

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #904

DATE: January 20,2015

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

TIME: **NO CLOSED SESSION**
6:00 p.m. Open Session – G9

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

BOARD OF EDUCATION
Barbara Laifman, President
Allen Rosen, Vice President
Drew Hazelton, Clerk
Denise Helfstein, Member
Derek Ross, Member
Jake Whealen, Student Board Representative

EDUCATING TOMORROW'S LEADERS

ADMINISTRATION
Dr. Anthony W. Knight, Superintendent
Linda Sheridan, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Cliff Moore, Consultant
Enoch Kwok, Director, Educational Technology
Susan Roberts, Director, Pupil Services

COPY OF ENTIRE AGENDA ON WEB SITE
WWW.OAKPARKUSD.ORG

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: 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, February 17, 2015

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #904
January 20, 2015

OPEN SESSION: 6:00 p.m.

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

I. CALL TO ORDER: _____ p.m.

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

II. PUBLIC SPEAKERS: SPEAKERS ON AGENDA AND NON-AGENDA ITEMS

III. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Partners in Education Award to Julie John
2. Presentation of Certificates of Recognition to Oak Park High School Students Ashwarya Srinivas and Shruti Aggarwal recognizing them as National Finalists for the NCWIT Women in Computing Award
3. Presentation by STEAM Task Force on Vision and Recommendations
4. Remarks from Board Members
5. Remarks from Student Board Member
6. Remarks from Superintendent
7. Report from School Site Councils
8. Report from Facilities Planning Committee
9. Report from Technology

B. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. [Approve Minutes of Organizational Board Meeting December 9, 2014](#)
- b. [Public Employee/Employment Changes 01CL22630-01CL22641 & 01CE067102-01CE07120](#)
- c. [Approve Purchase Orders –November 1 – December 31, 2014](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Quarterly Report on Williams Uniform Complaints – January 2015](#)
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

- e. [Approve and Accept 2014-2015 First Period Attendance Report](#)
Board Policy requires Board approval for enrollment and attendance reports
- f. [Approve Denial of Claim #15-01 for Alleged Damages](#)
Board is required to make decision regarding a claim before it is given to the District's third party administrator
- g. [Approve Disposal of Obsolete Personal Property](#)
Board is required to approve disposal of district obsolete personal property

ACTION

2. BUSINESS

- a. [Approve the Lottery Process for District of Choice Admission into Oak Park Unified School District for 2015-16](#)
According to Education Code, the Board must approve the lottery process used for the District of Choice program each year.
- b. [Conduct District of Choice Lottery](#)
Random.org program will create a random number list of District of Choice applicants
- c. [Discuss and Approve Enrollment Projections and District Capacity for 2015-2016](#)
According to provisions of DOC program, the Board is required to approve enrollment projection and district capacity annually
- d. [Approve Annual Audit Reports for Fiscal Year 2013-2014, Including Bond Measures R and C6](#)
Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records
- e. [Approve Measure R Facility Master Plan 2015 Update](#)
Board required to approve changes to the Master Plan
- f. [Approve Authorization of District Committee to Develop Capital Needs Plan](#)
Board authorization to create a committee to develop capital needs plan
- g. [Approve Change Order, Project 13-12R, Building 100 Modernization at Brookside Elementary School](#)
Board approval required for change orders.
- h. [Approve Change Order 2, Project 13-15R, Building A \(Gymnasium\) Modernization at Oak Park High School](#)
Board approval required for change orders.
- i. [Approve Notice of Completion for Project 13-15R, Building A \(Gymnasium\) Modernization at Oak Park High School](#)
Board approval required for job completion.
- j. [Approve Renewal Agreement for Use of Oak View High School Facilities by Westlake-Agoura Girls Softball Association](#)
Board Policy 3312 requires Board approval for contracts for services
- k. [Approve Purchase of Equipment from Measure C6 Bond Fund – Technology Equipment](#)
Board approval required to purchase equipment from Measure C6 bond funds
- l. [Approve Acceptance of Donations](#)
Board Policy 3290 requires Board approval for donations to the District
- m. [Discuss Governor's 2015-16 Budget Proposal for K-12 Education](#)
Staff will present latest information on the Governor's Budget Proposal for 2015-16 for Education
- n. [Discuss Development of 2015-16 Local Control Accountability Plan](#)
Staff will present information on the development of 2015-16 Local Control Accountability Plan development

3. CURRICULUM

a. Discuss and Approve Oak View High School Name Change, Hours, and Incentive Program

Board approval required for changes to the program, hours and name change at Oak View High School

4. BOARD POLICIES

a. Approve Amendment to Board Policy 1312.3 – Uniform Complaint Procedures – Second Reading

This mandated policy is being updated to expand the scope of the uniform complaint procedures to include complaints regarding a district's failure to comply with legal requirements related to the implementation of the local control and accountability plan and to reflect new Title 5 Regulations (Register 2013, No. 38) regarding noncompliance with state law prohibiting the charging of student fees.

b. Approve Amendment to Board Policy 5131.2 – Bullying – Second Reading

Policy updated to provide for an informal, site-level reporting process leading to investigation of any bullying complaint pursuant to the uniform complaint procedures and to clarify when suspension and expulsion may be used as corrective action for a student who commits an act of bullying.

c. Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – Second Reading

Mandated policy revised to specify that discrimination includes disparate treatment and to provide for an informal, site-level reporting process leading to investigation pursuant to the uniform complaint procedures.

d. Approve Amendment to Board Policy 5145.7 – Sexual Harassment - Second Reading

Mandated policy revised to provide for the use of the uniform complaint procedures to investigate and resolve sexual harassment complaints and to add language for disciplining any employee who commits sexual harassment against a student. Additionally, language formerly in policy regarding confidentiality has been moved to the regulation.

VII. INFORMATION ITEMS

- 1. Monthly Measure C6 Bond Fund Financial Status Report**
- 2. Monthly Measure R Bond Fund Financial Status Report**
- 3. Monthly Cash Flow Report**
- 4. Monthly Enrollment and Attendance Report**

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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

X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

- 1. Brookside Elementary School Report**
- 2. Oak Hills Elementary School Report**
- 3. Red Oak Elementary School Report**
- 4. Medea Creek Middle School Report**
- 5. Oak Park High School Report**
- 6. Oak View High School/Oak Park Independent School**
- 7. Oak Park Neighborhood School**

**MINUTES OF ORGANIZATIONAL BOARD MEETING 12-9-14 #903
BOARD OF EDUCATION**

CALL TO ORDER/MEETING PLACE

The Board of Education Clerk, Ms. Barbara Laifman, called the regular meeting to order at 5:40 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Barbara Laifman, Clerk, Mr. Drew Hazelton, Member and Mr. Allen Rosen, Member.

BOARD ABSENT

Ms. Mary Pallant, President

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:41 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Pallant, reconvened the regular meeting to order at 6:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Mary Pallant, President, Ms. Barbara Laifman, Clerk, Mr. Drew Hazelton, Member, Mr. Allen Rosen, Member and Jake Whealen, Student Board Rep.

BOARD ABSENT

Jake Whealen, Student Board Rep

STAFF PRESENT

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

FLAG SALUTE

Mary Pallant led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Dr. Knight reported the Board of Education took action on three Tort Claims received against the District to reject them. The Board of Education approved the decision on a vote of Aye: Hazelton, Laifman, Rosen, No: 0, Absent - Pallant.

ADOPTION OF AGENDA

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

PUBLIC SPEAKERS

None

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen offered congratulations to Mary Pallant on her retirement from the Board. He reported he attended the choir concert and he was most impressed with the level of commitment he recognized from Ms. Cissell for each student. Board Member Barbara Laifman also thanked Mary for her years of service on the Board and thanked all four people, Allen, Drew, Derek and Denise, who will join the Board and knows that the Board will approach the job ahead with patience, respect and be a good governance team together. Ms. Laifman attended the Roadmap meeting for 9th graders and their parents, the secondary Common Core Information meeting, the DELAC meeting, and interviewed the interested candidate for the Community Outreach Committee. The Community Outreach Committee was cancelled. Board Member Drew Hazelton welcomed Derek and Denise to the Board. He reported he attended the Facilities Planning Committee meeting.

REPORT FROM SUPERINTENDENT

Dr. Knight thanked and honored Mary Pallant for her years of service to the Board of Education with a plaque of appreciation and a Resolution from the Ventura County Supervisors. Ms. Pallant thanked everyone and stated she feels she is leaving the Board in good hands.

Report from School Site Councils

The Board received a School Site Council report from Oak Park High School.

Report from Facilities Planning Committee

Keith Henderson reported on the continuing activities of the Facilities Planning Committee.

C.1. CONSENT AGENDA

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the Consent Agenda. Motion carried Aye – Hazelton, Laifman, Pallant, Rosen, No – 0.

- a. [Approve Minutes of Special Board Meeting November 17, 2014 and Regular Board Meeting November 18, 2014](#)
- b. [Public Employee/Employment Changes 01CL22623-01CL22629 & 01CE07062-01CE07101](#)
- c. [Approve Overnight Trip for Oak Park High School Girls' Soccer Team – December 12-14, 2014](#)
- d. [Approve Notice of Completion, Project 14-25R, Classroom Building Replacement at Oak Park High School](#)
- e. [Approve Change Order #1, Project 14-26F, Track Resurfacing Project at Oak Park High School](#)
- f. [Approve Notice of Completion, Projection 14-26F, Track Resurfacing Project at Oak Park High School](#)
- g. [Approve Out of State Travel for Classified Employee to Attend QUE Conference in Detroit, Michigan – April 28-30, 2015](#)

ACTION

2. BOARD

a. [Oath of Office](#)

Dr. Knight led Drew Hazelton, Denise Helfstein, Allen Rosen and Derek Ross in the Oath of Office

b. Election of Officers of the Board of Education

On nomination of Drew Hazelton, seconded by Allen Rosen, the Board of Education appointed Barbara Laifman, President of the Board for 2015. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

On nomination of Barbara Laifman, seconded by Drew Hazelton, the Board of Education appointed Allen Rosen, Vice President of the Board for 2015. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

On nomination of Allen Rosen, seconded by Derek Ross, the Board of Education appointed Drew Hazelton, Clerk of the Board for 2015. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

c. Confirmation and Designation of Board Representatives to District Committees

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the choices of District Committees to serve on during 2015. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0

Drew Hazelton left the meeting at 7:05 p.m.

d. Approve Proposed Board Meeting Schedule for Calendar Year 2015

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Board Meeting Schedule for Calendar Year 2015 with the change of the April meeting to April 21, 2015. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

e. Approve Certification of Signatures

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Certification of Signatures. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

f. Approve Designation of Secretary/Authorized Agent of the Board of Education

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the appointment of Dr. Anthony W. Knight as the Secretary/Authorized Agent of the Board of Education. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

g. Select and Approve School Board Representative to the County Committee on School District Organization

On nomination of Allen Rosen, seconded by Barbara Laifman, the Board of Education appointed Denise Helfstein, School Board Representative to the County Committee on School District Organization. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

3. BUSINESS SERVICES

a. Approve Appointments to the Oak Park Citizens' Oversight Committee

On motion of Drew Hazelton, seconded by Allen Ross, the Board of Education approved the appointment of Keith Caruso to the Oak Park Citizens' Oversight Committee. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

- b. **Approve Amendment #5 to Agreement with Balfour Beatty Construction, Inc. for Program/Construction Management Services**
On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved Amendment #5 to Agreement with Balfour Beatty Construction, Inc. for Program/Construction Management Services. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
 - c. **Approve Agreement for Architect of Record Services in Connection with District Construction Projects**
On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Agreement for Architect of Record Services in Connection with District Construction Projects with Mainstreet Architects + Planners, Inc.. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
 - d. **Approve Amended Joint-Use Agreement with Rancho Simi Recreation and Park District for 2014-2017**
On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved the amended Joint-Use Agreement with Rancho Simi Recreation and Park District for 2014-2017. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
 - e. **Approve Fiscal Year 2014-2015 First Interim Financial Report, Certification and Budget Revisions**
On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Fiscal Year 2014-15 First Interim Financial Report, Certification and Budget Revisions. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
 - f. **Approve Addition of Crossing Guard Service at Conifer and Oakleaf Avenue**
On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved the addition of Crossing Guard Service at Conifer and Oakleaf Avenue. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
 - g. **Approve Acceptance of Donations**
On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education accepted the Donations to the District. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
 - h. **Approve New District Motto**
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved a new District Motto - Educating Compassionate and Creative Global Citizens. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.
- 4. CURRICULUM**
- a. **Approve Additional Novels for Oak Park Independent School**
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved additional novels for Oak Park Independent School – *Wonder* by R J Palacio and *How We Got to Now* by Steven Johnson. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

DISCUSSION ITEM

1. Student Assessment Results - 2014

Dr. Heilbron presented the results of student assessments from Spring 2014

5. BOARD POLICIES

b. a. Approve Amendment to Board Policy 1312.3 – Uniform Complaint Procedures – First Reading

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education tabled this policy until January for staff to get further information from CSBA. Motion carried Aye – Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

b. Approve Amendment to Board Policy 5131.2 – Bullying – First Reading

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education tabled this policy until January for staff to get further information from CSBA. Motion carried Aye – Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

c. Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – First Reading

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education tabled this policy until January for staff to get further information from CSBA. Motion carried Aye – Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

d. Approve Amendment to Board Policy 5145.7 – Sexual Harassment - First Reading

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education tabled this policy until January for staff to get further information from CSBA. Motion carried Aye – Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

e. Approve Adoption of Board Policy 7132 – Placement of Wireless Telecommunication Towers – First Reading

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education adopted Board Policy 7132 – Placement of Wireless Telecommunication Towers on first reading with changes. Motion carried Aye –Helfstein, Laifman, Rosen, Ross, No – 0, Absent - Hazelton.

IV. INFORMATION ITEMS

1. Monthly Cash Flow Report
2. Monthly Enrollment and Attendance Report

V. OPEN DISCUSSION

There being no further business before this Board, the Regular meeting is declared adjourned at 10:27 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.1.c. APPROVE OF PURCHASE ORDERS - NOVEMBER 1 - DECEMBER 31, 2014

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued November 1 through December 31, 2014?

