The productions were organized and accompanied by our music instructor, Mrs. Impala, kindergarten aide Mrs. Kunish and the kindergarten teachers. The principal, Dr. Duim, constructed all three piggy houses and a background banner. Parents helped with the cast celebrations after each performance.

**Scholastic Book Fair**

Our school library hosted the Scholastic Book Fair from February 2nd to February 7th. The theme was Happy Camper Book Fair. We received a lot of positive feedback from students and parents on the camping theme. On opening night, we had a National Park Ranger give a show and tell about large carnivorous animals in our area. The next day there were guest readers and a raffle. Many books were bought by parents and given to teachers for Valentine's Day to enlarge their classroom libraries.

Respectfully Submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL**

**DATE: FEBRUARY 21, 2017**

**SUBJECT: X.4. MONTHLY SCHOOL REPORT**

---

**MCMS V. Lindero February 8th @ 3:00:** Our 8<sup>th</sup> graders meet again at Medea for a great game!

**Ability Awareness Faire February 8<sup>th</sup> and 9<sup>th</sup>:** Thanks and appreciation to our parents who design and facilitate opportunities for our 7<sup>th</sup> graders to put themselves in another's shoes to boost empathy and understanding of how we (differently) interpret and interact with the world around us.

**STEAM Night February 15<sup>th</sup> 7-9 pm MCMS Gym:** Come and explore the many faceted and thriving jobs in the STEAM careers that are for EVERYONE! Medea Creek will be hosting the third annual STEAM Career Exploration Night for 4-12th-grade students. Come and talk one-on-one with local professionals willing to share their insight and expertise. Find out what you want to know about careers in Arts, Media and Entertainment; Building and Construction Trades; Computer Science and Information & Technology; Engineering and Technology.

**Hoops For Heart February 15, 16:** MCMS supports the American Heart Association's Annual Hoops/Jump For The Heart event and asks for donations from parents/families/friends in support of students' participation. Wednesday 15th February is for 6th graders and Thursday 16th February is for 7th & 8th graders.

**WEB Training February 15-17:** Selected teachers and counselors will return for a 3 day training to help grow and facilitate the wonderful WEB program at MCMS.

**Science Olympiad February 18:** The Medea Creek Student Scientists, Team, headed by Mr. Newell, will compete with other southern California school teams for the second year in a row.

**Demonstration Day at MCMS February 23rd:** This is MCMS teachers' implementation of Inquiry-Based, Authentic and Problem-Based Learning. On this day teachers are coordinating their instructional efforts to take place on the same day for colleagues and the community to observe the innovative and engaging lessons they are implementing. Additionally, Ms. Lavene, MCMS GATE coordinator, will be having an informational meeting with GATE parents in her room (E2) from 11:15-12:00 for 6<sup>th</sup> grade and 12:15-1:00 for 7<sup>th</sup>/8<sup>th</sup> grade.

**Math Counts February 25<sup>th</sup>:** It is MCMS's turn to host this math competition involving southern California school teams at our school, in the MCMS gym.

Respectfully Submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, OAK PARK UNIFIED BOARD OF EDUCATION**  
**FROM: KEVIN BUCHANAN, PRINCIPAL, OAK PARK HIGH SCHOOL**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: X.5. MONTHLY BOARD REPORT**

---

### **COURSE ADVISEMENT – MARCH 2**

2017-18 Course Advisement begins in late February with OPHS Counselors conducting grade level presentations to all returning students to discuss course selection procedures for the upcoming school year. On March 2<sup>nd</sup>, parents and students meet with teachers, counselors and administrators to help plan class selection for the 2017-18 school year. Materials will be distributed to all returning students prior to the meeting so that parents and students can review options for classes next year.

### **FUTURE FRESHMEN COURSE ADVISEMENT - FEBRUARY 28**

All incoming freshmen and parents meet with us at a separate advisement meeting on Monday, February 28. This meeting will provide more detail and orientation information for students new to Oak Park High School. Our 9<sup>th</sup> grade counselor will meet with all grade 8 students at Medea at the beginning of April.



### **Hair-The Musical**

Directed by Allan Hunt this musical will feature live instrumental music provided by OPHS student musicians. Choral Director Heidi Cissell and Musical Director Zachary Borquez are collaborating with Allan to recreate the famous music and songs and Russ Peters is coordinating the crew. Ticket sales are ongoing and we are hoping for four sold out shows.

### **ACADEMIC DECATHLON**

The OPHS ACADECA teams competed against the largest field of schools ever assembled in the Ventura County Competition on February 4<sup>th</sup>. Coached by Robin Midiri and assisted by Jan Willis our team won the SuperQuiz for the third year in a row and came in third overall out of twenty schools. OPHS students made many trips to the stage at the Awards event at Pacifica High picking up a lot of medals. We are very excited to be invited to this year's State Tourney.



