

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #808

DATE: August 18, 2009

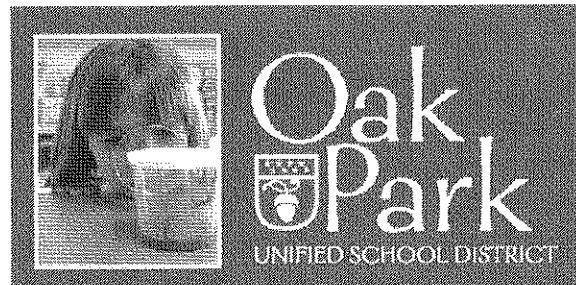
PLACE: **Oak Park High School Presentation Room – G-9**  
899 N. Kanan Road, Oak Park, CA 91377

TIME: 5:00 p.m. Closed Session  
6:00 p.m. Open Session

*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**

Jan Iceland, President  
Mary Rees, Vice President  
Barbara Laifman, Clerk  
Marie Panec, Member  
Cindy Vinson, Member  
Ben Pyle, Student Board Representative



EDUCATING TOMORROW'S LEADERS

**ADMINISTRATION**

Dr. Anthony W. Knight, Superintendent  
Linda Sheridan, Executive Assistant  
Martin Klauss, Assistant Superintendent, Business & Administrative Services  
Cliff Moore, Assistant Superintendent, Human Resources  
Laurel Ford, Director, Teaching and Learning  
Jane Mintz, Director, Educational Technology  
Cathy Skiba, Director, Pupil Services

COPY OF ENTIRE AGENDA ON WEB SITE  
[WWW.OAKPARKUSD.ORG](http://WWW.OAKPARKUSD.ORG)

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMODATION 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: lsheridan@oakparkusd.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 Linda Sheridan, 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 E. Conifer Street, Oak Park, CA 91377*

#### **NEXT REGULAR MEETING**

**Tuesday, September 15, 2009**

**Closed Session 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: [www.oakparkusd.org](http://www.oakparkusd.org)

# **OAK PARK UNIFIED SCHOOL DISTRICT**

## **AGENDA – REGULAR BOARD MEETING #808**

**August 18, 2009**

**CALL TO ORDER - Followed by Public Comments/ 5:00 p.m.**

**CLOSED SESSION: 5:00 p.m.**

**RECONVENE OPEN SESSION: 6:00 p.m. (approximate)**

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:** Campus Supervisor Sub, Summer School Office Manager Sub, Student Worker, Summer School Teacher, 6<sup>th</sup> Grade Math/Science Teachers, 6<sup>th</sup> Grade Humanities Teacher, 7<sup>th</sup> Grade Humanities Teacher, Read 180/Drama Teacher, Elementary Teachers, Interim High School Principal, Special Education Principal, Special Education Teacher, High School History Teacher, Curriculum Consultant

**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. Remarks from Superintendent
2. Remarks from Facilities Planning Committee
3. Measure R Construction Update

**B. DISCUSSION ITEMS (No Action required. If Action required, item will be brought to a future meeting as an Action Item)**

- |   |   |
|---|---|
| 1. Update on New State Budget   | 1 |
| 2. Update on Assessed Property Values                                   | 3 |
| 3. Review of Proposed Business Office Banking and Receipting Procedures | 5 |

## **C. 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 Regular Board Meeting June 9, 2009 and Special Closed Session and Board Meeting June 19, 2009**
- b. **Public Employee/Employment Changes 01CL2032-01CL2083 & 01CE04334-01CE04560** 7
- c. **Approve Purchase Orders – June 1 – July 31, 2009** 12  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. **Approve Overnight Trip for Oak Park High School Girls' Volleyball Team – September 11-13, 2009** 17  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. **Approve Quarterly Report on Williams Uniform Complaints – July 2009** 18  
*Education Code 35185 requires Board approval of each quarterly report regarding complaints against the District by the public regarding textbooks and instructional materials, teacher vacancy or misassignment or facility conditions*
- f. **Ratify Overnight Trip for Oak Park High School Cross Country Team – August 15-20, 2009** 20  
*Board Policy 6153 requires Board approval for student overnight trips*
- g. **Approve Acceptance of Donations** 21  
*Board Policy 3290 requires Board approval for donations to the District*
- h. **Approve Annual Certification of Signatures for 2009-2010 School Year** 22  
*Education Codes 42632 and 42633 requires annual Certification of Signatures*
- i. **Approve Notice of Completion, Bid #09-01, Resurfacing of Tennis Courts** 25  
*Board approval required for job completion*
- j. **Approve Declaration of Need for 2009-2010 Denoting Potential Need for Use of Emergency Credentials** 26  
*CCTC requires Board approval in public session of declaration of anticipated needs of staffing vacancies where emergency credentials may be needed.*

### **ACTION**

#### **2. BOARD**

- a. **Approve Proposed Board Meeting Schedule for the 2009-10 School Year** 31  
*Requires Board approval of meeting schedule for the 2008-2009 school year*
- b. **Approve 2009-2010 Moral Imperatives, Goals and Action Plans** 33  
*Board approval for 2009-2010 Moral Imperatives, Goals and Action Plans*

#### **3. HUMAN RESOURCES**

- a. **Approve Reemployment from Resolution #09-12 Implementing Certificated Layoffs**  
*Board approval required to reemploy employees who received March 15 notices.*

#### **4. BUSINESS SERVICES**

- a. **Approve 2009-10 Employee Health Benefit Plans** 35  
*Board approval required for all contract negotiations*
- b. **Approve Change Order #1, Project #09-01R, Roofing at Medea Creek Middle School** 37  
*Board approval required for Change Orders*
- c. **Approve Change Order #1, Project #09-02R, Roofing at Oak Hills Elementary School** 39  
*Board approval required for Change Orders*

- d. **Approve Change Order #1, Project #09-03R, Metal Roofing at Oak Hills Elementary 41 School**  
*Board approval required for Change Orders*
- e. **Approve Change Order #1, Project #09-04R, Roofing at Red Oak Elementary School 43**  
*Board approval required for Change Orders*
- f. **Approve Change Order #1, Project #09-05R, Parking Lot Rehabilitation at Oak Park 45 High School and Brookside Elementary School**  
*Board approval required for Change Orders*

**5. BOARD POLICIES**

- a. **Approve Amendment of Board Policy 6142.1 - Sexual Health and HIV/AIDS Prevention 47 Instruction**  
*Revised policy includes a new section entitled "Parent/Guardian Notification" which contains materials formerly include in AR and new language which clarifies that, according to the CDE, district must use a passive consent/opt-out model for HIV/AIDS prevention instruction but may use an active consent/opt-in model for sexual health education.*

**VII. INFORMATION ITEMS**

- 1. Traffic Recommendations – Oak Park MAC
- 2. Pavilion Update 53
- 3. District Committee Board Assignments

**VIII. OPEN DISCUSSION**

**IX. ADJOURNMENT:**

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

**MINUTES OF REGULAR BOARD MEETING  
BOARD OF EDUCATION**

**6-9-09**

**#806**

**CALL TO ORDER/MEETING PLACE**

The Board of Education Vice President, Ms. Mary Rees, called the regular meeting to order at 4:30 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Jan Iceland, President, Ms. Mary Rees, Vice President, Ms. Barbara Laifman, Clerk, Ms. Marie Panec, Member, and Ms. Cindy Vinson, Member.

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

The Board adjourned to Closed Session at 4:31 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Jan Iceland, reconvened the regular meeting to order at 6:00 p.m. in the Oak Park High School, Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Jan Iceland, President, Ms. Mary Rees, Vice President, Ms. Barbara Laifman, Clerk, Ms. Marie Panec, Member, Ms. Cindy Vinson, Member, and Student Board Rep Ben Pyle

**STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Mr. Cliff Moore, Assistant Superintendent, Human Resources, Ms. Laurel Ford, Director, Teaching and Learning, Ms. Cathy Skiba, Director, Pupil Services, and Ms. Linda Sheridan, Executive Assistant.

**FLAG SALUTE**

Jhana Petersen led the Pledge of Allegiance to the Flag.

**REPORT ON CLOSED SESSION**

During Closed Session held this evening the Board took no action.

**ADOPTION OF AGENDA**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education adopted the agenda with the agenda addendum and the removal of the Measure D4 report. Motion carried 5-0.

**PUBLIC COMMENTS**

None

**PRESENTATION**

The Board presented a Certificate of Recognition and flowers to parent volunteer, Jhana Petersen, for her contribution to the District over the years especially her recent work in getting the registration process for students posted on-line.

## **REPORT FROM BOARD MEMBERS**

Board Member Marie Panec reported the Curriculum Council has two items on the Board Agenda this evening. The Facilities Committee has been having status report meetings each Tuesday morning as well as sub-committee meetings to begin prioritizing the master plan. Ms. Panec reported she has been attending end of year activities at all the schools and is pleased to see and hear all the student's achievement. Board Member Mary Rees offered her kudos and thanks to all the parents, staff and students for an outstanding year. She attended the We the People event, the Disneyland event to recognize Medea and Oak Park High School as Distinguished schools, and Oak Park High School Senior Awards night. Ms. Rees also attended the Finance Committee who met until 6:30 p.m. last night working very hard to come up with solutions to the hard economic problem faced by the District. Board Member Cindy Vinson also attended the Oak Park High School Senior Awards and thanked Cheryl DeSpaltro for her hard work on this event. She congratulated Leslie Heilbron on earning her doctorate. Ms. Vinson attended the Oak Hills Math/Science Olympiad, the Health Benefits Committee meeting, the Red Oak Open House/Chalk Drawing where she saw students demonstrating to parents their use of the Smart Boards. She reported that unfortunately not enough students signed up for the summer CERT class but she thanked Cliff Moore for his efforts in trying to get this class off the ground. There will be a CERT class offered in the fall. Board Member Barbara Laifman reported she attended the Open Houses and the Wellness Meeting where they discussed enhancing their web page and attending PTA/PFA meetings in the fall. Ms. Laifman reported she and her husband attended the Farewell Party for Harvey Kern which was very nice. Oak Park was lucky to have him for over 40 years. Ms. Laifman attended the Safe Kids Task Force and the District Retirement Reception. She also attended the Red Oak Carnival with her son which had a huge crowd and many parent volunteers. Ms. Laifman also attended the EEAC meeting. Board Member Jan Iceland reported belatedly on the Slam N' Jam and thanked the other Board Members for covering her meetings while she was on vacation.

## **REPORT FROM STUDENT BOARD REPRESENTATIVE**

Student Board Representative Ben Pyle reported that the Prom was held at the Roosevelt Hotel and went very well. Oak Park High School held its final rally of the year. Graduation is coming and it seems everyone has received enough tickets. Senior Week activities have gone well. ASB held a blood drive and the Senior Awards night and Senior/Junior Awards assembly went very well. Ben thanked the Board for welcoming him as the Student Board Representative during the past year.

Dr. Knight thanked Ben for his service and presented him with a Certificate of Recognition and sweatshirt from the college he will be attending next year, Claremont McKenna, as a gift from the Board.