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

ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B15-00029	Demco	Open PO for Library and School Supplies	Medea Creek Middle School	010	825.00
B15-00042	Office Depot Customer Service Center	Open PO for office supplies	Medea Creek Middle School	010	11,225.00
B15-00048	Ward's Natural Science	Open PO for consumable Science supplies	Medea Creek Middle School	010	3,000.00
B15-00137	Triunfo Cty San Dist	2014-2015 Sewer Service Annual Fee	Business Administration	010	93,799.20
B15-00145	Southwest School Supply	General supplies blanket purchase order	Red Oak Elementary School	010	5,750.00
B15-00150	Roadside Lumber & Hardware,	2014-2015 Playground Sand All Sites	Business Administration	010	4,300.00
B15-00152	AED Authority	Open PO for AED Batteries - Safety Credits	Business Administration	010	3,035.00
B15-00203	Rachael Nestel	DON: Accompanist for Choir Classes	Medea Creek Middle School	010	12,750.00
B15-00231	Agoura Equip Rentals	2014-15 Misc Equipment Rental	Business Administration	010	2,000.00
B15-00232	Cintas Fire Protection, Corp	Annual Fire Hydrant/5 Yr Sprinkler Inspection-MCMS	Business Administration	010	2,060.32
B15-00233	Trees & Things	2014-15 Open PO for Tree Trimming & Maintenance	Business Administration	010	7,000.00
B15-00234	American Reprographics (ARC)	Proj 13-15R Plan Copies Bldg A Mod OPHS	Business Administration	213	215.00
B15-00235	American Reprographics (ARC)	Proj 14-25R Plan Copies Classrooms OPHS	Business Administration	213	537.50
B15-00236	American Reprographics (ARC)	Proj 14-23R Plan Copies Bleachers OPHS	Business Administration	213	215.00
B15-00237	Do-It Center	OPPA/Don/mat & supp	Oak Park High School	010	1,850.00
B15-00238	Van Rooyen, Andre	2014/15 Cognitive Skills Assessments	Pupil Services/Special Ed.	010	1,200.00
B15-00239	American Reprographics (ARC)	Plan Copies Ball Wall ROES	Business Administration	010	215.00
B15-00240	Kaiser Air & Sheet Metal Inc.	2014/15 Open PO for HVAC Repairs - District-Wide	Business Administration	010	1,000.00
B15-00241	American Reprographics (ARC)	Proj 14-01R Plan Copies Modernization OPHS	Business Administration	213	215.00
B15-00242	All Sale Electric, Inc	2014/15 Open PO for Electrical Supplies	Business Administration	010	250.00
B15-00243	Sports Facilities Group	Annual Maintenance Bleachers/Seating MCMS	Business Administration	010	2,100.00
B15-00244	H. L. Flake Security Hardware	2014/15 Open PO for Security Hardware Supplies	Business Administration	010	500.00
B15-00245	Agoura Equip Rentals	Proj 14-28F Equipment Rental Classrooms OPIS	Business Administration	010	1,000.00
B15-00246	American Reprographics (ARC)	Proj 14-28F Plan Copies OPIS	Business Administration	010	215.00
B15-00247	Varidesk LLC	PFA: Approved Wish List - adjustable desk topper	Medea Creek Middle School	010	1,300.00

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

Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B15-00248	Southwest School Supply	Open PO for Custodial Supplies	Business Administration	010	500.00
B15-00249	Document Systems	Toner for Xerox machine	Neighborhood Pre-School Program	010	322.50
B15-00260	United Rentals	2014-15 Open PO for Equipment Rentals	Business Administration	010	537.50
B15-00251	Channel Islands Roofing	2014-15 Open PO for Roof Repairs	Business Administration	010	2,500.00
FS15-00058	WaterWalkers/A Higher Level	Web-based Compliant Menu Planning	Food Services	130	1,540.50
P14-00714	Southwinds Transportation	Donation 4th grade field trip	Brookside School	010	520.00
P14-00778	Balfour Beatty Construction	Proj 14-26R Lease/Classroom Replacement OPHS	Business Administration	213	232,682.31
				213	1,512,488.69
P15-00003	Hellas Construction Inc	Resurface Track OPHS	Business Administration	010	120,897.00
P15-00005	Pars Arvin Construction, Inc.	Proj 13-15R Bldg A Gym Modernization OPHS	Business Administration	213	1,057,060.00
P15-00053	Pacificcom	Proj 14-18R PA/Bell System Districtwide	Business Administration	213	83,349.00
P15-00085	Blue Violet Networks, LLC	Proj 14-17R Campus Security Cameras Districtwide	Business Administration	213	280,157.57
P15-00095	Enhanced Landscape Mgmt, Inc	Repair 3/4 of MCMS Field	Business Administration	010	30,051.00
P15-00155	Recycle Away, LLC	Recycling Stations for All Sites	Business Administration	010	28,230.18
P15-00180	Pyro-Comm Systems, Inc.	Fire Alarm Installation for Discovery K at OHES	Business Administration	010	2,067.85
P15-00220	ACT-Autism Ctr for Treatment	2014/2015 - ACT Services	District-wide	010	71,800.00
P15-00308	Kurt C. Kuekes, Ph.D.	Individual Educational Evaluation/Assessment	Pupil Services/Special Ed.	010	9,000.00
P15-00341	Stacy Dishlip	GATE Classes - Science Program	Oak Hills Elementary School	010	1,725.00
P15-00360	Kaiser Air & Sheet Metal Inc.	Proj 14-33R & 14-34R HVAC Units MCMS/OHES	Business Administration	213	17,752.00
P15-00382	Follett School Solutions, Inc. American Express	OPIS Textbooks 2014-2015	Curriculum	010	1,487.86
P15-00425	School Outfitters	Book Shelves for MCMS Library	Business Administration	010	5,449.22
P15-00428	Island Packers Cruises	5th Grade Field trip to Santa Cruz Island	Oak Hills Elementary School	010	5,590.00
P15-00427	Flaghouse, Inc.	PFA: PE Equipment	Medea Creek Middle School	010	1,420.25
P15-00428	Turf Team, Inc	Proj 14-32F Baseball Field Turf Renovation OPHS	Dist. Maintenance & Operations	010	49,788.60
P15-00429	Vardesk LLC	PFA: Approved Wish List - adjustable desk topper	Medea Creek Middle School	010	427.25
P15-00430	Signature Signs	Library Sign Replacement Ltrs	Business Administration	010	422.35
P15-00431	Island Packers Cruises	DON: Santa Cruz Island Field trip	Medea Creek Middle School	010	559.00
P15-00432	Island Packers Cruises	Parent-funded field trip	Red Oak Elementary School	010	5,274.00

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Page 2

Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00433	Island Packers Cruises	Parent funded field trip	Red Oak Elementary School	010	2,064.00
P15-00434	Kaiser Air & Sheet Metal Inc.	Proj 14-31R BARD Replacement BES	Business Administration	213	1,065.00
P15-00435	VCOE	Next Generation Science Standards	Curriculum	010	5,400.00
P15-00436	Ventura County Graphic Services	Common Core Standards & Appendices	Curriculum	010	3,127.50
P15-00437	Omega Construction Company	Paint Kitchen, Servery & Hallway at MCMS	Business Administration	010	8,425.00
P15-00438	Safeplay by Design	2014/15 Playground Equipment Inspections	Business Administration	010	4,900.00
P15-00439	R & T Specialties, Inc	Proj 14-01R ADA Lockers OPHS	Business Administration	213	1,500.00
P15-00440	Parent of Student	Settlement Agreement	Pupil Services/Special Ed.	010	13,000.00
P15-00441	Hilford Moving and Storage	Proj 13-12R Moving & Storage Bldg 100 Mod BES	Business Administration	213	1,863.68
P15-00442	Kelly Cleaning & Supplies	Proj 14-25R Cleaning New Classrooms OPHS	Business Administration	213	2,830.00
P15-00443	Division of State Architect	Proj RDSA Reopen DSA File	Business Administration	213	500.00
P15-00444	McGraw-Hill Education c/o American Express	OPHS Textbooks Health 2014-2015 Audio	Curriculum	010	118.72
P15-00445	Drawing Board Printing	Envelopes/mat & supp/admin disc	Oak Park High School	010	432.62
P15-00446	SHI International	2014/15 Annual License/Software - MS Windows	Business Administration	010	192.00
P15-00447	Guided Discoveries Inc.	DON: Astro Camp 2014-15	Medea Creek Middle School	010	18,810.00
P15-00448	Wenger Corporation	PFA: Approved Wish List Item-Risers	Medea Creek Middle School	010	7,914.09
P15-00449	Jaime Alvarez JJER Fitness	PFA: App Wish List Item -Spin Bike Service	Medea Creek Middle School	010	1,520.00
P15-00450	Data Management, Inc	Labels for Badge Printer	Brookside School	010	55.90
P15-00451	Virco Inc., c/o American Express	ITDept. - Desk Chairs District Office	Business Administration	010	1,119.95
P15-00452	Karen Kennedy dba Camino Real Naturalist & Historical Interp	Donation - 3rd grade presentation	Brookside School	010	702.50
P15-00453	Tree People	Donation - K field trip	Brookside School	010	360.00
P15-00454	Island Packers Cruises	Donation Santa Cruz Island Packers	Brookside School	010	7,740.00
P15-00455	Kids Connection Dev Therapy	2014/2015 - Kids Connection - OT Services	District-wide	010	5,000.00
P15-00457	Augmentative Comm. Therapies	SpEd - Augmentative services	District-wide	010	1,105.00
P15-00458	Chris Byers	Student private assessment	District-wide	010	1,200.00
P15-00459	Pierres Welding & Maint.	Proj 13-12R Welding Bldg 100 Mod BES	Business Administration	213	625.00
P15-00460	Signature Signs	Proj 14-16R Signage Districtwide	Business Administration	213	15,636.01

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

Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00461	Pyro-Comm Systems, Inc.	Service Call BES	Business Administration	010	719.60
P15-00462	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	731.20
P15-00463	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	2,162.40
P15-00464	Cory Brown Schools of Susta inability	SOS Workshop BES	Business Administration	010	500.00
P15-00465	Wayne Watson DBA Buena Concrete	Proj 14-25R Concrete Drilling OPHS	Business Administration	213	360.00
P15-00466	Taft Electric Company	Proj 13-12R Install Conduit Bldg 100 Mod BES	Business Administration	213	432.56
P15-00467	The Lampo Group, Inc.	OPHS Wkbks Personal Finance	Curriculum	010	1,616.19
P15-00468	Taft Electric Company	Proj 14-08F Research Power Fieldhouse OPHS	Business Administration	010	180.00
P15-00469	BTC Laboratories	Proj 13-12R Construction Testing Bldg 100 Mod BES	Business Administration	213	385.00
P15-00470	BTC Laboratories	Proj 14-25R Construction Testing Classrooms OPHS	Business Administration	213	770.00
P15-00471	Ideas Unlimited Seminars	Flipped Classroom Conference - Susan Allen	Curriculum	010	229.00
P15-00472	Naviance, Inc	Naviance Renewal	Home Independent Study Program	010	995.00
P15-00473	Southwinds Transportation	Donation - 2nd grade buses	Brookside School	010	1,546.80
P15-00474	Educational Data Systems	2014-2015 PFT Testing	Curriculum	010	1,341.26
P15-00475	HEINEMANN	PFA: Wish List Item - CTI Supplemental lesson DVD	Medea Creek Middle School	010	249.61
P15-00476	Pali Institute	DON: Pali Outdoor Ed tuition balance	Medea Creek Middle School	010	116,360.00
P15-00477	CASBO	CASBO Annual Organizational Membership	Business Administration	010	620.00
P15-00478	School Specialty	Replacement of Tables	Business Administration	010	678.93
P15-00479	Cronin Assessment	Independent Educational Eval - SpEd	District-wide	010	4,900.00
P15-00480	DawnSignPress	OPHS ASL 2014-2015	Curriculum	010	172.45
P15-00481	Advantra Graphics	DOC Letter Mailing	Board of Education	010	1,169.60
P15-00482	REDWOOD BIOTECH	Drug Test Kits	Oak View High School	010	345.89
P15-00483	Compuwave Inc.	Brother TN750 Toner	Oak View High School	010	172.00
P15-00484	The Lampo Group, Inc.	Don/Wkbooks/mat & supp	Oak Park High School	010	1,511.24
P15-00485	Boulderdash Indoor Rock Climbing	Field Trip	Home Independent Study Program	010	250.00
P15-00486	Mission Santa Barbara	Parent funded field trip	Red Oak Elementary School	010	480.00
P15-00487	Textbook Warehouse c/o AMEX	OPIS Textbooks 2014-2015	Curriculum	010	523.47
P15-00488	Usi	Laminating/lottery/mat & supp	Oak Park High School	010	407.00
P15-00489	VCOE	Next Generation Science Standards	Curriculum	010	640.00
P15-00490	Alliance for the Arts	Parent funded field trip	Red Oak Elementary School	010	430.00
P15-00491	Alliance for the Arts	Parent funded field trip	Red Oak Elementary School	010	320.00
P15-00492	Boomerang Project (The)	PFA: App Wish List item-Counselor Training	Medea Creek Middle School	010	2,470.00

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Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00493	Southwinds Transportation	ASB: Buses for CADA Conf	Medea Creek Middle School	010	1,135.42
P15-00494	Guided Discoveries Inc.	DON: Catalina Cherry Cove Balance	Medea Creek Middle School	010	29,767.50
P15-00495	Guided Discoveries Inc.	DON: Catalina Toyon Bay Balance	Medea Creek Middle School	010	38,277.50
P15-00496	BTC Laboratories	Proj 14-29F Testing & Inspection Services OPHS	Business Administration	010	11,133.00
P15-00497	BTC Laboratories	Proj 14-01R Construction Testing Services ADA OPHS	Business Administration	213	385.00
P15-00498	CTE CAL, Inc.	Proj 13-15R DSA Inspector Bldg A Mod OPHS	Business Administration	213	27,802.50
P15-00499	CTE CAL, Inc.	Proj 14-25R DSA Inspector Classrooms OPHS	Business Administration	213	4,180.00
P15-00500	CTE CAL, Inc.	Proj 13-12R DSA Inspector Bldg 100 Mod BES	Business Administration	213	28,691.00
P15-00501	Welsh Structures, Inc.	Proj 10-14R Structural Engineering Svc Mod OPHS	Business Administration	213	7,000.00
P15-00502	Augmentative Comm. Therapies	SpEd - Individual Services Agreement/ Speech	District-wide	010	5,890.00
P15-00503	Christine Brown	WASCA Annual Reports	Oak View High School	010	537.50
P15-00504	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Donation - Santa Cruz Buses	Brookside School	010	1,333.50
P15-00505	Houghton Mifflin Harcourt c/o American Express	ROES Reflections grade 1 Textbooks 2014-2015	Curriculum	010	1,201.97
P15-00506	Agoura Lock Technologies, Inc.	Proj 13-15R Lock Service Gym Bldg OPHS	Business Administration	213	1,416.90
P15-00507	Agoura Lock Technologies, Inc.	Proj 13-12R Lock Service Bldg 100 Mod BES	Business Administration	213	335.12
P15-00508	M/M Mechanical, Inc	Proj 13-15R Boiler Room Repair Gym OPHS	Business Administration	213	7,231.32
P15-00509	M/M Mechanical, Inc	Proj 13-12R Water Pressure Test Bldg 100 BES	Business Administration	213	506.00
P15-00510	M/M Mechanical, Inc	Proj 13-12R Gas Regulator Bldg 100 BES	Business Administration	213	3,176.87
P15-00511	Conejo Awards	Name Plates	Board of Education	010	80.63
P15-00512	Recycle Away, LLC	Recycling Stations for All Sites	Business Administration	010	9,041.50
P15-00513	Brain POP LLC	Donation - Brain Pop subscription	Brookside School	010	2,095.00
P15-00514	Performances To Grow On	Donation - 2nd grade field trip	Brookside School	010	1,035.00
P15-00515	Time Warner Cable	Point to point internet access Oct-Dec 2013	Accounting & Payroll	010	6,515.15
P15-00516	VCOE	VCOE Excel Training Class	Accounting & Payroll	010	40.00
P15-00517	Agoura Lock Technologies, Inc.	Proj 14-28F Keys for OPIS Classrooms	Business Administration	010	366.70
P15-00518	American Reprographics (ARC)	Proj 14-00R Plan Copies Measure R Projects	Business Administration	213	1,284.72
P15-00519	Pacific Floor Company	Repair of MCMS Gym Floor	Business Administration	010	250.00