### **FEBRUARY ACTIVITIES**

February is a busy month with lots of ASB activities such as the Red Cross Blood Drive and Vice Dance. Counseling activities like Future Freshmen night and course advisement. We also have our Fine Arts Assembly and had a very successful Super Saturday Sustainability Fair as well as Spring Sports Clearance.

### **VICE DANCE**

The winter rally and dance is scheduled for Friday, February 10<sup>th</sup>. Student interest is high and this is the Vice-versa dance where the girls invite the boys.

### **ADVANCED PLACEMENT EXAM SIGN UPS & INFO SESSIONS**

AP exam sign ups begin on Feb 21<sup>st</sup> in the student store and online in preparation for the AP Exams in May. In preparation for course advisement and selection for the next school year, AP teachers are holding information sessions on the rigor and requirements for AP courses. The sessions are going on during this month during lunch and seventh period in multiple locations throughout campus



Respectfully Submitted,

---

Anthony W. Knight, Ed.D.,  
Superintendent

**TO: MEMBERS, OAK PARK UNIFIED BOARD OF EDUCATION**  
**FROM: STEWART MCGUGAN, DIRECTOR OF ALTERNATIVE EDUCATION**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: X.6. MONTHLY BOARD REPORT**

---



### **MATHSPACE**

KC Kelem, our Geometry teacher, is piloting a new potential math program, Mathspace. This pilot consists of a digital math application, that has an interactive textbook and curriculum. The course allows for the teacher to modify each student's pace in the program.

### **ASB/CELLPHONES**

We are in the process of reviewing our cell phone policy with the ASB class. Prior to the holiday break, we were having cell phone use issues and we wanted to have the students take part in the decision making process to change the policy. The students wanted either a policy that would directly affect their grade (no way) in the class if they had their phones out, or a point system policy with the ability to earn different goodies. We are still working on the policy, but at this point we are at a standstill and the cell phone use (or lack of use) is much better since we have started the discussion.

Sports Jersey day is Friday, December 2<sup>nd</sup> and we are looking to have our Spirit Week during the week of February 27<sup>th</sup>-March 2<sup>nd</sup>. ASB is making valentines cards for all students and staff.



## **OAK PARK INDEPENDENT SCHOOL**



### **OSB**

**High School OSB** - In high school OSB, we are working on our Casa Pacifica Event, which will be held on March 15th. We are working on planning what activities we will be hosting for them. We are also having another box top collection which will be submitted at the end of February.

**Middle School OSB** - In middle school OSB, we are also working on planning our stations for the Casa Pacifica event on March 15th. We will be planning a Valentine's party that will occur on February 13th. Our students are also collecting box tops. We continue to discuss other philanthropic activities to get ideas of what they would like to participate in to better our community.

### **MISSION PRODUCE FIELD TRIP**

February 17<sup>th</sup> - our students and staff will learn about agriculture, particularly avocado growing. Students will also have the opportunity to tour the state-of-the-art packing plant.

Respectfully submitted,

---

Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: KIM GREGORCHUK, DIRECTOR, OAK PARK NEIGHBORHOOD SCHOOL**  
**DATE: FEBRUARY 21, 2017**  
**SUBJECT: X.7. MONTHLY BOARD REPORT**

---

The students at OPNS have been enjoying the rain immensely. The teachers, not so much. However, we are making the most of the weather. The children are wearing their rainboots and raincoats, in addition to bringing lots of extra clothes. They have been stomping through puddles, riding the “fast bikes” through any available puddle, and mucking about on the tree stumps that are in the mud. They are learning so much just from being on the playground in the rain:

- The mud feels like clay
- If you step in a deep puddle, your feet will get wet, because the water goes into the rainboot
- Worms are *everywhere!* Because they like the rain – No, it’s because the dirt is too wet
- We can’t find any roly pollys
- The faster you go through a puddle on the fast bikes, the wetter you get

The teachers are writing down the children’s words and ideas, discussing them during the morning meetings, and creating activities that further the children’s discovery. The children are counting the number of segments in the worms, measuring the worms, making worms with clay, and they have built a worm house. It is exciting to see their enthusiasm.

I have been busy with the First 5 Neighborhood for Learning Learning Community and VC STEM. On February 1, I attended the all day Learning Community meeting where we learned about “Data Driven Decision Making and Continuous Quality Improvement” from Diane Kellegrew, Ph.D, OTR/L. Through our data collection for First 5, each NfL has a great deal of information about their NfL, and can use this to improve. Diane will be meeting with each NfL to help identify and create an action plan for improvement. I have also attended two VC STEM events: The Tour de STEM for early learning and the VC STEM Convening. The Tour de STEM included a tour of Del Norte CDI Preschool and McKinna Elementary School. Both schools had intentional, well implemented STEM programs; some of which we are already doing and inspiration for implementing new ideas. We are also nominating OPNS for the 2017 Golden Gear Award.

Please come by anytime, we love to have visitors. The children are here from 9am to 1pm.