## **REPORT FROM SUPERINTENDENT**

Dr. Knight reported that eleven teachers from England visited Oak Park schools as part of their trip to California where they visited four different school systems. He was very proud to report that they found the Oak Park school, and especially our students, to be exceptional.

Facilities Planning Committee – Tom Wulf reported the Committee has gotten roofing bids for a number of the quick start projects that are on the Board agenda tonight for approval as well as ratifying the civil engineer contract for the parking lot projects. The tennis court resurfacing is underway and the sub-committee is reviewing the overall master plan to prioritize projects for the next five to ten years.

### **C.1. CONSENT AGENDA**

On motion of Marie Panec, seconded by Mary Rees, the Board of Education approved the Consent Agenda. Motion carried 5-0.

- a. Approve Special Closed Session and Board Meeting May 11, 2009, and Regular Board Meeting of May 19, 2009
- b. Public Employee/Employment Changes 01CL2016-01CL2031 & 01CE04316–

01CE04333

- c. Approve Purchase Orders – May 1-31, 2009
- d. Approve Overnight Trip for Oak Park High School Girls' Volleyball Team – September 5-6, 2009
- e. Approve Renewal of Contract with School Services of California
- f. Approve Resolution #09-14, Year End Budget and Interfund Transfers for Fiscal Year 2008-09
- g. Approve Resolution #09-15, Appropriation and Budgeted Transfers FY 2009-10
- h. Approve Resolution #09-16, Temporary Loans Between District Funds for Fiscal Year 2009-10
- i. Approve Overnight Trip for Oak Park High School Cheer Team – July 23-26, 2009
- j. Approve Acceptance of Donations

## **ACTION**

### **2. CURRICULUM**

#### **a. Approve P.E. Requirement for Graduation at Oak Park High School**

Failed to gain support of more than one Board Member, therefore no motion was put forth to approve P.E. as requirement for graduation.

#### **b. Approve New Novel for Oak Park High School**

On motion of Marie Panec, seconded by Cindy Vinson, the Board of Education approved a new novel for Oak Park High School. Motion carried 5-0.

#### **c. Approve New Novels for Medea Creek Middle School**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved new novels for Medea Creek Middle School. Motion carried 5-0.

#### **d. Approve 2009-2010 School Bell Schedules**

On motion of Barbara Laifman, seconded by Mary Rees, the Board of Education approved the 2009-2010 School Bell Schedules. Motion carried 5-0.

### **3. BUSINESS SERVICES**

#### **a. Approve 2009-2010 Site Capacities**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved the 2009-2010 Site Capacities. Motion carried 5-0.

#### **b. Approve Award of Bid #09-01R, Reroofing at Medea Creek Middle School**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved the Award of Bid #09-01R, Reroofing at Medea Creek Middle School to Letner Roofing Company in the amount of \$52,000, as lowest responsive and responsible bidder. Motion carried 5-0.

#### **c. Approve Award of Bid #09-02R, PVC Reroofing at Oak Hills Elementary School**

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved to reject the apparent low bid received from Waterproofing Experts, Inc as non-responsive, and award a contract for Bid #09-02R, PVC Reroofing at Oak Hills Elementary School to Best Contracting Services, Inc., in the amount of \$219,490, as lowest responsive and responsible bidder. Motion carried 5-0.

#### **d. Approve Award of Bid #09-03R, Metal Reroofing at Oak Hills Elementary School**

On motion of Marie Panec, seconded by Mary Rees, the Board of Education approved to reject the apparent low bid received from Waterproofing Experts, Inc. as non-responsive, and award a contract for Bid #09-03R, Metal Reroofing at Oak Hills Elementary School to Eberhard Company, in the amount of \$224,985, as lowest and responsible bidder. Motion carried 5-0.



**e. Approve Award of Bid #09-04R, Reroofing at Red Oak Elementary School**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved to reject the apparent low bid received from Waterproofing Experts, Inc. as non-responsive, and award a contract for Bid #09-04R, Reroofing at Red Oak Elementary School to Letner Roofing Company, in the amount of \$345,000 as lowest responsive and responsible bidder. Motion carried 5-0.

**f. Ratify Agreement for Civil Engineering Services at Oak Park High School**

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved the ratification of award of agreement for civil engineering services to Huitt-Zollars. Motion carried 5-0.

**4. BOARD**

**a. Approve 2009-2010 Moral Imperatives/Goals**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved the revisions to the 2009-2010 Moral Imperatives/Goals. Motion carried 5-0.

**b. Approve California School Boards Association Membership Dues (\$6,611) and Education Alliance Membership Dues (\$1,653) for 2009-2010**

On motion of Mary Rees, seconded by Marie Panec, the Board of Education did not approve CSBA Membership only. 2 Yes: Panec, Rees, 3 No: Iceland, Laifman, Vinson

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved renewing CSBA membership and Education Legal Alliance Membership Dues for 2009-2010. Motion carried 3 Yes: Iceland, Laifman, Vinson, 2 No: Panec, Rees

**c. Approve Resolution #09-17 In Support of SB680**

On motion of Mary Rees, seconded by Barbara Laifman, the Board of Education approved Resolution #09-17 In Support of SB 680. Motion carried 5-0.

**d. Review/Discuss 2009 Grand Jury Report Response**

Board Member Barbara Laifman and Superintendent Knight will draft a response and bring it to the Board at the June 19 Special Meeting.

**5. BOARD POLICIES**

**a. Approve Annual Review of Board Policy 5117 – Interdistrict Attendance – Second Reading**

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved the annual review of Board Policy 5117 – Interdistrict Attendance. Motion carried 5-0.

**b. Approve Amendment of Board Policy 3280 – Sale or Lease of District-Owned Real Property – Second Reading**

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved the amendment of Board Policy 3280 – Sale or Lease of District-Owned Real Property. Motion carried 5-0.

**c. Approve Amendment of Board Policy 3320 – Claims and Actions Against the District – Second Reading**

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved the amendment of Board Policy 3320 – Claims and Actions Against the District. Motion carried 5-0.

**d. Approve Amendment of Board Policy 4111.2/4211.2/4311.2 – Legal Status Requirement – Second Reading**

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved the amendment of Board Policy 4112.2/4211.2/4311.2 – Legal Status Requirement. Motion carried 5-0.

**e. Approve Amendment of Board Policy 4113 – Assignment – Second Reading**

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved the amendment of Board Policy 4113 – Assignment. Motion carried 5-0.

**f. Approve Amendment of Board Policy 5145.7 – Sexual Harassment – Second Reading**

On motion of Marie Panec, seconded by Mary Rees, the Board of Education approved the amendment of Board Policy 5145.7 – Sexual Harassment. Motion carried 5-0.

**g. Approve Adoption of Board Policy 6142.2 – World/Foreign Language Instruction – Second Reading**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the adoption of Board Policy 6142.2 – World/Foreign Language Instruction. Motion carried 5-0.

**VII. INFORMATION ITEMS**

1. Pavilion Update
2. Monthly Budget Update

**VIII. OPEN DISCUSSION**

**IX. ADJOURNMENT:**

There being no further business before this Board, the meeting is declared adjourned at 10:22 p.m.

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Date	President of the Board
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Date	Clerk or Secretary of the Board
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**MINUTES OF SPECIAL CLOSED SESSION AND BOARD MEETING      6-19-09      #807**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mrs. Jan Iceland, called the special meeting to order at 3:04 p.m. at Oak Park Unified School District, 5801 E. Conifer Street, Oak Park, Conference Room.

**BOARD PRESENT**

Ms. Jan Iceland, President, Ms. Mary Rees, Vice President, Ms. Barbara Laifman, Clerk, Ms. Marie Panec, Member, and Ms. Cindy Vinson, Member

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

The Board adjourned to Closed Session at 3:05 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Jan Iceland, reconvened the special meeting to order at 4:23 p.m. in the Oak Park Unified School District, 5801 E. Conifer Street, Oak Park, Conference Room.

**BOARD PRESENT**

Ms. Jan Iceland, President, Ms. Mary Rees, Vice President, Ms. Barbara Laifman, Clerk, Ms. Marie Panec, Member, and Ms. Cindy Vinson, Member.

**STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Mr. Cliff Moore, Assistant Superintendent, Human Resources, and Ms. Linda Sheridan, Executive Assistant

**PLEDGE OF ALLEGIANCE**

Joyce Thomas led the Pledge

**PUBLIC COMMENTS**

None

**REPORT OUT OF CLOSED SESSION**

Dr. Knight reported in Closed Session the Board took action to approve a resignation agreement with a classified employee and completed the Superintendent evaluation.

**REPORTS**

**Measure C6 Citizen's Oversight Committee**

Vice Chairperson Allen Rosen gave the Board the Measure C6 Citizen's Oversight Committee 2008 Annual Report

**Measure D4 Citizen's Oversight Committee**

Chairperson Mike Paule gave the Board the Measure D4 Citizen's Oversight Committee 2009 Annual and final Report for this Committee.

**ACTION**

- 1. Public Hearing and Approve OPTA Proposal for 2009-10 Negotiations and the District's Initial Response for Collective Bargaining Negotiations with OPTA**

Public Hearing opened at 4:43 p.m.

No public comments

Public Hearing closed at 4:44 p.m.

On motion of Cindy Vinson, seconded by Mary Rees, the Board of Education approved the OPTA Proposal for 2009-10 Negotiations and the District's Initial Response for Collective Bargaining Negotiations with OPTA. Motion carried 5-0.

**2. Approve Out of State Travel for Certificated Employees to Attend the Columbia Reading and Writing Project Conference in New York City – June 29-July 3, 2009, July 6-10, 2009 and August 10-14, 2009 funded by Federal Grant – Title IIA**

On motion of Mary Rees, seconded by Barbara Laifman, the Board of Education approved Out of State Travel for Certificated Employees to Attend the Columbia Reading and Writing Project Conference in New York City – June 29-July 3, 2009, July 6-10, 2009 and August 10-14, 2009 funded by Federal Grant – Title IIA. Motion carried 5-0.

**3. Approve Consolidated Programs Application – Part I 2009-10**

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved the Consolidated Programs Application – Part I 2009-10 with the anticipated changes to truancy rates at the elementary schools. Motion carried 5-0.

**4. Approve Award of Bid #09-05R, Parking Lot Repairs and Additions at Oak Park High School and Brookside Elementary School**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved the Award of Bid #09-05R, Parking Lot Repairs and Additions at Oak Park High School and Brookside Elementary School, base bid and additive alternatives #1-5 and 7-9 to C.A. Rasmussen of Simi Valley, CA and additive alternative #6 to Huitt Zoler. Motion carried 5-0.

**5. Approve Authorization to Purchase Apple Computer Products, Services and Related Products as Permitted by Public Contract Code 20118**

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved the authorization to purchase Apple Computer Products, Services and Related Products as permitted by Public Contract Code 20118. Motion carried 5-0.