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Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00520	Enhanced Landscape Mgmt, Inc	Landscape Weed Clean-up at District Office	Business Administration	010	420.00
P15-00521	Hughes General Engineering	Proj 14-28F New Stairway & Railing to Upper Field	Business Administration	010	45,115.00
P15-00522	Turf Team, Inc	Pro F436 - Softball Field Renovation at OPHS	Business Administration	010	17,442.95
P15-00523	T&T Truck and Crane Service	Pro 436 Moving Container on Softball Field at OPHS	Business Administration	010	740.00
P15-00524	Education Through Nature	Vendor for Big Saturday	District-wide	010	690.00
P15-00525	ABM Electrical Power Svs	Proj 14-37F Dual EV Charging Stations at OPHS	Business Administration	010	17,055.60
P15-00526	Newman, Aaronson and Vanaman	SpEd Settlement - Attorney Fees	District-wide	010	4,000.00
P15-00527	Miracle Playground Sales	Playground Equipment Replacement Parts	Business Administration	010	390.12
P15-00528	NICK RAIL MUSIC	PFA: Band Instruments	Medea Creek Middle School	010	8,534.70
P15-00529	B4 A Disaster	Site Maps & District Boundary Map	Business Administration	010	7,275.60
P15-00530	B4 A Disaster	Reinstall Shelter in Place Kits	Business Administration	010	469.88
P15-00531	Jim Martin Construction, Inc.	Cut Vision Light in Door OPHS Band Rm	Business Administration	010	414.00
P15-00532	Hughes General Engineering	Debris Basin Cleanout at King James Court	Business Administration	010	6,960.00
P15-00533	Wenger Corporation	Proj 14-13C Band Rm Acoustic cabinets at MCMS	Business Administration	212	49,679.03
P15-00534	Advantra Graphics	Letterhead and Envelopes	District-wide	010	1,611.43
P15-00535	Wayne Watson DBA Buena Concret	Concrete Step Repair at OHES	Business Administration	010	3,020.00
P15-00536	Fun Raising School Gear	Team Shirts and Sweatshirts	District-wide	010	880.48
P15-00537	Wayne Watson DBA Buena Concret	New Concrete Walkway at OPHS	Business Administration	010	3,175.00
P15-00538	Wayne Watson DBA Buena Concret	Install Retaining Wall & Replace Concrete at MCMS	Business Administration	010	2,795.00
P15-00539	PEARSON ASSESSMENTS ORDER PROC ESSING	SpEd test kit order	District-wide	010	452.38
P15-00540	Western Psychological Services	SpEd - Sensory Processing Kit	District-wide	010	387.16
P15-00541	Rachel's Challenge	Speaker/PFA Don/other	Oak Park High School	010	1,980.00
P15-00542	Gray's Harbor Histroical S. A.	Field Trip - Tall Ships	Home Independent Study Program	010	1,356.00
P15-00543	Pitsco Inc.	Geometry Manipulitives	Oak View High School	010	90.47
P15-00544	VCOE	Cyberbullying Workshop - Strasburger Rogers Martin	Curriculum	010	120.00
P15-00545	VCOE	DISC: Registration for Training	Medea Creek Middle School	010	40.00
P15-00546	Dubuque Bank and Truck Co.	Pro 14-29F Lease/Purchase of Solar Install at OPHS	Business Administration	010	43,553.47
P15-00547	Bureau Of Education & Research	Seminar Registration - SpEd	District-wide	010	470.00
P15-00548	Advantra Graphics	School Watch - Winter 2014	District-wide	010	2,640.00

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Includes Purchase Orders dated 11/01/2014 - 12/31/2014

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00549	U.S. Bank Trust Nat'l Assn.	Admin Fees GOB Election 2006, Series 2007 (C6)	Business Administration	212	770.00
P15-00550	Craig Hainsworth	Pro 14-08F Inspection Fees OPHS Field House Ramp	Business Administration	010	600.00
P15-00551	Hughes General Engineering	Pro14-28F Furnish/Install Drinking Fountain Rails	Business Administration	010	1,200.00
P15-00552	CTE CAL, Inc.	Proj 14-25R DSA Inspector Classrooms OPHS	Business Administration	213	2,750.00
P15-00553	CTE CAL, Inc.	Proj 13-15R DSA Inspector Bldg A Mod OPHS	Business Administration	213	13,585.00
P15-00555	Quality Paving	Proj 14-28F Asphalt Repair for Drip System Install	Business Administration	010	725.00
P15-00556	Signature Signs	Proj 14-16R Signage Districtwide - Pupil Svs	Business Administration	213	1,022.88
P15-00557	Hughes General Engineering	Pro 14-31R - HVAC Guard Rail - BES	Business Administration	213	3,600.00
T15-00030	Apple Computer, Inc. Ms:198-3E D	OPHS ASB MacBook13	Oak Park High School	010	1,985.55
T15-00031	Apple Computer, Inc.	MacBooks (2) iPad (1) for ASB (OPHS)	Oak Park High School	010	6,376.78
T15-00032	The Spreadsheet Lab Manual	Sci Don/manual/mat & supp	Oak Park High School	010	199.00
T15-00033	Apple Computer, Inc. Ms:198-3E D	OPHS OPPAA Crew (Theater) Laptop - MBAir	Oak Park High School	010	1,549.10
T15-00034	NWN Corporation	HP Server Maintenance DL360G7 x3	Technology Coordinator	010	2,730.00
T15-00035	NWN Corporation	CEC ROP/Corel/mat & supp	Oak Park High School	010	648.00
T15-00036	Blue Label Power, Inc.	Replacement MacBook Batteries (20)	Technology Coordinator	212	1,028.63
T15-00037	Compuwave Inc.	Dell Desktop MT (2) for Maintenance Dept	Technology Coordinator	212	3,579.75
T15-00038	NWN Corporation	Casio LED Projectors for 21st CC Ceiling mounts	Technology Coordinator	212	12,158.25
T15-00039	Compuwave Inc.	Fujitsu Scansnap Scanners for Admin	Technology Coordinator	212	922.35
T15-00040	Apple Computer, Inc. Ms:198-3E D	Laptops for Monitoring Security Cams (2)	Technology Coordinator	212	6,632.75
Total Number of POs			186	Total	<u>4,406,543.43</u>

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	1	520.00
213	Measure R FACILITIES Bond Fund	1	232,662.31
Total Fiscal Year 2014			233,202.31

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Includes Purchase Orders dated 11/01/2014 - 12/31/2014

Fund Recap (continued)

Fund	Description	PO Count	Amount
010	General Fund	143	1,016,107.54
130	Cafeteria Fund	1	1,540.50
212	Measure C6 Technology Bond Fun	7	74,768.76
213	Measure R FACILITIES Bond Fund	35	3,080,924.32
		Total Fiscal Year 2015	4,173,341.12
		Total	4,406,543.43

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TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.1.d. APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS – JANUARY 2015

Consent

ISSUE: Shall the Board of Education approve the Quarterly Report on Williams Uniform Complaints – January 2015?

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 Office of Education. 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 – January 2015
 2. Do not approve the Quarterly Report on Williams Uniform Complaints – January 2015

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:

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.1.e. ACCEPT AND APPROVE 2014-15 FIRST PERIOD ATTENDANCE REPORT

CONSENT

ISSUE: Shall the Board receive, review, and accept the 2014-15 First Period (P-1) Attendance Report on the status of the District's Average Daily Attendance (ADA) ending with the fourth school month?

BACKGROUND: The District's Local Control Funding Formula (LCFF) funding is based on its ADA, which is reported to the State three times annually. The First Period Attendance Report, commonly referred to as P-1, is filed with the State at the end of the fourth school month. The Second Period Attendance Report, typically called P-2, reports the average of month one through the last school month that ends on or before April 15th of the current school year (usually Month 7). The District's actual LCFF funding is based on the P-2 Report. The third and final report, the Annual Report, is filed at the conclusion of the fiscal year. The first reporting period has concluded and the District's P-1 Report is attached for the Board's review and information.

RECOMMENDATION: None - information only.

Prepared by: Barbara Dickerson, Director of Fiscal Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

Certification

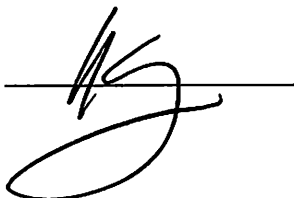
County: Ventura
District: Oak Park Unified
CDS CODE 56 73874

Fiscal Year: FY 2014-15
P-1
716C7E0F

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:



Date:

1/6/15

County Superintendent of Schools:

Date:

Any inquiries concerning this report should be directed to:

CONTACT NAME Shannan Kaesberg
PHONE (818)735-3244 *
FAX (818)865-8467
E-Mail skaesberg@oakparkusd.org

Attendance School District

County: Ventura

Fiscal Year: 2014-15

District: Oak Park Unified

P-1

CDS CODE 56 73874

Certificate Number: 716C7E0F

Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	A-1	1,093.30	1,009.74	777.49	1,645.08	4,525.61
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	A-2	0.78	0.08	0.65	1.32	2.83
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a) (7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4	0.00	0.00	0.03	0.11	0.14
Community Day School [EC 48664] (Divisor 70/135/180)	A-5	0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)	A-6	1,094.08	1,009.82	778.17	1,646.51	4,528.58
Other						
ADA for Students in Full-Time Independent Study included in Section A	B-1	6.67	19.69	48.57	133.89	208.82
ADA not eligible for general funding through Independent Study NOT included in Section A	B-2	0.00	0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	B-3	65.66				65.66
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)	B-4				24.16	24.16
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)	B-5					0.00

Attendance School District

County: Ventura

Fiscal Year: 2014-15

District: Oak Park Unified

P-1

CDS CODE 56 73874

Certificate Number: 716C7E0F

Prior Year ADA Adjustment (P-1 and P-2 only)		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
<p>Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].</p>						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-1	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-2	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)	C-3	0.00	0.00	0.00	0.00	0.00
<p>Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].</p>						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-4	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-5	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)	C-6	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Ventura

Fiscal Year: 2014-15

District: Oak Park Unified

P-1

CDS CODE 56 73874

Certificate Number: 716C7E0F

Prior Year P-2 ADA attributable to district resident pupils attending a non-charter school [EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00
Gain or Loss of ADA due to a Reorganization or Transfer of Territory [EC 42238.05 (a) (3)]. If the ADA adjustment is a loss, report the loss as a negative number in Line C-10 or C-11.						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.1.f APPROVE DENIAL OF CLAIM #15-01 FOR ALLEGED DAMAGES

CONSENT

ISSUE: Shall the Board deny a claim for damages (Claim #15-01) alleged against the District, as provided for by Government Code Section 913?

BACKGROUND: On September 11, 2014, the District received a claim for damages from Eric and Tanya Tong related to alleged injuries sustained by their daughter on April 2, 2014 while attending Medea Creek Middle School as a student. Details of this claim have been provided to the Board under separate cover.

As a matter of routine, it is recommended that the Board deny the claim as presented. Upon the Board’s denial of the claim, the matter will be referred to the District’s third party administrator for property and liability insurance, York Risk Services Group, Inc. Upon receipt, York Risk Services Group will investigate the merits of the claim and advise the District of further action, if any, as appropriate.

ALTERNATIVES:

1. Reject Claim #15-01 for damages and refer to the District’s third party administrator for further action.
2. Accept the claim for damages.

RECOMMENDATION: Alternative No. 1

FISCAL IMPACT: Unknown at this time.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.1.g. APPROVE DISPOSAL OF OBSOLETE PERSONAL PROPERTY CONSENT

ISSUE: Shall the Board approve the disposal of obsolete furniture per the provisions of Education Code Section 17546?

BACKGROUND: Medea Creek Middle School has 30 extra used student desks, which are no longer being used at the site, and it has been determined that there no use for them at any other District site. The desks have been sitting outside in an area between D1 and D2 where students normally work on art projects and the area needs to be cleared.

Staff is recommending that the Board declare these items as surplus and authorize staff to sell or otherwise dispose of the furniture as provided for in Education Code (EC) Section 17546. The site has requested that the furniture be donated to the Sherman Oaks Center for Enriched Studies, a high performing Title 1 magnet school in the Los Angeles Unified School District serving primarily minority low-income students ranging from grades 4-12. There will be no cost to OPUSD as the Sherman Oaks Center for Enriched Studies will bear the cost for the pick up and delivery of the furniture.

ALTERNATIVES:

1. Declare the 30 student desks as surplus, and authorize its donation to the Sherman Oaks Center for Enriched Studies, as provided by EC 17546.
2. Do not declare the student desks as surplus.

RECOMMENDATION: Alternative No. 1

Prepared by: Jeff Feinberg, Dean of Students, Medea Creek Middle School
 Julie Suarez, Director, Business Operations
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

RE: B.2.a. APPROVE THE LOTTERY PROCESS FOR DISTRICT OF CHOICE ADMISSION INTO OAK PARK UNIFIED FOR 2015-16 ACTION

ISSUE: Shall the Board of Education approve the random lottery process by which District of Choice applicants will be accepted for enrollment into the Oak Park Unified School District for school year 2015-16?

BACKGROUND: The California State Legislature passed, and the Governor approved, Senate Bill 680 in October, 2009 extending the Education Code provisions authorizing a school district to designate itself as a District of Choice. The provisions of SB 680 are reflected in the revisions to Education Code 48300 *et seq* and are authorized through the year 2017. Oak Park Unified has participated in the District of Choice Program since 2004 and, by law, must hold a random lottery process to admit new District of Choice applicants if the number of children requesting to enroll exceeds the number of vacancies at a grade level. The application period for school year 2015-16 ended on December 31, 2014 and the total applications number more than 500. This number exceeds the projected vacancies for next year in all grade levels except for grades 1 and 4. As a result, a lottery for all other grades will be required. The attached documentation outlines the DOC lottery procedures for admitting new students into Oak Park Unified for school year 2015-16.

- ALTERNATIVES:**
1. Approve the District of Choice Lottery Process
 2. Do not approve the District of Choice Lottery Process.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action:	On motion of _____, seconded by _____, the Board of Education:			
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2014
SUBJECT: B.2.b. CONDUCT DISTRICT OF CHOICE LOTTERY

Action

ISSUE: Shall the Board of Education conduct the District of Choice Lottery?

BACKGROUND: The Board has approved the manner in the which the lottery will be conducted. Now staff will use the random number generator *random.org* to create the list.

Respectfully Submitted

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.2.c. DISCUSS AND APPROVE ENROLLMENT PROJECTIONS AND DISTRICT CAPACITY FOR 2015-16

ACTION/DISCUSSION

ISSUE: The board will receive a report from staff related to district capacity and student enrollment projections. In addition, preliminary information regarding the number of inter-district students that may be enrolled into Oak Park Unified for the 2015-16 School Year will be presented for discussion.

BACKGROUND: Each year the board is presented with enrollment projections for the upcoming school year to help make decisions related to the capacity of the school district and the number of inter-district students that can be accepted into OPUSD. Current enrollment and the initial enrollment projections for the 2015-16 School Year will be presented to the governing board for discussion and action. New resident enrollment will be taking place at the school sites during the month of January and these numbers will be considered before new inter-district students are accepted for next year.

Many of the new inter-district students will be enrolled as a result of our District of Choice program. The regulations governing this program require the board to establish the number of projected vacancies and the number of District of Choice students that can be enrolled at each grade level for school year 2015-16. Preliminary information on projected vacancies will be presented for discussion with the final information to be considered for action at the February 17, 2015 board meeting. The window for new DOC applications for next year closed on December 31, 2014 and approximately 500 new applications were received.

The staff will provide a number of capacity and enrollment scenarios for the board to consider in discussing this issue.

- ALTERNATIVES:**
1. Approve the 2015-16 enrollment projections outlined in Tables 1-3.
 2. Do not approve the 2015-16 enrollment projections outlined in Tables 1-3.
 3. Revise the enrollment projections outlined in Tables 1-3 for 2015-16.

RECOMMENDATION: The staff recommends Alternative 1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.d. APPROVE ANNUAL AUDIT REPORTS FOR FISCAL YEAR 2013-14, INCLUDING BOND MEASURES R AND C6

ACTION

ISSUE: Shall the Board receive and accept the annual audit reports for fiscal year 2013-14, including the audits for Bond Measures R and C6?