**6. Approve Establishment of 2009-10 School Site Limits for Interdistrict Transfers**

On motion of Mary Rees, seconded by Marie Panec, the Board of Education approved the establishment of 2009-10 School Site Limits for Interdistrict Transfers which helps the District provide the best possible education for all students. Motion carried 5-0.

**7. Public Hearing and Adoption of 2009-10 Budget**

Public Hearing opened at 5:44 p.m.

No public comments.

Public Hearing closed at 6:13 p.m.

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved the adoption of the 2009-10 Budget. Motion carried 5-0.

Board Member Marie Panec left the meeting at this point.

**8. Approve Response to Grand Jury Report**

On motion of Mary Rees, seconded by Cindy Vinson, the Board of Education approved the Response to the Grand Jury Report. Motion carried 4-0-1 Absent.

**9. Approve Purchase of Equipment Using Measure R Funds**

On motion of Mary Rees, seconded by Barbara Laifman, the Board of Education approved the purchase of equipment using Measure R funds. Motion carried 4-0-1 Absent.

**ADJOURNMENT**

There being no further business before this Board, the meeting is declared adjourned at 6:20 p.m.

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Date

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President of the Board

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Date

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Clerk or Secretary of the Board

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: B.1. DISCUSSION AND UPDATE OF THE 2009-10 BUDGET**  
DISCUSSION/INFORMATION

**ISSUE:** Shall the Board receive and discuss information pertaining to the State's newly signed 2009-10 revised budget, and its impact on the OPUSD budget adopted in June 2009?

**BACKGROUND:** In an extraordinary financial climate, the K-12 education budget for the 2009-10 fiscal year remains in a volatile state. Even though the State adopted a "17-month" budget in February of 2009, designed to fix a \$42 billion shortfall, by May it was evident to all that the State's continuing financial decline would render that budget meaningless. After another protracted budget negotiation, the State has adopted a revised 2009-10 budget, signed into law on July 28, 2009. Specifics on the new budget, designed to eliminate a further deficit of \$26 billion, are still trickling out from Sacramento as this agenda goes to press. At this evening's meeting, staff will provide an update on the most current information available relative to the State's new budget and its potential impact on Oak Park schools.

**RECOMMENDATION:** None – discussion only.

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

Respectfully submitted,

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

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: AUGUST 18, 2009**

**SUBJECT: B.2. UPDATE ON ASSESSED PROPERTY VALUES**

DISCUSSION

**ISSUE:** Shall the Board of Education receive an update on assessed property values as it pertains to the potential for future issuance of Measure R bonds?

**BACKGROUND:** The first issuance of Measure R facility maintenance bonds this past spring was impacted by the State's financial and real estate crisis. The projected growth in the assessed valuation in Oak Park, projected at 5% annually at the time the Measure R election, declined to 0% for the first two years of the issuance. This significantly affected interest rates and extended the planned schedule for subsequent issuances, adversely affecting the planned timeline of the Measure R facility maintenance program.

It is anticipated that staff will provide an update on the outlook for assessed property values at this evening's meeting.

**RECOMMENDATION:** None – information and discussion only.

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

Respectfully submitted:

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Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: B.3. REVIEW OF PROPOSED BUSINESS OFFICE BANKING AND RECEIPTING PROCEDURES**

DISCUSSION

**ISSUE:** Shall the Board of Education review proposed changes in Business Office banking and receipting procedures?

**BACKGROUND:** Over the past year, there have been several personnel changes within the District's business office, culminating with the overall reduction of District Office staffing this past spring due to the State's financial crisis. Because of these changes, it has become necessary to review, revise, and strengthen the District's banking and receipting practices. Proposed changes in these Business Office procedures will be presented at this evening's meeting to inform the Board and to receive its comments and recommendation.

**RECOMMENDATION:** None – information and discussion only.

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

Respectfully submitted:

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Anthony W. Knight, Ed.D.  
Superintendent



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.1.c. APPROVE PURCHASE ORDERS – JUNE 1 – JULY 31, 2009**

CONSENT

**ISSUE:** Shall the Board approve the attached purchase orders issued between June 1, 2009 and July 31, 2009?

**BACKGROUND:** Attached is the Purchase Order Report listing all purchase orders issued between June 1, 2009 and July 31, 2009. The report provides detailed information of all purchase orders issued during this 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Oak Park Unified School District  
Regular Board Meeting, August 18, 2009

**APPROVAL OF PURCHASE ORDERS ISSUED 06/01/09 THROUGH 06/30/09**

PO NO.	VENDOR	DESCRIPTION	SITE	FUND	AMOUNT
B09-0235	Office Depot, Inc.	SumSch Office Supplies	Curr	10	\$5,000.00
B09-0236	House Sanitary Supply	SumSch Sanitary Supplies	Curr	10	\$600.00
B09-0237	Dick Blick	Art Supplies SumSch	Curr	10	\$3,000.00
B10-0001	School Services Of Cal	Fiscal/Mandate Services	BusSvs	10	\$3,770.00
C10-0001	Houghton Mifflin Co	Reading Practice Books K-5	Curr	10	\$12,040.22
C10-0016	Delta Education, LLC	FOSS Science Live Material Order	Curr	10	\$749.47
P09-0590	Dianne Large	ASB Yearbook Reimbursement	OVHS	10	\$585.41
P09-0605	ADA Badminton & Tennis	PE//Materials & Supplies	OPHS	10	\$67.46
P09-0606	Blackboard Connect	Connect Ed All Call Services	BusSvs	10	\$9,045.00
P09-0607	City Of Ventura	Fees/Gr 4 Field Trip/Donations	BES	10	\$32.00
P09-0608	Brad Benioff	Reimbursement/CA Distinguished	MCMS	10	\$120.05
P09-0609	Conejo Awards	Judy Colford Awards	MCMS	10	\$130.00
P09-0610	The College Board	AP Tests/Materials & Supplies	OPHS	10	\$44,579.00
P09-0611	City Of Thousand Oaks	Culmination/Civic Arts Plaza	MCMS	10	\$3,260.00
P09-0612	Bruce Wilkoff	ASB/PFC/Other Expense	OPHS	10	\$1,000.00
P09-0613	Andi Mallen	Staff Development/PFC	OPHS	10	\$313.35
P09-0614	Conejo Rental Center	AP Testing/Rentals & Repairs	OPHS	10	\$443.46
P09-0615	Teachers College	Writing Workshop	Curr	10	\$600.00
P09-0616	Jane Mintz	Reimbursement CUE Conference	Curr	10	\$310.79
P09-0617	Tobacco Free.Org	TobaccoFree Video	OVHS	10	\$112.17
P09-0618	Gam Graphics	Summer Reading and Learning Logs	Curr	10	\$686.74
P09-0619	Precision Business Machines	Repair/Service of Typewriters	HR	10	\$365.73
P09-0620	Moore Medical	SumSch Supplies	SumSch	10	\$63.77
P09-0624	Coach USA-Los Angeles	Disneyland Field Trip/Gr 8t/Donations	MCMS	10	\$7,702.81
P09-0625	CTB/McGraw-Hill	CELDT Overage Charge	Curr	10	\$111.71
P09-0626	Trophies Etc	Lacrosse/Athletic Expense	OPHS	10	\$270.51
P09-0627	Caspari Construction Co.	Lacrosse/Other Expense	OPHS	10	\$970.00
P09-0628	Conejo Rental Center	AP Testing/Rentals & Repairs	OPHS	10	\$0.00
P10-0004	Glencoe	Computer/Materials & Supplies/PFC	OPHS	10	\$2,334.91
T09-0040	Tangent	Spam Filter Renewal (Annual Expense)	Tech	10	\$729.61
P09-0622	Bureau Veritas	OPHS Pavilion Welding Inspection	BusSvs	210	\$2,566.00
P09-0623	Speck Products	Laptop Covers	Tech	212	\$4,462.47
T10-0002	Compuwave Inc.	Scanners/DO	Tech	212	\$4,600.63
P09-0621	TD Sports, Inc.	Tennis Court Resurfacing	BusSvs	213	\$46,600.00
<b>TOTAL ALL PURCHASE ORDERS THIS PERIOD</b>					<b>\$157,223.27</b>

**SUMMARY OF PURCHASE ORDERS BY FUND**

<u>Fund Number</u>	<u>Fund Name</u>	<u>Count</u>	<u>Fund Total</u>
10	General Fund	30	\$98,994.17
210	Old Building Fund	1	\$2,566.00
212	Measure C6 Bond Fund	2	\$9,063.10
<u>213</u>	<u>Measure R Bond Fund</u>	<u>1</u>	<u>\$46,600.00</u>
<b>TOTALS</b>		<b>34</b>	<b>\$157,223.27</b>

Oak Park Unified School District  
Regular Board Meeting, August 18, 2009

**APPROVAL OF PURCHASE ORDERS ISSUED 07/01/09 THROUGH 07/31/09**

PO NO.	VENDOR	DESCRIPTION	SITE	FUND	AMOUNT
B10-0002	Aardvark Clay & Supplies	Donation/Art/Materials & Supplies	OPHS	10	\$2,000.00
B10-0003	Agoura Lock Technologies	Keys/Materials & Supplies	OPHS	10	\$250.00
B10-0004	Dick Blick	Donation/Art Supply/Materials & Supplies	OPHS	10	\$2,000.00
B10-0005	Buddy's All Stars	Athletic Equipment Repairs/Ftbl/SB/BB	OPHS	10	\$8,000.00
B10-0006	Conejo Hardwoods	Donation/Cabinetmaking/Materials & Supplies	OPHS	10	\$7,500.00
B10-0007	Decor Color and Design	Donation/Cabinetmaking/Materials & Supplies	OPHS	10	\$250.00
B10-0009	House Sanitary Supply	Custodial Supplies	OPHS	10	\$12,000.00
B10-0010	Koolco Mechanical	Athletic Equipment Repairs/	OPHS	10	\$1,500.00
B10-0011	Office Depot, Inc.	Office & Classroom Supplies//Materials & Supplies	OPHS	10	\$9,000.00
B10-0012	Pitney Bowes	Postage mtr/rnt lse rpr	OPHS	10	\$1,400.00
B10-0013	Precision Business Machines	Technology/rnt lse rpr	OPHS	10	\$200.00
B10-0014	Precision Data Products	Scantrons, etc/Materials & Supplies	OPHS	10	\$2,500.00
B10-0015	Rayvern Lighting Supply	Lighting & overhd bulbs/Materials & Supplies	OPHS	10	\$3,500.00
B10-0016	Sax Art & Crafts	Donation/Art/Materials & Supplies	OPHS	10	\$5,000.00
B10-0017	Robert Selman	Radios/rnt lse rpr	OPHS	10	\$300.00
B10-0018	Southwest School Supply	Gen Ed supplies//Materials & Supplies p	OPHS	10	\$500.00
B10-0019	Tri-Valley Supply	Custodial/rnt, lse, rpr	OPHS	10	\$300.00
B10-0020	21st Century Toner	Toner cartridges//Materials & Supplies	OPHS	10	\$2,200.00
B10-0021	Rayvern Lighting Supply	Purchase of light bulbs	BES	10	\$500.00
B10-0022	Do-It Center	Custodial Supplies	BES	10	\$250.00
B10-0023	House Sanitary Supply	Custodial Supplies	BES	10	\$3,500.00
B10-0024	Riso, Inc.	Maintenance Agreement/Riso Copier	BES	10	\$2,500.00
B10-0025	Ricoh Americas Corp	Maintenance Agreement/Color Copies	BES	10	\$200.00
B10-0026	Gam Graphics	Printing of School Forms	BES	10	\$750.00
B10-0027	Moore Medical	Health Office Supplies	BES	10	\$500.00
B10-0028	Office Depot, Inc.	Office/School supplies	BES	10	\$2,000.00
B10-0029	US Postal Service	Postal Supplies	BES	10	\$300.00
B10-0030	Southwest School Supply	School Supplies	BES	10	\$3,500.00
B10-0031	Scott Electric	Overhead Projector Bulbs	BES	10	\$300.00
B10-0032	AT & T/MCI	Telephone Services	BES	10	\$2,600.00
B10-0033	Wells Fargo	Credit Card/Staff Development	Curr	10	\$500.00
B10-0034	Office Depot, Inc.	Office Supplies/Teaching and Learning	Curr	10	\$500.00
B10-0035	Dan's Piano Ser	FineArts/rnt lse rpr	OPHS	10	\$550.00
B10-0036	OfficeXpress, Inc.	Open Order/Toner & Copier Supplies	BES	10	\$500.00
B10-0037	California Pest Management	Pest Management	BusSvs	10	\$9,000.00
B10-0038	Trees and Things	Certified Arborist and Tree Maintenance	BusSvs	10	\$3,000.00
B10-0039	G.I. Industries	Open Order/ 2009/10 Sanitation Services	BusSvs	10	\$28,000.00
B10-0040	Intosh Computing Services	Open Order/Non-Warranty Mac Repair	Tech	10	\$2,000.00
B10-0041	All Connected	Montly Network Monitoring/Notification	Tech	10	\$4,110.00
B10-0042	Staples Inc	Open Order/Office Supplies	BusSvs	10	\$500.00
B10-0043	Florence Filter Corp.	HVAC Filters	BusSvs	10	\$2,000.00
B10-0044	A-1 Lawnmower	Landscape Equipment Repair Service	BusSvs	10	\$1,000.00
B10-0045	Agoura Lock Technologies	Locksmith Services	BusSvs	10	\$2,000.00
B10-0046	Home Depot	Maintenance Supplies and Tools	BusSvs	10	\$3,000.00
B10-0047	Grainger Industrial Supply	Electrical Supplies	BusSvs	10	\$1,500.00
B10-0048	Pep Boys	Vehicle Repair Parts and Supplies	BusSvs	10	\$1,000.00
B10-0049	H & A Auto Care	Auto Repair Parts	BusSvs	10	\$1,000.00
B10-0050	Do-It Center	Maintenance Tools & Supplies	BusSvs	10	\$1,000.00
B10-0051	Dunn-Edwards Corporation	Paint and Related Supplies	BusSvs	10	\$1,000.00
B10-0052	Agoura Equip Rentals Inc	Equipment Rental	BusSvs	10	\$2,500.00
B10-0053	Agoura Lube & Smog	Vehicle Lube & Smog Services	BusSvs	10	\$500.00
B10-0054	Coastline Communications	Phone Maintenance and Repair	BusSvs	10	\$4,000.00
B10-0055	G.I. Industries	Waste Disposal Services	BusSvs	10	\$19,000.00
B10-0056	Golden State Elevator	Elevator Testing	BusSvs	10	\$1,000.00
B10-0057	Golden State Fire Extinguisher	Annual Fire Extinguisher Services	BusSvs	10	\$1,500.00

**APPROVAL OF PURCHASE ORDERS ISSUED 07/01/09 THROUGH 07/31/09**

PO NO.	VENDOR	DESCRIPTION	SITE	FUND	AMOUNT
B10-0058	Graybar	Maintenance & Repair Supplies	BusSvs	10	\$500.00
B10-0059	House Sanitary Supply	Custodial Supplies	BusSvs	10	\$1,500.00
B10-0060	JM Enterprise	Copier Paper	BusSvs	10	\$20,000.00
B10-0062	Pacific Plumbing Specialists	Plumbing Supplies	BusSvs	10	\$2,000.00
B10-0063	Pacificom	Communication Supplies & Repair	BusSvs	10	\$500.00
B10-0064	Richards Tire Man	Tire Repair & Service	BusSvs	10	\$500.00
B10-0065	Smith Pipe & Supply	Grounds & Maintenance Pipe Supplies	BusSvs	10	\$2,000.00
C09-0071	Dell Computer Corp.	Print Cartridge/Summer School	SumSch	10	\$85.52
C10-0017	Delta Education	FOSS Science Live Material Order	Curr	10	\$1,354.79
C10-0018	Delta Education	FOSS Science Live Material Order	Curr	10	\$1,644.45
C10-0019	Budgetext	Fill In Book Order/MCMS	Curr	10	\$7,334.21
C10-0020	Prentice-Hall Inc	Fill in Book Order/Life Science/MCMS	Curr	10	\$1,944.33
C10-0021	Delta Education, LLC	FOSS Grade 4 Science	Curr	10	\$3,000.48
C10-0022	CPM Educational Program	Fill In Book Order/Algebra MCMS	Curr	10	\$3,701.70
C10-0023	Follett	Fill In Text Books/OPHS	Curr	10	\$4,735.08
C10-0024	Budgetext	Fill In Book Orders/OPHS	Curr	10	\$14,839.83
P09-0629	Jeri Fox	STAR Coordinator District Program	Curr	10	\$2,000.00
P09-0630	Riso, Inc.	RISO Master Legal	ROES	10	\$496.87
P09-0631	Department of General Service	Administrative Law Judge/RIF	HR	10	\$3,085.50
P09-0632	JA of Southern California	MCMS Literacy Program Summer School	Curr	10	\$270.00
P09-0633	ACSA Membership Processing	HS Principal Ad	HR	10	\$385.00
P10-0005	McDougal, Littell & Company	Donation/Workbooks/Materials & Supplies	OPHS	10	\$12,017.51
P10-0006	Pearson AGS Globe	Donation/Workbooks/Materials & Supplies	OPHS	10	\$174.25
P10-0007	VHPS	Donation/Workbooks/Materials & Supplies	OPHS	10	\$2,069.38
P10-0008	College Board Publications	Donation/Workbooks/Materials & Supplies	OPHS	10	\$957.83
P10-0009	Wayside	Donation/Workbooks/Materials & Supplies	OPHS	10	\$448.17
P10-0010	Prestwick House, Inc.	Donation/Workbooks/Materials & Supplies	OPHS	10	\$6,503.49
P10-0011	Cengage Learning	Donation/Workbooks/Materials & Supplies	OPHS	10	\$1,336.23
P10-0012	Sign Media, Inc	Donation/Workbooks/Materials & Supplies	OPHS	10	\$1,327.66
P10-0013	Pitney Bowes	Postage/Materials & Supplies	OPHS	10	\$3,000.00
P10-0014	Science Kit & Boreal Lab.	Science/Materials & Supplies	OPHS	10	\$867.69
P10-0018	Bee Professionals	Bee Hive Removal	BusSvs	10	\$435.00
P10-0025	ACSA Membership Processing	ACSA Membership for Leadership	BusSvs	10	\$14,955.12
P10-0030	C S B A	CSBA Membership Renewal	Board	10	\$8,264.00
P10-0032	VCOE	Property Insurance Premium	BusSvs	10	\$53,687.41
T10-0011	CDW Government Inc	Software/Parallels 4.0	Tech	10	\$8,221.59
T10-0012	Educational Resources	PFC/Computers/Materials & Supplies	OPHS	10	\$1,771.94
FS10-0001	AT & T/MCI	Phone Bills	CNS	130	\$500.00
FS10-0002	D J Co-Ops	Commodity Food	CNS	130	\$1,000.00
FS10-0003	Golden Farms Inc.	Naturally Processed Meat	CNS	130	\$10,000.00
FS10-0004	Staples Inc	Office Supplies	CNS	130	\$500.00
FS10-0005	Marx Bros. Fire Extinguisher	Fire System Service	CNS	130	\$200.00
FS10-0006	Marx Bros. Fire Extinguisher	Fire System Service	CNS	130	\$350.00
FS10-0007	Western Bagel	Bagels - OPHS	CNS	130	\$3,000.00
FS10-0008	Western Bagel	Bagels - BES	CNS	130	\$800.00
FS10-0009	Western Bagel	Bagels - OHES	CNS	130	\$800.00
FS10-0010	Western Bagel	Bagels - ROES	CNS	130	\$800.00
FS10-0011	Western Bagel	Bagels - MCMS	CNS	130	\$3,000.00
FS10-0012	Campus Foods	Drinks & Snacks - BES	CNS	130	\$1,000.00
FS10-0013	Campus Foods	Drinks & Snacks - OHES	CNS	130	\$1,000.00
FS10-0014	Campus Foods	Drinks & Snacks - ROES	CNS	130	\$1,000.00
FS10-0015	Campus Foods	Drinks & Snacks - MCMS	CNS	130	\$10,000.00
FS10-0016	Campus Foods	Drinks & Snacks - OPHS	CNS	130	\$10,000.00
FS10-0017	P&R Paper Supply Company,lr	Paper Products - MCMS	CNS	130	\$8,000.00
FS10-0018	P&R Paper Supply Company,lr	Paper Products - OPHS	CNS	130	\$8,000.00
FS10-0019	ASR Food Distributors	Produce & Frozen Food - BES	CNS	130	\$3,000.00
FS10-0020	ASR Food Distributors	Produce & Frozen Food - OHES	CNS	130	\$3,000.00
FS10-0021	ASR Food Distributors	Produce & Frozen Food - ROES	CNS	130	\$3,000.00