BACKGROUND: As required by Education Code Section 41020 and Article XIII.B of the State Constitution, the Board of Education has employed an independent accounting firm to audit all District financial records and procedures for the fiscal year ending June 30, 2014. Included is the District’s general financial audit, as well as the financial and performance audits of the District’s two bond funds, Fund 212 (Measure C6) and Fund 213 (Measure R). The audit reports prepared by the accounting firm of Christy White Accountancy Corp. (CWA) have been distributed to members of the Board of Education and to the Oak Park Citizens’ Oversight Committee under separate cover, and posted on the District’s website. The audit reports are also available for public inspection with the Board’s meeting agenda on the District’s website. It is anticipated that CWA principal Christy White will be in attendance at this evening’s meeting to present each of the audits and respond to Board questions.

ALTERNATIVES:

1. Accept as record the 2013-14 annual audit reports.
2. Do not accept the 2013-14 annual audit reports.

RECOMMENDATION: Alternative No. 1

RATIONALE: Acceptance of the annual audits fulfills the Board’s obligation as required by EC 41020 and Article XIII.B of the State Constitution.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.e. APPROVE MEASURE R FACILITY MASTER PLAN 2015 UPDATE

ACTION

ISSUE: Shall the Board of Education review and approve revisions to the Measure R Facility Master Plan?

BACKGROUND: In January 2010, the Board of Education approved the first Facility Master Plan to incorporate projects funded by the Measure R bond fund. Recognizing that the Plan would need to continually evolve to reflect completed projects and new and revised priorities, the Board has requested that the Master Plan be updated annually. Over the last few months, the Facility Planning Committee (FPC), its subcommittee, and PM/CM firm, Balfour Beatty Corporation, Inc. (BBC) have worked on the proposed revision and update to the Master Plan for 2015 to recognize revised priorities and project scopes, and refined budget estimates, and projected and actual costs.

The draft plan was provided to the full FPC at its meetings on December 3, 2014, and January 14, 2015 for its review and input. As this agenda was going to press, the editing of the final document was in still progress. The completed plan will be sent to the Board prior to this evening’s meeting, and concurrently be posted with the Board’s agenda on the District’s website.

ALTERNATIVES:

- 1). Approve the Measure R Facility Master Plan 2015 Update as presented.
- 2). Approve the Plan with modifications as directed by the Board.
- 3). Do not approve the Plan.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.f. APPROVE AUTHORIZE FORMATION OF A DISTRICT COMMITTEE TO DEVELOP A NEEDS ASSESSMENT AND IMPEMENTATION PLAN
DISCUSSION/ACTION

ISSUE: Shall the Board of Education authorize the Superintendent form a broad-based district committee for the purpose of generating a comprehensive District needs assessment and recommendation in the areas of facilities, technology, student safety, and energy conservation and environmental concerns?

BACKGROUND: In order to support the District’s moral imperatives and goals in the areas of facilities, technology, student safety, and energy conservation and environmental concerns, it is essential to conduct a needs assessment identifying priorities and solutions to achieve the Board objectives. To that end, the Administration is requesting that the Superintendent be authorized to form a broad-based district committee for the purpose of generating a comprehensive needs assessment and recommendation of an implementation plan for the Board’s future consideration.

The Administration was finalizing its proposal for this committee’s mission and membership makeup as this agenda was going to press. The proposal will be forwarded to the Board as soon as it is completed its review, and consideration and to serve as a basis for discussion, input and direction at this evening’s meeting.

- ALTERNATIVES:**
1. Authorize the Superintendent form a broad-based district committee for the purpose of generating a comprehensive District needs assessment and recommendation as proposed.in the areas of facilities, technology, student safety, and energy conservation and environmental concerns
 2. Authorize the Superintendent form the proposed committee, as modified and directed by the Board of Education.
 3. Do not authorize the formation of the proposed district committee.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.g. APPROVE CHANGE ORDER 1, PROJECT 13-12R, BUILDING 100 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board approve Change Order 1, Project 13-12R, Building 100 Modernization at Brookside Elementary School?

BACKGROUND: On April 24, 2014 the Board awarded a contract for Project 13-12R, Building 100 Modernization at Brookside Elementary School, to SBS Corporation. During the course of the project, District staff and construction manager Balfour Beatty have recommended changes to the project's scope for conditions unforeseen at the time the contract was awarded

Details of the proposed change order, modifying the scope and cost to the original contract for this project were being finalized as this agenda was going to press. This information and the change order documents will be forwarded to the Board and be made available to the public as soon as they become available and in advance of this evening's meeting.

It is recommended by Balfour Beatty and District staff that the Board approve Change Order 1.

ALTERNATIVES:

1. Approve Change Order 1 to the contract with SBS Corporation for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School as recommended.
2. Do not approve Change Order 1.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.h. APPROVE CHANGE ORDER 2, PROJECT 13-15R, BUILDING A (GYMNASIUM) MODERNIZATION AT OAK PARK HIGH SCHOOL
ACTION

ISSUE: Shall the Board approve Change Order 2, Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School?

BACKGROUND: On April 8, 2014 the Board awarded a contract for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School, to Pars Arvin Construction. During the course of the project, District staff and construction manager Balfour Beatty have recommended changes to the project’s scope for conditions unforeseen at the time the contract was awarded

Details of the proposed change order, modifying the scope and cost to the original contract for this project were being finalized as this agenda was going to press. This information and the change order documents will be forwarded to the Board and be made available to the public as soon as they become available and in advance of this evening’s meeting.

It is recommended by Balfour Beatty and District staff that the Board approve Change Order 2.

ALTERNATIVES:

1. Approve Change Order 2 to the contract with Pars Arvin Construction for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School as recommended.
2. Do not approve Change Order 2.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.2.i APPROVE NOTICE OF COMPLETION, PROJECT 13-15R, BUILDING A (GYMNASIUM) MODERNIZATION AT OAK PARK HIGH SCHOOL
CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School, contracted with Pars Arvin Construction, Inc.?

BACKGROUND: On April 8, 2014, the Board of Education authorized the award of a contract for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School, to Pars Arvin Construction, Inc., of Woodland Hills, California.

The work under this contract is now complete, and District staff has inspected the finished project and is satisfied that it has been completed in compliance with contract specifications. It is recommended that the Board approve a Notice of Completion accepting the finished project.

ALTERNATIVES:

1. Approve the Notice of Completion for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School, contracted with Pars Arvin Construction, Inc., of Woodland Hills, California.
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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

Notice is hereby given that the Oak Park Unified School District, a school district in Ventura County, is the owner in fee of the following described and real property, to-wit:

Description: Oak Park High School, 899 N. Kanan Road, Oak Park, CA 91377

That on or about April 8, 2014 the said Oak Park Unified School District of Ventura County entered into a contract with Pars Arvin Construction, Inc., of Woodland Hills, California, for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School on certain real property hereinbefore described: that said building and improvements were actually completed on January 20, 2015; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT
By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

Anthony W. Knight, being first duly sworn, deposes and says: that he is secretary of the Board of Trustees of the Oak Park Unified School District, a school district of Ventura County, California: that he therefore verifies the foregoing Notice of Completion on behalf of said Oak Park Unified School District: that the Oak Park Unified School District of Ventura County, California is owner of the property described in the foregoing notice: that he has read the foregoing notice and knows the contents thereof: that he has personal knowledge of the facts therein stated: that the same are true.

Anthony W. Knight, Ed.D., Superintendent

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

On _____ before me, Shannan Kaesberg, Notary Public, personally appeared Anthony W. Knight, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.2.j. APPROVE RENEWAL AGREEMENT FOR USE OF OAK VIEW HIGH SCHOOL FACILITIES BY WESTLAKE AGOURA GIRLS SOFTBALL ASSOCIATION

ACTION

ISSUE: Shall the Board approve a renewal agreement for use of Oak View High School Facilities by Westlake Agoura Girls Softball Association (WAGS) for the period January 1, 2015 – January 1, 2020?

BACKGROUND: The District’s current five-year agreement with WAGs for the use of the Oak View softball field expired on December 31, 2014. WAGS and the principal Oak View High School have worked together to amend the agreement relative to facility improvements deemed mutually beneficial. The agreement still being finalized as this agenda was going to press. Upon its completion, the proposed renewal agreement will be sent to the Board prior to this evening’s meeting and will concurrently be posted with the Board’s agenda on the District website.

- ALTERNATIVES:**
1. Approve the renewal agreement for use of Oak View High School Facilities by Westlake Agoura Girls Softball Association (WAGS) for the period January 1, 2015 – January 1, 2020.
 2. Do not approve the renewal agreement.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.k. APPROVE PURCHASE OF EQUIPMENT FROM MEASURE C6 BOND FUND – TECHNOLOGY EQUIPMENT

ACTION

ISSUE: Shall the Board approve the purchase of technology equipment, consistent with the board-approved Technology Roadmap and as recommended by the OPUSD Technology Committee, utilizing Measure C6 bond funds?

BACKGROUND: In September 2013 and June 2014, the Board approved the Technology Roadmap outlining a three-year plan for technology initiatives and equipment acquisition utilizing Measure C6 bond funds. At its monthly meetings the Technology Committee has reviewed the Roadmap and requests received from school sites to address to pressing technology needs. After careful review and consideration, the Committee is recommends accelerating the purchase of the following Technology Roadmap equipment to be funded from the Measure C6 bond fund:

1. LED Projector Upgrade (*Project 14-02C, 21st Century Classrooms*) - Accelerate district’s LCD projector replacement program (with LED no-maintenance required projectors), completing last 9 ceiling projectors in district to mitigate maintenance and liability issues, at a cost of \$11,600.
2. Admin/Support Staff Computers (*Project 14-12C Computer Refresh*) - Replace Maintenance Staff computers (Win XP) with current workstations capable of reading/editing AutoCAD files and 3D printing software; Upgrade laptops for MCMS Dean of Students and OPHS Assistant Principal to improved site security camera monitoring capabilities, at a cost of \$6,800.
3. BES/MCMS SBAC Test Administration Computers (*Project 14-14C upon Board approval*) - Accelerate the refresh timeline for MCMS (3 Chromebook carts) and BES (1 Chromebook Cart), at a cost of \$70,000.

ALTERNATIVES:

1. Approve the purchase technology equipment as specified above, in the amount of \$88,400, plus applicable sales tax and shipping, to be funded from the Measure C6 bond fund.
2. Do not approve the purchase of technology equipment.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information Systems
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.2.I. APPROVE ACCEPTANCE OF DONATIONS

ACTION

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	Black Velour Theater Drapes/AV Concepts/Scott Senko	\$ 15,000.00
ROES	JBL Speakers and Stand/Daniel Lee	\$ 950.00

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.2.m. GOVERNOR’S 2015-16 BUDGET PROPOSAL FOR K-12 EDUCATION

DISCUSSION

ISSUE: Shall the Board receive and discuss information pertaining to the Governor’s January budget proposal for the 2015-16 fiscal year?

BACKGROUND: On January 9, 2015, Governor Jerry Brown unveiled his proposal for the State’s 2015-16 budget, including his funding plan for K-12 education. District staff will be attending the School Services of California workshop in Ontario on January 14, 2015 to receive detailed information regarding the Governor’s proposal. It is anticipated that staff will share information obtained at the workshop with the Board at this evening’s meeting and discuss the anticipated impact of the proposal on Oak Park schools in the upcoming budget year.

ALTERNATIVES: None. Information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: B.2.n. DEVELOPMENT OF 2015-16 LOCAL CONTROL ACCOUNTABILITY PLAN
DISCUSSION

ISSUE: Shall the Board review and discuss the process, requirements, and proposed schedule for the development of the District's 2015-16 Local Control and Accountability Plan?

BACKGROUND: Effective with the State's 2013-14 adopted budget, the former K-12 finance system was eliminated, replaced with the new Local Control Funding Formula (LCFF), which now includes base, supplemental, and concentration grants as the basis for school funding. Enacted into law in conjunction with LCFF, school districts and County Offices of Education are also required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), using a form prescribed by the California State Board of Education (SBE). The LCAP identifies how each individual school district plans to develop and address local priorities, consistent with 8 state-mandated focus areas, and how those priorities are reflected the district's annual adopted budget.

At this evening's meeting, staff will review the LCAP process and its requirements, and layout the proposed schedule for the development of the District's 2015-16 Local Control and Accountability Plan.

RECOMMENDATION: None – information and discussion only.

Prepared by: Dr. Leslie Heilbron, Assistant Superintendent, Human Resources and Curriculum
Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: B.3.a. APPROVE OAK VIEW HIGH SCHOOL NAME CHANGE, HOURS AND INCENTIVE PROGRAM

ACTION

ISSUE: Shall the Board approve Oak View High to adopt the Incentive Program, new start and name change?

BACKGROUND: Oak View High School is looking to revamp the overall focus of the school to emphasize pathways for students into careers and career education. We would like the school name to reflect the new emphasis of our program. In addition, it must adhere to BP7310: All names shall relate to the geography, ecology, anthropology, or history of the Oak Pak area. The following criteria should also be considered in the selection of a name:

1. Not more than four syllables
2. A name that is easily pronounced.
3. A name that is easily spelled.
4. A word not easily debased by slang use

Oak View High School wants to give students an incentive for completing their work, being on time, and having no discipline issues by allowing students an opportunity to choose not to attend school on Fridays. OVHS current school attendance hours meet the minimum requirements for ADA to allow for the Incentive Program. OVHS would still offer a 5th day for students to attend if they would like or for students who did not qualify for the Incentive Program. The Friday would be for students to make up credits, for us to run a guest speaker series, and for Work Experience.

In addition, Oak View High School would like to change the start time of school on Thursdays. Currently, we start at 9:30, which is later than the rest of the week. We would like to start everyday, Monday-Friday at 8:30 am. We have noticed that students are predominately late on the late start day and therefore we would like to start the same time everyday.

- ALTERNATIVES**
1. Approve the Incentive Program, start time and name change
 2. Do not approve the Incentive Program, start time and name change

RECOMMENDATION: Alternative #1.

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~DECEMBER 9, 2014~~ JANUARY 20, 2015

SUBJECT: B.4.a. APPROVE AMENDMENT TO BOARD POLICY 1312.3 – UNIFORM COMPLAINT PROCEDURES - ~~First~~ Second Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 1312.3 – Uniform Complaint Procedures?