**APPROVAL OF PURCHASE ORDERS ISSUED 07/01/09 THROUGH 07/31/09**

PO NO.	VENDOR	DESCRIPTION	SITE	FUND	AMOUNT
FS10-0022	ASR Food Distributors	Produce & Frozen Food - MCMS	CNS	130	\$10,000.00
FS10-0023	ASR Food Distributors	Produce & Frozen Food - OPHS	CNS	130	\$10,000.00
FS10-0024	Driftwood Dairy	Dairy Products - BES	CNS	130	\$2,000.00
FS10-0025	Driftwood Dairy	Dairy Products - OHES	CNS	130	\$2,000.00
FS10-0026	Driftwood Dairy	Dairy Products - ROES	CNS	130	\$2,000.00
FS10-0027	Driftwood Dairy	Dairy Products - MCMS	CNS	130	\$5,000.00
FS10-0028	Driftwood Dairy	Dairy Products - OPHS	CNS	130	\$5,000.00
FS10-0029	P&R Paper Supply	Paper Products - BES/OHES/ROES	CNS	130	\$6,000.00
FS10-0030	Jordanos	Food Purchases - BES/OHES/ROES	CNS	130	\$3,000.00
FS10-0031	Jordanos	Food Purchases - OPHS	CNS	130	\$10,000.00
FS10-0032	Jordanos	Food Purchases - OPHS	CNS	130	\$10,000.00
FS10-0033	Cargill Kitchen Solutions	Food Products - Eggs/All sites	CNS	130	\$1,000.00
FS10-0034	Gold Star Foods	Frozen Food - BES	CNS	130	\$8,000.00
FS10-0035	Gold Star Foods	Frozen Food - OHES	CNS	130	\$8,000.00
FS10-0036	Gold Star Foods	Frozen Food - ROES	CNS	130	\$8,000.00
FS10-0037	Gold Star Foods	Frozen Food - MCMS	CNS	130	\$12,000.00
FS10-0038	Gold Star Foods	Frozen Food - OPHS	CNS	130	\$12,000.00
B10-0008	Johnstone Supply	Plumbing	BusSvs	140	\$1,000.00
B10-0061	Johnstone Supply	Plumbing Supplies	BusSvs	140	\$1,000.00
P10-0015	Sterling Concrete	Classroom Foundation Repair	BusSvs	140	\$4,278.00
P10-0016	Creative Carpet Repair	Pavilion Tile Repair	BusSvs	140	\$375.00
P10-0017	Rucker Tile	Repair Broken Tiles	BusSvs	140	\$3,127.00
P10-0026	Perfect Stroke Painting	Exterior Painting/OVHS	BusSvs	140	\$12,295.00
P10-0027	G.T. Alderman, Inc.	Replace Siding & Wood Trim/OVHS	BusSvs	140	\$4,808.00
P10-0029	All American Roofing	Reroofing/OVHS/Room 102	BusSvs	140	\$11,780.00
P10-0031	Temp. Co. Heating & Cooling	New HVAC/Server Room/MCMS/OPHS	BusSvs	140	\$10,800.00
P10-0028	Pacific Plumbing Specialists	Hydration Stations	BusSvs	212	\$22,862.40
T10-0003	Data Systems Worldwide, Inc	WAPS for COWS/Quote 40110	Tech	212	\$16,670.50
T10-0004	Compuwave Inc.	External Monitors	Tech	212	\$14,991.29
T10-0005	Compuwave Inc.	Quote 26543	Tech	212	\$3,069.43
T10-0006	Compuwave Inc.	VGA Switch/Quote 26598	Tech	212	\$476.30
T10-0007	Compuwave Inc.	Quote 27124	Tech	212	\$3,533.28
T10-0008	Compuwave Inc.	Elementary Video Cams/Quote 26585	Tech	212	\$1,376.94
T10-0009	California Western Visuals	Quote #OP-107	Tech	212	\$62,340.91
T10-0010	California Western Visuals	Quote #OP-108	Tech	212	\$82,087.89
B09-0238	Barnhart, Inc.	PM/CM Services/Measure R	Curr	213	\$605,506.00
P10-0019	Zoo-Phonics	Discovery K/Instructional Materials	Curr	250	\$1,064.13
P10-0020	Nasco	Discovery K/Furniture	Curr	250	\$351.28
P10-0021	Really Good Stuff	Discovery K/Supplies/Furniture	Curr	250	\$850.43
P10-0022	Lakeshore Learning Materials	Discovery K/Supplies	Curr	250	\$946.31
P10-0023	Hertz Furniture Systems Corp.	Discovery K/Furniture	Curr	250	\$656.46
P10-0024	Culver Newlin	Discovery K/Furniture	Curr	250	\$1,670.87
<b>TOTAL ALL PURCHASE ORDERS THIS PERIOD</b>					<b>\$1,404,742.45</b>

**SUMMARY OF PURCHASE ORDERS BY FUND**

Fund Number	Fund Name	Count	Fund Total
10	General Fund	92	\$353,875.03
130	Cafeteria Fund	38	\$182,950.00
140	Deferred Maintenance	9	\$49,463.00
212	Measure C6 Bond Fund	8	\$207,408.94
213	Measure R Bond Fund	1	\$605,506.00
250	Developer Fees	6	\$5,539.48
<b>TOTALS</b>		<b>148</b>	<b>\$1,404,742.45</b>

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.1.d APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL GIRLS' VOLLEYBALL TEAM – SEPTEMBER 11-13, 2009**  
**CONSENT**

**ISSUE:** Shall the Board approve an overnight trip for the Oak Park High School Girls' Volleyball Team?

**BACKGROUND:** Principal requests approval for this tournament scheduled for September 12-13<sup>th</sup> in San Luis Obispo. The 14 athletes, head coach and two adult chaperones will depart on September 11<sup>th</sup> at 11 a.m. and return late afternoon on September 13<sup>th</sup>. The team and chaperones will stay at The Cliffs Resort in Shell Beach. The cost will be approximately \$170 per student to cover costs. Athletes and chaperones will travel by district & rental vehicles with district approved drivers. 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 overnight trip as presented.  
2. Do not approve overnight trip as presented.

**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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO:** BOARD OF EDUCATION  
**FROM:** DR. ANTHONY W. KNIGHT, SUPERINTENDENT  
**DATE:** AUGUST 18, 2009  
**SUBJECT:** C.1.e APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS – JULY 2009

Consent

**ISSUE:** Shall the Board of Education approve the Quarterly Report on Williams Uniform Complaints – July 2009?

**BACKGROUND:** As a result of a lawsuit filed against the State of California, the State Legislature passed several bills that codified the negotiated settlement to the suit. One of the many requirements of this legislation is for school districts to establish a uniform complaint process to allow parents or member of the public to register written complaints regarding textbook/instructional materials sufficiency, teacher vacancy or missassignment, and hazardous conditions of school facilities.

Education Code 35186 requires the Superintendent or designee report summarized data on the nature and resolution of all Williams Uniform Complaints on a quarterly basis to the Board of Education and the County Superintendent of Schools. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting.

**ALTERNATIVES:** 1. Approve the Quarterly Report on Williams Uniform Complaints – July 2009  
 2. Do not approve the Quarterly Report on Williams Uniform Complaints – July 2009.

**RECOMMENDATION:** Alternative #1.

**RATIONALE:** It is the policy of the district to comply with federal and state laws and regulations governing education programs or activities which receive state or federal funding.

Respectfully submitted,

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

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

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Iceland</b>	_____	_____	_____	_____
<b>Laifman</b>	_____	_____	_____	_____
<b>Panec</b>	_____	_____	_____	_____
<b>Rees</b>	_____	_____	_____	_____
<b>Vinson</b>	_____	_____	_____	_____
<b>Student Rep.</b>	_____	_____	_____	_____

**Quarterly Report on Williams and Valenzuela Uniform Complaints**  
**[Education Code Section 35186(d)]**

District: Oak Park Unified School District

Person completing this form: Laurel Ford

Title: Director, Teaching and Learning

Quarterly Report Submission Date: ☐ October 2008 (7/1/08 to 9/30/08)  
 (check one) ☐ January 2009 (10/1/08 to 12/31/08)  
☐ April 2009 (1/1/09 to 3/31/09)  
☒ July 2009 (4/1/09 to 6/30/09)

Date for information to be reported publicly at governing board meeting: August 18, 2009

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
CAHSEE Intensive Instruction and Services	0		
Totals	0		

Anthony W. Knight, Ed.D.  
 Name of District Superintendent

\_\_\_\_\_  
 Signature of District Superintendent



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.1.f RATIFY OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL  
 CROSS COUNTRY TEAM – AUGUST 15-20, 2009**  
**CONSENT**

**ISSUE:** Shall the Board ratify an overnight trip for the Oak Park High School Cross Country Team?

**BACKGROUND:** The Superintendent requests ratification for overnight trip on August 15-20, 2009 in Mammoth. The 80 athletes, head coach and chaperones departed on August 15<sup>th</sup> and will return on August 20<sup>th</sup>. The team and chaperones will stay at Mammoth Mountain Inn. Accept this as certification that the Superintendent has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Ratify overnight trip as presented.  
 2. Do not ratify overnight trip as presented.

**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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: AUGUST 18, 2009**

**SUBJECT: C.I.g APPROVE ACCEPTANCE OF DONATIONS**

CONSENT

**ISSUE:** Shall the Board acknowledge and accept donations made to the Oak Park Unified School District?

**BACKGROUND:** The following donations have been made to the District:

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OPHS	GE Side-by-Side Refrigerator/ Mr. & Mrs. Richard J. Lopez, Sr.	\$500.00
OVHS	Stained Glass for Class/Christina Orlossey	\$68.64
OPHS	Wizard of Oz Props for Theatre Department	\$1,250.00

**RECOMMENDATION:** Accept the donations with thanks.

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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.1.h APPROVE ANNUAL CERTIFICATION OF SIGNATURES FOR 2009-10 SCHOOL YEAR**

Consent

---

**ISSUE:** Shall the Board of Education approve the Certification of Signatures for the 2009-10 school year.

**STATEMENT:** The school district must annually file a Certification of Signatures at the beginning of each fiscal year as required by the Ventura County Schools Business and Advisory Services Office and in accordance with provisions of Education Code. These authorizations will be valid through June 30, 2010, unless revisions to staff responsibilities are made during the school year or new members are elected or appointed to the Board.

**ALTERNATIVES:** 1. Approve Certification of Signatures for the 2009-10 school year.  
 2. Do not approve Certification of Signatures for 2009-10 as submitted.

**RECOMMENDATION:** Alternative #1.

**RATIONALE:** Education Code mandates that we certify these authorizations annually at the beginning of each fiscal year or after any reorganization or staff change.

Respectfully submitted,

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

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

OAK PARK UNIFIED

SCHOOL DISTRICT

## CERTIFICATION OF SIGNATURES

I, Anthony W. Knight, Secretary to the Board of Education of the Oak Park Unified School District of Ventura County, California certify that the signatures shown below are the verified signatures of the members of the Governing Board of the above-named school district (Part 1). Verified signatures of the person or persons authorized to sign orders drawn on the funds of the school district, Notices of Employment, Contracts, etc., appear in Part 2. These certifications are made in accordance with the provisions of Education Code Sections indicated.\* If those authorized to sign orders shown in Part 2 are unable to do so, the law requires the signatures of the majority of the Governing Board.

These approved signatures will be considered valid for the period of 7/1/09 to 12/8/09.

Date of Board Action: 8/18/09 Signature: \_\_\_\_\_  
Secretary of the Board

## PART I

## Signatures of Members of the Board

Signature: _____	Signature: _____
Print/Type: <u>Jan Iceland</u>	Print/Type: <u>Marie Panec</u>
President of the Board of Education	Member of the Board of Education

Signature: _____	Signature: _____
Print/Type: <u>Barbara Laifman</u>	Print/Type: <u>Cindy Vinson</u>
Clerk of the Board of Education	Member of the Board of Education

Signature: _____	Signature: _____
Print/Type: <u>Mary Rees</u>	Print/Type: _____
Member of the Board of Education	Member of the Board of Education

Signature: \_\_\_\_\_  
Print/Type: \_\_\_\_\_  
Member of the Board of Education

<u>*K-12 Districts</u>	<u>Community College Districts</u>
42632	85232
42633	85233

PART 2

Signatures of Personnel and/or Members of the Governing Board authorized to sign checks, orders for salary payment, notices of employment, contracts, etc. Please list after each name all items that a person is authorized to sign.

Signature: \_\_\_\_\_  
 Print/Type: Anthony W. Knight  
 Title: Superintendent  
 Authorized to Sign: A,B,C,D,E,F,G,1,2,3,4,5

Signature: \_\_\_\_\_  
 Print/Type: Martin Klauss  
 Title: Assistant Superintendent, Business Services  
 Authorized to Sign: B,C,D,E,F,G,1,2,4,5

Signature: \_\_\_\_\_  
 Print/Type: Clifford E. Moore  
 Title: Assistant Superintendent, Human Resources  
 Authorized to Sign: 1,2,3

Signature: \_\_\_\_\_  
 Print/Type: Barbara Dickerson  
 Title: Director, Fiscal Services  
 Authorized to Sign: B,C,D,E

Signature: \_\_\_\_\_  
 Print/Type: Laurel Ford  
 Title: Director, Teaching and Learning  
 Authorized to Sign: 2

Please attach an extra sheet for additional signatures if needed. If the Board has given special instructions for the signing of checks or orders, please attach a copy of the resolution.

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: AUGUST 18, 2009**

**SUBJECT: C.1.i APPROVE NOTICE OF COMPLETION, BID #09-01,  
RESURFACING OF OAK PARK HIGH SCHOOL TENNIS COURTS**  
CONSENT

**ISSUE:** Shall the Board approve the Notice of Completion for Bid No. 09-01, Resurfacing of Oak Park High School Tennis Courts, contracted with TD Sports, Inc.?

**BACKGROUND:** At it's meeting on April 21, 2009, the Board of Education awarded a contract for Bid No. 09-01, Resurfacing of Oak Park High School Tennis Courts to TD Sports, Inc.

The work of this project is now complete, and staff from the District and its joint-use partner on this facility, Rancho Simi Recreation and Parks District, has inspected the finished project and agree that it has been completed to the satisfaction of both Districts. The Board is asked to approve a Notice of Completion accepting the finished project.

**ALTERNATIVES:**

1. Approve the Notice of Completion for Bid No. 09-01, Resurfacing of Oak Park High School Tennis Courts, contracted with TD Sports, Inc.
2. Do not approve the Notice of Completion.

**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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: ANTHONY W. KNIGHT, Ed.D. SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.1.j APPROVE DECLARATION OF NEED FOR 2009-2010 DENOTING  
 POTENTIAL NEED FOR USE OF EMERGENCY CREDENTIALS**

Consent

**ISSUE:** Shall the Board of Education approve the Declaration of Need – form CL-500 for the 2009/2010 denoting our potential need for use of emergency credentials?

**BACKGROUND:** In compliance with the new California requirement to submit annual declaration of need in anticipation of need for emergency credentialed staff, the Commission on Teacher Credentialing now requires each Board of Education to approve in public session, a declaration of anticipated needs in terms of staffing vacancies where emergency credentials may be needed.

**ALTERNATIVES:**

1. Approve the accompanying form CL-500 denoting a revision for our potential need for the use of emergency credentials.
2. Do not approve this Declaration of Need.

**RECOMMENDATION:** Alternative #1

**RATIONALE:** While we rarely have need to use other than a fully credentialed teacher, the "declaration of need" process allows us the option to retain the services of a partially credentialed teacher in hard to fill teaching areas, if needed.

Respectfully submitted,

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

Prepared by:  
 Clifford E. Moore, Assistant Superintendent  
 Educational Services/Certificated Personnel

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____



State of California  
Commission on Teacher Credentialing  
Certification, Assignment and Waivers Division  
Box 944270  
Sacramento, CA 94244-2700

Telephone:  
(888) 921-2682  
E-mail: [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov)  
Website: [www.ctc.ca.gov](http://www.ctc.ca.gov)

## DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

☒ Original Declaration of Need for year: 2009-2010

☐ Revised Declaration of Need for year: \_\_\_\_\_

### FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Oak Park USD District CDS Code: 73874

Name of County: Ventura County CDS Code: 56

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 08 / 18 / 09 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2010.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Clifford Moore</u>	<u>Assistant Superintendent HR</u>
<small>Name</small>	<small>Title</small>
<u>818-879-0372</u>	<u>8/18/09</u>
<small>Fax Number</small>	<small>Date</small>
<u>818-735-3226</u>	
<small>Telephone Number</small>	
<u>5801 Conifer Street Oak Park, CA 91377</u>	
<small>Mailing Address</small>	
<u>cmoore@oakparkusd.org</u>	
<small>E-Mail Address</small>	

### FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County \_\_\_\_\_ County CDS Code \_\_\_\_\_

Name of State Agency \_\_\_\_\_

Name of NPS/NPA \_\_\_\_\_ County of Location \_\_\_\_\_

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on \_\_\_\_/\_\_\_\_/\_\_\_\_, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, \_\_\_\_\_.

► **Enclose a copy of the public announcement**



Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

- This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

### AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	4
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input type="checkbox"/> Resource Specialist	
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

### LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	1 Speech/Language
TOTAL	1

**EFFORTS TO RECRUIT CERTIFIED PERSONNEL**

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to [www.cde.ca.gov](http://www.cde.ca.gov) for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

**EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL**

Has your agency established a District Intern program?

☐ Yes

☒ No

If no, explain. no need

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes

☐ No

If yes, how many interns do you expect to have this year? 1

If yes, list each college or university with which you participate in an internship program.

CLU, CSUN, CSUCI

If no, explain why you do not participate in an internship program.

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.2.a APPROVE PROPOSED BOARD MEETING SCHEDULE FOR THE 2009-10 SCHOOL YEAR**

ACTION

**ISSUE:** Should the Board of Education approve the proposed Board Meeting schedule for the 2008-09 School Year.

**BACKGROUND:** The Board approved the 2009 meeting schedule through December 2009 at the December 9, 2008 Board Meeting. For planning purposes, the meetings for the entire 2009-2010 school year need to be scheduled. The Board has not approved the dates listed below beginning with January 2010 and we are asking the Board to consider the recommended dates at this time:

August 18, 2009	Single Regular Meeting in August
September 15, 2009	Single Regular Meeting in September
October 20, 2009	Single Regular Meeting in October
November 17, 2009	Single Regular Meeting in November
*December 8, 2009	Annual Organizational Meeting
(Falls within 15 days after 1 <sup>st</sup> Friday)	
January 19, 2010	Single Regular Meeting in January
February 16, 2010	Single Regular Meeting in February
March 16, 2010	Single Regular Meeting in March
April 20, 2010	Single Regular Meeting in April
May 18, 2010	Single Regular Meeting in May
May 26, 2010	Budget Study Session Meeting
*June 8, 2010	Regular Meeting in June
June TBD	Board Retreat
*Second Tuesday of the month	

Respectfully submitted:

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

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

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.2.b APPROVE 2009-2010 MORAL IMPERATIVES, GOALS AND DISTRICT/SCHOOL FOCUS AREAS**

---

**ACTION**

---

**ISSUE:** Shall the Board of Education approve 2009-2010 Moral Imperatives, Goals and District/School Focus Areas?

**BACKGROUND:** The Board approved the Moral Imperatives, and Goals. The Principals have reviewed these goals with their staff and School Site Councils and made recommendations for 2009-2010. The Leadership Team has developed District/School Focus Areas. We are now seeking the Board of Education's input.

**ALTERNATIVES:** 1. Approve 2009-2010 Moral Imperatives, Goals and District/School Focus Areas.  
 2. Revise and amend 2009-2010 Moral Imperatives, Goals and District/School Focus Areas.

**RECOMMENDATION:** At the discretion of the Board.

Respectfully submitted,

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

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

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Iceland</b>	_____	_____	_____	_____
<b>Laifman</b>	_____	_____	_____	_____
<b>Panec</b>	_____	_____	_____	_____
<b>Rees</b>	_____	_____	_____	_____
<b>Vinson</b>	_____	_____	_____	_____
<b>Student Rep.</b>	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.4.a APPROVE 2009-10 EMPLOYEE HEALTH BENEFIT PLANS**

ACTION

**ISSUE:** Shall the Board accept the recommendation of the District's Health Benefit Committee for 2009-10 employee medical, dental, and vision insurance coverage?

**BACKGROUND:** As a long-standing practice and as prescribed by employee collective bargaining agreements, the Health Benefits Committee met this spring and into the summer to review and consider employee medical, vision and dental plans for the 2009-10 school year. The Committee is comprised of two employees each from OPTA, OPCA and the District.

Last year the Committee elected to join the California's Valued Trust (CVT) benefits plan. The CVT coverage offers a choice of six medical plans, including four Anthem Blue Cross PPO plans and two Kaiser plans, as well as Delta Dental and VSP Vision plans. CVT has announced its 2009-10 rates, including a 10% increase for Blue Cross, a 6% increase in dental and a 5% increase to vision. Kaiser faces no increase, and like last year, CVT does not offer a viable HMO plan. Despite these increases, and the possibility that employees may now face payroll deductions, the Committee feels strongly that employees have enthusiastically embraced the high quality CVT coverage and will want to continue with the current plan. Accordingly, the Committee is recommending that the District maintain the existing CVT plans into the 2009-10 school year.

**ALTERNATIVES:**

1. Accept the Health Benefits Committee recommendation and approve contracts with California's Valued Trust for the 2009-10 school year.
2. Do not accept the Health Benefits Committee recommendation.

**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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.4.b APPROVE CHANGE ORDER #1, PROJECT #09-01R, MEDEA CREEK MIDDLE SCHOOL, NEW MEMBRANE ROOFING**

ACTION

**ISSUE:** Shall the Board approve Change Order #1, to the contract with Letner Roofing for Project #09-01R, Medea Creek Middle School, New Membrane Roofing?

**BACKGROUND:** At its meeting on June 9, 2009, the Board awarded a contract for Project #09-01R, Medea Creek Middle School, New Membrane Roofing, to Letner Roofing. During the demolition work of this project, trace amounts of asbestos were discovered in the roof mastic material being removed. Unforeseen at the time the contract was awarded, it is recommended that the Board approve Change Order #1 for the Contractor's additional work to properly dispose of the hazardous material.

Barnhart, Inc., the District's construction management firm, was finalizing the change order as this agenda was going to press. Barnhart has provided its estimate of the proposed change order, which is attached for the Board's information. The anticipated change order is expected to be in the amount of \$1,925, which will increase the original contract from \$52,000 to \$53,950. The finalized change order and Barnhart recommendation will be forwarded to the Board in advance of this evening's Board meeting.