BACKGROUND: Mandated Board Policy 1312.3 is being updated to expand the scope of the uniform complaint procedures to include complaints regarding a district’s failure to comply with legal requirements related to the implementation of the local control and accountability plan and to reflect new Title 5 Regulations (Register 2013, No. 38) regarding noncompliance with stat law prohibiting the charging of student fees. Board Policy 1312.3 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 1312.3 – Uniform Complaint Procedures.
 2. Do not amend Board Policy 1312.3 – Uniform Complaint Procedures.
 3. Adopt a modified version of the amendment to Board Policy 1312.3 – Uniform Complaint Procedures.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(a)

Uniform Complaint Procedures

The Governing Board recognizes the district's *has the primary* responsibility to *ensure compliance* with applicable state and federal laws and regulations governing educational programs. The *Board encourages the early, informal resolution of complaints whenever possible and appropriate. To resolve complaints which cannot be resolved through such informal process, the Board shall adopt a uniform system of complaint processes specified in 5 CCR 4600-4670 and the accompanying administrative regulation.*

The district's uniform complaint procedures (UCP) shall be used to investigate and resolve the following complaints:

1. Any complaint alleging district violation of applicable state or federal law or regulations governing adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs. (5 CCR 4610)

*(cf. 3553 – Free and Reduced Price Meals)
(cf. 3555 – Nutrition Program Compliance)
(cf. 5141.4 – Child Abuse Prevention and Reporting)
(cf. 5148 – Child Care and Development)
(cf. 6159 – Individualized Education Program)
(cf. 6171 – Title I Programs)
(cf. 6174 – Education for English Language Learners)
(cf. 6174 – Migrant Education Program)
(cf. 6178 – Career Technical Education)
(cf. 6178.1 – Work-Based Learning)
(cf. 6178.2 – Regional Occupational Center/Program)
(cf. 6200 – Adult Education)*

2. Any complaint alleging unlawful discrimination, including discriminatory harassment, intimidation, or bullying, in district programs and activities against any person based on his/her actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 or 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics (5 CCR 4610)

*(cf. 0410 – Nondiscrimination in District Programs and Activities)
(cf. 4030 – Nondiscrimination in Employment)
(cf. 4031 – Complaints Concerning Discrimination in Employment)
(cf. 5145.3 – Nondiscrimination/Harassment)
(cf. 5145.7 – Sexual Harassment)*

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 1000

Community Relations

BP 1312.3(b)

3. Any complaint alleging bullying in district programs and activities, regardless of whether the bullying is based on a person's actual or perceived characteristics of race or ethnicity, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information, or any other characteristic identified in Education Code 200 0r 220, Government Code 11135, or Penal Code 422.55, or based on his/her association with a person or group with one or more of these actual or perceived characteristics

(cf. 5131.2 – Bullying)

4. Any complaint alleging district violation of the prohibition against requiring students to pay fees, deposits, or other charges for participation in educational activities (5 CCR 4610)

(cf. 3260 – Fees and Charges)

(cf. 3320 – Claims and Actions Against the District)

5. Any complaint alleging that the district has not complied with legal requirements related to the implementation of the local control and accountability plan (Education Code 52075)

(cf. 0460 – Local Control and Accountability Plan)

6. Any complaint alleging retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to this policy.

7. Any other complaint as specified in a district policy

The Board recognizes that alternative dispute resolution (ADR) can, depending on the nature of the allegations, offer a process to reach a resolution to the complaint that is agreeable to all parties. One type of ADR is mediation, which shall be offered to resolve complaints that involve more than one student and no adult. However, mediation shall not be offered or used to resolve any complaint involving sexual assault or where there is a reasonable risk that a party to the mediation would feel compelled to participate. The Superintendent or designee shall ensure that the use of ADR is consistent with state and federal laws and regulations.

In filing and investigating complaints, the confidentiality of the parties involved shall be protected as required by law. As appropriate for any complaint alleging retaliation, unlawful discrimination, or bullying, the Superintendent or designee shall keep confidential the identity of the complainant and/or the subject of the complaint, if he/she is different from the complainant, as long as the integrity of the complaint process is maintained.

(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential/Privileged Information)

(cf. 5125 – Student Records)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(c)

(cf. 9001 – Disclosure of Confidential/Privileged Information)

When an allegation that is not subject to the UCP is included in a UCP complaint, the district shall refer the non-UCP allegation to the appropriate staff or agency and shall resolve the UCP-related allegation(s) through the district's UCP.

The Superintendent or designee shall provide training to district staff to ensure awareness and knowledge of current law and related requirements, including the steps and timelines specified in this policy and the accompanying administrative regulation.

(cf. 4131/4231/4331 – Staff Development)

The Superintendent or designee shall maintain records of all UCP complaints and the investigations of those complaints. All such records shall be destroyed in accordance with applicable state law and district policy.

(cf. 3580 – District Records)

Non-UCP Complaints

The following complaints shall not be subject to the district's UCP but shall be referred to the specified agency: (5 CCR 4611)

- 1. Any complaint alleging child abuse or neglect shall be referred to the County Department of Social Services, the County Protective Services Division, and the appropriate law enforcement agency.***
- 2. Any complaint alleging health and safety violations by a child development program shall, for licensed facilities, be referred to Department of Social Services and shall, for licensing-exempt facilities, be referred to the appropriate Child Development regional administrator.***
- 3. Any complaint alleging employment discrimination shall be sent to the California Department of Fair Employment and Housing and the compliance officer shall notify the complainant by first class mail of the transfer.***
- 4. Any complaint alleging fraud shall be referred to the California Department of Education.***

In addition, the district's Williams Uniform Complaint Procedure, AR 1312.4, shall be used to investigate and resolve any complaint related to sufficiency of textbooks or instructional materials, emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff, or teacher vacancies and misassignments. (Education 35186)

(cf. 1312.4 – Williams Uniform Complaint Procedures)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(d)

~~district shall investigate any complaints alleging failure to comply with such laws and/or alleging unlawful discrimination, and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures.~~

~~The district shall use uniform complaint procedures to resolve any complaints alleging unlawful discrimination in district programs and activities based on actual race, ancestry, color, national origin, ethnic group identification, age, religion, marital or parental status, mental or physical disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)
(cf. 4031—Complaints Concerning Discrimination in Employment)~~

~~Uniform complaint procedures shall also be used to address any complaints alleging the district's failure to comply with state and/or federal laws in adult education programs, consolidated categorical aid programs, migrant education, career technical and technical education and training programs, child care and development programs, child nutrition programs, and special education programs and the development and adoption of the school safety plan.~~

~~(cf. 0450—Comprehensive Safety Plan)
(cf. 1312.1—Complaints Concerning District Employees)
(cf. 1312.2—Complaints Concerning Instructional Materials)
(cf. 3553—Free and Reduced Price Meals)
(cf. 3555—Nutrition Program Compliance)
(cf. 5141.4—Child Abuse Reporting Procedures)
(cf. 5148—Child Care and Development)
(cf. 6159—Individualized Education Program)
(cf. 6171—Title I Programs)
(cf. 6174—Education for English Language Learners)
(cf. 6175—Migrant Education Program)
(cf. 6178—Career Technical Education)
(cf. 6178.1—Work Based Learning)
(cf. 6178.2—Regional Occupational Center/Program)
(cf. 6200—Adult Education)~~

~~The Board prohibits any form of retaliation against any complainant in the complaint process. Participation shall not in any way affect the status, grades or work assignments of the complainant.~~

~~The Board recognizes that a neutral mediator can often suggest a compromise that is agreeable to all parties in a dispute. In accordance with uniform complaint procedures, whenever all parties to a complaint agree to try resolving their problem through mediation, the Superintendent or designee shall initiate that process. The Superintendent or designee shall ensure that results are consistent with state and federal laws and regulations.~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(e)

~~In investigating complaints, the confidentiality of the parties involved and the integrity of the process shall be protected. As appropriate, the Superintendent or designee may keep the identity of a complainant confidential to the extent that the investigation of the complaint is not obstructed.~~

~~(cf. 4119.23/4219.23/4319.23—Unauthorized Release of Confidential/Privileged Information)
(cf. 5125—Student Records)
(cf. 9011—Disclosure of Confidential/Privileged Information)~~

The district's Williams uniform complaint procedures, AR 1312.4, shall be used to investigate and resolve any complaint related to the following:

- ~~1. Sufficiency of textbooks or instructional materials~~
- ~~2. Emergency or urgent facilities conditions that pose a threat to the health or safety of students or staff~~
- ~~3. Teacher vacancies and misassignments~~
- ~~4. Deficiency in the district's provision of instruction and/or services to any student who, by the completion of grade 12, has not passed one or both parts of the high school exit examination~~

~~(cf. 1312.4—Williams Uniform Complaint Procedures)
(cf. 6162.52—High School Exit Examination)
(cf. 6179—Supplemental Instruction)~~

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18179 School libraries

32289 School safety plan, uniform complaint procedure

35186 Williams uniform complaint procedure

~~37254 Intensive instruction and services for student who have not passed exit exam~~

41500-41513 Categorical education block grants

48985 Notices in language other than English

49010-49013 Student fees

49060-49079 Student records

49490-49590 Child nutrition programs

52060-52077 Local control and accountability plan, especially

52075 Complaint for lack of compliance with local control and accountability plan requirements

52160-52178 Bilingual education programs

52300-52499.6 Career-technical education

52500-52616.24 Adult schools

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Community Relations

BP 1312.3(f)

52800-52870 School-based coordinated programs
~~54000-54041 Economic impact aid programs~~
~~54100-54145 Miller-Unruh Basic Reading Act~~
54400-54425 Compensatory education programs
54440-54445 Migrant education
54460-54529 Compensatory education programs
56000-56885 Special education programs
59000-59300 Special schools and centers
64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state
12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

6301-6577 Title I basic programs

~~6601-6777 Title II preparing and recruiting high quality teachers and principals~~

6801-6871 Title III, language instruction for limited English proficient and immigrant students

7101-7184 Safe and Drug-Free Schools and Communities Act, including

7201-7283g Title V promoting informed parental choice and innovative programs

7301-7372 Title VI rural and low-income school programs

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

2000d-2000e-17 Title VI and Title VII Civil Rights Act of 1964, as amended

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability, complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on basis of age

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Questions and Answers on Title IX and Sexual Violence, April 2014

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

Revised Sexual Harassment Guidance: Harassment of Students by School Employees, Other Students, or Third Parties, January 2001

**OAK PARK UNIFIED SCHOOL DISTRICT
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Series 1000

Community Relations

BP 1312.3(g)

WEB SITES

CSBA: <http://www.csba.org>

CDE: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/OCR>

Adopted 2-16-93

Amended 11-8-95, 1-28-95, 9-17-02, 6-17-03, 2-15-05, 5-16-06, 9-18-12

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: ~~DECEMBER 9, 2014~~ JANUARY 20, 2015
SUBJECT: B.4.b. APPROVE AMENDMENT TO BOARD POLICY 5131.2 – BULLYING- ~~First~~ Second Reading

ISSUE: Should the Board of Education approve amendment to Board Policy 5131.2 – Bullying?

BACKGROUND: Board Policy 5131.2 is being updated to provide for an informal, site-level reporting process leading to investigation of any bullying complaint pursuant to the uniform complaint procedures and to clarify when suspension and expulsion may be used as corrective action for a student who commits an action of bullying. Board Policy 5131.4 is being submitted with language recommended from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 5131.2 – Bullying.
 2. Do not amend Board Policy 5131.2 – Bullying.
 3. Adopt a modified version of the amendment to Board Policy 5131.2 – Bullying.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(a)

Bullying

The Governing Board recognizes the harmful effects of bullying on student learning and school attendance and desires to provide safe school environments that protect students from physical and emotional harm. District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.

No ~~individual student~~ or group of students shall, through physical, written, verbal, or other means, harass, sexually harass, threaten, intimidate, cyberbully, cause bodily injury to, or commit hate violence against any ~~other~~ student or school personnel.

(cf. 5131 – Conduct)

(cf. 5136 – Gangs)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

Cybullying includes the **creation or** transmission of harassing communications, direct threats, or other harmful texts, sounds, or images on the Internet, social media, or other technologies using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.

(cf. 5145.2 – Freedom of Speech/Expression)

Strategies for **addressing** bullying ~~in district schools prevention and intervention~~ shall be developed with involvement of key stakeholders, **including students, parents/guardians, and staff, and may be incorporated into the** ~~in accordance with law, Board policy, and administrative regulation governing the development of comprehensive safety plans,~~ **the local control and accountability plan and other applicable district and school plans.** ~~and shall be incorporated into such plans.~~

(cf. 0420 – School Plans/Site Councils)

(cf. 0450 – Comprehensive Safety Plans)

(cf. 0460 – Local Control and Accountability Plan)

(cf. 1220 – Citizen Advisory Committees)

(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)

(cf. 6020 – Parent Involvement)

As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(b)

community and to provide services for alleged victims and perpetrators of bullying.

(cf. 1020 – Youth Services)

Bullying Prevention

To the extent possible, district ~~and~~ schools ~~strategies~~ shall focus on prevention of bullying by establishing clear rules for student conduct and **implementing** strategies to **promote** ~~establish~~ a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for **engaging in** ~~perpetrators of~~ bullying.

(cf. 5137 – Positive School Climate)

(cf. 6164.2 – Guidance/Counseling Services)

As appropriate, the district may provide students with instruction, in the classroom or other educational settings, that promotes effective communication and conflict resolution skills, social skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6162.8 – Comprehensive Health Education)

(cf. 6142.94 – History-Social Science Instruction)

(cf. 6163.4 – Student Use of Technology)

~~School~~ Staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective **responses**. ~~prevention and intervention strategies.~~

(cf. 4131, 4231, 4331 – Staff Development)

Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.

Intervention

Students are encouraged to notify school staff when **they** are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(c)

School staff who witness bullying shall immediately intervene to stop the incident when it is safe to do so. (Education Code 234.1)

When appropriate based on the severity or pervasiveness of the bullying As appropriate, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators ***and may contact*** ~~He/she may involve school counselors, mental health counselors, and/or law enforcement.~~

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare personnel, school nurse, or other school support service personnel for case management, counseling, and/or participatin in a restorative justice program as appropriate. (Education Code 48900.9)

Complaints and Investigation

Any complaint of bullying, whether it is discriminatory or nondiscriminatory, ~~Students may submit to a teacher or administrator a verbal or written complaint of conduct they consider to be bullying. Complaints of bullying shall be investigated and resolved in accordance with district's uniform complaint procedures specified in AR 1312.3 – Uniform Complaint Procedures.~~

(cf. 1312.3 – Uniform Complaint Procedures)

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a complaince officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. Within two business days of receiving a report of bullying, the principal shall notify a district compliance officer identified in AR 1312.3. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the prinicipal or district compliance officer, whether or not the alleged victim files a complaint.

~~When a student is reported to be engaging in bullying off campus, the Superintendent or designee shall investigate and document the activity and shall identify specific facts or circumstances that explain the impact or potential impact on school activity, school attendance, or the targeted student's educational performance.~~

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages sent to them that they

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(d)

feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee shall file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

Discipline

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

~~Any student who engages in bullying on school premises, or off campus in a manner that causes or is likely to cause a substantial disruption of a school activity or school attendance, shall be subject to discipline, which may include suspension or expulsion, in accordance with district policy and regulations.~~

(cf. 5138 – Conflict Resolution/Peer Mediation)

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.2 – Behavioral Intervention for Special Education Students)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

(cf. 4117.3 – Dismissal)

(cf. 4118 – Suspension/Disciplinary Action)

(cf. 4119.21/4219.21/4319.21 – Professional Standards)

(cf. 4218 – Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(e)

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v Douglas County School District, (2013) 728 F.3d 1062

J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094

Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs, Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

~~Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010~~

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools: Kindergarten through Grade Twelve, 2008

Bullying at School, 2003

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Bullying of Students with Disabilities, August 2013

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

CSBA: <http://www.csba.org>

California Cybersafety for Children: <http://www.cybersafety.ca.gov>

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/lr/ss>

~~Center for Safe and Responsible Internet Use: <http://cyberbully.org>~~

National School Boards Association: <http://www.nsba.org>

Common Sense Media: <http://www.common Sense Media.org>

National School Safety Center: <http://www.schoolsafety.us>

**OAK PARK UNIFIED SCHOOL DISTRICT
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Series 5000

Students

BP 5131.2(f)

ON/the/LINE, digital citizenship resources: <http://www.onthelineca.org>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Adopted: 8-21-12

Amended: 4-13

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~DECEMBER 9, 2014~~ JANUARY 20, 2015

**SUBJECT: B.4.c. APPROVE AMENDMENT TO BOARD POLICY 5145.3 –
NONDISCRIMINATION/HARASSMENT – ~~First~~ Second
Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5145.3 – Nondiscrimination/Harassment?

BACKGROUND: Board Policy 5145.3 is a mandated policy being revised to specify that discrimination includes disparate treatment and to provide for an informal, site-level reporting process leading to investigation pursuant to uniform complaint procedures. Board Policy 5145.3 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment.
 2. Do not amend Board Policy 5145.3 – Nondiscrimination/Harassment.
 3. Adopt a modified version of the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(a)

Nondiscrimination/Harassment

The Governing Board desires to provide a safe school environment that allows all students equal access and opportunities in the district's academic and other educational support programs, services, and activities. The Board prohibits, at any school or school activity, unlawful discrimination, harassment, **including discriminatory harassment**, intimidation, and bullying of any student based on the student's actual **or perceived** race, color, ancestry, national origin, **nationality, ethnicity**, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression, ~~the perception of one or more of such characteristics~~; or association with a person or group with one or more of these actual or perceived characteristics.

This policy shall apply to all acts related to school activity or to school attendance occurring within a district school.

(cf. 0410 - Nondiscrimination in District Programs and Activities)

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

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

(cf. 6164.6 - Identification and Education under Section 504)

~~Prohibited~~ **Unlawful** discrimination, **including discriminatory** harassment, intimidation, or bullying includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above. **Unlawful discrimination also shall include the creation of a hostile environment when the prohibited conduct** ~~that~~ is so severe, **persistent**, or pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects the student's educational opportunities.

Unlawful discrimination also includes disparate treatment of students based on one of the categories above with respect to the provision of opportunities to participate in school programs or activities or the provision or receipt of educational benefits or services.

The Board also prohibits any form of retaliation against any student who files **or otherwise participates in the filing or investigation of** a complaint or report regarding an incident of discrimination, ~~harassment, intimidation, or bullying~~. **Retaliation complaints shall be investigated and resolved in the same manner as a discrimination complaint.**

The Superintendent or designee shall facilitate students' access to the educational program by publicizing the district's nondiscrimination policy and related complaint procedures to students,

**OAK PARK UNIFIED SCHOOL DISTRICT
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Series 5000

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BP 5145.3(b)

parents/guardians, and employees. He/she shall provide training and information on the scope and use of the policy and complaint procedures and take other measures designed to increase the school community's understanding of the requirements of law related to discrimination. **The Superintendent or designee shall regularly review the implementation of the district's nondiscrimination policies and practices and, as necessary, shall take action to remove any identified barrier to student access to or participation in the educational program. He/she shall report his/her findings and recommendations to the Board after each review.**

(cf. 1312.3 – Uniform Complaint Procedures)
(cf. 1330 – Use of Facilities)
(cf. 4131, 4231, 4331 – Staff Development)
(cf. 6145 – Extracurricular and Cocurricular Activities)
(cf. 6145.2 – Athletic Competition)
(cf. 6164.2 – Guidance/Counseling Services)

Students who engage in **unlawful** discrimination, **including discriminatory** harassment, intimidation, retaliation, or bullying, in violation of law, Board policy, or administrative regulation shall be subject to appropriate consequence or discipline, **which may include suspension or expulsion for behavior that is severe or pervasive as defined in Education Code 48900.4**. Any employee who permits or engages in prohibited discrimination, **including discriminatory** harassment, intimidation, retaliation, or bullying, shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 – Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)
(cf. 5144 - Discipline)
(cf. 5144.1 - Suspension and Expulsion/Due Process)
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))
(cf. 5145.2 – Freedom of Speech/Expression)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex, especially:
48900.3 Suspension or expulsion for act of hate violence
48900.4 Suspension or expulsion for threats or harassment
48904 Liability of parent/guardian for willful student misconduct
48907 Student exercise of free expression
48950 Freedom of speech
48985 Translation notices
49020-49023 Athletic programs
51500 Prohibited instruction or activity
51501 Prohibited means of instruction
60044 Prohibited instructional materials

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(c)

PENAL CODE

422.55 Interference with constitutional right or privilege

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform Complaint Procedures

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI & VII Civil Rights Act of 1964 as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Final Guidance Regarding Transgender Students, Privacy, and Facilities, March 2014

~~Interim Guidance Regarding Transgender Students, Privacy, and Facilities, September 27, 2013~~

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

FIRST AMENDMENT CENTER PUBLICATIONS

Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Dealing with Legal Matter Surrounding Students' Sexual Orientation and Gender Identity, 2004

U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS PUBLICATIONS

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January, 1999

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

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

First Amendment Center: <http://www.firstamendment.org>

National School Boards Association: <http://www.nsba.org>

U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Adopted: 10-15-80

Amended: 5-20-86, 8-18-92, 9-17-02, 9-21-10, 8-21-12, 11-19-13, 6-17-14

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~DECEMBER 9, 2014~~ JANUARY 20, 2015

SUBJECT: B.4.d. APPROVE AMENDMENT TO BOARD POLICY 5145.7 – SEXUAL HARASSMENT –~~First~~ Second Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5145.7 – Sexual Harassment?

BACKGROUND: Board Policy 5145.7 is a mandated policy revised to provide for the use of the uniform complaint procedures to investigate and resolve sexual harassment complaints and to add language for disciplining any employee who commits sexual harassment against a student. Additionally, language formerly in policy regarding confidentiality has been moved to the regulation. Board Policy 5145.7 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5145.7 – Sexual Harassment.
2. Do not amend Board Policy 5145.7 – Sexual Harassment.
3. Adopt a modified version of the amendment to Board Policy 5145.7 – Sexual Harassment.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.7(a)

Sexual Harassment

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any persons who files a complaint, testifies **about**, or otherwise **supports a complainant in alleging sexual harassment**. ~~participates in district complaint processes.~~

The district strongly encourages any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity by another student or an adult to immediately contact his/her teacher, the principal, or any other available school employee. Any employee who received a report or observes an incident of sexual harassment shall immediately notify the principal or district compliance officer.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 1312.3 – Uniform Complaint Procedures)

~~*(cf. 4119.11/4129.11/4319.11 – Sexual Harassment)*~~

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5141.4 – Child Abuse Prevention and Reporting)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction)

Complaints regarding sexual harassment shall be investigated and resolved in accordance with law and district procedures specified in AR 1312.3 – Uniform Complaint Procedures. Principals are responsible for notifying students and parents/guardians that complaints of sexual harassment can be filed under AR 1312.3 and where to obtain a copy of the procedures.

(cf. 1312.3 – Uniform Complaint Procedures)

The Superintendent or designee shall take appropriate actions to reinforce the district's sexual harassment policy.

Instruction/Information

The Superintendent or designee shall ensure that all district students receive age-appropriate ~~instruction and~~ information on sexual harassment. Such ~~instruction and~~ information shall include:

1. What acts and behavior constitute sexual harassment, including the fact that sexual

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.7(b)

harassment could occur between people of the same sex and could involve sexual violence

2. A clear message that students do not have to ***endure*** tolerate sexual harassment ***under any circumstance***
3. Encouragement to report observed instances of sexual harassment, even where the ***alleged*** victim of the harassment has not complained
4. ***A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved***
5. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made
6. Information about the rights of students and parents/guardians to file a ***civil or*** criminal complaint, as applicable

Complaint Process

~~Any student who feels that he/she is being or has been sexually harassed on school grounds or at a school-sponsored or school-related activity (e.g., a visiting athlete or coach) shall immediately contact his/her teacher or any other employee. An employee who receives such a complaint shall report it in accordance with administrative regulation.~~

~~(cf. 1312.1—Complaints Concerning District Employees)
(cf. 5141.4—Child Abuse Prevention and Reporting)~~

~~The Superintendent or designee shall ensure that any complaints regarding sexual harassment are immediately investigated in accordance with administrative regulation. When the Superintendent or designee has determined that harassment has occurred, he/she shall take prompt, appropriate action to end the harassment and to address its effects on the victim.~~

Disciplinary Actions

Any student who engages in sexual harassment or sexual violence at school or at a school-sponsored or school-related activity is in violation of this policy and shall be subject to disciplinary action. For students in grades 4 through 12, disciplinary action may include suspension and/or expulsion, provided that, in imposing such discipline, the entire circumstances

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Students

BP 5145.7(c)

of the incident(s) shall be taken into account.

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion/Due Process)

(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))

Any staff member found to have engaged in sexual harassment or sexual violence toward any student shall be subject to discipline up to and including dismissal in accordance with applicable policies, laws, and/or collective bargaining agreements.

(cf. 4117.4 – Dismissal)

(cf. 4117.7 – Employment Status Report)

(cf. 4118 – Suspension/Disciplinary Action)

(cf. 4218 – Dismissal/Suspension/Disciplinary Action)

(cf. 4119.11/4219.11/4319.11 – Sexual Harassment)

Confidentiality and Record-Keeping

~~All complaints and allegations of sexual harassment shall be kept confidential except as necessary to carry out the investigation or take other subsequent necessary action. (5 CCR 4964)~~

~~*(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential/Privileged Information)*~~

~~*(cf. 5125 – Student Records)*~~

The Superintendent or designee shall maintain a record of all reported cases of sexual harassment to enable the district to monitor, address and prevent repetitive harassing behavior in its schools.

(cf. 3580 – District Records)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

CIVIL CODE

51.9 Liability for sexual harassment; business, service and professional relationships

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform Complaint Procedures

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Students

BP 5145.7(d)

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, Discrimination

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

106.1-106.71 Nondiscrimination on the basis of sex in education programs

COURT DECISIONS

Donovan v. Poway Unified School District (2008) 167 Cal.App.4th 567

Flores v. Morgan Hill Unified School District, (2003, 9th Cir.) 324 F.3d 1130

Reese v. Jefferson School District, (2001) 208 F.3d 736

Davis v. Monroe County Board of Education, (1999) 526 U.S. 629

Gebser v. Lago Vista Independent School District, (1998) 118 S.Ct. 1989

Oona by Kate S. v. McCaffrey, (1998, 9th Cir.) 143 F.3d 473

Doe v. Petaluma City School District, (1995, 9th Cir.) 54 F.3d 1447

Management Resources:

CSBA PUBLICATIONS

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

~~Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010~~

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Questions and Answers on Title IX and Sexual Violence, April 2014

~~*OFFICE OF CIVIL RIGHTS' PUBLICATIONS*~~

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

Revised Sexual Harassment Guidance: ***Harassment of Students by School Employees, Other Students, or Third Parties***, January 2001

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Adopted: 3-2-93

Amended: 9-17-02, 6-9-09, 8-21-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2015

SUBJECT: VII.1. MONTHLY MEASURE C6 BOND FUND FINANCIAL STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on Measure C6 Fund income and expenditures through December 31st of the 2014-15 fiscal year?

BACKGROUND: On June 6, 2006, Oak Park voters approved Measure C6, School Safety, Equipment and Technology Improvement Bond, authorizing the issuance of general obligation bonds for acquisition of educational technology, classroom furniture and equipment, playground equipment, district vehicles, food preparation and kitchen equipment, and other equipment replacement. The Board understands its obligation to use this resource effectively and efficiently to benefit both students and the Oak Park community. As a tool to assist in managing and monitoring the bond program, the Administration has developed the Measure C6 Bond Fund Status Report, which will provide the Board with the most current budget and expenditure information available. The current report is attached for the Board's information and review.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

**Measure C6 Summary
BOND EXPENDITURES
Through December 31, 2014**

Category	Subcategory	2006-07	2007-08	2008-09	2009-10	2010-2011	2011-12	2012-2013	2013-14	2014-15	GRAND TOTAL	
21CC	Doc Cams		21,941.66	64,573.81	16,686.31	4,055.15	4,932.43	5,126.55			117,315.91	
	E-Beams				1,598.85						1,598.85	
	Hard Covers						7,722.00				7,722.00	
	Interactive Slates					43,484.26					43,484.26	
	Misc./Other		2,063.54			11,319.12		11,188.82			24,571.48	
	Projectors			2,922.53	3,036.00	34,179.95					40,138.48	
	Senteo Student Response System				82,087.89	95,970.04	(95.73)				177,962.20	
	Smartboard Speakers				11,611.14						11,611.14	
	Smartboards		293,875.27	276,791.48	66,367.89	90,754.56	122,757.15	88,238.93			938,785.28	
	Optional C403	21st Century Classrooms							63,396.06	377,614.50		441,010.56
CABLING	Cabling		920,543.22				1,052.00				921,595.22	
	Optional F427	Network Cabling								42,466.90	42,466.90	
CHILD NUTRITION	Child Nutrition - Equipment	10,508.29			5,315.71						15,824.00	
	COMPUTERS	21CC Teachers	88,751.86	127,104.66							215,856.52	
COMPUTERS ON WHEELS-COWS	Administration Computers			7,274.25	30,554.17	(3,648.18)					34,180.24	
	Business/Office Staff Computers		9,705.13		38,238.27	(191.20)					47,752.20	
	Computer Lab		106,143.15	271,896.78	34,321.80	17,575.55					429,937.28	
	Non+ 21stCC Teacher+Computers			105,242.76							105,242.76	
	SPED Computers	19,723.88	57,232.37								76,956.25	
	Teacher Computers	6,880.48	5,857.14			17,395.66					30,133.28	
	TeacherLaptops						302,658.05				302,658.05	
	Optional C402	Ipads							776,866.79	112,023.34		888,890.13
	iPad Beta Test							194,352.77				194,352.77
	COMPUTERS ON WHEELS	Computers on Wheels			54,598.71	472,092.48	(3,896.88)		4,269.65			527,063.96
CURRICULAR TECHNOLOGY	Library			23,059.13							23,059.13	
	MCMS Smart Lab		89,879.49								89,879.49	
	PE Fitness Lab		16,423.01								16,423.01	
	Science/Digital Microscopes		1,435.01								1,435.01	
	Science/Probes		9,506.64								9,506.64	
LOCAL AREA NETWORK [LAN]	LAN	86,169.86	618,375.27	14,592.30				2,000.00			721,137.43	
	Facilities		89,456.76								89,456.76	
	M&O Equip			8,565.47	19,899.43	(1,091.12)					27,373.78	
	Service Utility Vehicles	9,470.18			27,993.61			34,493.53			71,957.32	
Optional C404	Vehicle Maintenance							35,327.25			35,327.25	
MISC HARDWARE/SOFTWARE	Student Transportation		137,054.36								137,054.36	
	AV+Digital Cameras	1,246.93	712.39		3,967.06	(649.50)					5,276.88	
	AV+Digital Video Cameras				6,391.08						6,391.08	
	AV+Microphones+ USB				1,933.17						1,933.17	
	Desktop Mgmt	4,164.00	25,550.00								29,714.00	
	Docking Stations			16,891.88		2,778.14					19,670.02	
	Hard Covers		3,204.55	9,184.80		3,517.30		3,096.74			19,003.39	
	Keyboard Covers		777.94	3,859.66							4,637.60	
	Keyboards				1,280.88			278.85			1,559.73	
	Mice				1,788.55			501.93			2,290.48	
	Misc./Other		822.42	1,821.07	2,580.36	4,405.10	15,584.90	6,013.25			31,227.10	
	Monitors				15,467.59			1,171.17			16,638.76	
	Printers	3,941.45	4,549.92		15,925.75	5,224.16		5,876.77			35,518.05	
	Probes					9,907.44					9,907.44	
	Scanners				4,600.63			3,341.10			7,941.73	
	Optional C410	3D Printing								58,812.30		58,812.30