**ALTERNATIVES:**

1. Approve Change Order #1 to the contract with Letner Roofing for Project #09-01R, Medea Creek Middle School, New Membrane Roofing.
2. Do not approve the change order.

**RECOMMENDATION:** Alternative 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# barnhart, inc.

A HEERY INTERNATIONAL COMPANY



July 30, 2009

Oak Park Unified School District  
5801 East Conifer Street  
Oak Park, CA 91377  
Attn: Martin Klauss, Assistant Superintendent, Business Services

Subject: Measure "R" Staff Support Services  
Oak Park Unified School District  
Oak Park, CA

Re: Project #09-01R Medea Creek Middle School, New Membrane Roofing at Building #2  
Additional Scope Update

Dear Mr. Klauss,

Following is a current recap of additional scope activities which have been or are currently in progress related to Project # 09-01R replacement of roofing at Medea Creek Middle School:

Contractor:	Letner Roofing	Original Contract Amount:	\$52,000
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Added Scope Item #1

Remove and properly dispose of approximately 25 feet of unforeseen roof mastic material found to contain trace amounts of asbestos.	<u>\$ 1,925</u>
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Anticipated adjusted Contract Amount	\$53,950
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Upon receipt and confirmation of formal cost proposal by the contractor, a formal Project Change Order will be issued for execution and Board approval.

At this time, we do not anticipate any further additional scope issues for this project.

Please contact me at any time should you have any questions.

Respectfully,

Dennis Kuykendall  
Senior Project Manager  
Barnhart, Inc. a Heery International Company

cc. Keith Henderson, Barnhart Inc.  
File

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: AUGUST 18, 2009**

**SUBJECT: C.4.c APPROVAL OF CHANGE ORDER #1, PROJECT #09-02R, OAK HILLS ELEMENTARY SCHOOL, NEW MEMBRANE ROOFING**

ACTION

**ISSUE:** Shall the Board approve Change Order #1, to the contract with Best Contracting for Project #09-02R, Oak Hills Elementary School, New Membrane Roofing?

**BACKGROUND:** At its meeting on June 9, 2009, the Board awarded a contract for Project #09-02R, Oak Hills Elementary School, New Membrane Roofing, to Best Contracting. During the demolition work of this project, trace amounts of asbestos were discovered in the roof mastic material being removed. Unforeseen at the time the contract was awarded, it is recommended that the Board approve Change Order #1 for the Contractor's additional work to properly dispose of the hazardous material.

Barnhart, Inc., the District's construction management firm, was finalizing the change order as this agenda was going to press. Barnhart has provided its estimate of the proposed change order, which is attached for the Board's information. The anticipated change order is expected to be in the amount of \$5,175, which will increase the original contract from \$219,490 to \$224,665. The finalized change order and Barnhart recommendation will be forwarded to the Board in advance of this evening's Board meeting.

**ALTERNATIVES:**

1. Approve Change Order #1 to the contract with Best Contracting for Project #09-02R, Oak Hills Elementary School, New Membrane Roofing.
2. Do not approve the change order.

**RECOMMENDATION:** Alternative 1.

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

Respectfully submitted,

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

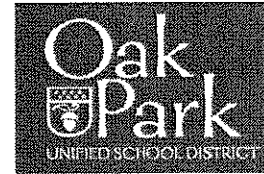
Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



# barnhart, inc.

A HEERY INTERNATIONAL COMPANY



Oak Park Unified School District  
 5801 East Conifer Street  
 Oak Park, CA 91377  
 Attn: Martin Klauss, Assistant Superintendent, Business Services

July 30, 2009

Subject: Measure "R" Staff Support Services  
 Oak Park Unified School District  
 Oak Park, CA

Re: Project #09-02R, Oak Hills Elementary School, New Membrane Roofing  
 Additional Scope Update

Dear Mr. Klauss,

Following is a current recap of additional scope activities which have been or are currently in progress related to Project # 09-02R replacement of roofing at Oak Hills Elementary School:

Contractor:	Best Contracting	Original Contract Amount:	\$219,490
<u>Added Scope Item #1</u>			
	Remove and properly dispose of unforeseen roof mastic material found to contain trace amounts of asbestos.		\$ 5,175
Anticipated adjusted Contract Amount			\$224,665

Upon receipt and confirmation of formal cost proposal, a formal Project Change Order will be issued for execution and Board approval.

At this time, we do not anticipate any further additional scope issues for this project.

Please contact me at any time should you have any questions.

Respectfully,

Dennis Kuykendall  
 Senior Project Manager  
 Barnhart, Inc. a Heery International Company

cc. Keith Henderson, Barnhart Inc.  
 File

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.4.d APPROVE CHANGE ORDER #1, PROJECT #09-03R, OAK HILLS  
 ELEMENTARY SCHOOL, NEW METAL ROOFING**

ACTION

**ISSUE:** Shall the Board approve Change Order #1, to the contract with Eberhard Roofing for Project #09-03R Oak Hills Elementary School, New Metal Roofing?

**BACKGROUND:** At its meeting on June 9, 2009, the Board awarded a contract for Project #09-03R, Oak Hills Elementary School, New Metal Roofing, to Eberhard Roofing. During the demolition work of this project, it was discovered that there was damage to some of the roof's plywood substrate. Unforeseen at the time the contract was awarded, it is recommended that the Board approve Change Order #1 for the Contractor's additional work to make necessary repairs.

Barnhart, Inc., the District's construction management firm, was finalizing the change order as this agenda was going to press. Barnhart has provided its estimate of the proposed change order, which is attached for the Board's information. The anticipated change order is expected to be in the amount of \$5,446, which will increase the original contract from \$224,985 to \$230,431. The finalized change order and Barnhart recommendation will be forwarded to the Board in advance of this evening's Board meeting.

**ALTERNATIVES:**

1. Approve Change Order #1 to the contract with Eberhard Roofing for Project #09-03R, Oak Hills Elementary School, New Metal Roofing.
2. Do not approve the change order.

**RECOMMENDATION:** Alternative 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# barnhart, inc.

A HEERY INTERNATIONAL COMPANY



July 30, 2009  
 Oak Park Unified School District  
 5801 East Conifer Street  
 Oak Park, CA 91377  
 Attn: Martin Klauss, Assistant Superintendent, Business Services

Subject: Measure "R" Staff Support Services  
 Oak Park Unified School District  
 Oak Park, CA

Re: Project #09-03R Oak Hills Elementary School New Metal Roofing  
 Additional Scope Update

Dear Mr. Klauss,

Following is a current recap of additional scope activities which have been or are currently in progress related to Project # 09-03R replacement of metal roofing at Oak Hills Elementary School:

Contractor:	Eberhard	Original Contract Amount:	\$224,985
<u>Added Scope Item #1</u>			
Remove and replace unforeseen damaged plywood substrate			\$ 5,446
Anticipated adjusted Contract Amount			\$230,431

Upon receipt and confirmation of formal cost proposal, a formal Project Change Order will be issued for execution and Board approval.

At this time, we do not anticipate any further additional scope issues for this project.

Please contact me at any time should you have any questions.

Respectfully,

Dennis Kuykendall  
 Senior Project Manager  
 Barnhart, Inc. a Heery International Company

cc. Keith Henderson, Barnhart Inc.  
 File

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.4.e APPROVE CHANGE ORDER #1, PROJECT #09-04R, RED OAK  
 ELEMENTARY SCHOOL, NEW MEMBRANE ROOFING**

ACTION

**ISSUE:** Shall the Board approve Change Order #1, to the contract with Letner Roofing for Project #09-04R Red Oak Elementary School, New Membrane Roofing?

**BACKGROUND:** At its meeting on June 9, 2009, the Board awarded a contract for Project #09-04R, Red Oak Elementary School, New Membrane Roofing, to Letner Roofing. During the demolition work of this project, trace amounts of asbestos were discovered in the roof mastic material being removed. Also discovered was damage to some of the roof's plywood substrate. Unforeseen at the time the contract was awarded, it is recommended that the Board approve Change Order #1 for the Contractor's additional work to make repairs and properly dispose of the hazardous material.

Barnhart, Inc., the District's construction management firm, was finalizing the change order as this agenda was going to press. Barnhart has provided its estimate of the proposed change order, which is attached for the Board's information. The anticipated change order is expected to be in the amount of \$8,700, which will increase the original contract from \$345,000 to \$353,700. The finalized change order and Barnhart recommendation will be forwarded to the Board in advance of this evening's Board meeting.

**ALTERNATIVES:**

1. Approve Change Order #1 to the contract with Letner Roofing for Project #09-04R, Red Oak Elementary School, New Membrane Roofing.
2. Do not approve the change order.

**RECOMMENDATION:** Alternative 1.

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

Respectfully submitted,

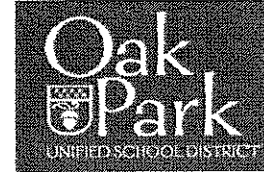
\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# barnhart, inc.

A HEERY INTERNATIONAL COMPANY



July 30, 2009

Oak Park Unified School District  
 5801 East Conifer Street  
 Oak Park, CA 91377  
 Attn: Martin Klauss, Assistant Superintendent Business Services

Subject: Measure "R" Staff Support Services  
 Oak Park Unified School District  
 Oak Park, CA

Re: Project #09-04R Red Oak Elementary School, New Membrane Roofing/Equipment Screens  
 Additional Scope update

Dear Mr. Klauss,

Following is a current recap of additional scope activities which have been or are currently in progress related to Project # 09-04R replacement of roofing at Red Oak Elementary School:

Contractor:	Letner Roofing	Original Contract Amount:	\$345,000
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Added Scope Item #1

Remove and properly dispose of unforeseen roof mastic material found to contain trace amounts of asbestos.	\$ 6,400
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Remove and replace unforeseen damaged plywood substrate	\$ 2,300
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Anticipated adjusted Contract Amount	\$353,700
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Upon receipt and confirmation of formal cost proposal, a formal Project Change Order will be issued for execution and Board approval.

At this time, we do not anticipate any further additional scope issues for this project.

Please contact me at any time should you have any questions.

Respectfully,

Dennis Kuykendall  
 Senior Project Manager  
 Barnhart, Inc. a Heery International Company

cc. Keith Henderson, Barnhart Inc.  
 File

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: C.4.f APPROVE CHANGE ORDER #1, PROJECT #09-05R, OAK PARK HIGH SCHOOL AND BROOKSIDE ELEMENTARY SCHOOL PARKING LOT RENOVATIONS**

ACTION

**ISSUE:** Shall the Board approve Change Order #1, to the contract with C.A. Rasmussen for Project #09-05R, Oak Park High School and Brookside Elementary School Parking Lot Renovations?

**BACKGROUND:** At its meeting on June 19, 2009, the Board awarded a contract for Project #09-05R, Oak Park High School and Brookside Elementary School Parking Lot Renovations, to C.A. Rasmussen. During the course of the project, District staff and construction manager Barnhart, Inc., have recommended a number of changes to the project's scope. Among the changes is the elimination of the slurry coat, providing a credit of \$44,143. This savings was used to completely remove and replace the access road between the football and baseball fields leading to the cul-de-sac. Other changes include modifications to the new tennis court parking area to incorporate the infiltration drainage system and save two oak trees.