Measure C6 Summary
BOND EXPENDITURES
Through December 31, 2014

Category	Subcategory	2006-07	2007-08	2008-09	2009-10	2010-2011	2011-12	2012-2013	2013-14	2014-15	GRAND TOTAL
NON-TECHNOLOGY EXP	Child Nutrition Equipment						9,400.46	18,787.43			28,187.89
	Facilities				22,862.40	106,868.49	2,933.64				132,664.53
	Furniture	21,293.49	11,188.23	325.21	18,734.17	141,315.59	74,527.87	4,269.75			271,654.31
	Optional C405 Classroom Furniture								100,816.46	23,907.42	124,723.88
	Optional C407 M&O Equip						15,432.94				15,432.94
	Site Equipment								30,448.30	43,258.21	73,706.51
	Misc./Other	5,979.27									5,979.27
Optional C406 Photocopiers	Photocopiers		474,569.33	94.17							474,663.50
	Photocopiers							193,936.81			193,936.81
PERFORMING ARTS EQUIPMENT	Pavillion - Other	7,872.15									7,872.15
	Pavillion - Seating			8,779.33	152,344.35	(2,344.35)					158,779.33
	Pavillion - Sound	5,170.47			19,478.75		1,576.00	64,145.27			90,370.49
Optional C409 OPHS Music Equipment									83,403.12	83,403.12	
PROJECT MANAGEMENT	Project Mgmt	82,029.50	29,085.00								111,114.50
STAFF SALARIES/TECH SUPPORT	OPUSD Director Technology		60,066.56	49,289.52	49,289.56	49,289.64		70,443.24			278,378.52
	OPUSD personnel (benefits)			15,595.02	7,018.71	12,603.94					35,217.67
	OPUSD Technology Assistant			23,410.22	5,465.88						28,876.10
	OPUSD+Asst Superintendent		43,105.65								43,105.65
	OPUSD+Tech Asst/M&O Ex/OT		75,492.59								75,492.59
	Optional CSTF Training Stipends+Benefits						4,528.08		3,363.30		7,891.38
	Salaries + Benefits						62,337.58		72,297.68	39,117.35	173,752.61
	Professional Services (318 Inc.)		59,940.00	251,100.00	64,125.00	30,678.75					405,843.75
	Professional Services (All Connec	12,500.00	10,000.00			5,038.75	3,045.00				30,583.75
	Professional Services (Mobius)					4,000.00	25,329.30	21,000.00			50,329.30
STAFF DEVELOPMENT	Staff Development	11,042.70	34,226.92					2,844.06			48,113.68
SYSTEMS/SERVERS	Service Agreement			1,041.25							1,041.25
	Systems/Servers	217.95	201,428.19		60,066.01	11,362.43	399,362.61	13,867.09			686,304.28
	Optional C411 Server Upgrade									51,973.37	51,973.37
WIDE AREA NETWORK [WAN]	WAN		125.83	66,695.36							66,821.19
	Switches/Network							68,632.03			68,632.03
	Optional C401 Network Switch								454,402.10	23,966.50	478,368.60
Optional C408 Wireless Network									175,381.79	175,381.79	
BOND COSTS/ADMINISTRATION	Offering Cost			204,295.50							204,295.50
	Bond Administrative Costs							3,449.59			3,449.59
	Optional C400 Miscellaneous									1,928.62	1,928.62
GRAND TOTALS		376,962.46	3,541,442.20	1,481,900.21	1,263,123.45	689,902.79	1,053,084.28	627,388.52	1,730,854.75	1,033,853.42	11,798,512.08

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: VII.2. MONTHLY MEASURE R BOND FUND FINANCIAL STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on Measure R Fund income and expenditures through December 31st of the 2014-15 fiscal year?

BACKGROUND: On November 4, 2008, Oak Park voters approved Measure R, School Improvement Bond of 2008, authorizing the issuance of general obligation bonds to repair and maintain school district facilities. The Board understands its obligation to use this resource effectively and efficiently to benefit both students and the Oak Park community. As a tool to assist in managing and monitoring the bond program, the Administration has developed the Measure R Bond Fund Status Report, which will provide the Board with the most current budget and expenditure information available. Details of the report were being finalized as this agenda was going to press. Upon the report's completion, it will be provided to the Board under separate cover, and simultaneously posted with the Board's meeting agenda on the District's website.

RECOMMENDATION: None. Information 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: JANUARY 20, 2015
SUBJECT: VII.3. MONTHLY CASH FLOW REPORT

DISCUSSION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow through December 31st of the 2014-15 school year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging. In its 2014-15 adopted budget, the State has postponed the decision whether or not to defer current year cash to the subsequent fiscal year until February of 2015. As a consequence, this perpetuates the ongoing issues in the management of the District's cash flow. Continuing its practice of the last several years, the Business Office produces a cash flow report each month as an ongoing tool to assist the Administration and Board in analyzing and managing its cash and remaining cash-solvent. This month's report is attached for Board's information and review.

RECOMMENDATION: None. Information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

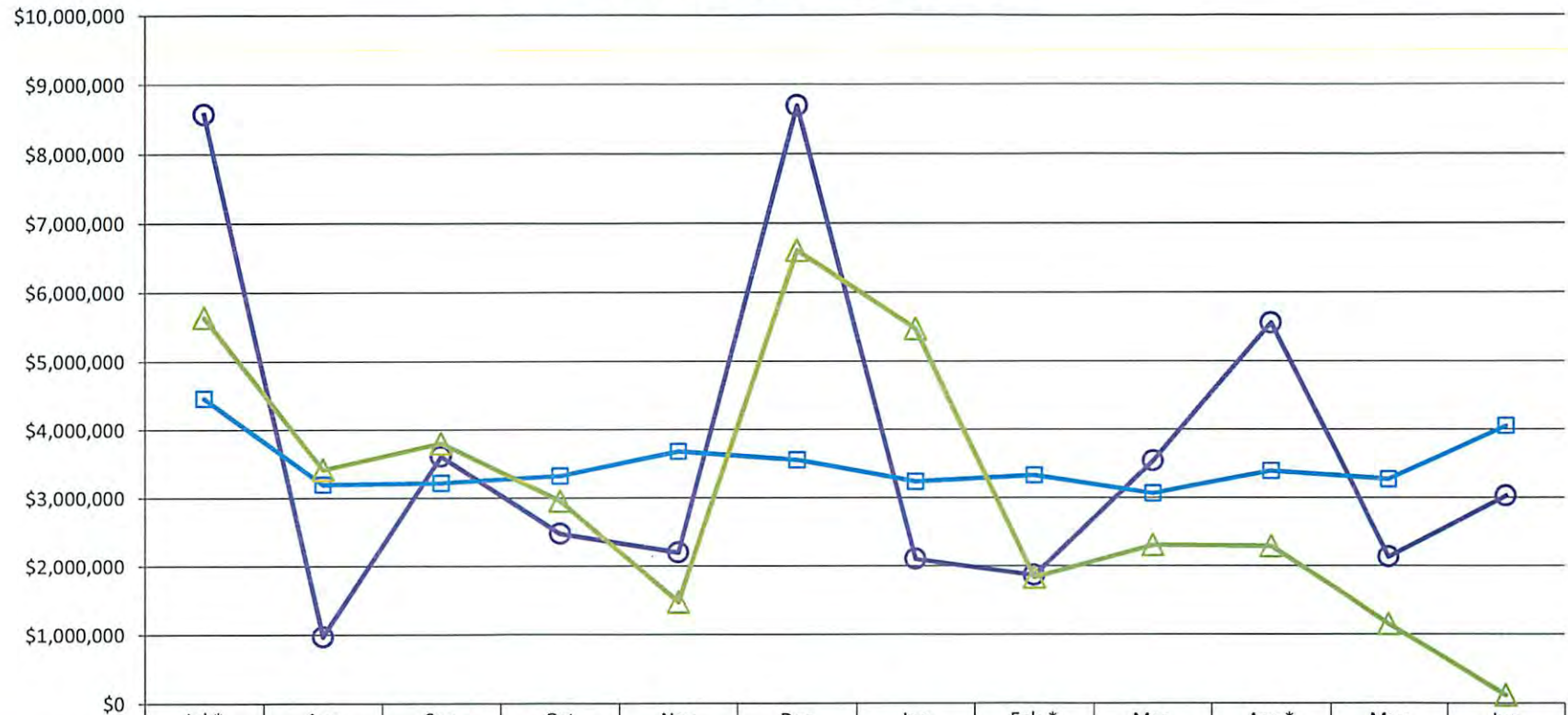
Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW										
Year: 2014-15 Budget										
Budget Used: 1st Interim Budget										
ACTUAL POSTINGS THROUGH DECEMBER, 2014										
	Object	July	August	September	October	November	December	January	February	March
A. BEGINNING CASH	9110	\$1,526,307	\$5,639,268	\$3,412,568	\$3,801,934	\$2,955,068	\$1,468,736	\$6,607,854	\$5,470,463	\$1,830,918
B. RECEIPTS										
Revenue Limit Sources										
Principal Apportionment	8010-8019	782,116	782,116	2,712,851	1,407,808	1,407,808	2,712,852	1,407,808	1,417,165	2,736,907
Property Taxes	8020-8079	0	56,894	0	29,185	15,171	5,123,934	122,413	204	23,856
Miscellaneous Funds	8080-8099	0	0	0	0	0	0	0	0	0
Federal Revenue	8100-8299	0	0	88,577	30,154	0	0	2,474	0	7,381
Other State Revenue	8300-8599	1,090	0	174,022	-165,214	446,078	0	176,173	687	818
Other Local Revenue	8600-8799	173,567	112,155	396,287	460,532	326,749	880,662	414,747	468,270	794,049
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	0	0	0
Other Receipts/Non-Revenue		0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS		956,773	951,165	3,371,737	1,762,464	2,195,805	8,717,448	2,123,615	1,886,326	3,563,011
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	135,288	1,595,706	1,624,727	1,625,128	1,996,103	1,713,565	1,715,291	1,776,627	1,758,933
Classified Salaries	2000-2999	155,275	254,298	438,302	441,876	565,968	478,232	450,065	469,086	468,426
Employee Benefits	3000-3999	49,351	249,401	646,541	647,826	714,414	667,774	672,787	685,681	677,392
Books, Supplies	4000-4999	3,046	83,957	100,623	127,583	188,448	75,469	74,676	66,841	38,376
Services	5000-5999	51,823	477,998	336,124	292,586	286,980	598,677	280,687	193,639	76,328
Capital Outlay	6000-6599	4,710	73,284	229,194	117,289	16,354	114,371	55,384	55,384	55,384
Other Outgo - Excess Costs	7000-7499	0	0	0	33,604	-6,000	0	0	91,497	0
Interfund Transfers Out	7600-7629	0	0	0	0	0	0	0	0	0
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS		399,494	2,734,643	3,375,512	3,285,892	3,762,268	3,648,087	3,248,889	3,338,755	3,074,840
D. BALANCE SHEET TRANSACTIONS										
Accounts Receivable	9200	3,265,993	16,545	237,613	711,378	600	-24,347	-22,756	-22,756	-22,756
Accounts Payable	9500	-1,265,312	-459,766	155,527	-34,815	79,530	94,105	10,640	10,640	10,640
Current Loans (Cross Yr TRAN)	9640	-2,795,000	0	0	0	0	0	0	0	0
Current Loans (Current Yr TRANS)	9640	4,350,000	0	0	0	0	0	0	-2,175,000	
TOTAL PRIOR YEAR TRANSACTIONS		3,555,681	-443,221	393,140	676,562	80,130	69,757	-12,116	-2,187,116	-12,116
E. NET INCREASE/DECREASE (B-C+D)		4,112,960	-2,226,699	389,365	-846,865	-1,486,333	5,139,118	-1,137,390	-3,639,545	476,055
F. ENDING CASH (A+E)		5,639,268	3,412,568	3,801,934	2,955,068	1,468,736	6,607,854	5,470,463	1,830,918	2,306,973
G. ENDING CASH, PLUS ACCRUALS										

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW						
Year: 2014-15 Budget						
Budget Used: 1st Interim Budget						
	Object	April	May	June	Accruals	Total
A. BEGINNING CASH	9110	\$2,306,973	\$2,291,621	\$1,150,458		
B. RECEIPTS						
Revenue Limit Sources						
Principal Apportionment	8010-8019	1,417,165	1,417,165	2,264,519	544,266	21,010,545
Property Taxes	8020-8079	3,264,525	85,599	332,174	0	9,053,955
Miscellaneous Funds	8080-8099	0	0	0	0	0
Federal Revenue	8100-8299	0	237,638	3,680	579,365	949,270
Other State Revenue	8300-8599	195,513	412	0	444,471	1,274,049
Other Local Revenue	8600-8799	401,256	412,867	444,699	124,973	5,410,813
Interfund Transfers In	8910-8929	300,000	0	0	0	300,000
All Other Financing Sources	8930-8979	0	0	0	0	0
Other Receipts/Non-Revenue		0	0	0	0	0
TOTAL RECEIPTS		5,578,458	2,153,681	3,045,072	1,693,075	37,998,632
C. DISBURSEMENTS						
Certificated Salaries	1000-1999	1,752,747	1,736,949	1,993,465	33,984	19,458,514
Classified Salaries	2000-2999	432,215	432,215	594,106	83,284	5,263,348
Employee Benefits	3000-3999	681,504	742,471	741,536	62,968	7,239,644
Books, Supplies	4000-4999	90,102	88,247	98,587	162,878	1,198,832
Services	5000-5999	394,743	227,463	432,553	242,593	3,892,195
Capital Outlay	6000-6599	55,384	55,384	55,384	20,013	907,519
Other Outgo - Excess Costs	7000-7499	0	0	98,990	236,908	455,000
Interfund Transfers Out	7600-7629	0	0	42,153	0	42,153
All Other Financing Sources	7630-7699	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0
TOTAL DISBURSEMENTS		3,406,694	3,282,728	4,056,774	842,628	38,457,205
D. BALANCE SHEET TRANSACTIONS						
Accounts Receivable	9200	-22,756	-22,756	-21,166	0	4,072,836
Accounts Payable	9500	10,640	10,640	2		(1,377,529)
Current Loans (Cross Yr TRAN)	9640	0			0	(2,795,000)
Current Loans (Current Yr TRANS)	9640	-2,175,000			0	0
TOTAL PRIOR YEAR TRANSACTIONS		-2,187,116	-12,116	-21,164	0	-99,694
E. NET INCREASE/DECREASE (B-C+D)		-15,353	-1,141,163	-1,032,866	850,447	(558,267)
F. ENDING CASH (A+E)		2,291,621	1,150,458	117,592	850,447	(\$558,267)
G. ENDING CASH, PLUS ACCRUALS					968,039	

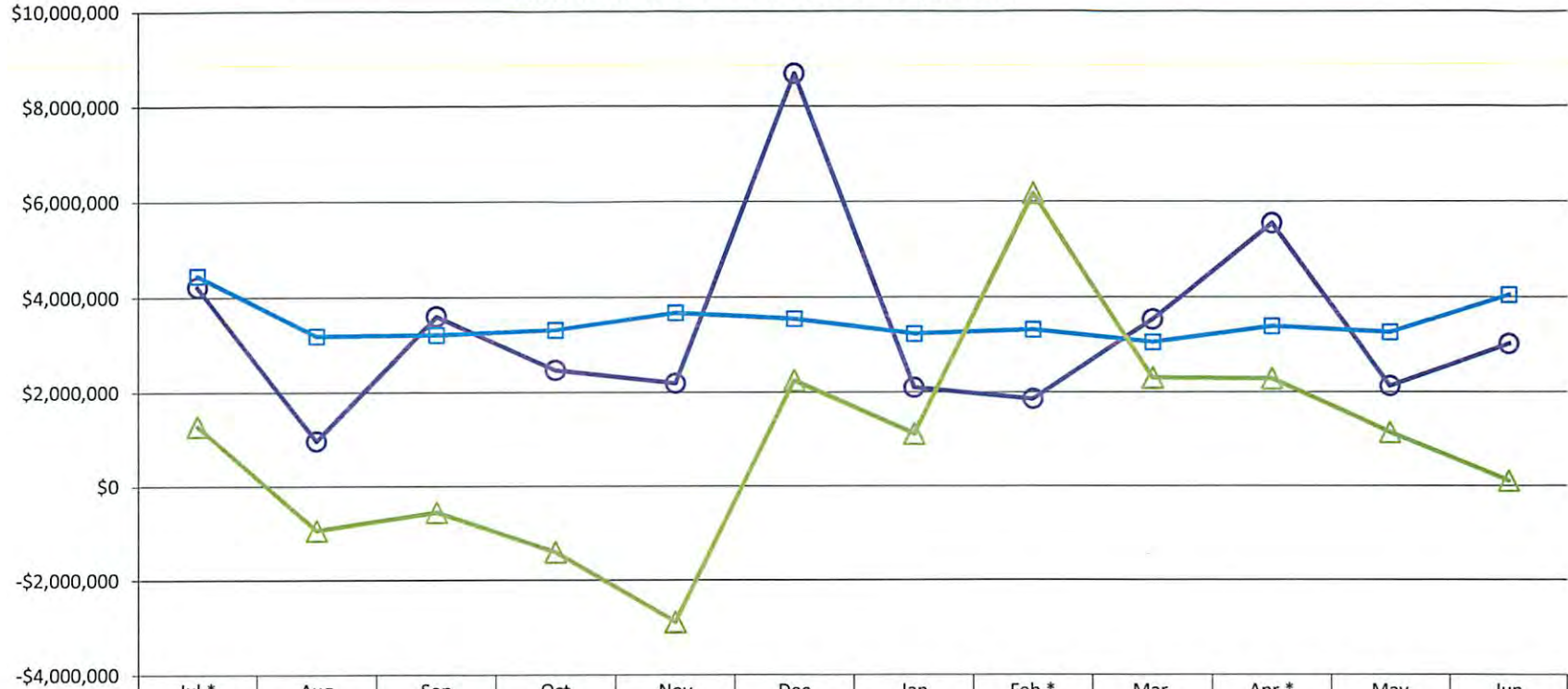
OPUSD - Cashflow Actuals thru December 31, 2014



	Jul *	Aug	Sep	Oct	Nov	Dec	Jan	Feb *	Mar	Apr *	May	Jun
Revenue + AR	8,572,767	967,710	3,609,350	2,473,842	2,196,405	8,693,101	2,100,859	1,863,570	3,540,255	5,555,702	2,130,925	3,023,906
Expense + AP	4,459,806	3,194,409	3,219,985	3,320,707	3,682,738	3,553,982	3,238,249	3,328,115	3,064,200	3,396,054	3,272,088	4,056,772
Cash Balance	5,639,268	3,412,568	3,801,934	2,955,068	1,468,736	6,607,854	5,470,463	1,830,918	2,306,973	2,291,621	1,150,458	117,592

*** NOTE:** TRAN loan proceeds included in Revenue and Cash Balance lines: July \$4,350,000.
 TRAN repayment included in Expense and Cash Balance lines: July \$2,795,000; February \$2,175,000 and April \$2,175,000.