Barnhart was finalizing the change order as this agenda was going to press. Barnhart has provided its estimate of the proposed change order, which is attached for the Board's information. The anticipated change order, after taking the \$44,143 credit, is expected to be in the amount of \$42,349, which will increase the original contract from \$1,033,500 to \$1,075,849. The finalized change order and Barnhart recommendation will be forwarded to the Board in advance of this evening's Board meeting.

**ALTERNATIVES:**

1. Approve Change Order #1 to the contract with C.A. Rasmussen for Project #09-05R, Oak Park High School and Brookside Elementary School Parking Lot Renovations.
2. Do not approve the change order.

**RECOMMENDATION:** Alternative 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

# barnhart, inc.

A HEERY INTERNATIONAL COMPANY



August 4, 2009

Oak Park Unified School District  
5801 East Conifer Street  
Oak Park, CA 91377  
Attn: Martin Klauss, Assistant Superintendent, Business Services

Subject: Measure "R" Staff Support Services  
Oak Park Unified School District  
Oak Park, CA

Re: Project #09-05R Oak Park High School and Brookside Elementary School  
Parking Lot Repair and Renovation  
Additional Scope Update

Dear Mr. Klauss,

Following is a current recap of additional scope activities which have been or are currently in progress related to Project # 09-05R parking lot renovations at Oak Park High School and Brookside Elementary:

Contractor:	C.A. Rasmussen	Original Contract Amount:	\$1,033,500
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Added Scope Item #1

1) Added change order for modifications to the tennis court parking lot	\$ 12,391
2) Added change order to pave dirt planter areas adjacent to Tennis Courts	11,172
3) Credit change to Contract to delete all slurry and sterilant (weed kill) at all parking lots	(44,143)
4) Added change order to install new asphalt paving at service road, Kanan entrance, and partial section at great lawn	42,498
5) Added change order to slurry senior parking area next to the Pavilion; estimated cost \$13,431.00 @ \$.66 sf for 20,350 sf. (awaiting submission)	13,431
6) Site drainage-storm drain field adjustments/modifications; estimated cost between \$500.00-\$1,500 (awaiting submission)	1,500
7) DSA plan review design comments and changes from DSA; estimated cost between \$3,000.00-\$4,000.00	4,000
8) Landscape changes due to Tennis Court parking lot changes; estimated cost between \$500.00-\$1,500.00	<u>1,500</u>

Anticipated adjusted Contract Amount	\$1,075,849
--------------------------------------	-------------

Upon receipt and confirmation of formal cost proposal by the contractor, a formal Project Change Order will be issued for execution and Board approval. At this time, we do not anticipate any further additional scope issues for this project.

Please contact me at any time should you have any questions.

Respectfully,

Dennis Kuykendall  
Senior Project Manager

Barnhart, Inc. a Heery International Company  
cc. Keith Henderson, Barnhart Inc.

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: AUGUST 18, 2009**

**SUBJECT: C.5. a. APPROVE AMENDMENT TO BOARD POLICY 6142.1 – SEXUAL HEALTH AND HIV/AIDS PREVENTION INSTRUCTION – First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction?

**BACKGROUND:** Board Policy 6142.1 is being expanded to include a new section entitled “Parent/Guardian Notification” which contains material formerly included in Administrative Regulation and new language which clarifies that, according to the CDE, district must use a passive consent/opt-out model for HIV/AIDS prevention instruction but may use an active consent/opt-in model for sexual health education. Board Policy 6142.1 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction.
2. Do not amend Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction.
2. Adopt a modified version of the amendment to Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction.

**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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.1(a)

### Sexual Health And HIV/AIDS Prevention Instruction

The Governing Board recognizes that *the purpose of the district's sexual health and HIV/AIDS prevention instruction is to provide students with the knowledge and skills necessary to protect them from unintended pregnancy and sexually transmitted diseases and to encourage students to develop healthy attitudes concerning adolescent growth and development, body image, gender roles, sexual orientation, dating, marriage, and family.* ~~accurate information about family life and human sexuality may contribute to a decreased risk for sexually transmitted diseases or unintended pregnancies. The Board also recognizes that Human Immunodeficiency Virus (HIV) infection and Acquired Immune Deficiency Syndrome (AIDS) pose a public health crisis and that education is a necessary component for helping to slow the spread of this disease. The Board therefore desires to provide a well-planned sequence of instruction on comprehensive sexual health and HIV/AIDS prevention.~~

(cf. 5030 – Student Wellness)

(cf. 6142.8 – Comprehensive Health Education)

The district's curriculum shall be *aligned with the state's content standards*, based on medically accurate and factual information and *designed to teach* ~~shall help students to make healthy choices and reduce high-risk behaviors, understand the biological, psychological, social, moral and ethical aspects of human sexuality.~~ The district's program shall comply with the requirements of law, **Board policy**, and administrative regulation and shall respect the rights of parents/guardians to supervise their children's education on these subjects and to impart values regarding human sexuality to their children.

(cf. 5141.22 – Infectious Diseases)

(cf. 5141.25 – Availability of Condoms)

(cf. 5146 – Married/Pregnant/Parenting Students)

(cf. 6142.8 – Comprehensive Health Education)

(cf. 6143 – Courses of Study)

The Superintendent or designee may appoint a coordinator and an advisory committee regarding the district's comprehensive sexual health program. This advisory committee shall represent a divergence of viewpoints and may participate in planning, implementing and evaluating the district's comprehensive sexual health education program. The Board shall consider the advisory committee's recommendations when approving the district's program.

(cf. 1220 – Citizen Advisory Committees)

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.1(b)

### Parent/Guardian *Consent* Notification and Exeuse

~~At the beginning of each school year, or at the time of a student's enrollment, parents/guardians shall be notified about instruction in comprehensive sexual health education and HIV/AIDS prevention education, as well as research on student health behaviors and risks, planned for the coming year. The notice shall advise parents/guardians: (Education Code 48980, 51938)~~

- ~~1. That written and audiovisual educational materials to be used in comprehensive sexual health and HIV/AIDS prevention education are available for inspection~~
- ~~2. That parents/guardians may request in writing that their child not receive comprehensive sexual health or HIV/AIDS prevention education~~
- ~~3. That parents/guardians have a right to request a copy of Education Code 51930-51938~~
- ~~4. Whether the comprehensive sexual health or HIV/AIDS prevention education will be taught by district personnel or outside consultants~~

~~If the district chooses to use outside consultants or to hold an assembly with guest speakers to teach the comprehensive sexual health or HIV/AIDS prevention education, the notification shall include: (Education Code 51938)~~

- ~~a. The date of the instruction~~
- ~~b. The name of the organization or affiliation of each guest speaker~~
- ~~c. Information stating the right of the parent/guardian to request a copy of Education Code 51933-51934~~

~~If the arrangements for instruction by outside consultants or guest speakers are made after the beginning of the school year, the district shall notify parents/guardians by mail or another commonly used method of notification no fewer than fourteen (14) days before the instruction is given. (Education Code 51938)~~

*(cf. 5145.6 - Parental Notifications)*

~~The district may administer to students in grades 7-12 anonymous, voluntary and confidential research instruments, including tests and surveys, containing age-appropriate questions about their attitudes or practices relating to sex. Prior to administering such a survey or questionnaire, parents/guardians shall receive written notice that the survey is to be administered. Parents/guardians shall be given an opportunity to review the material and to request in writing that their child not participate. (Education Code 51938)~~

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.1(c)

*(cf. 5022 – Student and Family Privacy Rights)*

Parents/guardians shall be asked to sign and return to the school an acknowledgment that they have received the notification.

A parent/guardian may request in writing that his/her child ~~Upon a written request from his/her parent/guardian, a student shall be excused from participating in comprehensive sexual health or HIV/AIDS prevention or sexual health education. *Student so excused by their*~~ *parents/guardians shall be given* or from participating in questionnaires or surveys regarding health behaviors and risks. While the instruction is being delivered or the survey instrument is being administered, an alternative educational activity shall be made available to the student. (Education Code **51240**, 51939)

*(cf. 5022 – Student and Family Privacy Rights)*

A student shall not be subject to disciplinary action, academic penalty or other sanction if the student's parent/guardian declines to permit the student to receive the instruction. (Education Code 51939)

### Legal Reference:

#### EDUCATION CODE

#### **220 Prohibition of discrimination**

48980 Notice at beginning of term

51202 Instruction in personal and public health and safety

#### **51210.8 Health education curriculum**

51240 Excuse from instruction due to religious beliefs

51513 Materials containing questions about beliefs or practices

51930-51939 Comprehensive Sexual Health and HIV/AIDS Prevention Education Act

#### HEALTH AND SAFETY CODE

1255.7 Parents surrendering physical custody of a baby

#### PENAL CODE

243.4 Sexual battery

261.5 Unlawful sexual intercourse

271.5 Parents voluntarily surrendering custody of a baby

#### UNITED STATES CODE, TITLE 20

1232h Protection of Student Rights

7906 Sex education

### Management Resources:

#### CDE PUBLICATIONS

**Health Education Content Standards for California Public Schools, Kindergarten Through Grade 12, 2008**

Health Framework for California Public Schools: Kindergarten through Grade 12, 2003

#### WEB SITES

CDE: <http://www.cde.ca.gov>American Academy of Pediatrics: <http://www.aap.org>

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.1(d)

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*American College of Obstetricians and Gynecologists: <http://www.acog.org>*

*American Public Health Association: <http://www.apha.org>*

*California Department of Education, Sex Education and HIV/STD Instruction: <http://www.cde.ca.gov/ls/he/se>*

*California Department of Public Health: <http://www.cdph.ca.gov>*

*California Department of Social Services: <http://www.dss.cahwnet.gov>*

*Centers for Disease Control and Prevention: <http://www.cdc.gov>*

*California Healthy Kids Resource Center: <http://www.hkresources.org>*

*California Safe Schools Coalition: <http://www.casafeschools.org>*

*National Academy of Sciences: <http://www.nationalacademies.org>*

*U.S. Department of Health and Human Services, Office of the Surgeon General: <http://www.surgeongeneral.gov>*

*U.S. Food and Drug Administration: <http://www.fda.gov>*

Adopted: 9-17-02

Amended: 6-17-03, 3-22-05

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 18, 2009**  
**SUBJECT: VII. 2 OPHS PAVILION SEATING PROJECT UPDATE**

INFORMATION

**ISSUE:** Shall the Board of Education receive a status report on the seating installation and project closeout for the OPHS Pavilion?

**BACKGROUND:** The Board has requested a status report on the seating installation and project closeout for the Oak Park High School Pavilion at each of its regular monthly meetings. Martin Klauss, Assistant Superintendent, Business and Administrative Services, will provide an update at this evening's meeting.

**RECOMMENDATION:** None — information only.

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

Respectfully submitted:

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Anthony W. Knight, Ed.D.  
Superintendent