OPUSD - Cashflow without TRAN Actuals thru December 31, 2014



	Jul *	Aug	Sep	Oct	Nov	Dec	Jan	Feb *	Mar	Apr *	May	Jun
Revenue + AR	4,222,767	967,710	3,609,350	2,473,842	2,196,405	8,693,101	2,100,859	1,863,570	3,540,255	5,555,702	2,130,925	3,023,906
Expense + AP	4,459,806	3,194,409	3,219,985	3,320,707	3,682,738	3,553,982	3,238,249	3,328,115	3,064,200	3,396,054	3,272,088	4,056,772
Cash Balance	1,289,268	-937,432	-548,066	-1,394,932	-2,881,264	2,257,854	1,120,463	6,180,918	2,306,973	2,291,621	1,150,458	117,592

*** NOTE:** TRAN loan proceeds not included in Revenue and Cash Balance lines: July \$4,350,000.
 Cross Year TRAN repayment included in Expense and Cash Balance lines: July \$2,795,000; Current Year TRAN repayment not included (February \$2,175,000 and April \$2,175,000).

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 20, 2015
SUBJECT: VII.4. MONTHLY ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 4 of the 2014-15 school year?

BACKGROUND: As student enrollment and attendance plays a key roll in determining General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared current enrollment and attendance information through the end of the most recent reporting period to assist in this review. This month's report is attached for the Board's information and review.

RECOMMENDATION: None. Information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: Sara Ahl, Principal, Brookside Elementary School
DATE: January 20, 2015
SUBJECT: Monthly Board Report for Brookside Elementary School

PROFESSIONAL LEARNING:

- Teachers will attend session #3 of their Common Core series during the weeks of January 21st and January 27th (depending on grade level).
- Ten Brookside teachers will continue their work with the Critical Thinking Institute (CTI) on January 20th.

SCHOOL EVENTS:

- One of our kindergarten classes (Mrs. Annino and Mrs. Lee) held their annual “Kindercotts” ceremony on December 17th in the Brookside MPR. Each of their students was recognized in this formal event for his or her original work in authoring a book. The ceremony was lovely and parents were very proud of their children’s accomplishments.
- Our 5th Grade Cyber Safety assemblies held on December 9th and 10th were very well received by teachers, students, and parents. Lori Getz (Brookside parent and Internet Safety Specialist) presented the assembly, which opened up the lines of communication between parents and children about responsible internet use, including the topic of online “stranger danger.”
- December 19th marked Brookside’s 4th grade Cultural Feast. Each student presented a culinary creation from his or her culture and shared the treats with classmates and parents. It was an educational and festive day at Brookside!
- The *Music Van*, sponsored by our PTA, will be visiting Brookside on January 12th and 13th. Third and Fifth grade students will be exploring a myriad of instruments and we will be joined by a group of Medea Creek Middle School band students who will share their expertise in the area of instrumental music!
- Brookside’s annual Spelling Bee is scheduled for January 16, 2015.

SCHOOL SITE COUNCIL:

Brookside School Site Council meets on January 13th. On the agenda is the Brookside Single Plan for Student Achievement. A representative from the Site Council will be present at the Board Meeting to report out on discussion and action items.

CALENDAR HIGHLIGHTS:

January 29 & 30 5th Grade Drama Performance – MPR – 6:30pm
February 5 2nd Grade Musical Performance – MPR – 2:00pm

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified School District Board of Education

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: January 20, 2015

SUBJECT: Monthly Board Report

Holiday Performances

Our talented students performed in a wide variety of shows as we reached the end of 2014. Our Band and Choir groups demonstrated their musical talents at two concerts for their peers at school, and at an evening performance for parents and guests. We are grateful for our friends at Red Oak who allowed us the use of their larger MPR so we could accommodate a much larger audience. Our second graders impressed their parents and guests with songs and poems that celebrate their diverse cultural backgrounds, followed by a multicultural holiday luncheon. These performances provide an important way for students to demonstrate their learning and hone their skills.

Spelling Bee

Our upper grade students are working on their spelling skills in preparation for our traditional spelling bee. The event will be held Thursday, January 8th. Students cheer each other on in this friendly competition of academic skill. It is always very impressive to see so many students advance to high-levels of performance. We will send our top speller to compete in the regional competition and wish them well.

School Garden

Our Oak Hills Botanical Society has been engineering an environmentally sensitive solution to prevent our local animal inhabitants from eating all our produce. Of course we don't mind sharing a little bit here and there, but we suspect the birds are devouring all of our broccoli before it has a chance to grow. Our young engineers have been sketching out their plans, taking careful measurements, and building a structure out of PVC pipe and screen to protect our crops.

Distinguished School Showcase and Eighth Annual RtI² Symposium

The Ventura County Office of Education has invited all three Oak Park elementary schools to present at this annual conference later this month. In her letter inviting us to present, Dr. Frandsen, Director Leadership Support Services, described Oak Park Unified School District as "a proven leader in student achievement." The event is designed to allow other school leaders to "learn what sets us apart and how they can use our ideas and implementation to inform their own educational journey to promote student achievement." Fifth grade teacher Quincie Melville, and kindergarten teacher Heather Sloan will be sharing our signature practices in Differentiated Instruction and Integrated Technology.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Jon A. Duim, Principal, Red Oak Elementary School

DATE: January 20, 2015

SUBJECT: Monthly Board Report

Holiday Boutique

Our Parent Teacher Association hosted a holiday boutique in our Multi-Purpose Room on Thursday, December 4. Approximately 20 vendors set up shop to sell their wares. Parents and staff were invited to share in the fun of shopping. 20% of the funds raised will be donated back to Red Oak.

Band and Chorus Concert

On December 16, our band and chorus presented a concert of holiday music. The concert was held in our MPR at night for parents and families. The concert featured numerous instrumental and voice solos.

Spelling Bee

Our annual Spelling Bee involving 21 student finalists occurred on Friday, December 18th in the Multipurpose Room. Fourth and fifth grade students competed in classroom spelling bees for the chance to be a finalist in the school spelling bee. Our winner this year is a fourth grader. He will compete in the Ventura County Spelling Bee in the spring.

Drama Club Musical Production

Our Red Oak Drama Club, run by the private enrichment company, Kids Acting Up, recently presented two winter musical performances. The group produced a kid's version of the hit musical, *Monsters and Company* performed by lower grade students and *Fame Jr.* by upper grade students. The performances played to a packed houses of parents on December 10 and 12th at 6:30. Earlier in the week, the casts presented shorter sing-through versions for classes during the school day.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: JANUARY 20, 2015
SUBJECT: MONTHLY SCHOOL REPORT

8th Grade Soccer January 8th: MCMS plays Lindero at Lindero for the annual match-up!

Tri-County GATE Council Visitation January 9th: Members of the Tri-County GATE Council will observe classrooms at MCMS

ASB Sponsored “Candy Land Dance” on January 9th from 6:00-8:00 p.m. in the gym. This is a special dance for 6th graders only!

“Someone Like Me” January 15th at 6:30 MCMS Gym: Kaiser Permanente Educational Theater presents pressing adolescent issues (bullying, health/wellness peer pressure with behavior, drugs, alcohol and sex) through an excellent series of skits. Our 8th grade students and their parents are invited to attend. We are grateful to the Kaiser Family Foundation for this free, outstanding event.

7th/8th Grade Movie Night January 16th: ASB is sponsoring a showing of “ELF” from 6-8 p.m. in the gym for 7th and 8th graders.

National Geographic Geobee January 21st at 3:00 p.m. in the Library.

Spelling Bee on January 22nd at 3:00 p.m. in the Library.

PLUS Program January 27th-30th: Counselor Rob Sitomer will facilitate the PLUS (Peer Leaders Uniting Students) Program. He will work with 6th graders during this week on a Team and Leadership building workshop that is the PLUS strategy to enhance student connectedness, among other positive campus climate results.

Music Workshop at Disneyland January 29th: Band Director Elana Levine will take her Beginning Band students to an outstanding music workshop at the *Happiest Place on Earth* (next to MCMS, of course!)

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Kevin Buchanan, Principal, Oak Park High School
DATE: January 20, 2015
SUBJECT: Monthly Board Report

Holiday Luncheon

The PFC graciously hosted a wonderful Holiday Luncheon for the OPHS staff on December 17th. The food was delicious and the decorations were festive and beautiful. All the staff were very appreciative and in good spirits. OPHS Staff would like to give their heartfelt thanks to the parents on the PFC Hospitality Committee who worked so hard to make it possible.

PSAT Scoreback Session

On December 19th, PSAT scores were given to students along with a presentation on how to interpret the College Board PSAT/NMSQT score report to determine individual strengths and growth areas. This presentation discussed each element of the PSAT, Critical Reading, Math, and Writing and what steps students can take to focus their preparation for the SAT Reasoning Test. Next steps for juniors were discussed as well as the Naviance Succeed college preparation system.

Evita

Evita is ready to hit the pavilion stage on January 17-19. The full musical will feature live music, dance, multimedia, full costumes and sets. Tickets are on sale now.

Financial Aid Workshop

Jean Hawkins will host a College Financial Aid Workshop in G-9 on January 6 at 6:30 to coincide with the FAFSA application window. The College and Career center is at its busiest as College Application season is in full swing as students and families work with Mrs. Hawkins to prepare their post-secondary plans.

Athletics

Winter sports season is well underway and girls and boys basketball and soccer teams are currently entering league competition in the new Coastal Canyon League. All winter teams had strong pre-seasons. Preliminary Spring athletic clearances begin January 23th.

Fall Sports Summary

Football – Cameron Fatemi 1st All Canyon League Running Back and All Ventura County Scholar Athlete

John Abate 1st team All Camino Wide Receiver

Michael McGuire 2nd team All Camino Line Backer

Cross Country – Boy's Coastal Canyon League Champs

Jake Whealan and Trevor Jamison -1st Team

Mike Anderson and Alex Sanchez 2nd Team

Girl's – Brittany Blackwell 1st Team

Emily Beneduce 2nd Team

Girl's Tennis - Co-Champs

Sasha Roanova League Most Valuable Player and 2nd Team All Ventura County

2nd Team All Coastal Canyon – Lindsay Stanton, Irena Yang, Roopa Chandra, and Annette Goulak

Girl's Golf – Tri Champs

Georgia Shavitt League Most Valuable Player

Jewel Jorgenson and Karissa Toy 1st All Coastal Canyon

Alyssa Exler and Regan Finch 2nd Team

Girl's Volleyball – Lilly Dudnick 2nd Team

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Stewart McGugan, Director of Alternative Education
DATE: January 20, 2015
SUBJECT: Monthly Board Report (January)



INCENTIVE PROGRAM

We are looking to offer all OVHS students an Incentive Program starting 2015-2016. This will be for students who have shown outstanding productivity and attendance. Students may choose not to attend school on Fridays if they have met all of the following:

- Have a signed parent permission slip on file
- Be enrolled in minimum of (4) classes (ROP, Adult Education, or other classes do not count toward eligibility for the Incentive Program)
- Must be present four (4) consecutive days prior to buy-out
- Must be up-to-date on all required class work
- Must be in class and ready to work when the bell rings
- Must be productive 100% of the time
- Must maintain acceptable behavior and citizenship each of the four (4) consecutive days
- Must adhere to any additional conditions as stipulated by the classroom teacher
- Must submit a completed teacher approval form by the end of the school day on Thursday

Our current school hours for Monday – Thursday meet the CDE minimum number of hours required for Continuation School students. We have cleared this through our auditors.

EMPHASIS

Starting in the 2015-2016 school year we would like to change the emphasis of our school towards one focusing on Career Pathways for our students. We will continue to offer all of our other programs and classes. If the Incentive Program is approved, we would like to reserve Fridays as our day to offer a Guest Speaker Series geared towards different career fields. There will be more of an emphasis on getting students exposed to various jobs and/or interns. We currently offer a 12th grade Careers class and we would like to offer an 11th grade Careers class as well.

SCHOOL NAME CHANGE

Oak View High School is looking to revamp the overall emphasis of the school to emphasize pathways for students into careers and career education. We would like the school name to reflect the new emphasis of our program. Per BP policy 7310 below, we would like to begin the process of changing the name with the help of our staff, students and parents.

BP 7310: All names shall relate to the geography, ecology, anthropology, or history of the Oak Pak area. The following criteria should also be considered in the selection of a name:

- Not more than four syllables
- A name that is easily pronounced
- A name that is easily spelled
- A word not easily debased by slang use



OAK PARK INDEPENDENT SCHOOL



FINAL EXAMS

All high school students are gearing up for their final exams that will be conducted on the new OPIS campus. OPIS students will only be allowed to take three final exams in one day. We are allowing the students to come in all week to take their exams. The exams are for all CP level classes.

NCAA PROGRAM

We are in the beginning stages of looking to offer an independent program within OPIS to be approved by the NCAA. We are looking at using some flipped instruction programs (Edpuzzle) to help with supplementing OPHS curriculum that we will be using. In this program, we would increase the in class hours per week to meet the NCAA requirements.

BARCODE BOOKS

Currently OPIS does not have barcodes on any of the books that students check out. We feel that we may be losing money because students are losing books and we are not 100 percent sure if they were given the book. Over the summer, once ALL books are returned (staff and student) we will work with our site council and parent volunteers to make sure that all books are properly labeled and entered into our student information system (Q). During the 2015-2016 Registration all students and staff will need to check out books using their ID cards. This will help us keep an accurate inventory and will save money, while holding students and staff responsible for all books.

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent