

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #918

DATE: November 17, 2015

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

TIME: **5:30 p.m. Closed Session – G9 PLEASE NOTE LATER START TIME**
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
Josh Weisberg, Student Board Representative


Educating Compassionate and Creative Global Citizens

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 & Information Systems
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 – ORGANIZATIONAL MEETING

Tuesday, December 8, 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 #918

November 17, 2015

CALL TO ORDER - Followed by Public Comments/ 5:30 p.m.

CLOSED SESSION: 5:30 p.m.

OPEN SESSION: 6:00 p.m.

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

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Guest Teacher, Maintenance Engineer, Grounds Maintenance Worker, Head Custodian III, Instructional Assistant II Special Education, Campus Supervisor, Clerical Sub, Food Services Sub

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

D. STUDENT EXPULSION #15/16-01

IV: CALL TO ORDER – RECONVENE IN OPEN SESSION AT: _____ p.m.

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Partners in Education Award to Lori Getz
2. Remarks from Board Members
3. Remarks from Student Board Member
4. Remarks from Superintendent
5. Report from School Site Councils
6. Report from Technology

11/6/2015

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 Regular Board Meeting October 20, 2015](#)
- b. [Public Employee/Employment Changes 01CL22934-01CL22955 & 01CE07509-01CE07527](#)
- c. [Approve Purchase Requisitions - October 1 through October 31, 2015](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Ratify Overnight for Oak Park High School Girls' Basketball Team – November 13, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Expulsion of Student in Disciplinary Case #01-15/16](#)
Board approval required for expulsion
- f. [Approve Notice of Completion, Project, 14-29F, Solar Power Design/Build Contract at Oak Park High School](#)
Board approval is required for Notice of Completion
- g. [Approve Notice of Completion, Project 15-02R, Shade Sail Structures at all District Elementary Schools](#)
Board approval is required for Notice of Completion
- h. [Approve Disposal of Obsolete Personal Property](#)
Board approval is required to dispose of obsolete or surplus materials
- i. [Approve Addendum to Mandated Cost Program Advisory and Compliance Services Agreement with School Innovations & Achievement](#)
Board Policy 3312 requires Board approval for contracts for services

ACTION

2. BUSINESS

- a. [Approve Appointments to the 2015-16 Oak Park Citizen's Oversight Committee](#)
Board approval required for appoints to the Oak Park Citizen's Oversight Committee
- b. [Approve and Certify 2015-2016 School Bell Schedules and Minimum Instructional Minutes](#)
Board approval required for school bell schedules and instructional minutes
- c. [Approve Measure C6 Bond Fund Equipment Purchase – Maintenance and Operations Vehicle](#)
Board Policy 3312 requires Board approval for contracts for services
- d. [Ratify the Award of Contract for Measure C6 Bond Fund Equipment Purchase – Districtwide Security Cameras – Phase 2](#)
Board approval required for C6 purchases
- e. [Approve Measure C6 Bond Fund Equipment Purchase – Instructional Equipment for Oak Park High School](#)
Board approval required for C6 purchases

3. CURRICULUM

- a. [Approve District Instructional Calendars for 2016-2017 and 2017-2018](#)
Board Policy 6111 requires Board approval for school year calendars
- b. [Approve Revised Physical Education Requirements for Oak Park High School](#)
Board approval required for changes to programs

4. HUMAN RESOURCES

a. Approve 2016-2017 and 2017-2018 Classified Employees Holiday Calendars

Board approval required for Classified Employees Holiday calendars

b. Approve Early Retirement Incentive Memorandum of Understanding

Board approval required for Memo of Understanding with unions

5. BOARD

a. Approve Selection of Annual Organizational Board Meeting – December 8, 2015

Education Code 35143 required the Board to chose and approve it's organizational meeting date.

6. BOARD POLICIES

a. Approve Amendment to Board Policy and Administrative Regulation 3270 – Sale and Disposal of Books, Equipment and Supplies- First Reading

Policy updated to Board roles in determining whether the value of the property is sufficient to warrant a sale and in approving the terms and conditions of the say. Policy also reflects new law (SB 971, 2014) which eliminates the mandate to adopt rules for the identification of obsolete instructional materials.

b. Approve Amendment to Board Policy and Adopt Administrative Regulation 4154, 4254, 4354 – Health and Welfare Benefits – First Reading

Policy and regulation updated to reflect the federal Patient Protection and Affordable Care Act, applicable to district with 50 or more full-time employees

c. Approve Amendment to Board Policy and Administrative Regulation to Board Policy 5141.31 - Immunizations – First Reading

Policy and regulation updated to reflect new law (SB 277, 2015) which limits the personal beliefs exemption to students whose parent/guardian submits a letter or written affidavit by January 1, 2016, in which case the exemption shall be effective only until the student enters the next grade span, as defined.

d. Approve Amendment to Board Policy 6190 – Evaluation of the Instruction Program – First Reading

Policy updated to reflect the suspension of the state Academic Performance Index and new law (AB 104, 2015) which adds homeless students to the definition of numerically significant student subgroups whose progress toward district goals must be annually assessed.

VII. INFORMATION ITEMS

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

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

There being no further business before this Board, the meeting is 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 REGULAR BOARD MEETING
BOARD OF EDUCATION**

10-20-15

#917

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the regular meeting to order at 5:17 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:17 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, reconvened the regular meeting to order at 6:07 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

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

Cindy Ligeti led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Dr. Knight reported the Board of Education took no action in Closed Session this evening. At the September 21, 2015 meeting the Board took action to place a classified employee on compulsory leave of absence.

ADOPTION OF AGENDA

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

PRESENTATIONS

The Board presented OPHS student, Sumedha Attanti, with a Certificate of Recognition for earning Microsoft Master Certification.

The Board presented the Partners in Education Award to Tracie Horstman.

The Board presented a Retirement Award to Cindy Ligeti.

REPORT FROM BOARD MEMBERS

Board Member Denise Helfstein reported she attended the Ventura County Committee on School District Organization and also attended the play at OPHS. Board Member Drew Hazelton reported he attended the homecoming football game, the Needs Assessment Committee, the Calendar Committee and the Technology Committee. He also reported he graduated from the CSBA Masters In Governance program. Board Member Derek Ross reported that he also graduated from the CSBA Masters in Governance program, attended the Needs Assessment Committee meeting, attended Session 2 of Common Core parent meetings, and attended the Community Outreach Committee meeting. Mr. Ross reported that the Mae Boyer Park building project is still underway. Board Member Allen Rosen reported he attended the play at OPHS, attended a couple of football games and was pleased to see the marching band. He also shared an object made by the 3D printer club. Board Member Barbara Laifman reported she attended the OPHS Back to School Night, the play at OPHS, was a judge for the MCMC art program, attended the Wellness Council, Community Outreach Committee and ELL Committee meetings. Ms. Laifman also attended the Community Read "Wonder".

REPORT FROM STUDENT REPRESENTATION

Josh Weisberg reported the homecoming weekend activities went very well. OPHS hosted College Knowledge Night attended by Agoura and Calabasas High Schools too. Josh reported that next week will be a blood drive at the high school.

REPORT FROM SUPERINTENDENT

Dr. Knight reported that all three elementary schools will apply for the Gold Ribbon Award. He reported the garden program is underway, the World Food Day earned \$300-400 to donate to Manna and he had already gone on three trips to Santa Cruz Island with the fifth grades with one more to go on Thursday.

REPORT FROM SCHOOL SITE COUNCILS

The Board received reports from BES, MCMS and OPHS regarding discussions at School Site Council meetings.

PRESENTATION

Dr. Leslie Heilbron presented the results of the 2015 Assessments.

C.1. CONSENT AGENDA

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

- a. [Approve Minutes of Regular Board Meeting September 15, 2015](#)
- b. [Public Employee/Employment Changes 01CL22881-01CL22933 & 01CE07488-01CE0724](#)
- c. [Approve Purchase Requisitions - September 1 through September 30, 2015](#)
- d. [Approve Overnight Trip for Oak Park High School Boys' Basketball Team – December 26-30, 2015](#)
- e. [Approve Overnight Trip for Medea Creek Middle School 7th Grade to Catalina – November 2-4, 2015](#)
- f. [Approve Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books](#)
- g. [Approve Overnight Trip for Medea Creek Middle School 8th Grade Astrocamp – November 9-11, 2015](#)
- h. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America – November 14-15, 2015](#)
- i. [Approve Student Teaching Agreement with Loma Linda University – December 1, 2015 –July 31, 2020](#)
- j. [Approve Student Teaching Agreement with Valdosta State University, Dewar College of Education and Human Services – January 1, 2016-July 31, 2010](#)
- k. [Approve Annual Teacher Assignment Report](#)

- l. Approve Overnight Trip for Medea Creek Middle School Future Business Leaders of America Club – November 14-15, 2015**
- m. Approve Quarterly Report on Williams Uniform Complaints – October 2015**

ACTION

2. BUSINESS

a. Approve Measure C6 Bond Fund Equipment Purchases

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Measure C6 Bond Fund Equipment Purchases. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

b. Approve Resolution #15-19, Authorizing Project 15-15F, Acquisition of Relocatable Classroom and Lease with Option to Purchase Agreement for Oak Hills Elementary School

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved Resolution #15-19, Authorizing Project 15-15F, Acquisition of Relocatable Classroom and Lease with Option to Purchase Agreement for Oak Hills Elementary School. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

c. Ratify Agreements for Professional Services and Construction Services for Project 15-15F, Relocatable Classroom at Oak Hills Elementary School

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Agreements for Professional Services and Construction Services for Project 15-15F Relocatable Classroom at Oak Hills Elementary School with Mainstree Architects/Lucci Associations, NV5 West, Inc., Hughes General Engineering and Thousand Oaks Electric. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

d. Approve Resolution #15-20, Certifying That HCD Relocatable Buildings Are No Longer Used For School Purposes

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Resolution #15-20, Certifying that HCD Relocatable Buildings Are No Longer for School Purposes. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

e. Approve Amendment #1 to Agreement for Architect of Record Services, Project 14-30F, Gymnasium Bleacher Replacement at Oak Park High School

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved Amendment #1 to Agreement for Architect of Record Services, Project 14-30F, Gymnasium Bleacher Replacement at Oak Park High School with Mainstreet Architects. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

f. Ratify Agreement for DSA Inspection Service for Various District Construction Projects

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education ratified Agreement for DSA Inspection Service for Various District Construction Projects with Tom Kimbrell. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

g. Approve Updated Acceptable Use Policies for Students and Staff

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved updated Acceptable Use Policies for Students and Staff. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

h. Approve Consultant Agreement for Bond Underwriting Services

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the Consultant Agreement for Bond Underwriting Services with William Blair & Company LLC. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

i. [Approve Measure C6 Bond Fund Equipment Purchases – Cafeteria Upgrades at Oak Park High School and Medea Creek Middle School](#)

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Measure C6 Bond Fund Equipment Purchases – Cafeteria Upgrades at Oak Park High School and Medea Creek Middle School. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

j. [Approve Measure C6 Bond Fund Equipment Purchases – Districtwide Security Cameras – Phase 2](#)

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved Measure C6 Bond Fund Equipment Purchases – Districtwide Security Cameras – Phase 2. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

3. CURRICULUM

a. [Approve Additional Textbook for Oak Park Independent School](#)

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved additional textbook for Oak Park Independent School, *Holes*. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

b. [Approve Additional Textbooks for Oak Park High School](#)

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved additional textbooks for Oak Park High School, *Death of a Salesman* and *Into the Wild*. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

c. [Approve Additional Textbook for Oak View High School](#)

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved an additional textbook for Oak View High School, *The Invention of Wings*. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

d. [Approve District Instructional Calendars for 2016-2017 and 2017-2018](#)

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education tabled the District Instructional Calendars for 2016-2017 and 2017-2018. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

4. HUMAN RESOURCES

a. [Approve 2016-2017 and 2017-2018 Classified Employees Holiday Calendars](#)

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education tabled the 2016-2017 and 2017-2018 Classified Employees Holiday Calendars. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

b. [Authorization to Establish a New Classified Job Classification of Food Service Cook](#)

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved authorization to establish a new Classified Job Classification – Food Service Cook. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

c. [Authorization to Establish a New Classified Job Classification of Assistant Computer Support Technician](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved authorization to establish a new Classified Job Classification – Assistant Computer Support Technician. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

5. BOARD

a. Review, Amend and Approve 2015-2016 Moral Imperatives, Goals and Action Plans

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the amended 2015-2016 Moral Imperatives, Goals and Action Plans. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

6. BOARD POLICIES

a. Approve Amendment to Board Policy 4040 – Employee Use of Technology - Second Reading

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the amendment to Board Policy 4040 – Employee Use of Technology. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

b. Approve Amendment to Board Policy 4131 – Staff Development – Second Reading

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the amendment to Board Policy 4131 – Staff Development. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

c. Review, Amend and Approve Amendment to Board Policy and Administrative Regulation 0000 – Vision – First Reading

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Policy and Administrative Regulation. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

d. Review, Amend and Approve Amendment to Board Policy 0100 – Philosophy – First Reading

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the amendment to Board Policy 0100. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

e. Review, Amend and Approve Amendment to Board Policy and Administrative Regulation 0200 – Goals for the School District – First Reading

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the amendment to Board Policy and Administrative Regulation 0200 – Goals for the School District. Motion carried: Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No- 0.

VIII. OPEN DISCUSSION

There being no further business before this Board, the Regular meeting is declared adjourned at 9:33 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: NOVEMBER 17, 2015
SUBJECT: B.1.c. APPROVE PURCHASE ORDERS – OCTOBER 1-31, 2015

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued for the period October 1-31, 2015?

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 10/01/2015 - 10/31/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B16-00054	AARDVARK CLAY & SUPPLIES	Don/Art/mat & supp	Oak Park High School	010	3,400.00
B16-00061	Graphaids	Art/Don/mat & supp	Oak Park High School	010	5,000.00
B16-00111	Office Depot Customer Service Center	2015-2016 Office Supplies for District Office	Business Administration	010	4,000.00
B16-00145	Pacific Plumbing Specialists	2015-2016 Plumbing Parts and Supplies	Business Administration	010	4,000.00
B16-00200	Robert Selman	2015-2016 Emergency Radio Supplies and Equipment	Business Administration	010	1,430.00
B16-00229	Thousand Oaks Electric	Electrical Install to Sheds & Ticket Booth at OPHS	Business Administration	010	3,285.00
B16-00230	Thousand Oaks Electric	Pro 15-14F Electric Install to AB Testing Trailer	Business Administration	010	6,350.00
B16-00231	Johnstone Supply	Pro 15-08F T-Stats for M & O Office	Business Administration	010	804.66
B16-00232	CCI Mail Systems	2015-2016 Repairs to Folding Machine at DO	Business Administration	010	400.00
B16-00233	Guided Discoveries Inc.	DON: Open PO for Catalina Trip	Medea Creek Middle School	010	72,340.00
B16-00234	Derek Newman	Band Coach/stipend/oth exp	Oak Park High School	010	4,000.00
B16-00235	WELLS FARGO PAYMENT REMITTANCE CENTER	Superintendent/Board Supplies	Superintendent	010	15,000.00
B16-00236	Apple Computer, Inc. Ms:198-3E D	SpEd Instructional Materials	District-wide	010	1,000.00
B16-00237	Pali Institute	DON: Pali Inst 2015	Medea Creek Middle School	010	83,325.00
B16-00238	ACT-Autism Ctr for Treatment	ACT - NPS School/Agency Services 2015/16	District-wide	010	68,952.00
B16-00239	The Help Group	THE HELP GROUP (Sunrise) - NPS 2015/16	District-wide	010	30,003.20
B16-00240	The Help Group	The Help Group (Bridgeport School) NPS 2015/16	District-wide	010	42,175.60
B16-00241	Kids Connection Dev Therapy	Kids Connections - OT Services 2015/16	District-wide	010	5,160.00
B16-00242	Inclusive Educ. & Community Pa	IECP - NPS School/Agency Services 2015/16	District-wide	010	71,242.90
B16-00243	Agromin Horticulture Soils	2015/16 Horticulture Soils - School Garden Prog	Business Administration	010	1,000.00
B16-00244	SOS Survival Products	2015-2016 Emergency Supplies	Business Administration	010	1,500.00
B16-00245	Ragini Naresh Aggarwal	DON: Medea Webmaster	Medea Creek Middle School	010	2,000.00
B16-00246	Kathryn White Dusek	PFA: Work Smarter Challenge/Success	Medea Creek Middle School	010	2,000.00
B16-00247	RICHARDS TIRE MAN	2014-2015 Vehicle Maintenance/Repair-Tires	Business Administration	010	500.00
B16-00248	New Pig Corporation	Open Purchase Order for absorption supplies.	Business Administration	010	1,500.00
B16-00249	JBES Lighting Controls	PO for Lighting Controls for 2015/16	Business Administration	010	1,500.00
B16-00250	Arrowhead Processing Center	2015-16 Drinking Water - Grounds/Maintenance Crew	Business Administration	010	500.00

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

ESCAPE ONLINE

Page 1

Includes Purchase Orders dated 10/01/2015 - 10/31/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00195	Medco Sports Medicine	Athletics/Ath Trnr Supplies, mat & supplies	Oak Park High School	010	3,315.46
P16-00250	Jessica Amen DBA Kreatliv	Web Development Measure R & C6 Projects	Business Administration	212	1,975.00
				213	1,975.00
P16-00280	VCOE	EADMS Annual Support 2015-2016	Curriculum	010	31,757.50
P16-00282	2Eden Design Studio	School Garden Program Consultant Multiple Sites	Business Administration	010	50,000.00
P16-00291	REDWOOD BIOTECH	Drug Test Kits	Oak View High School	010	347.35
P16-00292	CTE CAL, Inc.	Proj 14-28F DSA Inspections OPIS	Business Administration	010	1,210.00
P16-00293	Tom Kimbrell	Proj 15-15F DSA Inspections Classroom OHES	Business Administration	010	3,000.00
P16-00294	TPRS Publishing, Inc.	LOTT: Novels for Chinese Class	Medea Creek Middle School	010	43.38
P16-00295	Island Packers Cruises	5th Grade Field trip to Santa Cruz Island	Oak Hills Elementary School	010	5,977.00
P16-00296	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	5th Grade Field Trip to Santa Cruz Island	Oak Hills Elementary School	010	2,200.00
P16-00297	City Of Ventura Parks & Rec.	4th Grade Field Trip to Olivas Adobe	Oak Hills Elementary School	010	1,080.00
P16-00298	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Buses for 4th Grade Field Trip to Olivas Adobe	Oak Hills Elementary School	010	1,320.00
P16-00299	Karen Kennedy dba Camino Real Naturalist & Historical Interp	5th Grade Colonial Life Program On-Campus	Oak Hills Elementary School	010	800.00
P16-00300	Coast Door & Hardware	Principal's Door at OVHS	Business Administration	010	376.05
P16-00301	Taft Electric Company	Pro 15-16F Install Car Charging Station at OHES	Business Administration	010	6,800.00
P16-00302	Taft Electric Company	Pro 15-16F Install Car Charging Station at ROES	Business Administration	010	6,800.00
P16-00303	Taft Electric Company	Upgrade Electrical Panel in 200 Bldg at BES	Business Administration	010	890.83
P16-00304	Enhanced Landscape Mgmt, Inc	Install Trees and Shrubs at OVHS	Business Administration	010	1,600.00
P16-00305	Cutcrete Sawing	Striping at Various Schools District-wide	Business Administration	010	900.00
P16-00306	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	1st Field Trip to Carnegie Museum	Oak Hills Elementary School	010	800.00
P16-00307	CARNEGIE ART MUSEUM CORNERSTONES ED. PROGRAM	1st Grade Field Trip to Carnegie Art Museum	Oak Hills Elementary School	010	255.00
P16-00308	Rosetta Stone Language Learnin	Rosetta Stone 2015-2016 OPIS & District	Curriculum	010	16,335.00
P16-00309	Houghton Mifflin Harcourt	OPIS Science Fusion Grade 1 On line 2015-2016	Curriculum	010	311.12

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

ESCAPE

ONLINE

Page 2

Includes Purchase Orders dated 10/01/2015 - 10/31/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00310	VCOE	Teacher Academy/Cohort III/PFA Don/trvl conf	Oak Park High School	010	500.00
P16-00311	Office Depot Customer Service Center	VCI Gmt/Scanner/mat & supp	Oak Park High School	010	237.35
P16-00312	Medco Supply Co.	Health Office Supplies	Oak View High School	010	196.23
P16-00313	TIRE MAN - AGOURA, INC	Tires/Custodial/mat & supp	Oak Park High School	010	205.29
P16-00315	Uc Regents	History Social Science Conference - R. Liepman	Curriculum	010	345.00
P16-00316	VCOE	NGSS Conference D. Hammill 3 days	Curriculum	010	195.00
P16-00317	Tree People	Donation - K field trip	Brookside School	010	125.00
P16-00318	SOS Survival Products	CEC/ROP/Ath Trng/mat & supp	Oak Park High School	010	1,432.10
P16-00319	Medco Sports Medicine	CEC/ROP/Ath Trng/mat & supp	Oak Park High School	010	276.04
P16-00320	Electronix Express	VCI gmt/Engineering/mat & supp	Oak Park High School	010	10.40
P16-00321	Southwinds Transportation	Parent funded field trip-4th Arroyo Verde	Red Oak Elementary School	010	1,562.40
P16-00322	M/M Mechanical, Inc	Pro 15-16R Replace Backflow at OHES	Business Administration	213	8,751.00
P16-00323	Premier Carpet, Inc.	Pro 15-11R Replace Tile & Carpet at DO & Pup Svs	Business Administration	213	12,856.39
P16-00324	Science Education Center	Parent funded event/2nd gr.	Red Oak Elementary School	010	560.00
P16-00325	Houghton Mifflin Harcourt	Go Math OHES - Common Core Grade 5	Curriculum	010	22.58
P16-00326	CDW GOVERNMENT INC c/o America n Express	Proj 14-19R Backup Batteries PA/Bell Systems	Business Administration	213	11,848.76
P16-00327	Corwin Press Sage Publication	NGSS Resource Library - Teachers	Business Administration	010	875.00
P16-00328	Wested	NGSS Resource Library - Teachers	Business Administration	010	1,140.27
P16-00329	National Science Teachers Assoc	NGSS Resource Library - Teachers	Business Administration	010	2,103.24
P16-00330	Compuwave Inc.	Pupil Services -printer supplies/parts replacement	District-wide	010	1,286.63
P16-00331	Fagen Friedman & Fulfroest LLP	2015/16 SpEd Symposium	District-wide	010	2,480.00
P16-00332	Southwest School Supply	Chairs for Office & Conference Room/Pupil Services	District-wide	010	2,247.83
P16-00333	Multi-Health Systems Inc,	SpEd - Pyschs - testing protocols	District-wide	010	117.50
P16-00334	PEARSON ASSESSMENTS ORDER PROC ESSING	SpEd - Pyschs / Testing Protocols	District-wide	010	80.72
P16-00335	Wiley Publishing House	SpEd Software access card	District-wide	010	352.50
P16-00336	Compuwave Inc.	Department Printer - Pupil Services	District-wide	010	2,518.73
P16-00337	School Specialty	Hearing Protector Headphones - SpEd	District-wide	010	128.92
P16-00338	Guided Discoveries Inc.	DON: Astro Camp 2014-15	Medea Creek Middle School	010	30,230.00

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

ESCAPE ONLINE

Page 3

Includes Purchase Orders dated 10/01/2015 - 10/31/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00339	Hughes General Engineering	Pro 15-02F Install Stair Rails at ROES	Business Administration	213	2,950.00
P16-00340	Southwest School Supply	Pupil Services - new floor mats	District-wide	010	162.73
P16-00341	Time For Kids	donation for 4th time for kids	Brookside School	010	535.20
P16-00342	Tangram Fabricators, Inc	Office Furnitue OPIS / OVHS	Business Administration	010	12,320.34
P16-00343	Thousand Oaks Electric	Replace Ballasts in Principal's Office at OHES	Business Administration	010	685.00
P16-00344	Omega Construction Company	Replace Siding on Rm 23 at OHES	Business Administration	010	3,800.00
P16-00345	Riley's American Heritage Farm dba Colonial Chesterfield	4th Grade Field Trip to Riley's Farm	Oak Hills Elementary School	010	1,395.00
P16-00346	Main Street Tours	Buses for 4th Grade Field Trip to Riley's Farm	Oak Hills Elementary School	010	2,550.00
P16-00347	Southwinds Transportation	Donation K bus	Brookside School	010	390.60
P16-00348	Delta Education, LLC c/o Amer ican Express	MCMS FOSS Science 2015-2016 Debbie Hammill	Curriculum	010	4,272.78
P16-00349	Fisher Science Education	VCI Gmt/Eng/mat & supp	Oak Park High School	010	408.87
P16-00350	Electronix Express	Science/PFA/mat & supp	Oak Park High School	010	121.28
P16-00351	Nasco	Science/PFA/mat & supp	Oak Park High School	010	40.37
P16-00352	Frey Scientific	Science/PFA/mat & supp	Oak Park High School	010	68.72
P16-00353	Delta Education, LLC c/o Amer ican Express	OHES FOSS Science 2015-2016 Debbie Hammill	Curriculum	010	23,165.12
P16-00354	Delta Education, LLC c/o Amer ican Express	BES FOSS Science 2015-2016 Debbie Hammill	Curriculum	010	27,369.49
P16-00355	Textbook Warehouse Inc.	BES Go! Classroom Literature Textbooks 2014-2015	Curriculum	010	475.02
P16-00356	HEINEMANN	ROES Grade 1 Columbia Curriculum 2015-2016	Curriculum	010	757.88
P16-00357	Thousand Oaks Electric	Electrical Installation for New Dishwasher	Business Administration	130	3,370.00
P16-00358	M/M Mechanical, Inc	Install Commercial Dishwashers at MCMS & OPHS	Business Administration	130	1,138.99
P16-00359	Delta Education, LLC c/o Amer ican Express	ROES FOSS Science 2015-2016 Debbie Hammill	Curriculum	010	26,942.07
P16-00360	Textbook Warehouse c/o AMEX	OPHS - Into The Wild Novel 2015-2016	Curriculum	010	1,848.89
P16-00361	Trash for Teaching	2nd Grade Balance In Motion Program On-campus	Oak Hills Elementary School	010	1,251.75
P16-00362	Hughes General Engineering	Install BB Hoop at ROES	Business Administration	010	900.00
P16-00363	Signs for Intelligence, LLC	ASL/PFA Don/mat & supp	Oak Park High School	010	700.00
P16-00364	UNDERWOOD FAMILY FARMS AT TIER RA REJADA	Parent funded field trip--1st grade	Red Oak Elementary School	010	1,904.00
P16-00365	Santa Barbara Zoo	Parent funded field trip--2nd grade	Red Oak Elementary School	010	1,216.00
P16-00366	The Paton Group	Laser/ROP/CEC/mat &supp	Oak Park High School	010	2,150.00
P16-00367	Worldwide Industries Group Inc DBA Bestblanks	Stand for Heat & Vinyl Press OPIS/OVHS	Business Administration	010	718.24

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

ESCAPE ONLINE

Page 4

Includes Purchase Orders dated 10/01/2015 - 10/31/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00368	NV5 West, Inc.	Pro 15-15F Testing Svs. for OHES Relocatable	Business Administration	010	4,116.00
P16-00369	Brain POP LLC	PFA:Brain Pop subscription renewal 2015-16	Medea Creek Middle School	010	1,695.00
P16-00370	Offbeat Productions Inc.	DON: Prizes for Quarterly Awards	Medea Creek Middle School	010	1,089.32
P16-00371	MakerBot	VCI Grant 3D Printer OVHS	Business Administration	010	4,365.71
P16-00372	Action Sales	C-6 Cafeteria Equipment OPHS	Business Administration	212	71,586.00
P16-00373	Action Sales	C-6 Cafeteria Equipment MCMS	Business Administration	212	71,586.00
P16-00374	Parker Paving	Pothole patch at MCMS	Business Administration	010	700.00
P16-00375	Lightning Brothers Constructio	Ramp Repair at BES	Business Administration	010	300.00
P16-00376	Southwest School Supply	Student Chairs for Band Rm. at OPHS	Business Administration	010	1,620.56
P16-00377	Signature Signs	Proj 15-02R Additional ADA Signs	Business Administration	213	3,721.60
P16-00378	Data Finch Technologies	SpEd Software licenses (4)	District-wide	010	1,079.57
P16-00379	Tangram Fabricators, Inc	Classroom Chairs & Storage Cabinet	Oak View High School	212	2,367.92
P16-00380	PEARSON ASSESSMENTS ORDER PROC ESSING	Curriculum Books - SpEd	District-wide	010	203.17
P16-00381	Syntex Global LLC	SpEd - Korean Interpreting	District-wide	010	255.00
P16-00382	BE Publishing	PFA:Wish List-keyboard covers	Medea Creek Middle School	010	955.08
P16-00383	TUMBLEWEED EDUCATIONAL ENTERPR ISES INC	Donation 5th grade buses	Brookside School	010	3,039.80
P16-00384	B&H	PFA: Approved Wish List Items for Computer Class	Medea Creek Middle School	010	540.38
P16-00385	Textbook Warehouse Inc.	OPIS 5th Grade Reflections TE 2015-2016	Curriculum	010	752.50
P16-00386	Community Educational Ent Ramo na Brandes	donation first grade	Brookside School	010	1,100.00
P16-00387	Xpressmyself.com	PFA: Approved Wish List Item - door mats	Medea Creek Middle School	010	870.75
P16-00388	LA County Science Olympiad LA County Office of Ed	DON: Science Olympiad	Medea Creek Middle School	010	370.00
P16-00389	Malibu Conference Center	5th Grade Field Trip to Calamigos Ranch	Oak Hills Elementary School	010	9,713.40
P16-00390	Tobi Jo Greene Girls Empowerme nt Workshop	Girls Empowerment Workshop	Oak View High School	010	800.00
P16-00391	Sport Chalet Team Sales	Recondition OPHS Football helmets	Accounting & Payroll	010	4,105.00
P16-00392	Southwinds Transportation	Transportation for Field Trip 12/10/15	Oak View High School	010	365.60
P16-00393	Hughes General Engineering	Proj 15-15F New Portable Bldg Foundation at OHES	Business Administration	010	21,400.00

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

ESCAPE ONLINE

Page 5

Includes Purchase Orders dated 10/01/2015 - 10/31/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00394	Cornerstone Construction	Emergency Water Damage Remediation/Demo OPHS Cafe	Business Administration	010	872.00
P16-00395	Cornerstone Construction	Pro 15-17F Emergency Repair OPHS Cafe	Business Administration	010	6,564.83
P16-00396	Thousand Oaks Electric	Pro 15-15F Supply Electrical to OHES Portable	Business Administration	010	4,650.00
P16-00397	L.A. Car Connection, Inc.	Car Wash Svs. for 2015/16	Business Administration	010	2,800.00
P16-00398	M/M Mechanical, Inc	Emergency Plumbing Repair at BES MPR Restrooms	Business Administration	010	209.30
P16-00399	M/M Mechanical, Inc	Pro 15-17F Emergency Repair OPHS Cafe Plumbing	Business Administration	010	871.27
T16-00033	School Tech Supply	Document Cameras for new Teacher Laptops	Technology Coordinator	212	5,858.75
T16-00034	Sunburst Digital, Inc.	Type to Learn	Curriculum	010	499.75
T16-00035	International Teaching Systems , Inc.	Proj 15-03C OP Library Lang Lab Software Upgrade	Oak Park High School	212	34,915.63
Total Number of POs			142	Total	1,044,670.16

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	129	809,769.12
130	Cafeteria Fund	2	4,508.99
212	Measure C6 Technology Bond Fun	6	188,289.30
213	Measure R FACILITIES Bond Fund	6	42,102.75
Total			1,044,670.16

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

ESCAPE ONLINE

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TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.1.d RATIFY OVERNIGHT FOR OAK PARK HIGH SCHOOL GIRLS' BASKETBAL TEAM LOCK-IN – NOVEMBER 13, 2015
CONSENT

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

BACKGROUND: Principal, Kevin Buchanan, requests approval for this team-building event held for Friday Nov. 13, 2015. Both JV and Varsity players stayed overnight in the OPHA gym from 6 p.m. on Friday to 7 a.m. on Saturday. Two coaches will stay through the night. Parent volunteers will be there to help with activities Friday evening and leave at 9 p.m. There will no cost to the athletes. Volunteer parents will provide all food and snacks. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
Certified by: Kevin Buchanan

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.1.e. APPROVE EXPULSION OF STUDENT IN DISCIPLINARY CASE #01-15/16

Consent

ISSUE: Should the Board of Education expel student in Disciplinary Case #01-15/16?

BACKGROUND: On October 15, 2015, an Oak View High School student was in violation of Education Codes 48900 (a)(1) unlawful possession of any controlled substance on the Oak View High School campus. As required by Education Code 48915, the principal has recommended expulsion of this student.

A meeting was held with the parent on October 20, 2015 to review the incident, the suspension, and the recommendation for expulsion and interim educational alternatives. An agreement was reached with the parent for an "Agreement to Hold Enforcement of the Expulsion in Abeyance."

ALTERNATIVES: 1. Expel student in Disciplinary Case #01-15/16 from the Oak Park Unified School District effective October 20, 2015.
2. Do not expel of student in Disciplinary Case #01-15/16.

RECOMMENDATION: Alternative #1

Prepared by: Stew McGugan, Director of Alternative Education

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: NOVEMBER 17, 2015

SUBJECT: B.1.f. APPROVE NOTICE OF COMPLETION, PROJECT 14-29F, SOLAR POWER DESIGN/BUILD CONTRACT AT OAK PARK HIGH SCHOOL

CONSENT

ISSUE: Shall the Board approve a notice of completion for Project 14-29F, Solar Power Design/Build Contract at Oak Park High School, contracted with SK Solar, Inc.?

BACKGROUND: On June 17, 2014, the District entered into a contract with SK Solar, Inc. of Los Angeles, California, for Project 14-29F, Solar Power Design/Build Contract at Oak Park High School.

The work under this contract is now complete, and the District's staff and construction manager, Balfour Beatty Construction, 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 14-29F, Solar Power Design/Build Contract at Oak Park High School, contracted with SK Solar, Inc.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
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 June 17, 2014 the said Oak Park Unified School District of Ventura County entered into a contract with SK Solar, Inc., of Los Angeles, California, for Project 14-29F, Solar Power Design/Build Contract at Oak Park High School on certain real property hereinbefore described: that said building and improvements were actually completed on November 17, 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: NOVEMBER 17, 2015

SUBJECT: B.1.g. APPROVE NOTICE OF COMPLETION, PROJECT 15-02R, SHADE SAIL STRUCTURES AT ALL DISTRICT ELEMENTARY SCHOOLS

CONSENT

ISSUE: Shall the Board approve a notice of completion for Project 15-02R, Shade Sail Structures at all District Elementary Schools, contracted with USA Shade & Fabric Structures?

BACKGROUND: On April 21, 2015, the District entered into a contract USA Shade & Fabric Structures of Dallas, Texas, for Project 15-02R, Shade Sail Structures at all District Elementary Schools.

The work under this contract is now complete, and the District's staff and construction manager, Balfour Beatty Construction, 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 15-02R, Shade Sail Structures at all District Elementary Schools, contracted with USA Shade & Fabric Structures.
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: Brookside Elementary School, 165 N. Satinwood Avenue, Oak Park, CA 91377; Oak Hills Elementary School, 1010 N. Kanan Road, Oak Park, CA 91377; Red Oak Elementary School, 4857 Rockfield Street, Oak Park, CA 91377

That on or about April 21, 2015 the said Oak Park Unified School District of Ventura County entered into a contract with USA Shade & Fabric Structures, of Dallas, Texas, for Project 15-02R, Shade Sail Structures at all District Elementary Schools on certain real property hereinbefore described: that said building and improvements were actually completed on November 17, 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: NOVEMBER 17, 2015

SUBJECT: B.1.h. APPROVE DISPOSAL OF OBSOLETE PERSONAL PROPERTY

CONSENT

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

BACKGROUND: Attachment A, accompanying this report, lists school district property that is obsolete, beyond repair, and/or no longer needed by the Student Nutrition and Wellness department or any other district site or department. Staff is recommending that the Board declare these items as surplus and authorize staff to sell or otherwise dispose of the equipment as provided for in Education Code Section 17546.

ALTERNATIVES:

1. Declare the attached list of obsolete equipment as surplus, and authorize its disposal per the provisions of Education Code Section 17546.
2. Do not declare the attached list of obsolete equipment as surplus.

RECOMMENDATION: Alternative No. 1

Prepared by: Carole Ly, Director, Student Nutrition and Wellness
 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	_____	_____	_____	_____

BOARD MEETING, NOVEMBER 17, 2015

ATTACHMENT "A"

Obsolete Equipment

Request for Disposal in December 2015

Location	Year Acquired	Item	Brand	Model	Serial#	# Units
OPHS		Speedline Serving Units				
	Jun-03	Cold	Carter-Hoffman	FSC50	369004	1
	Jun-03	Cold	Carter-Hoffman	FSC50	369002	1
	Jun-03	Cold	Carter-Hoffman	FSC50	369005	1
	Jun-03	Cold	Carter-Hoffman	FSC50	?	1
	Jun-03	Hot	Carter-Hoffman	FSHM77	?	1
	Jun-03	Hot	Carter-Hoffman	FSHM77	?	1
	Jun-03	Ambient	Carter-Hoffman	FSCS35	371428-092003	1
	Jun-03	Ambient	Carter-Hoffman	FSCS35	371426-092003	1
	Jun-03	Ambient	Carter-Hoffman	FSCS35	371427-092003	1

MCMS		Speedline Serving Units				
	Apr-92	Hot	Speedy Serve GA System, Inc	H5	945	1
	Apr-92	Cold	Speedy Serve GA System, Inc	C5	1154	1
	Apr-92	Hot	Speedy Serve GA System, Inc	D5	677	1
	Apr-92	Cold	Speedy Serve GA System, Inc	C5	1155	1
	Apr-92	Hot	Speedy Serve GA System, Inc	J5	944	1
	Apr-92	Cold	Speedy Serve GA System, Inc	C5	1153	1
	Apr-92	Hot	Speedy Serve GA System, Inc	D5	678	1
	Apr-92	Cold	Speedy Serve GA System, Inc	C5	1152	1

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
**SUBJECT: B.1.i. APPROVE ADDENDUM TO MANDATED COST PROGRAM
ADVISORY AND COMPLIANCE SERVICES AGREEMENT WITH
SCHOOL INNOVATIONS & ACHIEVEMENT**

CONSENT

ISSUE: Shall the Board approve an addendum to the mandated cost program advisory and compliance services agreement with School Innovations & Achievement?

BACKGROUND: The District has historically contracted with SI&A for consulting services for the preparation and filing of claims for reimbursement of mandated costs. The District is currently in the third year of a three-year contract with SI&A for these services. An addendum to this agreement for SiteServ services provides for the consultant's assistance to advise and assist each school and its personnel to develop a more in-depth understanding of reimbursable costs under the State's mandates, determine the documentation required to substantiate such costs, and meet the school's documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller's Office. This addendum to the multi-year contract is renewed annually. The 2015-16 addendum is attached for the Board's information and review.

The services provided have been vital in keeping the District compliant with mandate requirements and in recovering reimbursable costs. Approval of the attached renewal contract will allow SI&A to file reimbursement claims on the District's behalf.

ALTERNATIVES:

1. Approve the renewal addendum with School Innovations & Achievement for SiteServ services for fiscal year 2015-16, in the amount of \$7,200.00.
2. Do not approve the addendum.

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	_____	_____	_____	_____



**ADDENDUM TO
PROGRAM ADVISORY AND COMPLIANCE SERVICES AGREEMENT
Between
SCHOOL INNOVATIONS & ACHIEVEMENT, INC.
And
OAK PARK UNIFIED SCHOOL DISTRICT

SITESERVSM**

THIS ADDENDUM TO PROGRAM ADVISORY AND COMPLIANCE SERVICES AGREEMENT dated November 17, 2015 (the “Addendum”), constitutes a part of that certain Program Advisory and Compliance Services Agreement (the “Agreement”) by and between Oak Park Unified School District (“District”) and School Innovations & Achievement, Inc., a California corporation (“SI&A”), each being a “Party” and collectively the “Parties”. The provisions of this Addendum are hereby incorporated into the Agreement for all purposes. All capitalized terms not otherwise defined in this Addendum are defined by the terms of the Agreement. In the event any provisions of this Addendum conflict with the provision of the Agreement, the provisions of this Addendum shall control.

1. Services are hereby amended to include the development of a site service plan for each site as listed on Attachment A, Designated Sites, and to provide District the following services (“SiteServSM”) during the Agreement Period:
 - (a) Two (2) on-site visits for training and advisory sessions at each Designated Site;
 - (b) Coordinate between District and Designated Sites for data collection;
 - (c) Advise and assist each Designated Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State’s mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school’s documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller’s Office;
 - (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Designated Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date (“New Mandates”) may be authorized during the Agreement Period, SI&A shall incorporate training for New Mandates into SiteServSM if the New Mandates are approved by the State Controller’s Office and the filing deadline falls within the Agreement Period; and
 - (e) Include milestones to be achieved by each Designated Site in the site service plan and prepare a district level summary status report showing each Designated Site’s progress regarding its

ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A's resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.

2. Payment of Fees.

2.1 Fees. For SiteServSM provided pursuant to the terms of this Addendum, District agrees to pay SI&A \$7,200 for the fiscal year 2015/16 (the "Fee").

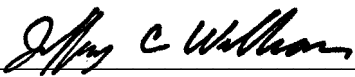
2.2 Payment Plan. The Fee is payable in two (2) semi-annual installments due July 1, 2015, and January 1, 2016.

3. This Addendum, together with the Agreement, contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings and agreements with respect thereto. The Agreement and Addendum cannot be changed in any manner except by written agreement signed by the Parties hereto.

4. This Addendum may be executed in counterparts, each of which shall be deemed an original (including copies sent to a party by facsimile transmission or in portable document format (pdf)) as against the Party signing such counterpart, but which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the District and SI&A have made and executed this Addendum as set forth below.

SI&A: SCHOOL INNOVATIONS & ACHIEVEMENT, INC., a California Corporation.

By: 
Name: Jeffrey C. Williams
Title: Chief Executive Officer

Dated: January 16, 2015

District: OAK PARK UNIFIED SCHOOL DISTRICT

By: _____

Dated: November 17, 2015

Name: Martin Klauss

Title: Asst. Supt., Business Services

Attachment A

Designated Sites

Brookside Elementary
Medea Creek Middle
Oak Hills Elementary
Oak Park High
Oak View High / Oak Park Independent School
Red Oak Elementary

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.2.a. APPROVE APPOINTMENTS TO THE 2015-16 OAK PARK CITIZENS' OVERSIGHT COMMITTEE

ACTION

ISSUE: Shall the Board approve membership appointments to the 2015-16 Oak Park Citizens' Oversight Committee?

BACKGROUND: At its meeting on October 20, 2015, the Board of Education appointed a subcommittee of its members to interview candidates for the 2015-16 and 2016-17 terms of the Oak Park Citizens' Oversight Committee (OPCOC). The subcommittee was charged with screening and interviewing candidates for three vacancies on the 12-member committee, and returning a recommendation for appointments for the Board's action at this evening's meeting. The subcommittee will interview candidates on November 9, 2015. It is anticipated that the subcommittee will present its recommendation at this evening's meeting, and that the Board will appoint as many as three candidates to each serve a two-year term (12/01/15-06/30/16 and 07/01/16-06/30/17) as members of the OPCOC.

ALTERNATIVES:

1. As recommended, appoint as many as three candidates to fill vacant seats on the Oak Park Citizens' Oversight Committee, each to serve a two-year term (12/01/15-06/30/16 and 07/01/16-06/30/17).
2. Do not appoint candidates and re-advertise and re-interview candidates for all vacancies.

RECOMMENDATION: Alternative 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.2.b. APPROVE AND CERTIFY 2015-16 SCHOOL BELL SCHEDULES AND MINIMUM INSTRUCTIONAL MINUTES

ACTION

ISSUE: Shall the Board of Education approve the 2015-16 school bell schedules and certify compliance with the minimum number of instructional minutes as required by Education Code (EC) Section 46201?

BACKGROUND: Education Code (EC) Section 46201 requires the governing board of every school district to certify that each school and each grade level has met the minimum number of instructional minutes as described in EC 46201 and meets the intent of the longer school day provisions of SB 813. As described in EC 46201.5, school bell schedules must provide for the minimum number of instructional minutes as follows:

Kindergarten = 36,000 minutes/year Grades 1–3 = 50,400 minutes/year
Grades 4–8 = 54,000 minutes/year Grades 9–12 = 64,800 minutes/year

The District's audit firm, as a part of the District's financial audit, reviews compliance with the instructional time requirement annually. There are severe financial penalties for programs with less than the required minimum number of instructional minutes. The 2015-16 bell schedules and instructional minutes for each school site were being finalized as this agenda was going to press. Upon the collective schedules' completion, they will be provided to the Board under separate cover, and simultaneously posted with the Board's meeting agenda on the District's website.

ALTERNATIVES:

1. Approve the 2015-16 school bell schedules and certify compliance with the minimum number of instructional minutes as required by EC 46201.
2. Do not approve the 2015-16 school bell schedules.

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: NOVEMBER 17, 2015
SUBJECT: B.2.c. APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASE – MAINTENANCE AND OPERATIONS VEHICLES

ACTION

ISSUE: Shall the Board approve a Measure C6 bond fund equipment purchase for the replacement of four aging maintenance vehicles?

BACKGROUND: As approved by Oak Park voters, Bond Measure C6 specifically provides for “acquiring safe student transportation and maintenance vehicles”. For the 2015-16 school year, the District’s Maintenance and Operations staff has identified the need to replace four aging maintenance and grounds vehicles.

Requests for quotes from local dealerships resulted in non-responsive and/or incomplete proposals. However, fully responsive proposals for all four vehicles were received from Downtown Ford Sales of Sacramento, California, who has been awarded a state-wide competitively bid contract under the California Master Agreement Schedule (CMAS) process (Contract 1-14-23-20A). Copies of the proposals for all four vehicles are attached for the Board’s review. It is recommended that the Board authorize the purchase of the four maintenance vehicles utilizing Measure C6 funds.

ALTERNATIVES:

1. Approve the purchase of maintenance and grounds vehicles from Downtown Ford Sales of Sacramento, California, under the provisions of CMAS Contract 1-14-23-20A, in the total amount of \$149,814, to be funded from the Measure C6 bond fund.
2. Do not approve the purchase of maintenance and grounds vehicles.

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	_____	_____	_____	_____



QUOTATION

DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95814
916-442-6931 Fax 916-491-3138

GE 110420151135

QUOTATION

Name OAK PARK USD
Address _____
City _____ CA ZIP _____

Date 11/4/2015
REP G.ENOS
Phone (916) 442-6931

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	MAJOR STANDARD EQUIPMENT		
1	NEW TRANSIT 150 1/2 TON CARGO VAN PER STATE OF CALIFORNIA CONTRACT 1-14-23-23A	\$22,600.00	\$22,600.00
	OPTIONS / UPGRADES		
1	BACKUP ALARM	\$118.00	\$118.00
1	BLUETOOTH	\$495.00	\$495.00
1	CARGO AREA LED LIGHTS	\$66.00	\$66.00
1	LAKE KEEPING ALERT W/ DRIVER ALERT	\$352.00	\$352.00
1	BACKUP CAMERA (COMPATIBLE WITH LIFTGATE)	\$537.00	\$537.00
1	EXTRA KEY	\$295.00	\$295.00
	SERVICE BODY / UPFIT		
1	INSTALL TOMMY LIFT GATE	\$7,453.00	\$7,453.00
1	INSTALL E-TRACK 2 RAIL DRVR/PASS WALLS, 2 FLR	\$286.00	\$286.00
	TRAILER TOW PACKAGE NOT COMPATIBLE WITH TOMMY LIFT GATE. LIFTGATE CANNOT BE INSTALLED IF TOW HITCH IS PRESENT		
1	DOCUMENTATION FEE (DOC FEE)	\$80.00	\$80.00
	SUBTOTAL		\$32,282.00
	SHIPPING		\$500.00
	SALES TAX 7.50%		\$2,421.15
	TIRE FEE		\$8.75
	TOTAL		\$35,211.90

TERMS: \$500.00 DISCOUNT FOR PAYMENT IN 20 DAYS

PER STATE OF CALIFORNIA CONTRACT 1-14-23-23A



QUOTATION

DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95814
916-442-6931 Fax 916-491-3138

GE 110420151136

QUOTATION

Name OAK PARK USD
Address _____
City _____ CA ZIP _____

Date 11/4/2015
REP G.ENOS
Phone (916) 442-6931

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	MAJOR STANDARD EQUIPMENT		
1	NEW F-250 4X2 REG CAB P/U 6.8L V8 GAS XL PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A	\$18,503.00	\$18,503.00
	OPTIONS / UPGRADES		
1	BLUETOOTH – DEALER INSTALLED	\$495.00	\$495.00
1	CAB STEPS (RUNNING BOARDS)	\$348.00	\$348.00
1	POWER EQUIPMENT GROUP	\$1,076.00	\$1,076.00
1	REVERSE AID SENSOR	\$229.00	\$229.00
1	REVERSE CAMERA	\$506.00	\$506.00
1	SPRAY-IN BEDLINER	\$579.00	\$579.00
1	EXTRA KEY W/ FOB (REQ. POWER GROUP)	\$276.00	\$276.00
	SERVICE BODIES / UPFIT		
1	ROYAL 40-VO-98 UTILITY BODY	\$5,812.00	\$5,812.00
1	MATERIAL RACK – OVER CAB	\$1,076.00	\$1,076.00
1	DOCUMENTATION FEE (DOC FEE)	\$80.00	\$80.00
	SUBTOTAL		\$28,980.00
	SHIPPING		\$500.00
	SALES TAX 7.50%		\$2,173.50
	TIRE FEE		\$8.75
	TOTAL		\$31,662.25

TERMS: \$500.00 DISCOUNT FOR PAYMENT IN 20 DAYS

PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A



QUOTATION

DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95814
916-442-6931 Fax 916-491-3138

GE 110420151137

QUOTATION

Name OAK PARK USD
Address _____
City _____ CA ZIP _____

Date 11/4/2015
REP G.ENOS
Phone (916) 442-6931

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	MAJOR STANDARD EQUIPMENT		
1	NEW F-350 REG CAB/CHASSIS 4X2 GAS SRW PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A	\$21,532.00	\$21,532.00
	OPTIONS / UPGRADES		
1	BLUETOOTH -- DEALER INSTALLED	\$495.00	\$495.00
1	CAB STEPS (RUNNING BOARDS)	\$348.00	\$348.00
1	POWER GROUP	\$1,036.00	\$1,036.00
1	SPARE TIRE, WHEEL, JACK	\$329.00	\$329.00
1	SPOT LAMP (EACH) PILLAR(S) OR ROOF MOUNT	\$484.00	\$484.00
1	EXTRA KEY W/ KEY FOB (REQ POWER GROUP)	\$276.00	\$276.00
	SERVICE BODIES / UPFIT		
1	WINCH, WARN 15000# (BEHIND BUMPER, INSTALLED)	\$3,200.00	\$3,200.00
1	RUGBY 2-3 YD 9 FT DUMP	\$10,017.00	\$10,017.00
1	ADD FOLD DOWN SIDES TO DUMP BODY	\$650.00	\$650.00
1	UNDERBODY TOOLBOX	\$795.00	\$795.00
1	RECEIVER HITCH	\$595.00	\$595.00
1	DOCUMENTATION FEE (DOC FEE)	\$80.00	\$80.00
SUBTOTAL			\$39,837.00
SHIPPING			\$500.00
SALES TAX 7.50%			\$2,987.78
TIRE FEE			\$8.75
TOTAL			\$43,333.53

TERMS: \$500.00 DISCOUNT FOR PAYMENT IN 20 DAYS

PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A



QUOTATION

DOWNTOWN FORD SALES
525 N16th Street, Sacramento, CA. 95814
916-442-6931 Fax 916-491-3138

GE 110420151138

QUOTATION

Name OAK PARK USD
Address _____
City _____ CA ZIP _____

Date 11/4/2015
REP G.ENOS
Phone (916) 442-6931

QTY	DESCRIPTION	UNIT PRICE	TOTAL
	MAJOR STANDARD EQUIPMENT		
1	NEW F-350 REG CAB/CHASSIS 4X2 GAS SRW PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A	\$21,532.00	\$21,532.00
	OPTIONS / UPGRADES		
1	BLUETOOTH -- DEALER INSTALLED	\$495.00	\$495.00
1	CAB STEPS (RUNNING BOARDS)	\$348.00	\$348.00
1	POWER EQUIP GROUP	\$1,036.00	\$1,036.00
1	SPARE TIRE, WHEEL, JACK	\$329.00	\$329.00
1	TOW COMMAND -- TRAILER BRAKE CONTROLLER	\$253.00	\$253.00
1	EXTRA KEY W/ KEY FOB (REQ. POWER GROUP)	\$295.00	\$295.00
	SERVICE BODIES / UPFIT		
1	WICH, WARN 15000# (BEHIND BUMPER, INSTALLED)	\$3,200.00	\$3,200.00
1	FLATBED SRW 9'X84" WOOD FLOOR	\$5,460.00	\$5,460.00
1	40" SIDE STAKES	\$1,950.00	\$1,950.00
1	UNDERBODY TOOL BOX	\$795.00	\$795.00
1	RECEIVER HITCH	\$595.00	\$595.00
1	DOCUMENTATION FEE (DOC FEE)	\$80.00	\$80.00

SUBTOTAL \$36,368.00

SHIPPING \$500.00

SALES TAX 7.50% \$2,727.60

TIRE FEE \$8.75

TOTAL \$39,604.35

TERMS: \$500.00 DISCOUNT FOR PAYMENT IN 20 DAYS

PER STATE OF CALIFORNIA CONTRACT 1-14-23-20A

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
**SUBJECT: B.2.d. RATIFY THE AWARD OF CONTRACT FOR MEASURE C6 BOND
FUND EQUIPMENT PURCHASE - DISTRICTWIDE SECURITY
CAMERAS, PHASE 2**

ACTION

ISSUE: Shall the Board ratify the award of contracts for Measure C6 bond fund equipment purchases for Districtwide Security Cameras, Phase 2?

BACKGROUND: As permitted by Education Code (EC) Section 17604, at its meeting on October 20, 2015, the Board delegated authority to the Superintendent to award contracts for Phase 2 of the Districtwide security camera project, including acquisition and installation of security camera equipment and associated system cabling.

Proposals were requested and received from the vendors used in Phase 1 of this project, Blue Violet Networks, and Pacific Coast Sound and Communications (PacifiCom). After review and analysis by the Superintendent, Director of Educational Technology, and Director of Business Operations, the Superintendent awarded contracts to Blue Violet Networks for cameras and 4-year extended warranty, and PacifiCom for cabling. Each company's proposal is attached for the Board's information and review. EC 17604 requires that the Board must subsequently ratify at any contracts awarded under this provision. It is therefore recommended that the Board ratify the award of contracts to Blue Violet Networks for cameras, and to Pacific Coast Sound and Communications (PacifiCom) for the cabling, per the attached proposals.

ALTERNATIVES:

1. Ratify the award of contract to Blue Violet Networks for cameras and 4-year extended warranty, in the amount of \$130,086, and to Pacific Coast Sound and Communications (PacifiCom) for the cabling, in the amount of \$12,995.00, to be funded from the Measure C6 bond fund.
2. Do not ratify the award of contracts.

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	_____	_____	_____	_____



Date: Oct. 27, 2015

PURCHASE AGREEMENT

This Purchase Agreement is made and entered into by and between **Blue Violet Networks**, whose principal office is located at **215 Baker Street East, Suite 150, Costa Mesa, California 92626**, hereinafter referred to as "Company" and Oak Park Unified School District, located at 5801 Conifer St Oak Park CA, 91377, herinafter referred to as "Purchaser". The Purchaser hereby buys and the Company hereby sells the following Video Surveillance, which is more fully described below.

QUANTITY	DESCRIPTION
	See Attached Attachments A and B

The Purchaser agrees to purchase said System and to pay the Company for such equipment and services as follows:

System Price	\$ 94,140.80
Plus applicable sales taxes	\$ 4,840.56
System Total	\$ 98,981.36

OPTION 1 - CASH PURCHASE

50% Down payment due at time of execution of agreement	\$ 49,490.68
15% Due upon Purchaser sign off of equipment delivery to Oak Park facility	\$ 14,847.20
15% Due upon connection of new servers to Oak Park network	\$ 14,847.20
20% Due upon completion and Purchaser acceptance	\$ 19,796.28

THIS AGREEMENT IS SUBJECT TO EACH AND EVERY TERM, CONDITION, RESERVATION, AND QUALIFICATION SET FORTH HEREIN. NO AGREEMENTS OR UNDERSTANDING SHALL BE BINDING ON EITHER OF THE PARTIES HERETO UNLESS ACCEPTED IN WRITING BY COMPANY AND PURCHASER OR EXPRESSLY SET FORTH HEREIN. THIS AGREEMENT IS NOT BINDING UPON THE COMPANY UNTIL ACCEPTED AND APPROVED BY A PARTNER OF THE COMPANY.

BLUE VIOLET NETWORKS

PURCHASER: Oak Park Unified School District

By _____
Sales Representative's Signature

By _____
Authorized Signature

By _____
Partner's Signature Date

By _____
Title Date

215 Baker Street East, Suite 150, Costa Mesa, CA 92626
Tel. 714-754-4000 Fax 714-540-1900



(A) Installation

That Company will furnish all material, tools, equipment and labor necessary to install the System in the premises described herein to the end that said System functions in a satisfactory manner for the purposes intended. Further, Purchaser agrees that Company shall not be held liable for commercial loss, inconvenience or otherwise that may occur during the installation or service life of the System.

(B) Warranty

Company hereby warrants all equipment and software described herein for a period of three (3) years from the date of installation, except Services, which are warranted for a period of one (1) year from the date of performance. Company will replace any hardware or software at no charge to Purchaser during this 3-year warranty period, labor is covered for a period of 1 year, including providing for full replacement of hardware/software in the event that Avigilon (or any subsequent hardware/software provider) should cease its operations. Terms and conditions expressed or implied of Company's performance during the warranty period shall be limited to the terms and conditions as set forth in the Customer Support Agreement (to be signed by both parties for this equipment once installation is complete).

(C) Title and Ownership

Title to said property and right of possession thereto shall be and remain in Company until full purchase price set forth herein is paid. It is agreed that all sums due under this Agreement but not paid within ten (10) days following the due date shall incur finance charges at the highest lawful rate per annum until the principal and finance charges thereon are paid in full. Purchaser shall not sell, transfer, pledge, mortgage or dispose of property without written consent of Company until full purchase price has been paid.

(D) Default

Time is of the essence hereunder. With the exception of disputed amounts which are handled in accordance with Section Q, if Purchaser fails to pay any installment or total Agreement price when due, the Company may, after giving ten (10) days written notice of such intention, enter upon said premises and remove the equipment there from without the necessity of legal process, notice or demand.

(E) Installation Delays

Company agrees to make every effort to meet the requested date of installation as set forth herein. Purchaser agrees that Company shall not be liable for a delayed installation if such failure is caused by delays in construction, labor dispute, port embargoes, internal disturbances in this country or at point of manufacture of the equipment, or for any other reason beyond the control of the Company. Purchaser also agrees to supply Company with an enclosed secured area at installation site for the purposes of storing equipment during the installation period. Further, Purchaser agrees to notify Company in a reasonable amount of time of any changes in the requested date of installation caused by construction delays or otherwise.

(F) The cash purchase price set forth herein shall remain in effect for a period of thirty (30) days.

(G) Purchaser agrees to pay Company for any and all excess cost incurred by Company due to the failure of Purchaser to make payments as scheduled and in accordance with Section (D), including attorney fees and collection costs.

(H) [Intentionally blank]

(I) Purchaser must provide telephone lines, necessary electrical outlets, and an environmental condition as specified by manufacturer. The equipment shall not be exposed to moisture or corrosive gases or material.

(J) Installation will not begin until a purchase order has been received by the Leasing Company

(K) LIMITATION OF LIABILITY: PURCHASER acknowledges and agrees that neither BLUE VIOLET NETWORKS, its agents or employees, shall be liable for any loss or damage to the Equipment or other PURCHASER property or for the injury or death of the Purchaser's agents, employees, or customers, which result from the maintenance service provided hereunder by BLUE VIOLET NETWORKS, its employees or agents, pursuant to the terms of this Agreement, unless such loss, damages, injury or death results from the negligence or willful misconduct of BLUE VIOLET NETWORKS, its agents or employees.

Notwithstanding any other provision herein, Company will indemnify, hold harmless and defend Purchaser and Purchaser's officers, directors, employees and agents against any and all costs, losses or expenses (including reasonable attorneys' fees and experts' fees) that Purchaser may incur or be subjected to by reason of any claim or suit by any person, including but not limited to any claim or suit for personal injury, property damage, or intellectual property infringement arising out of any act, omission or breach of warranty/representation of Company or any of its officers, directors, employees or agents.



(L) Purchaser will be responsible for local 911 access lines at remote Teleworking locations.

IN NO EVENT, HOWEVER, SHALL BLUE VIOLET NETWORKS, ITS AGENTS OR EMPLOYEES, BE LIABLE TO PURCHASER FOR PURCHASER'S INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, ANY LOSS OF BUSINESS, DAMAGE, OR EXPENSE DIRECTLY OR INDIRECTLY ARISING FROM PURCHASER'S INABILITY TO USE THE EQUIPMENT EITHER SEPARATELY OR IN COMBINATION WITH ANY OTHER EQUIPMENT OR FROM ANY OTHER CAUSE.)

(M) During the performance of services, Company shall maintain the following minimum insurance coverage. Company shall provide a certificate of insurance evidencing such coverage at the start of work under the Agreement and later, upon request by Purchaser, and Company shall take adequate steps to ensure that Purchaser shall be named as an additional insured upon such certificate. Waiver of subrogation applies to General Liability, Auto Liability and Workers' Compensation.

- a. Workers' Compensation insurance in the amount not less than statutory limits. Employer's Liability insurance in the amount of not less than \$1,000,000/\$1,000,000/\$1,000,000.
- b. Comprehensive General Liability insurance covering Company and its agents and employees (including contractual and product liability coverage) for bodily injury and property damage in the minimum combined single limit amount of \$1,000,000 per occurrence/\$2,000,000 aggregate, or in such greater amount as may be required by federal or state authorities.
- c. Commercial Automobile Liability insurance for bodily injury (including death and property damage) in the minimum combined single limit of \$1,000,000 per occurrence or in such greater amount as may be required by federal or state authorities.

(N) Purchaser acknowledges and agrees that Company may retain the services of independent consultants ("Subcontractors") from time to time to perform, or assist Company in performing, services under this Agreement and any Statements of Work. All Subcontractors shall perform such services under Company's direction and control and shall act as independent contractors of Company provided that the status of any such Subcontractors as independent contractors of Company shall not in any manner relieve Company of any responsibilities or liability for the actions of such Subcontractors or for any damage caused to Purchaser or Purchaser's property by such Subcontractors, and further provided that such Subcontractors shall be bound by the terms of this Agreement, any Confidentiality Agreement or any Statement of Work or terms similar thereto.

(O) Company will perform its services in a timely, professional and workmanlike manner, and will provide sufficient qualified personnel who are capable of performing Company's duties, tasks and obligations under this Agreement and any Statements of Work. In the event that Purchaser informs Company that any of the Company personnel that are assigned to work with Purchaser are not properly qualified, are not performing in a competent manner or for other reasons are not approved, or later become disapproved by Purchaser, Company shall promptly replace such personnel with other qualified, competent personnel acceptable to Purchaser.

(P) This Agreement shall in all respects be governed by the laws of the State of California as if it were entered into by residents of the State of California and without reference to its principles of conflicts of laws. The parties hereby agree that all disputes arising out of this Agreement shall be subject to the Dispute Resolution provisions set forth in Section Q herein; provided, however, that all requests by either party for injunctive or other provisional relief, shall be brought in, and be subject to the exclusive jurisdiction and venue of, the federal and state courts within Los Angeles County, California. Both parties hereby consent to the personal and exclusive jurisdiction and venue of these courts, and expressly waive any right to bring legal action in connection with this Agreement in any other jurisdiction or venue.

(Q) In the event a dispute arises between the parties, including but not limited to a dispute over the fees due to Company, the parties agree to the following procedures:

Informal Attempt to Resolve: Within ten (10) days of either party notifying the other in writing of a dispute that has not been resolved, the parties agree to have an officer or other person with authority to settle the matter to meet and/or talk on an informal basis to determine if it can be resolved without need for further action;

Binding Arbitration: In the event that the parties' effort to resolve the dispute between them pursuant to subsection (a), above, is not successful, either party may file an arbitration demand with JAMS to have the matter resolved through binding arbitration before a single arbitrator chosen in accordance with, and acting under the Commercial Rules of, JAMS, which Rules are expressly incorporated herein by reference. Any such JAMS proceeding shall be commenced exclusively in Los Angeles County, California. The arbitrator shall have the authority to enter a written award, and the obligation to render such award within thirty (30) days of the close of the arbitration hearing. Such award may be entered as a judgment in any court of competent jurisdiction pursuant to Section P, herein.



- (R) Purchaser may terminate this Agreement without cause, and for any reason, upon thirty (30) days written notice to Company, which termination shall take effect immediately upon expiration of such period without further steps by Purchaser. Upon such termination, Company shall cease and desist from any further action pursuant to this Agreement, and shall promptly, and in no event longer than ten (10) days later, return any and all confidential information of Purchaser to Purchaser. In the event of termination pursuant to this section (R) herein, Purchaser shall reimburse Company for all services performed as of the date of termination.

Either party may terminate this Agreement due to the material, uncured breach of the other party. The party accused of being in breach shall have thirty (30) days after receipt of written notice of such alleged breach to cure the same. Said termination shall take effect immediately upon expiration of such period without further steps by the terminating party if the breaching party has failed to affect such cure. Such termination shall be in addition to and not in lieu any other rights or remedies that the terminating party may have, and termination in accordance with this provision shall not result in penalties or damages being assessed against the terminating party.

- (S) The parties hereto have concurrently or previously entered into a separate Confidentiality Agreement to govern their relationship, which Confidentiality Agreement a) is incorporated by reference herein in full and b) governs the use of the parties' confidential information exchanged pursuant to this Agreement.



ATTACHMENT "A"

Video Surveillance

Blue Violet Networks would like to take this opportunity to thank Oak Park Unified School District for allowing us to provide a proposal for your security needs. Below you will find the scope of work for your Video Surveillance Project.

Scope of Work NEW EQUIPMENT

1. Blue Violet Networks will provide and install (2) Avigilon HD-NVR Servers with built in redundant power supplies. These machines are OEM servers from Dell private labeled and upgraded to meet the demands of video processing. Each server installed shall have the appropriate number of hard drives to achieve the desired storage goals. BVN shall install (1) new server at Oak Park HS and the Medea Middle School.
2. Blue Violet Networks will provide and install the Avigilon Control Center Enterprise Server Software. This software allows for unlimited client connections and there are no limitations on the number of sites that can be networked together. Therefore allowing maximum scalability. The Software package includes the viewing client and player software free of charge. Also included in this quote is the Avigilon Gateway license for 2 servers, this allows for remote mobile viewing utilizing an iPhone, Ipad, Ipod or Droid. As with the ACC Client there are no limitations to the number of mobile concurrent connections. Note all software updates are provided free of charge.
3. Blue Violet Networks will provide and install (36) Avigilon Enterprise camera channels. This license will allow for system fail over if required on this project.
4. Exact locations and resolution have been provided on Oak Park provided Designs, in consultation with BVN.
5. Blue Violet networks will provide and install a mix of 5MP, 9MP, 12MP and 5MP bullet cameras around the perimeters of the schools. BVN has worked directly with Oak Park staff to determine the locations and best possible resolutions for these cameras. Each has been identified on the attached Oak Park provided Designs.
6. Blue Violet Networks will provide coordination support and management with Oak Park Unifieds approved cabling vendor to ensure an efficient install.
7. Blue Violet Networks will provide all required labor for installation of cameras and servers. This shall also include any required scissor or boom lifts.
8. Blue Violet Networks shall provide all programming, view buildouts, maps, mobility applications and email alert configurations.
9. Blue Violet Networks will coordinate final camera view sign off with Oak Park for completion of the project.
10. Blue Violet Networks will include as required a 50% payment bond for this project as well



Summation

Blue Violet values the relationship Oak Park Unified and we look forward to delivering exceptional service and support as we work together to improving and stabilizing your critical security infrastructure needs.

Additional Note: On projects of this size and scope there is a potential for changes. Blue Violet routinely provides an “ADD/DELETE” schedule along the way. This will protect Oak Park Unified School District’s interest that if a proposed camera or its location needs to change it is easily accomplished with proper documentation and credits if appropriate.



ATTACHMENT "B"

Qty	Manufacturer	Description	Unit Price	TAX	Qty Total
Main Bid					
2.00	AVIGILON	3.0C-H3A-BO1-IR - 3.0 Megapixel WDR Bullet, 3-9mm	\$ 928.00	\$ 139.20	\$ 1,856.00
2.00	AVIGILON	3.0W-H3-DC1-3.0 Megapixel WDR In-Ceiling Dome, 3-9mm	\$ 788.00	\$ 118.20	\$ 1,576.00
12.00	AVIGILON	5.0-H3-BO1-IR -5.0 Megapixel 3-9mm	\$ 924.00	\$ 831.60	\$ 11,088.00
15.00	AVIGILON	H3-BO-JB - Junction box for the H3-BO-IR HD Bullet Cameras	\$ 76.00	\$ 85.50	\$ 1,140.00
11.00	AVIGILON	MNT-PEND-WALL - Compact wall bracket	\$ 72.00	\$ 59.40	\$ 792.00
2.00	AVIGILON	MNT-AD-POLE-B - Pole mount adapter	\$ 72.00	\$ 10.80	\$ 144.00
2.00	AVIGILON	12W-H3-4MH-DP14x 3MP, Pendant Multisensor camera	\$ 1,700.00	\$ 255.00	\$ 3,400.00
9.00	AVIGILON	9W-H3-3MH-DP1-3x 3MP, Pendant Multisensor Camera	\$ 1,500.00	\$ 1,012.50	\$ 13,500.00
1.00	DvTEL	CB-6208-11-8.0 Megapixel , 3-9mm ,IR illuminator	\$ 1,800.00	\$ 135.00	\$ 1,800.00
2.00	ILLUMINAR	IR 919-A60- 400' 12-24 VDC IR Illuminator	\$ 1,100.00	\$ 165.00	\$ 2,200.00
1.00	ALTRONIX	AL-12-24 - 12-24VDC Pwer Supply	\$ 324.00	\$ 24.30	\$ 324.00
1.00	BVN	BVN camera mount stanchion 10'	\$ 300.00	\$ 22.50	\$ 300.00
1.00	AVIGILON	5.0TB-HD-NVR HD NVR with 2nd Power Supply	\$ 5,236.00	\$ 392.70	\$ 5,236.00
1.00	AVIGILON	10.0TB-HD-NVR HD NVR2nd Power Supply	\$ 6,556.00	\$ 491.70	\$ 6,556.00
36.00	AVIGILON	1C-ACC5-ENT -ACC 5 Enterprise license for up to 1 camera	\$ 268.00	\$ 723.60	\$ 9,648.00
0.00			\$ -	\$ -	\$ -
0.00		OPTIONS	\$ -	\$ -	\$ -
1.00	AVIGILON	5.0-H3-BO1-IR -5.0 Megapixel 3-9mm	\$ 924.00	\$ 69.30	\$ 924.00
1.00	AVIGILON	8L-H4PRO-B-8 Megapixel H.264 HD Pro with LightCatcher	\$ 1,668.80	\$ 125.16	\$ 1,668.80
1.00	BVN	BVN camera housing	\$ 140.00	\$ 10.50	\$ 140.00
1.00	AVIGILON	LEFS175028SI-Sigma, 17-50mm, f/2.8, Auto-Iris	\$ 712.00	\$ 53.40	\$ 712.00
2.00	AVIGILON	1C-ACC5-ENT -ACC 5 Enterprise license for up to 1 camera	\$ 268.00	\$ 40.20	\$ 536.00
1.00	BVN	Payment Bond	\$ 4,000.00	\$ -	\$ 4,000.00
1.00	AVIGILON	SHIPPING	\$ 350.00	\$ -	\$ 350.00
1.00	AVIGILON	MOUNTING MATERIAL	\$ 1,000.00	\$ 75.00	\$ 1,000.00
Subtotal					\$ 68,890.80
Installation					\$ 25,250.00
Subtotal					\$ 94,140.80
Sales Tax					\$ 4,840.56
Total					\$ 98,981.36



Date: Oct 27, 2015

PURCHASE AGREEMENT

This Purchase Agreement is made and entered into by and between **Blue Violet Networks**, whose principal office is located at **215 Baker Street East, Suite 150, Costa Mesa, California 92626**, hereinafter referred to as "Company" and Oak Park Unified School District, located at 5801 Conifer St Oak Park CA, 91377, hereinafter referred to as "Purchaser". The Purchaser hereby buys and the Company hereby sells the following Video Surveillance, which is more fully described below.

QUANTITY	DESCRIPTION
	See Attached Attachments A

The Purchaser agrees to purchase said System and to pay the Company for such equipment and services as follows:

Warranty Price \$ 31,104.00

OPTION 1 - CASH PURCHASE

100% Down payment due at time of execution of agreement \$ 31,104.00

THIS AGREEMENT IS SUBJECT TO EACH AND EVERY TERM, CONDITION, RESERVATION, AND QUALIFICATION SET FORTH HEREIN. NO AGREEMENTS OR UNDERSTANDING SHALL BE BINDING ON EITHER OF THE PARTIES HERETO UNLESS ACCEPTED IN WRITING BY COMPANY AND PURCHASER OR EXPRESSLY SET FORTH HEREIN. THIS AGREEMENT IS NOT BINDING UPON THE COMPANY UNTIL ACCEPTED AND APPROVED BY A PARTNER OF THE COMPANY.

BLUE VIOLET NETWORKS

PURCHASER: Oak Park Unified School District

By _____
Sales Representative's Signature

By _____
Authorized Signature

By _____
Partner's Signature Date

By _____
Title Date



CUSTOMER SUPPORT AGREEMENT "ATTACHMENT A"

DATE: Oct. 27, 2015

CUSTOMER: Oak Park Unified School District

ADDRESS: 5801 E. Conifer St. Oak Park CA, 91377

SYSTEM DESCRIPTION:

CUSTOMER named above hereby agrees to enter into this Support Agreement (the "Agreement") with BLUE VIOLET NETWORKS effective upon payment, with respect to the equipment described on the attached Schedule "A" (the "Equipment"), which schedule is incorporated herein by this reference, upon the terms and conditions set forth below:

TERM: This Agreement shall be for a term of (4) four Years (the "Term"), commencing upon payment.

AGREEMENT: During the Term hereof, BLUE VIOLET NETWORKS agrees to provide service, maintenance and technical support on the equipment installed by BLUE VIOLET NETWORKS from defects in material and workmanship. BLUE VIOLET NETWORKS further agrees to perform all necessary maintenance on the Equipment to keep the Equipment in good working condition and repair, including the furnishing of all necessary labor and material with respect thereto. BLUE VIOLET NETWORKS shall have the option to repair the Equipment in place or to accept the return of the Equipment for repair or replacement. All expenses incidental to such repair or replacement shall be borne by BLUE VIOLET NETWORKS. In performance of its services to be rendered hereunder, BLUE VIOLET NETWORKS shall have, and the CUSTOMER hereby grants, full and unrestricted access to the premises in which the Equipment is located.

EXCLUSIONS: Expressly excluded from this Agreement are damages to or failure of the Equipment which damage or failure is caused by other than normal use, including, but not limited to, (a) CUSTOMER'S employees or agents' misuse, negligence, accident, theft or unexplained loss, or abuse of the Equipment; (b) natural occurrences, (c) connection to existing electrical current, (d) improper wiring, or, (e) the installation, repair, or alteration by anyone other than BLUE VIOLET NETWORKS employees or authorized agents. This Agreement specifically excludes labor and material costs for additions to, rearrangements of, or relocation of the Equipment. If the CUSTOMER requests service outside the scope of this Agreement, such repair or service will be furnished by BLUE VIOLET NETWORKS at its applicable rates for time and material then in effect. BLUE VIOLET NETWORKS responsibility for repair under this Agreement shall be limited to the CUSTOMER'S side of interconnecting devices connecting the Equipment to the LAN-WAN system operated



by the ISP, or, in the absence of interconnecting equipment, to the CUSTOMER'S side of the point of connection between Equipment and the ISP. If persons other than BLUE VIOLET NETWORKS representatives perform maintenance, repairs or alteration (additions or deletions) to the Equipment, this Agreement, by said acts shall be null and void. Software damage caused by viruses is not covered by the maintenance agreement and will be billed as time and materials unless specified. Any other Data services, IP network services or equipment, will be provided on a billable basis at the current hourly rates. Also excluded are manufacturers discontinued hardware & software.

SERVICE CALLS: BLUE VIOLET NETWORKS agrees to dispatch qualified technicians to the Equipment location within four (4) hours, twenty-four (24) hours a day, seven (7) days a week, after receiving notification of a major interruption of CUSTOMER'S service. Major interruption of service, for purposes herein, shall be defined as either no incoming or outgoing telephone service at CUSTOMER location. Routine maintenance requests will be responded to within twenty-four (24) hours of the CUSTOMER'S request between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Routine maintenance requests, for purposes herein, are any service calls necessary to correct any Equipment malfunction including, but not limited to, repair of video surveillance, access control and other system equipment which are malfunctioning or out of service.

PAYMENT: The current rate for maintenance pursuant to this Agreement is to be included in Sphere Agreement. This contract payment is payable in full in advance annually. The CUSTOMER further agrees to pay BLUE VIOLET NETWORKS, within 10 days upon presentation of invoice, for any and all work performed by BLUE VIOLET NETWORKS which work is outside the scope of this Agreement.

EXTENSION OF TERM: At the end of the initial Term herein, and any extension of the term, this Agreement shall be automatically extended for an additional one year term (the "Extended Term"), unless either party shall have given the other party sixty (60) days prior written notice that it does not wish to extend the Term of this Agreement. Any Extended Term shall be on the same terms and conditions as contained herein except the annual service and maintenance payment fee to be paid by customer. The annual payment for service and maintenance during the Extended Term shall be the rate BLUE VIOLET NETWORKS is then charging and will be based on the Customer's current configuration. BLUE VIOLET NETWORKS agrees to furnish Customer the required payment charge for the Extended Terms at least thirty (30) days prior to the commencement of the Extended Term.



LIMITATION OF LIABILITY: CUSTOMER acknowledges and agrees that neither BLUE VIOLET NETWORKS, its agents or employees, shall be liable for any loss or damage to the Equipment or other CUSTOMER property or for the injury or death of the Customer's agents, employees, or customers, which result from the maintenance service provided hereunder by BLUE VIOLET NETWORKS, its employees or agents, pursuant to the terms of this Agreement, unless such loss, damages, injury or death results solely from the gross negligence or willful misconduct of BLUE VIOLET NETWORKS, its agents or employees. Customer shall be responsible for local 911 access lines at remote Teleworker locations.

IN NO EVENT, HOWEVER, SHALL BLUE VIOLET NETWORKS, ITS AGENTS OR EMPLOYEES, BE LIABLE TO CUSTOMER FOR CUSTOMER'S INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, ANY LOSS OF BUSINESS, DAMAGE, OR EXPENSE DIRECTLY OR INDIRECTLY ARISING FROM CUSTOMER'S INABILITY TO USE THE EQUIPMENT EITHER SEPARATELY OR IN COMBINATION WITH ANY OTHER EQUIPMENT OR FROM ANY OTHER CAUSE.)

ENTIRE AGREEMENT: The provisions contained herein constitute the entire agreement between the CUSTOMER and BLUE VIOLET NETWORKS and may not be amended except in writing and signed by both parties.

CUSTOMER:

BLUE VIOLET NETWORKS:

Signature

Signature

Title/Date

Title/Date

Pacific Coast Sound and Communications
330 N. Wood Rd., Suite L • Camarillo, CA 93010
(805) 987-1351 • (805) 647-2823 • Fax (805) 987-1353
License #529914

PROPOSAL

No. 95302

PROPOSAL SUBMITTED TO:**DESCRIPTION OF JOB:**

Oak Park Unified School District

CCTV cabling

5801 E. Conifer Street

Oak Park, CA 91377

ATTN: Enoch Kwok

Phone

Fax/EMAIL

Date **October 20, 2015****We Hereby Submit** specifications and estimates:

Pacificom will provide and install category 6 cable, jacks and conduit as required per OPUSD drawings and job walk. The cabling will be installed as follows:

Red Oak Elementary School 3 new cameras

Brookside Elementary School 3 new cameras and adjust 3 cameras

Oak Hills Elementary School 4 new cameras

Medea Creek Middle School 4 new cameras and relocate 1 camera

Oak View High School 6 new cameras and adjust 4 cameras (saw cut, trench, add conduit to upper field)

Price includes materials, labor and sales tax.

We Hereby Propose to furnish labor and materials complete in accordance with the above specification, for the sum of \$ 12,995.00

With payment to be made as follows: 100% upon completion, Net 30 days.

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Authorized **Paul Vacca**

Signature: _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date Accepted: _____

Signature: _____

Title: _____

Signature: _____

Title: _____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
**SUBJECT: B.2.e. APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASES –
INSTRUCTIONAL EQUIPMENT AT OAK PARK HIGH SCHOOL**

ACTION

ISSUE: Shall the Board approve Measure C6 bond fund purchases for instructional equipment at Oak Park High School?

BACKGROUND: Oak Park High School is requesting approximately \$10,025 in Measure C-6 funding to replace aging risers for its choral program. As stated by the school's principal, Kevin Buchanan, the existing risers are old and inadequate for the size of the program OPHS now has in choir and also for when the program combines groups such as the middle school and instrumental music. The existing risers are currently used in the choir room, the field, the gym, and the pavilion. They are heavy and difficult to move around, and over time have taken a lot of abuse and have become rickety. The proposed new risers have an additional level to accommodate more students and are well designed to be sturdy yet portable. The quotation provided by Wenger Corporation for the proposed equipment is attached for the Board's review.

Measure C6 bond language specifically authorizes the use of bond funds to acquire "Classroom ...Equipment, including for Visual and Performing Arts Program..."

ALTERNATIVES:

1. Approve the purchase for instructional equipment/choral risers at Oak Park High School from Wenger Corporation, in the amount of \$10,025, to be funded from Measure C6 bond funds.
2. Do not approve the equipment purchase.

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	_____	_____	_____	_____

Customer Quotation

Quote: 972766
Prepared For: Oak Park High School
899 Kanan Rd
Oak Park, CA 91377-3904

Page: 1
Date: 9/01/2015
Effective: Until 10/31/2015

Wenger®

Delivery Within: 30 days
Tax: Included
Terms: NET 30/PENDING CREDIT APPROVAL
F.O.B. Point: Destination

Regarding: SIGNATURE RISERS 4TH STEP W/Side Rails Rev 1

Item	Description	Quantity	Unit Price	Price
The following price reflects a 23% discount effective until October 31, 2015:				
-----SIGNATURE WITH SIDE RAILS-----DECLINED-----				
098D054	SIGNATURE RISER, 4 STEP	6	1,375.00	8,250.00
098D541	SIGNATURE SIDERAILS (SET OF 2)	1	397.00	397.00

Total Product Charge 8,647.00
Frt Charges -890.00
Handling -260.00
Sales Tax -666.21
=====

-----Total Charge-----DECLINED-----10,463.21

SIGNATURE WITHOUT SIDE RAILS (ACCEPTED)

098D054	SIGNATURE RISER, 4 STEP	6	1,375.00	8,250.00

Total Product Charge				8,250.00
Frt Charges				890.00
Handling				248.00
Sales Tax				635.54
				=====

Total Charge (ACCEPTED) 10,023.54

The above accommodates 102-138 people.
Riser capacities shown include a row on the floor. The first number indicates how many performers will fit on a riser set if all performers stand shoulder-to-shoulder. The second number indicates how many performers will fit on the riser set if they are all facing center with shoulders overlapping.

**SPACE REQUIRED: 33'1" Wide X 12'4" Deep

The freight reflected in this quotation is

* Terms and Conditions of Sale appear on following page.

Submitted By: Debra Walker
Sales Representative

Phone: 800-733-0393 Ext 8242 Fax: 507-455-4258
Email: debra.walker@wengercorp.com

WENGER CORPORATION
555 Park Drive, PO Box 448
Owatonna, MN 55060-0448
Phone 800.4WENGER (493-6437)
Fax 507.455.4258
Parts & Service 800.887.7145

WENGER CORPORATION
CANADA OFFICE
Phone 800.268.0148

WORLDWIDE
Phone 1.507.455.4100
Fax 1.507.774.8576

WEB SITE
www.wengercorp.com

Wenger®

Customer Quotation

Quote: 972766
Prepared For: Oak Park High School
899 Kanan Rd
Oak Park, CA 91377-3904

Page: 2
Date: 9/01/2015
Effective: Until 10/31/2015

Wenger®

Delivery Within: 30 days
Tax: Included
Terms: NET 30/PENDING CREDIT APPROVAL
F.O.B. Point: Destination

Regarding: SIGNATURE RISERS 4TH STEP W/Side Rails Rev 1

Item	Description	Quantity	Unit Price	Price
	for common carrier shipment with tailgate de- livery. Tailgate delivery will require staff at your location to be available for unload- ing, moving the product to your desired loca- tion and completing any assembly. *****			

* Terms and Conditions of Sale appear on following page.

Submitted By: Debra Walker
Sales Representative

Phone: 800-733-0393 Ext 8242 Fax: 507-455-4258
Email: debra.walker@wengercorp.com

Debra Walker
WENGER CORPORATION
555 Park Drive, PO Box 448
Owatonna, MN 55060-0448
Phone 800.4WENGER (493-6437)
Fax 507.455.4258
Parts & Service 800.887.7145

WENGER CORPORATION
CANADA OFFICE
Phone 800.268.0148

WORLDWIDE
Phone 1.507.455.4100
Fax 1.507.774.8576

WEB SITE
www.wengercorp.com

Wenger®

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: NOVEMBER 17, 2015

**SUBJECT: B.3.a. APPROVE DISTRICT INSTRUCTIONAL CALENDAR FOR
SCHOOL YEARS 2016-2017 AND 2017-2018**

ACTION

ISSUE: Shall the Board of Education approve the instructional calendars of 2016-2017 and 2017-18?

BACKGROUND: The District Calendar Committee met on September 25, 2015 and proposed the attached two calendars Oak Park Teacher's Association and Oak Park Classified Association have both recommended approving these calendars. OPCA conducted an advisory vote and unanimously approved both calendars. OPTA conducted an advisory vote and the calendars were not approved. The Calendar Committee was reconvened and a second calendar was developed based on the concerns of the elementary staff. These calendars were forwarded to the sites and reviewed at staff meetings.

ALTERNATIVES:

1. Approved the 2016-2017 and 2017-2018 school year calendars.
2. Do not approve 2016-2017 and 2017-2018 school year calendars.
3. Adopt a modified version of the 2016-2017 and 2017-2018 school year calendars.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE: AYES NOES ABSTAIN ABSENT

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

OAK PARK UNIFIED SCHOOL DISTRICT

July 2016 - June 2017 – Student/Teacher Calendar

July 2016

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 - Independence Day

January 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2-6 – Winter Break
9 – Secondary Prep Day (Secondary Students Out of School/Elementary Students In School)
16 - Martin Luther King Day
16 days/E, 15 days /S

August 2016

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4 – K-12 Staff Development Day (Optional Buy Back)
5 – K-12 Staff Development Day (Optional Buy Back)
8 – Teacher Prep Day
9 – First Day of School
17 days

February 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

17 – K-12 Staff Development Day (Optional Buy Back Day)
20 - Washington's Birthday
18 days

September 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

5 - Labor Day
21 days

March 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23 days

October 2016

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3 – Local Holiday
12 – Local Holiday
17 – Elementary Prep Day (Elementary Students Out of School/Secondary Students In School)
Elementary Conference Dates- Oct.28 to Nov.4 – minimum days
18 days/E, 19 days/S

April 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

10-14 – Spring Break
15 days

November 2016

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11 - Veterans Day
21-23 – Local Holiday
24 - Thanksgiving Day
25 – Local Holiday
16 days

May 2017

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

26 – Last Day of School
29 - Memorial Day
20 days = 92 days/E, 91 days/S

December 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 – Local Holiday
26 – 30 – Winter Break
16 days = 88 Days/E, 89 Days/S

June 2017

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- # Denotes School Holiday
- # Denotes Beginning and Ending of School
- # Denotes Teacher Prep Day (Some Students In School/Some Student Out of School)

OAK PARK UNIFIED SCHOOL DISTRICT

July 2017 - June 2018 – Student/Teacher Calendar

July

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4 - Independence Day

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1-5 – Winter Break
8 – Secondary Teacher Prep (Secondary Student out of School) Elementary Students in School
15 - Martin Luther King Day
17 days/E, 16 days/S

August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

3 – K-12 Staff Development Day (Optional Buy Back)
4 – K-12 Staff Development Day (Optional Buy Back)
7 – Teacher Prep Day
8 – First Day of School
18 days

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

16 – K-12 Staff Development (Optional Buy Back)
19 - Washington's Birthday
18 days

September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 - Labor Day
21 – Local Holiday
19 days

March

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

30 – Local Holiday
21 days

October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

16 – Elementary Prep Day (Elementary Students out of School) Secondary Students in School
Elementary Conference Dates - Oct. 27 to Nov. 3 – Minimum Days
21 days/E, 22 days/S

April

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2-6 Spring Break
16 days

November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

10 - Veterans Day
20-22 – Local Holiday
23 - Thanksgiving Day
25 – Local Holiday
15 days/E, 16 days/S

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

25 – Last Day of School
28 - Memorial Day
19 days = 91 days/E, 90 days/S

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

22-29 – Winter Break
15 days = 89 days/E, 90 days/S

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

#Denotes School Holiday

#Denotes Beginning and Ending of School

#Denotes Teacher Prep Day (Some Students in School/Some Students Out of School)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.3.b. APPROVE REVISED PHYSICAL EDUCATION REQUIREMENTS FOR OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board of Education approve the revised Physical Education requirements for Oak Park High School?

BACKGROUND: This revision, which would take effect in 2016-2017, was developed by OPHS administration. It was reviewed and endorsed by School Site Council on November 17, 2015. The revision allows ninth grade students to be exempt from attending courses of physical education, if the student is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. This revision is aligned with the OPUSD Moral Imperative 1k, which states the goal, "Refine our athletic programs to ensure they emphasize and develop leadership, teamwork, diversity, and individual athletic potential." To ensure that "More flexibility will be available in terms of P.E. credit for in school and out of school athletics." It is also aligned with the goal of developing strategies to reduce stress.

Currently, ninth grade students must take Physical Education regardless of whether they are playing a school sponsored sport. This often results in these students having 90 minutes of PE as well as the 2-3 hours of practice for their sport on the same day. It also requires them to take Zero period class if they want to pursue an elective if their sport happens to be scheduled within the day. The high school is attempting to reduce the number of students who have to take zero period to allow them to take advantage of the later start time. Oftentimes, these students take zero period as part of a seven period schedule as well as playing a sport after school making for a very long day before they get home, have dinner, and begin homework.

These ninth grade students would earn no PE credit for their engagement in athletics, until they have passed the California Physical Fitness Test (CPFT) after which they would be able to earn credits for sports participation or PE courses. The revision is aligned with CA Ed Code 51242 and OPUSD Board Policy 51242 with regard allowing student athletes to be exempt from enrolling in PE. It creates greater flexibility for student/athletes to satisfy the ninth grade PE requirement while also meeting the CPFT requirement. It permits student athletes to sign up for electives in 9th grade rather than having to take PE along with playing a sport.

ALTERNATIVES: 1. Approve the revised Physical Education requirements for Oak Park High School.
 2. Do not approve the revised Physical Education requirements for Oak Park High School.

RECOMMENDATION: Alternative No. 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: NOVEMBER 17, 2015

SUBJECT: B.4.a. APPROVE 2016-2017 AND 2017-2018 CLASSIFIED EMPLOYEES HOLIDAY CALENDARS

ACTION

ISSUE: Should the Board of Education approve the 2016-2017 and 2017-2018 Classified Employees Holiday Calendars?

BACKGROUND: The proposed calendars were presented to Oak Park Classified Association and they have approving bringing the Classified Employees Holiday Calendar for Board approval, showing the 15 contractual holidays that coincide with the Student/Teacher Calendars for those two years.

- RECOMMENDATION:**
1. Approve the recommended 2016-2017 and 2017-2018 Classified Employees Holiday Calendars.
 2. Do not approve the recommended 2016-2017 and 2017-2018 Classified Employees Holiday Calendar.

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

July 2016 - June 2017 – Classified Holiday Calendar

July 2016

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4 - Independence Day

January 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 – New Year's Day

16 - Martin Luther King Day

August 2016

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

17 – Lincoln's Birthday

20 - Washington's Birthday

September 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

5 - Labor Day

March 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October 2016

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

14 – Local Holiday

November 2016

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11 - Veterans Day

23 – Local Holiday

24 - Thanksgiving Day

25 – Local Holiday

May 2017

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

29 - Memorial Day

December 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 – Local Holiday

26 – Christmas Day

30 – Local Holiday

June 2017

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Denotes School Holiday

Denotes Beginning and Ending of School

Denotes Teacher Prep Day (Some Students In School/Some Student Out of School)

OAK PARK UNIFIED SCHOOL DISTRICT

July 2017 - June 2018 – Classified Holiday Calendar

July

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4 - Independence Day

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1 – New Year's Day

15 - Martin Luther King Day

August

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

16 – Lincoln's Day

19 - Washington's Birthday

September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 - Labor Day

March

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

30 – Local Holiday

October

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

16 days

November

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

10 - Veterans Day

22 – Local Holiday

23 - Thanksgiving Day

25 – Local Holiday

May

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

28 - Memorial Day

December

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

22 - Local Holiday

25 – Christmas Day

30 – Local Holiday

June

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

#Denotes School Holiday

#Denotes Beginning and Ending of School

#Denotes Teacher Prep Day

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.4.b. APPROVE EARLY RETIREMENT INCENTIVE MEMORANDUM OF UNDERSTANDING

ACTION

ISSUE: Shall the Board approve Memorandum of Understanding between Oak Park Unified School District (OPUSD) and the Oak Park Teachers Association (OPTA) offering a retirement incentive for the 2015-2016 school year?

BACKGROUND: In each of the last three years, Oak Park Unified School District and the Oak Park Teachers Association have entered into a Memorandum of Understanding (MOU) to provide an early retirement incentive for teachers meeting certain eligibility requirements. OPUSD and OPTA have found this incentive to be mutually beneficial as a way to recognize the contributions of long-time employees of the District, minimize reduction of newly hired staff, and promote cost savings.

OPUSD and OPTA are proposing to once again to offer the incentive program for the 2015-16 school year. The proposed MOU is identical to the one approved for the 2014-15 school year and is attached for the Board's review.

ALTERNATIVES:

1. Approve the Memorandum of Understanding between OPUSD and OPTA offering a retirement incentive for the 2015-2016 school year.
2. Do not approve the Memorandum of Understanding.

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	_____	_____	_____	_____

**Memorandum of Understanding
Between OPUSD and OPTA Regarding
Retirement Incentive for the 2015-2016 School Year
Under Article 26**

Whereas the Oak Park Unified School District ("District") desires to recognize the contributions of longtime employees of the District, minimize reduction of newly hired staff and promote the cost savings that can potentially support future compensation increases, the following retirement incentive is agreed to for the 2015-2016 school year.

1. Eligibility requirement for participating in the retirement incentive:
 - a. Bargaining unit members must have attained the age of 55 by June 30, 2016.
 - b. Bargaining unit members must retire from the California Retirement System.
 - c. Bargaining unit members must have served a minimum of twelve (12) full-time years with the Oak Park Unified School District.
 - d. Bargaining unit members must commit to retirement, and inform the District of their decision to retire no later than March 4, 2016.
2. Retirement Incentive for the 2015- 2016 school year:
 - a. Full-time eligible bargaining unit members may elect either a one-time cash incentive of twenty-five thousand dollars (\$25,000), **or**
 - b. A single HMO health benefits package, including vision and dental (at the prevailing District's rate for retirees), not to exceed \$10,000 annually, for up to five years, or until the retiree reaches his/her 65th birthday, whichever occurs first.
3. If a full-time eligible bargaining unit member selects the single HMO coverage, the amount of the premium for single health coverage (not to exceed \$10,000) will be paid by the District for up to five (5) years, or until the retiree attains the age of 65.
4. A full-time eligible bargaining unit member may elect to use the single HMO incentive as credit to either a dual or family plan (including any PPO plan offered by-the District), with any additional premium cost for such coverage being paid for by the retiree.
5. Part-time eligible bargaining unit members will receive a pro-rated amount of the cash incentive, or the single HMO incentive based on their full time equivalency percentage at the time of their retirement.

This Memorandum of Understanding will be in force until June 30, 2016, unless extended by mutual agreement between the Association and the District.

APPROVED:

OAK PARK UNIFIED SCHOOL DISTRICT

OAK PARK TEACHERS ASSOCIATION

Anthony W. Knight, Ed.D, Superintendent

Russell Peters, Association President

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: B.5.a. APPROVE SELECTION OF ANNUAL ORGANIZATIONAL BOARD MEETING – DECEMBER 8, 2015

ACTION

ISSUE: Should the Board of Education select December 8, 2015 at 6:00 p.m., as the date and time for the annual organizational meeting for the Governing Board?

BACKGROUND: According to Education Code Section 35143, the Governing Board of each school district, in a year in which a regular election for governing board members is conducted, the meeting shall be held on a day within a 15-day period that commences with the first Friday of December. The date and time of the annual organizational meeting shall be selected by the Board at its regular meeting held immediately prior to the December Board Meeting. The Board shall notify the County Superintendent of Schools of the day and time selected. The Clerk of the Board shall, within 15 days prior to the date of the annual organizational meeting, notify in writing all members and members-elect of the date and time selected for the meeting.

ALTERNATIVES: 1. Approve December 8, 2015 at 6:00 p.m. as the date and time for the annual organizational meeting of the Governing Board.
2. Approve another date and time for the annual organizational meeting of the Governing Board.

RATIONALE: This is a regularly scheduled Board Meeting that complies with the mandate of Education Code Section 35143.

RECOMMENDATION: Alternative No. 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 KNIGHT, SUPERINTENDENT

DATE: NOVEMBER 17, 2015

SUBJECT: B.6.a APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION 3270 – SALE AND DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES–First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3270 – Sale and Disposal of Books, Equipment and Supplies?

BACKGROUND: Board Policy 3270 is a mandated policy updated to add Board roles in determining whether the value of the property is sufficient to warrant a sale and in approving the terms and conditions of the sale. Policy also reflects new law (SB 971, 2014) which eliminates the mandate to adopt rules for the identification of obsolete instructional materials. Board Policy 3270 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3270 – Sale and Disposal of Books, Equipment and Supplies.
2. Do not amend Board Policy 3270 – Sale and Disposal of Books, Equipment and Supplies.
3. Adopt a modified version of the amendment to Board Policy 3270 – Sale and Disposal of Books, Equipment and Supplies.

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 3000

Business and Non-instructional Operations

BP 3270(a)

Sale And Disposal Of Books, Equipment And Supplies

The Governing Board recognizes its fiscal responsibility to maximize the use of district equipment, supplies, instructional materials, and other personal property while providing up-to-date resources that facilitate student learning and effective district operations. When the Board, upon recommendation of the Superintendent or designee, declares any district-owned property unusable, obsolete, or no longer needed, the Board shall determine the estimated value of the property and shall decide whether the property will be donated, sold, or otherwise disposed of as prescribed by law and administrative regulation.

~~When district-owned instructional materials, equipment, supplies or other personal property becomes unusable, obsolete, or no longer needed, the Superintendent or designee shall notify the Governing Board, provide an estimated value and recommend whether the items be sold or disposed of by one of the methods prescribed in law and administrative regulations. Upon approval by the Board, the Superintendent or designee shall arrange for the sale or disposal of these items.~~

(cf. 0440 – District Technology Plan)

(cf. 3512 – Equipment)

(cf. 6161.11 – Supplementary Instructional Materials)

(cf. 6163.1 – Library Media Centers)

The Board shall approve the price and terms of any sale or lease of personal property of the district.

If the Board members who are in attendance at a meeting unanimously agree that the property, whether one or more items, does not exceed \$2,500 in value, the property may be sold without advertising for bids. (Education Code 17546)

If the Board members who are in attendance at a meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping. (Education Code 14546)

Instructional materials ~~may~~ ***shall*** be considered obsolete or unusable ~~when they:~~ ***by the district if they*** have been replaced by more recent editions or new materials selected by the Board, are not aligned with the district's academic standards or course of study, and have no foreseeable value in other instructional areas. ***Such materials may be sold or donated if they continue to serve educational purposes that would benefit others outside the district. Instructional materials are not appropriate for sale or donation if they meet any of the following criteria:***

1. Contain information rendered inaccurate or incomplete by new research or technologies
2. Contain demeaning, stereotyping or patronizing references to any group of persons protected against discrimination by law or Board policy

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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BP 3270(b)

3. Are damaged beyond use or repair

(cf. 0410 – Nondiscrimination in District Programs and Activities)
(cf. 1312.4 – Williams Uniform Complaint Procedures)
(cf. 6161.1 – Selection and Evaluation of Instructional Materials)
(cf. 6011 – Academic Standards)
(cf. 6143 – Courses of Study)

The Superintendent or designee shall establish procedures to be used whenever ***the district sells equipment or supplies originally acquired under a grant or subgrant. Such procedures shall be designed to ensure*** ~~selling equipment for which the federal government has a right to receive all or part of the proceeds. These procedures shall ensure a reasonable amount of competition so as to result in the highest possible revenue.~~

(cf. 3440 - Inventories)

Legal Reference:

EDUCATION CODE

17540-17542 Sale or lease of personal property by one district to another

17545-17555 Sale of personal property

35168 Inventory, including record of time and mode of disposal

42291.5 Temporary school bus designation

~~42303 School bus sale to another district~~

60500-60530 Determination of obsolescence

GOVERNMENT CODE

25505 District property; disposition; proceeds

CODE OF REGULATIONS, TITLE 5

3944 Consolidated categorical programs, district title to equipment

3946 Disposal of equipment purchased with state and federal consolidated application funds

UNITED STATES CODE, TITLE 40

549 Surplus property

CODE OF FEDERAL REGULATIONS, TITLE 34

80.32-80.33 Equipment acquired under a grant or subgrant

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

Standards for Evaluating Instructional Materials for Social Content, 2013

WEB SITES

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

School Services of California, Inc.: <http://www.sscal.com>

Adopted: 1-11-78

Amended: 3-18-86, 5-2-89, 9-17-02, 12-16-03, 2-16-10

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-instructional Operations

AR 3270(a)

Sale And Disposal Of Books, Equipment And Supplies

Instructional Materials

Surplus or undistributed obsolete instructional materials that are usable for educational purposes may be sold by the district. ***Alternatively, such materials may be donated to:*** ~~in which case all of the proceeds of the sale shall be available to acquire basic instructional materials, supplemental instructional materials, or technology-based materials.~~ (Education Code 60510, 60510.1, 60521)

~~Such materials also may be donated to~~

1. Another district, county free library, or other state institution
2. A United States public agency or institution
3. A nonprofit charitable organization
4. Children or adults in California or foreign countries for the purpose of increasing ***the general*** literacy of the people.

(cf. 0440 – District Technology Plan)

~~*(cf. 6161 – Equipment, Books and Materials)*~~

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

(cf. 6161.11 – Supplementary Instructional Materials)

(cf. 6163.1 – Library Media Centers)

Any organization, agency or institution receiving obsolete instructional materials donated by the district shall certify to the ***Governing*** Board that it agrees to make no charge to any person to whom it gives or lends these materials. (Education Code 60511)

At least 60 days before selling or donating surplus or obsolete instructional materials, the Superintendent or designee shall notify the public of ~~it's~~ ***the District's*** intention to do so through a public service announcement on a local television station, in a local newspaper, or by another means ***that the he/she believes*** will most effectively reach the entities described above. ~~The Board shall also permit~~ Representatives of these entities and members of the public ***also shall be notified of the opportunity*** to address the Board regarding the distribution of these materials.

(cf. 9323 - Meeting Conduct)

Surplus or undistributed obsolete instructional materials which ~~are unusable or which~~ cannot be distributed as specified above may be disposed of by either of the following: (Education Code

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AR 3270(b)

60530)

1. Mutilated so as not to be salable *as instructional materials* and sold for scrap *or use in the manufacture of paper pulp or other substances* at the highest obtainable price
2. Destroyed by any economical means, provided that the materials are not destroyed until at least 30 days after the Board has given notice to all persons who have filed a request for such notice

(cf. 3510 – Green School Operations

(cf. 3511.1 – Integrated Waste Management)Personal Property

Equipment/Supplies Acquired with Federal Funds

When a district has a need to replace equipment originally purchased with funds from a federal grant or subgrant, it may subject to the approval of the agency that awarded the grant, trade in the original equipment or sell the property and use the proceeds to offset the cost of the replacement property. (34 CFR 80.32)

When any original or replacement equipment or supplies acquired under a federal grant or subgrant are no longer needed for the original project or program or for other federal supported activities, the district may retain or sell such items or, if the item has a current fair market value of less than \$5,000, may otherwise dispose of the item in a manner approved by the Board. Whenever the district sells equipment or supplies that have a current fair market value of \$5,000 or more, it shall provide an amount to the federal agency equal to the agency's share of the current market value of the equipment or the proceeds from the sale of the equipment or supplies (34 CFR 80.32-80.33)

In the event that the district is provided equipment that is federally owned, the district shall request disposition instructions from the federal agency when it no longer needs the equipment. (34 CFR 80.32)

Other Personal Property

The district may sell **other** surplus or obsolete district-owned personal property through any of the following methods:

The Superintendent or designee may advertise for bids by posting a notice in at least three public places in the district for at least two weeks or **by published-ing a notice** at least once a week for at least two weeks in a newspaper having a general circulation in the district and, if possible, publishing within the district. The district shall sell the property to the highest responsible bidder or shall reject all bids. (Education Code 17545, **18548**)

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Property for which no qualified bid has been received may be sold, without further advertising, by the Superintendent or designee. (Education Code 17546)

(cf. 3311 – Bids)

2. The property may be sold by means of a public auction conducted by district employees, employees of other public agencies, or by contract with a private auction firm. ~~Notice related to the auction shall be posted or published as described in item #1 above.~~ (Education Code 17545)

3. The district may sell the property, without advertising for bids, under an of the following conditions:

a. The ~~Governing~~ Board members attending a meeting **have** unanimously **determined** ~~agree~~ that **the** property, ~~whether one or more items~~, does not exceed \$2,500 in value. (Education Code 17546)

(cf. 9323.2 – Actions by the Board)

b. The district sells the property to agencies of federal, state or local government, or to any other school district, or to any agency eligible under the federal surplus property law and the sale price equals the cost of the property plus the estimated cost of purchasing, storing, and handling. (Education Code 17540; 40 USC 549)

c. The district sells or leases the property to agencies of federal, state or local government or to any other school district and the price and terms of the sale or lease are fixed by the Board and approved by the County Superintendent of Schools. (Education Code 17542)

~~If the Board members attending a meeting unanimously find that the value of the property is insufficient to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board or may be disposed of by dumping. (Education Code 17546)~~

Money received from the sale of surplus property shall be either deposited in the district reserve or general fund or credited to the fund from which the original purchase was made. (Education Code 17547)

(cf. 3100 – Budget)

Adopted: 1-11-78

Amended: 3-18-86, 5-2-89, 9-17-02, 11-09

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: NOVEMBER 17, 2015

SUBJECT: B.6.b. APPROVE AMENDMENT TO BOARD POLICY AND ADOPT ADMINISTRATIVE REGULATION 4154, 4254, 4354 – HEALTH AND WELFARE BENEFITS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4154, 4254, 4354 – Health and Welfare Benefits?

BACKGROUND: Board Policy 4154, 4254, 4354 is being updated to reflect the federal Patient Protection and Affordable Care Act, applicable to districts with 50 or more full-time employees. Board Policy 4154, 4254, 4354 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4154, 4254, 4354 – Health and Welfare Benefits.
2. Do not amend Board Policy 4154, 4254, 4354 – Health and Welfare Benefits.
2. Adopt a modified version of the amendment to Board Policy 4154, 4254, 4354 – Health and Welfare Benefits.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4154, 4254, 4354(a)

Health And Welfare Benefits

The Governing Board recognizes that health and welfare benefits are essential to promote employee health and productivity and are an important part of the compensation offered to employees. The district shall provide health and welfare benefits for certificated and classified employees in bargaining units in accordance with state and federal law and subject to negotiated employee agreements.

(cf. 4140/4240 - Bargaining Units)

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4151/4251/4351 – Employee Compensation)

Certificated management, and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for certificated employees. Classified management, administrative and supervisory employees who are not in bargaining units shall receive the same health and welfare benefits as those specified in the collective bargaining agreement for classified employees.

(cf. 4300 – Administrative and Supervisory Personnel)

For the purposes of granting benefits pursuant to state law, a registered domestic partner and his/her child shall have the same rights, protections, and benefits as a spouse and spouse's child. (Family Code 297.5, 300)

The district shall offer full time employees who work an average of 30 hours or more per week and their dependents up to age 26 years a health insurance plan that includes coverage for essential health benefits, pays at least 60 percent of the medical expenses covered under the terms of the plan, and meets all other requirements of the federal Patient Protection and Affordable Care Act.

With respect to eligibility to participate in the health benefit plan or the level of health benefits provided, the district shall not discriminate in favor of employees who are among the highest paid 25 percent of all district employees. (26 USC 105; 42 USC 300gg-16)

Continuation of Coverage

Retired certificated employees, other employees who would otherwise lose coverage due to a qualifying event specified in law and administrative regulation, and their qualified beneficiaries may continue to participate in the district's group health and welfare benefits in accordance with state and federal law.

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Personnel

BP 4154, 4254, 4354(b)

Unless otherwise provided for in the applicable collective bargaining agreement, covered employees and their qualified beneficiaries may ~~To receive continuation coverage under this program, covered employees and qualified beneficiary shall pay~~ ***by paying*** the premiums, dues and other charges, including any increases in premiums, or dues, and costs incurred by the district in administering this program.

Confidentiality

The Superintendent or designee shall not use or disclose any medical information the district possesses ~~pertaining to an employee~~ without the employee's authorization obtained in accordance with Civil Code 56.21, except for the purpose of administering and maintaining employee health benefit plans and for other purposes specified in law. (Civil Code 56.20)

(cf. 4112.6/4212.6/4312.6 – Personnel Files)

Legal Reference:

EDUCATION CODE

7000-7008 Health and welfare benefits, retired certificated employees

17566 Self-insurance fund

35208 Liability insurance

35214 Liability insurance (self-insurance)

44041-44042 Payroll deductions for collection of insurance premium

44986 Leave of absence, state disability benefits

45136 Benefits for classified employees

CIVIL CODE

56.10-56.16 Disclosure of information by medical providers

56.20-56.245 Use and disclosure of medical information by employers

FAMILY CODE

297-297.5 Rights, protections and benefits under law; registered domestic partners

GOVERNMENT CODE

12940 Discrimination in employment

22750-22944 Public Employees' Medical and Hospital Care Act

53200-53210 Group insurance

HEALTH AND SAFETY CODE

1366.20-1366.29 Cal-COBRA program, health insurance

1367.08 Disclosure of fees and commissions paid related to health care service plan

1373 Health services plan, coverage for dependent children who are full-time students

1373.621 Continuation coverage, age 60 or older after five years with district

1374.58 Coverage for registered domestic partners, health service plans and health insurers

INSURANCE CODE

10116.5 Continuation coverage, age 60 or older after five years with district

10128.50-10128.59 Cal-COBRA program, disability insurance

10277-10278 Group and individual health insurance, coverage of dependent children

10604.5 Annual disclosure of fees and commissions paid

12670-12692.5 Conversion coverage

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Personnel

BP 4154, 4254, 4354(c)

LABOR CODE

2800.2 Notification of conversion and continuation coverage

4856 Health benefits for spouse of peace officer killed in performance of duties

UNEMPLOYMENT INSURANCE CODE

2613 Education program; notice of rights and benefits

UNITED STATES CODE, TITLE 1

7 Definition of marriage, spouse

UNITED STATES CODE, TITLE 26

105 Self-insured medical reimbursement plan, definition of highly compensated individual

~~139C COBRA premium assistance, elimination of subsidy for high income individuals~~

4980B COBRA continuation coverage

4980H Penalty for noncompliance with employer provided health care requirements

5000A Minimum essential coverage

6056 Report of health coverage provided to employees

~~6432 COBRA premium assistance~~

~~6720C COBRA premium assistance, failure to notify health plan of cessation of eligibility~~

UNITED STATES CODE, TITLE 29

1161-1168 COBRA continuation coverage

UNITED STATES CODE, TITLE 42

300gg-300gg95 Patient Protection and Affordable Care Act, especially:

300gg-16 Group health plans; nondiscrimination in favor of highly compensated individuals

1395-1395g Medicare benefits

CODE OF FEDERAL REGULATIONS, TITLE 26

54.4980B-1-54.4980B-10 COBRA continuation coverage

54.44980H-1-54.498H-6 Patient Protection and Affordable Care Act

1.105-11

CODE OF FEDERAL REGULATIONS, TITLE 45

164.500-164.534 Health Insurance Portability and Accountability Act (HIPAA)

Management Resources:

CALIFORNIA SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Health Policy: Implication of Covered California for School Boards, Cistricts and Personnel, Governance Brief, January 2013

INTERNAL REVENUE SERVICE GUIDANCE

~~Premium Assistance for COBRA Benefits, Notice 2009-27~~

2011-1 Affordable Care Act Nondiscrimination Provisions Applicable to Insured Group Health Plans

U.S. DEPARTMENT OF TREASURY PUBLICATIONS

WEB SITES

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

California Department of Industrial Relations: <http://www.dir.ca.gov>

California Employment Development Department: <http://www.edd.ca.gov>

Internal Revenue Service: <http://www.irs.gov>

U.S. Department of Health and Human Services, Centers for Medicare and Medicaid Services:

<http://www.cms.hhs.gov>

U.S. Department of Labor: <http://www.dol.gov>

Adopted: 9-17-80

Amended: 7-12-78, 11-17-82, 7-23-85, 3-4-86, 1-21-92, 9-17-02, 11-17-09

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 4000

Personnel

AR 4154, 4254, 4354(a)

Affordability of Health Coverage

The Superintendent or designee shall seek written assurance from the district's health insurance carrier(s) that the health plan offered to full-time district employees and their dependents meets all requirements of the federal Patient Protection and Affordable Care Act. (42 USC 300gg-300gg95; 26 USC 4980H; 26 CFR 54.4980H-1-54.4980H-6)

The Superintendent or designee also shall ensure that each employee's contribution to the employee-only health coverage does not exceed 9.5 percent of his/her modified household income, as defined in 26 USC 5000A. The Superintendent or designee shall calculate the affordability of the coverage using one or more of the following methods in a uniform and consistent basis for all employees within the same category: (26 USC 4980H; 26 CFR 54.4980H-4-54.4980H-5)

1. The district shall ensure that the lowest cost employee-only coverage does not exceed 9.5 percent of wages paid to the employee by the district for the calendar year as reported on the employee's W-2 tax form. For an employee not offered coverage for an entire calendar year, the wages shall be adjusted to reflect the period for which coverage was offered.
2. The district shall ensure that the employee's required monthly contribution for the lowest cost employee-only coverage does not exceed 9.5 percent of an amount equal to 130 hours multiplied by the employee's hourly rate of pay on the first day of the plan year or his/her lowest hourly pay during the calendar month, whichever is lower.
3. The district shall ensure that the employee's contribution does not exceed 9.5 percent of a monthly amount determined as the federal poverty line for a single individual for the applicable calendar year, divided by 12.

Retired Certificated Employees

Any former certificated employee who retired from the district under any public retirement system and his/her spouse/domestic partner shall be permitted to enroll in the health and welfare and/or dental care benefit plan currently provided for certificated employees. The plan also shall be available to any surviving spouse/domestic partner of a former certificated employee who either retired from the district under any public retirement system or was, at the time of death, employed by the district and a member of the State Teachers' Retirement System. (Education Code 7000)

A retired certificated employee or surviving spouse/domestic partner shall be allowed to enroll in the coverage within 30 days of losing active employee coverage. If he/she does not enroll during

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 4000

Personnel

AR 4154, 4254, 4354(b)

this initial enrollment period, he/she may be denied further opportunity to do so. (Education Code 7000)

COBRA/Cal-COBRA Continuation Coverage

Covered district employees and their qualified beneficiaries shall be offered the opportunity to continue health and disability insurance coverage when they otherwise would lose coverage due to one of the following qualifying events: (Health and Safety Code 1366.21, 1366.23, 1373; Insurance Code 10128.51, 10128.53, 10277; 26 USC 4980B; 26 CFR 54.4980B-4)

1. Death of the covered employee
2. Termination or reduction in hours of the covered employee's employment, other than termination by reason of the employee's gross misconduct

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)

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

3. Divorce or legal separation of the covered employee
 4. The covered employee becoming entitled to Medicare benefits
 5. A dependent child ceasing to be a dependent child of the covered employee
- Continuation health coverage shall be the same as provided to similarly situated individuals under the group benefit plan. (Health and Safety Code 1366.23; Insurance Code 10128.53; 26 USC 4980B)

The Superintendent or designee shall notify the health care service plan administrator of a qualifying event listed in item #1, 2, or 4 above, within 30 days of the event. A covered employee or qualified beneficiary shall notify the service plan administrator of a qualifying event listed in item #3 or 5 above within 60 days of the event or of the date that the beneficiary would lose coverage, whichever is later. (26 USC 4980B; 29 USC 1163, 1166; 26 CFR 54.4980B-6)

Continuation coverage shall be terminated in accordance with the district's insurance plan and federal and state law. (26 USC 4980B; 26 CFR 54.4980B-6; Health and Safety Code 1373.621; Insurance Code 10116.5)

The Superintendent or designee shall notify covered employees and qualified beneficiaries of the availability of conversion and continuation coverage. This notification shall include the

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 4000

Personnel

AR 4154, 4254, 4354(c)

statement in Labor Code 2800.2 encouraging individuals to examine their options carefully before declining such coverage. (Labor Code 2800.2)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

Disability Insurance

The Superintendent or designee shall give notice of disability insurance rights and benefits to each new employee and each employee leaving work due to pregnancy, nonoccupational illness or injury, the need to provide care for any sick or injured family member, or the need to bond with a minor child within the first year of the child's birth or placement in connection with foster care or adoption. (Unemployment Insurance Code 2613)

(cf. 4157.1/4257.1/4357.1 - Work-Related Injuries)

(cf. 4161/4261/4361 - Leaves)

(cf. 4161.1/4361.1 - Personal Illness/Injury Leave)

(cf. 4161.8/4261.8/4361.8 - Family Care and Medical Leave)

(cf. 4261.1 - Personal Illness and Injury Leave)

When disabled by an injury sustained from a violent act while performing duties within the scope of employment and performing creditable employment, a certificated or classified employee may continue in the district health and dental care plans upon meeting criteria specified by law. The employee shall pay all employer and employee premiums and related administrative costs. (Education Code 7008)

Adopted:

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: NOVEMBER 17, 2015

**SUBJECT: B.6.c AMENDMENT TO BOARD POLICY AND ADMINISTRATION
REGULATION 5141.31 –IMMUNIZATIONS – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5141.31 –Immunizations?

BACKGROUND: Board Policy 5141.31 is being updated to reflect new law (SB 277, 2015) which limits the personal beliefs exemption of students whose parent/guardian submits a letter or written affidavit by January 1, 2016, in which case the exemption shall be effective only until the student enters the next grade span, as defined. Board Policy 5141.31 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5141.31 –Immunizations.
2. Do not amend Board Policy 5141.31 –Immunizations.
3. Adopt a modified version of the amendment to Board Policy 5141.31 –Immunizations.

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 5141.31(a)

Immunizations

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board shall cooperate with state and local health agencies to encourage immunization **and facilitate immunization** of all district students against preventable diseases.

(cf. 1400 - Relations between Other Governmental Agencies and the Schools)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.26 – Tuberculosis Testing)
(cf. 6142.8 – Comprehensive Health Education)

Each student enrolling for the first time in a district elementary school or secondary school, preschool or child care and development program **or, after July 1, 2016, enrolling in or advancing to grade 7**, shall present an immunization record from any authorized private or public health care provider certifying that he/she received all required immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

(cf. 5112.1 - Exemptions from Attendance)
(cf. 5112.2 - Exclusions from Attendance)
(cf. 5141.32 – Health Screening for School Entry)
(cf. 5148 - Child Care and Development)
(cf. 5148.3 – Preschool/Early Childhood Education)

~~Except to the extent otherwise authorized by law, Each transfer student shall **be requested to** present evidence of **his/her** immunization **record, if possible, upon registration at a district school.** before he/she is admitted to school. Such evidence may include the child's personal immunization record from his/her authorized health care provider or his/her cumulative file from his/her previous school.~~

(cf. 6173 – Education for Homeless Children)
(cf. 6173.1 – Education for Foster Youth)
(cf. 6173.2 – Education of Children of Military Families)

The Superintendent or designee may arrange for an authorized health care provider to administer immunizations at school to any student whose parent/guardian has consented in writing. At the beginning of the school year, parent/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school. (Education Code 49403)

(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - Student Health and Social Services)
(cf. 5145.6 - Parental Notifications)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.31(b)

Legal Reference:

EDUCATION CODE

44871 Qualifications of supervisor of health

46010 Total days of attendance

48216 Immunization

48853.5 Immediate enrollment of foster youth

48980 Required notification of rights

49403 Cooperation in control of communicable disease and immunizations

49426 Duties of school nurses

49701 Flexibility in enrollment of children of military families

51745-51749.6 Independent study

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable disease especially:

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information

CODE OF REGULATIONS, TITLE 5

430 Student records

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

UNITED STATES CODE, TITLE 42

11432 Immediate enrollment of homeless children

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

Management Resources:

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

California Immunization Handbook for Schools and Child Care Programs, ~~July 2003~~ **August 2015**

Guide to Immunizations Required for School Entry

~~Guide to the Requirements of the California School Immunization Law for Parents of Children in or Entering School or Child Care~~

Parent's guide to Immunizations Required for School Entry

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009

WEB SITES

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

California Department of Public Health, Immunization Branch: <http://www.cdph.ca.gov/programs/immunize>

California Department of Public Health, Shots for Schools: <http://shotsforschools.org>

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

Education Audit Appeals Panel: <http://www.eaap.ca.gov>

U.S. Department of Education: <http://www.cdc.gov>

Adopted: 10-15-80

Amended: 5-15-84, 5-20-86, 8-18-92, 9-17-02, 3-15-11

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5141.31(a)

Required Immunizations

The Superintendent or designee shall provide parents/guardians, upon school registration, a written notice summarizing the state's immunizations requirements.

The Superintendent or designee shall not unconditionally admit any student to a district elementary or secondary school, preschool, or child care and development program ***for the first time***, nor, ***after July 1, 2016, admit or*** advance any student to ***grade 7*** ~~specified grade levels~~ unless that student has ***been fully immunized. The student shall present*** ~~presented~~ documentation of full immunization, in accordance with the age/grade and dose required by the California Department of Public Health (CDPH), against the following diseases: (Health and Safety Code 120335; 17 CCR 6020)

1. Measles, mumps and rubella (MMR)
2. Diphtheria, tetanus and pertussis (whooping cough) (DTP, DTaP or Tdap)
3. Poliomyelitis (polio)
4. Hepatitis B
5. Varicella (chickenpox)
6. Haemophilus influenza type b (Hib meningitis)
7. Any other disease designated by the CDPH

(cf. 5141.22 – Infectious Diseases)

(cf. 5148 – Child Care and Development)

(cf. 5148.3 – Pre-School/Early Child Education)

(cf. 6170.1 – Transitional Kindergarten)

However, full immunization against hepatitis B shall not be a condition by which the Superintendent or designee shall admit or advance any student to grade 7. (Health and Safety Code 120335)

A student who qualifies for an individualized education program (IEP), unless otherwise exempt, shall be fully immunized in accordance with Health and Safety Code 120335 and this regulation. However, the district shall continue to implement the student's IEP and shall not prohibit the student from accessing any special education and related service required by his/her IEP regardless of whether the student is fully immunized. (Health and Safety Code

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5141.31(b)

120335)

(cf. 6159 – Individualized Education Program)

The student's immunization record shall be provided by the student's health care provider or from the student's previous school immunization record. The record must show ***at least the month and year for each dose, except that the day, month, and year must be shown for the MMR doses given during the month of the first birthday and for the Tdap dose given during the month of the seventh birthday. (17 CCR 6070)*** ~~the date that each dose was administered.~~

Exemptions

Exemption from immunization requirements shall be granted under ***and either*** of the following circumstances: ~~(Health and Safety Code 120365, 120370, 120375; 17 CCR 6051)~~

1. The student's parent/guardian provides a written statement by a licensed physician ***to the effect*** that, ~~due to the physical condition~~ ***of the child is such***, or medical circumstances ***relating to the child are such, that immunization is not considered safe. The*** ~~of the student, one or more immunizations are considered unsafe or are permanently not included. The physician's statement shall indicate the specific nature and probable duration of the medical condition or circumstances, including but not limited to, family medical history, for which the physician does not recommend that contraindicate immunization. (Health and Safety Code 120370; 17 CCR 6051)~~ ***In such circumstances, the student shall be exempted from one or more vaccines to the extent indicated by the physician's statement.***

2. The student's parent/guardian ***files with the district, before January 1, 2016,*** ~~provides a letter or written affidavit stating that an immunization is contrary to his/her personal beliefs, in which case the student shall be exempted from the immunization until he/she enrolls in the next applicable grade span required immunization (birth to preschool, grades K-6, grades 7-12). (Health and Safety Code 120335)~~ ***documentation which immunizations required by Health and Safety Code 120355 have been given and which immunizations have not be given on the basis that they are contrary to the parent/guardian's beliefs.***

(cf. 6141.2 - Recognition of Religious Beliefs and Customs)

When a student transfers to a different school within the district or transfer into the district from another school district in California, his/her personal beliefs exemption filed before January 1, 2016, shall remain in effect until the next applicable grade span. A student transferring from a school outside the district shall present a copy of the personal beliefs exemption upon enrollment. When a student transfers in the district from outside California and presents a personal beliefs exemption issued by another state or country prior to January

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5141.31(c)

1, 2016, the Superintendent or designee may consult with legal counsel regarding the applicable immunization requirements.

3. The student enrolled in an independent study program pursuant to Education Code 51745-51749.6 and does not receive classroom-based instruction.

(cf. 6158 – Independent Study)

~~When immunizations(s) are contrary to the parent/guardian's personal beliefs but there is good cause to believe that the student has been exposed to one of the communicable diseases listed in Health and Safety Code 120325, the student may be temporarily excluded from school until the local public health officer is satisfied that the student is no longer at risk of developing the disease.~~

~~On or after January 1, 2014, the parent/guardian shall also submit a form prescribed by the CDPH which includes a signed attestation by a health care practitioner that indicates he/she has provided the parent/guardian with information regarding the benefits and risk of the immunization and the health risks of the communicable diseases listed in Health and Safety Code 120335 to the person and the community. The parent/guardian shall sign a statement indicating that he/she has received this information. Neither the health care practitioner nor the parent/guardian shall sign these statements more than six months prior to the date that the student is subject to the immunization requirement. In lieu of the original form, the district shall accept a photocopy of the signed form or a letter by a health care practitioner that includes all information and attestations included on the form.~~

Conditional Enrollment

The Superintendent or designee may conditionally admit a student with documentation from an authorized health care provider that: (Health and Safety Code 120340; 17 CCR 6000, 6035)

1. The student has ***not received all the immunizations required for his/her group, but has commenced receiving doses of all required vaccines*** ~~received some but not all required immunizations and~~ is not due for any ~~vaccine~~ doses at the time of admission

2. The student has a temporary exemption from immunization for medical reasons ***pursuant to item #1 in the section "Exemptions" above.***

The Superintendent or designee shall notify the student's parents/guardians of the date by which the student must complete all the remaining doses when they become due as specified in 17 CCR 6035.

OAK PARK UNIFIED SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5141.31(d)

(cf. 5145.6 – Parental Notifications)

In addition, a transfer student may be conditionally admitted for up to 30 school days while his/her immunization records are being transferred from the previous school. If such documentation is not presented within 30 days, the student shall be excluded from school until the required immunizations have been administered. (17 CCR 6070)

The Superintendent or designee shall review the immunization record of each student admitted conditionally every 30 days until that student has received all the required immunizations. If the student does not receive the required immunizations within the specified time limits, he/she shall be excluded from further attendance until the immunizations are received. (Health and Safety Code 120375; 17 CCR 6070)

The Superintendent or designee shall immediately enroll homeless students, foster youth, and students of military families even if their immunization records are missing or unavailable at the time of enrollment. School or district staff shall work with the student's prior school to obtain the student's immunization records or shall ensure that he/she is properly immunized. (Education Code 48853.5, 49701; Health and Safety Code 120341; 42 USC 11432)

(cf. 6173 – Education for Homeless Children)

(cf. 6173.1 – Education for Foster Youth)

(cf. 6173.2 – Education of Children of Military Families)

Exclusions Due to ***Exposure to Disease*** ~~Lack of Immunizations~~

If the district has good cause to believe that a student has been exposed to a disease listed in the section “Required Immunizations” above and his/her documentation of immunization does not show proof of immunization against that disease, that student may be temporarily excluded from the school until the local health officer informs the district in writing that he/she is satisfied that the student is no longer at risk of developing or transmitting the disease. (Health and Safety Code 120370)

~~Any student without the required evidence of immunization may be excluded from school until the immunization is obtained or an exemption is granted in accordance with the section “Exemptions” above.~~

~~*(cf. 5112.2 – Exclusions from Attendance)*~~

~~*(cf. 6183 – Home and Hospital Instruction)*~~

~~Before an already admitted student is excluded from school attendance because of lack of~~

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5141.31(e)

~~immunization, the Superintendent or designee shall notify the parent/guardian that he/she has 10 school days in which to supply evidence of proper immunization or an appropriate exemption. (Education Code 48216; 17 CCR 6040)~~

~~This notice shall refer the parent/guardian to the student's usual source of medical care or, if the student has no usual source of medical care, then to the county health department or school immunization program, if any. (Education Code 48216)~~

~~(cf. 5141.6—School Health Services)~~

~~The Superintendent or designee shall exclude from further attendance any already admitted student who fails to obtain the required immunization within 10 school days following the parent/guardian's receipt of the notice specified above, unless the student is exempt from immunization for medical reasons or personal beliefs. The student shall remain excluded from school until he/she has received another dose of each required vaccine due at that time. The student shall also be reported to the attendance supervisor or principal. (17 CCR 6055)~~

Records

The Superintendent or designee shall record each new entrant's immunizations in the California School Immunization Record and retain it as part of the student's mandatory permanent student record. District staff shall maintain the confidentiality of immunization records and may disclose such information to state and local health departments only in accordance with law. (Health and Safety Code 120375, 120440; 17 CCR 6070)

(cf. 5125 - Student Records)

The district shall also retain in the mandatory student record any physician or health officer statement, personal beliefs letter or affidavit, reason for conditional enrollment, or any other documentation to the student's immunization record or exemptions.

Audits

If an audit reveals deficiencies in the district's reporting procedures, the Superintendent or designee shall present the Board with a plan to remedy such deficiencies.

Adopted: 9-17-02

Amended: 11-10, 11-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: NOVEMBER 17, 2015

**SUBJECT: B.6.d. APPROVE AMENDMENT TO BOARD POLICY 6190 –
EVALUATION OF INSTRUCTIONAL PROGRAM – First
Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6190 – Evaluation of Instructional Program?

BACKGROUND: Board Policy 6190 is being updated to reflect the suspension of the state Academic Performance Index and new law (AB 104, 2105) which adds homeless students to the definition of numerically significant student subgroups whose progress toward district goals must be annually assessed. Board Policy 6190 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6190 – Evaluation of Instructional Program.
2. Do not amend Board Policy 6190 – Evaluation of Instructional Program.
3. Adopt a modified version of the amendment to Board Policy 6190 – Evaluation of Instructional Program.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6190(a)

Evaluation Of The Instructional Program

The Governing Board recognizes that it is accountable to the students, parents/guardians and community for the effectiveness of the district's education program in meeting the district goals for student learning. The Superintendent or designee shall conduct a continual evaluation of the curriculum and the instructional program in order to improve student achievement.

(cf. 0200 – Goals for the School District)

(cf. 0500 - Accountability)

(cf. 6000 - Concepts and Roles)

(cf. 6141 – Curriculum Development and Evaluation)

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

~~*(cf. 9000 – Role of the Board)*~~

The Superintendent or designee shall provide the Board and the community with regular reports on student progress toward Board-established standards of expected achievement at each grade level in each area of study. In addition, he/she shall evaluate and report data for each district school and for every numerically significant subgroup, ***as defined in Education Code 52052, of the student population***, including, but not limited to, school and subgroup performance on statewide achievement indicators ***and progress toward goals specified in the district's local control and accountability plan (LCAP).***

(cf. 0460 – Local Control and Accountability Report)

(cf. 0510 - School Accountability Report Card)

(cf. 6011 - Academic Standards)

(cf. 6162.5 – Student Assessment)

(cf. 6162.51 – State Academic Achievement Test Standardized Testing and Report Program)

(cf. 6162.52 –High School Exit Examination)

(cf. 6173.1 – Education for Foster Youth)

(cf. 6174 – Education for English Language Learners)

Based on these reports, the Board shall take appropriate actions to maintain the effectiveness of programs and to improve the quality of education that district students receive.

~~Categorical Program Monitoring~~ ***Annual Monitoring of Consolidated Application Programs***

The Superintendent or designee and the Board shall annually determine whether the district's categorical programs funded through the state's consolidated application are ***effective in meeting the needs of the students*** ~~supportive of the core curriculum and are effective in meeting the needs of the students~~ they are intended to serve. As a basis for this evaluation, the Superintendent or designee shall recommend for Board approval the specific, measurable criteria that shall be

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6190(b)

used at each school and at the district level. These criteria shall include, but not necessarily be limited to, ***the progress of all students and of each numerically significant subgroup toward goals contained in the district's LCAP, the school's single plan for student achievement, Title I educational agency plan and/or other applicable district or school plans.*** ~~toward goals contained in the school's single plan for student achievement and progress of the total student population and each numerically significant subgroup toward growth targets on the statewide Academic Performance Index.~~

Federal Program Monitoring

To ensure that the district's categorical programs comply with application legal requirements, the Superintendent or designee shall, on an ongoing basis, conduct a district self-evaluation which may utilize tools developed by the district or the California Department of Education (CDE).

When the district is selected by the CDE for a Federal Program Monitoring (FPM) compliance review, the Superintendent or designee shall gather and submit all documentation and data required for the review and shall cooperate with CDE staff to facilitate program monitoring.

~~The Superintendent or designee shall cooperate with the California Department of Education in the categorical program monitoring process to ensure that the district categorical programs comply with federal and state laws and regulations. The Superintendent or designee shall report to the Board regarding the results of this monitoring process.~~

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

~~(cf. 0420 – School Plans/Site Councils)~~

~~(cf. 0420.1 – School Based Program Coordination)~~

~~(cf. 1312.3 - Uniform Complaint Procedures)~~

~~(cf. 1312.4 – Williams Uniform Complaint Procedures)~~

~~(cf. 4112.24 – Teacher Qualifications Under the No Child Left Behind Act)~~

~~(cf. 4131 – Staff Development)~~

~~(cf. 3513.3 – Tobacco Free Schools)~~

~~(cf. 5020 – Parents Rights and Responsibilities)~~

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

~~(cf. 5148 – Child Care and Development Programs)~~

~~(cf. 5148.1 – Child Care Services for Parenting Students)~~

~~(cf. 5148.2 – Before/After School Programs)~~

~~(cf. 6020 – Parent Involvement)~~

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

~~(cf. 6142.7 – Physical Education and Activity)~~

~~(cf. 6171 - Title I Programs)~~

~~(cf. 6172 – Gifted and Talented Student Program)~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6190(c)

(cf. 6173 – Education for Homeless Children)
~~*(cf. 6174 – Education for English Language Learners)*~~
(cf. 6175 – Migrant Education Program)
~~*(cf. 6178 – Career Technical Vocational Education)*~~
~~*(cf. 6178.1 – Work-Based Learning Experience Education)*~~

~~On an ongoing basis, the Superintendent or designee shall conduct a district self evaluation which may utilize tools developed by the district or the CDE to ensure compliance of district categorical programs with legal requirements.~~

Evaluation of Consolidated Categorical Programs

Western Association of Schools and Colleges (WASC) Accreditation

The Board believes that accreditation by the Western Association of Schools and Colleges (WASC) can foster excellence and ongoing academic improvement in the district's schools. The results of the accreditation process also may demonstrate to parents/guardians and the community that the schools are meeting their goals and objectives and the WASC criteria for school effectiveness through a viable instructional program.

The Superintendent or designee shall undertake procedures whereby the district's schools may achieve and maintain full WASC accreditation status. The schools shall conduct a self-study in accordance with WASC requirements, cooperate with the WASC committee during a site visit, and develop and review action plans to increase the effectiveness of the instructional program for students. The Superintendent or designee shall regularly report to the Board on the status of district schools and any WASC recommendations for school improvement.

The results of any inspection of a school by WASC, or any other accrediting agency, shall be published not later than 60 days after the results are mail available to the school.

Publication shall be by notifying each parent/guardian in writing and/or by posting the information on the district's or school's web site, as determined by the Superintendent or designee. (Education Code 35178.4)

(cf. 1113 – District and School Web Sites)
(cf. 5145.6 – Parental Notifications)

If any district school loses its accreditation status, the Board shall give official notice at a regularly scheduled Board meeting. The Superintendent or designee shall provide written notification to each parent/guardian of a student in the school that the school has lost its accreditation status, including the potential consequences of the loss of accreditation status. This

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6190(d)

notice shall also be posted on the district's web site and the school's web site. (Education Code 35178.4)

Legal Reference:

EDUCATION CODE

33400-33407 Educational evaluations

35178.4 Notice of loss of accreditation status

44662 Evaluation and assessment guidelines

48985 Compliance with translation of parental notifications

51041 Education program, evaluation and revisions

51226 Model curriculum standards

~~52050-52059 Public Schools Accountability Act~~

52052-52052.1 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

~~54650-54659 Education Improvement Incentive Program~~

62005.5 Failure to comply with purposes of funds

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

3930-3937 Program requirements

3942 Continuity of funding

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

Management Resources:

~~CSBA PUBLICATIONS~~

~~Maximizing School Board Leadership: Curriculum, 1996~~

~~CDE PUBLICATIONS~~

~~Ongoing Program Self-Evaluation Tool (OPSET)~~

~~Categorical Program Monitoring Instruments~~

FPM Frequently Asked Questions

Federal Program Monitoring Instruments

WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES PUBLICATIONS

Focus on Learning Joint WASC/CDE Process Guide, 2014

WEB SITES

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

CDE, School and District Accountability Division: <http://www.cde.ca.gov/ccpdiv>

WASC, Accrediting Commission for Schools: <http://www.acswasc.org>

Adopted: 4-26-78

Amended: 11-19-80, 6-19-84, 6-12-90, 9-17-02, 5-16-06, 9-18-07

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: NOVEMBER 17, 2015
SUBJECT: VII.1. MONTHLY ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 3 of the 2015-16 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. 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: Shannan Kaesberg, Senior Accountant, 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: NOVEMBER 17, 2015
SUBJECT: VII.2. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow through October 31st of the 2015-16 school year?

BACKGROUND: 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. 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; for information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: Sara Ahl, Principal, Brookside Elementary School
DATE: November 17, 2015
SUBJECT: Monthly Board Report for Brookside Elementary School

SCHOOL EVENTS:

- Our 5th grade students are busy preparing for our annual Veteran's Day Assembly, which will take place on Monday, November 9th at 8:20am. We will be honoring active and retired members of the U.S. armed forces and recognizing their contributions to our country. We will also be presenting donations of coffee and socks to Lynda Miller, who sends care packages to troops overseas in Iraq and Afghanistan.
- Our Kindergarten Classes will be performing their Thanksgiving shows throughout the week of November 16th.
- Thanks to our hard-working PTA volunteers, our Book Fair was a huge success, bringing in approximately \$4,000 to help support the many programs that our PTA funds. One new event this year was the "Parent and PJs" event held in the evening, complete with a book signing by Drew Daywalt, Brookside parent and author of The Day the Crayons Quit and The Day the Crayons Came Home.
- Mrs. Ahl is very happy to be back. ☺

FIELD TRIPS:

- Each of our 4th Grade classes will visit Limoneira this month to discover the journey of a lemon from orchard to shipping dock. This ties into the Language Arts novel, *Esperanza Rising*, used by 4th grade teachers. Students also learn more about 21st century farming methods, sustainable agriculture practices using solar energy, and green waste recycling.
- The Chumash field trip came to us! Our 3rd graders experienced life as the Chumash did. They learned how they created their own fire, made food, and built their homes.

SCHOOL SITE COUNCIL:

Brookside School Site Council met on October 6, 2015. Agenda items included CAASPP results, parent score reports, the Kindergarten yard project, and Odyssey of the Mind. The School Site Council will meet again on November 10, 2016 and will share out at the upcoming Board meeting.

CALENDAR HIGHLIGHTS:

Nov 9	Veteran's Day Assembly 8:20am
Nov 18	PTA Fundraiser at Sharky's in Westlake Village (4:00 – 7:30pm)

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: November 17, 2015

SUBJECT: Monthly Board Report

Santa Cruz Island

Our 5th grade students participated in an incredible learning experience on our Santa Cruz Island adventure. This trip is always a favorite highlight of the year. As we move toward more inquiry-based learning, our team reevaluated how field trips like this can become more student-centered and provide greater opportunity for critical thinking. As we move toward the new NGSS standards, we also wanted this experience to reflect extension or exposure to these new standards. Instead of having the students sit and listen, we wanted them to explore, and observe the island. With the support of our Technology TOSA, we have designed a Goosechase mission for students to complete on this trip with their iPads. Their tasks related to the three major units of study in the 5th grade NGSS. The Island Packers staff, and our in-house expert Dr. Knight, provided expertise and helped the students interpret the many interactions they observed. The students enjoyed the good weather for a day at sea and hiking on the island. The crossing was relatively quiet in terms of wildlife sightings, possibly due to unusually warm water temperatures. On the island, students saw the Island Fox and enjoyed a rigorous hike with spectacular views of the ocean. Overall, the trip was a great success. The students made many key observations and captured lots of examples on their iPads to extend their learning back in the classroom. Both the students and the staff learned quite a bit on this trip. We owe a huge thank you to Dr. Knight, Mrs. Hammill, Mrs. Sloan, and our fifth grade teachers for making this trip possible.

Oak Hills Halloween Parade

On Friday morning, the Oak Hills students, staff and parents enjoyed a traditional costume parade. The students gathered on the playground dressed in their Halloween costumes. Each class paraded around their schoolmates, while parents and guests cheered them on and snapped pictures. This was a fun-filled event that allowed students to enjoy the season in a safe and positive way.

Gold Ribbon Application

The Oak Hills staff submitted its intent to apply for California's Gold Ribbon School Award. The staff discussed what model program or signature practice we should highlight in our application. We felt that the program/practice should be something we are in the midst of developing, and that demonstrates our District's forward-thinking approach to education. We decided on the implementation of project-based learning and inquiry-based learning. This program/practice addresses the diverse needs of all students. The program aims to increase student achievement, maximize student engagement, and develop critical thinking and collaboration skills. These are skills that are explicitly called for in the California State Standards and the Next Generation Science Standards to prepare our students to become college and career ready. The implementation process has included extensive professional development, evaluating and improving our professional practice in the classroom, and partnerships with higher education. The final application is due to the State by November 20th.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: November 17, 2015

SUBJECT: Monthly Board Report

Santa Cruz Island Field Trips

Our three 5th grade classes traveled by bus and boat to Santa Cruz Island off the coast of California. All three classes went on Friday, October 16. The students were able to observe sea mammals on the ocean voyage to and from the island and endemic animals on the island including the Scrub Jay and the Island Fox. Guides provided scientific and historical information and demonstrations about Santa Cruz Island.

Fall Family Night

Our PFA organization sponsored a Fall Family Night on Friday, October 9. A DJ provided dance music that night with popcorn and other treats provided. Bingo was played in the MPR and a raffle was staged. Everyone had a great time.

Halloween Parade

Our annual Halloween Parade was held on October 30th on our lower blacktop area. Each grade level paraded around the perimeter of the blacktop showing off their costumes to parents and classmates while Halloween music played over the loudspeakers. Adult grade level teams wore themed costumes. Our PFA sold refreshments to parents. At the end, time was allotted for pictures of the costumed staff and individual classes.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: NOVEMBER 17, 2015

SUBJECT: MONTHLY SCHOOL REPORT

Where Everyone Belongs (W.E.B.) Breakfasts: These continue through November and December as a way to have 8th grade ‘mentors’ continue their connection with 6th graders on campus—all with the goal of fostering a sense of connectedness and community at MCMS.

California Lutheran University Art Gallery November 2nd: Malia Cadle, art teacher, took her 8th grade students for a tour of the gallery and special exhibition for an art-filled curricular trip.

7th Grade Catalina Trip November 2-4: Over 300 students will be attending the Catalina Island Marine Institute November 2-4. This is an excellent, hands-on marine science adventure made possible by dedicated teachers, administrators and parents.

ASB Attends Annual CADA Conference in Ventura on November 3rd: Mr. Steve White, ASB advisor, will take his enthusiastic leadership students on a curricular trip that energizes and expands their leadership repertoire.

AstroCamp Trip #2 November 9-11: Roger Newell, science teacher, will be taking 8th graders to the mountains of Idyllwild for a great experience at AstroCamp and physical science.

8th Grade Intramural Football November 12th: MCMS plays Lindero Middle School from 3:00-5:00 at Lindero.

Future Business Leaders of America (FBLA) November 14-15: The MCMS Club, sponsored by Barbara Wechter, will be attending its first conference with about 10 students and parents attending.

Santa Comes To Agoura November 16-20: MCMS participates by gathering breakfast foods for the locally needy.

November 18th Rockets! Rockets! Rockets! : This 6th grade elective will be going on a curricular trip to the L.A. Science Center to attend the IMAX “Journey to Space” movie and exhibit of the same name. They will also get to tour the Endeavor

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: November 17, 2015

SUBJECT: Monthly Board Report

COLLEGE AND CAREER CENTER

College application season is upon us and counselors are meeting with seniors to help prepare their applications. Thanks to the efforts of Jean Hawkins and parent volunteers, the College and Career is in full swing. College visits, parent and student Naviance workshops, and the remaining college visits are scheduled for month of November.

PEER COUNSLING RETREAT

Peer Counselors and Advanced Peer Counselors held their retreat at the Shalom Institute in Malibu in October and heard presentations from the Anti Defamation League as well as participating in training and activities that prepare them to be student advocates at OPHS. Awareness Week is in January 2016

OPHS DRAMA

The Oak Park Performing Arts Alliance's production of *You Can't Take it With You* drew good audiences. Directed by Don Enoch, the play was very well acted and staged by our very talented students. Currently, OPHS is in rehearsals for the Shakespeare's *The Tragedy of Romeo and Juliet* to be staged in December.

ATHLETICS

Football enters its last game this Friday away at Agoura 6-3. There is a chance of a wild card playoff spot. Girls' volleyball just missed making the playoffs despite a thrilling last game and a solid mid-season winning streak. Cross Country is running well but is facing stiff competition in the new Coastal Canyon League. Boys and girls soccer are in tryouts and boys and girls basketball are ramping up for the winter sports season.

BLOOD DRIVE

OPHS Associated Student Body held the Red Cross Blood Drive in October and collected over 78 units of blood. This is the second year that we have opened the Blood Drive to the community as well as staff and students and it has helped increase the awareness and amount collected. ASB are considering adding another Blood Drive to the calendar in addition to the two they run every year.

HOMECOMING

The Homecoming Rally, Football Game, Halftime show with fireworks and Cinderella Carriage as well as the Homecoming dance all went off without a hitch. Thanks to ASB students, Heidi Cissel and the class advisors.

WASC

The Focus on Learning Self Study process is winding up and preparations for the WASC accreditation visit on February 28-March 2, 2016 are being finalized. The visit has been rescheduled because it was originally scheduled on February 7-10 which conflicted with the Super Bowl.

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: November 17, 2015

SUBJECT: Monthly Board Report (November)



HALLOWEEN PARTY

Our ASB hosted a Halloween party. We had a events such as: costume contest, mummy toilet paper wrap, guess the amount of candy corn, whipped cream and gummy worm contest, and donut on a string eating contest. We served salads and turkey or veggie burgers.

GIRLS EMPOWERMENT

This group was such a success that we are trying to get the counselor to come back for a couple more weeks, with the added possibility of having another group for the second semester. The Girls Empowerment Workshop aims to educate, empower and inspire girls by raising awareness, developing communication skills and cultivating self-respect. The group is normally an 8-10 week curriculum; however, we completed most of it in a 4-week stint. We had such a strong response from our students, many were crying on the last day, so we would like to bring back the presenter for another 2 weeks and then for another 6-8 weeks in the second semester. The curriculum covered consists of the following:

- Finding Common Ground and Respecting Others
- Bullying and Sexual Harassment
- Social Media
- Media Literacy
- Body Image, Eating Disorders and Self Care
- Depression, Self-Injury and Suicide
- Sexuality, Sex Education, Abstinence
- Sexual Assault Awareness
- Sex trafficking Information
- Healthy Relationships
- Communication and Assertiveness Skills
- Personal Safety

WASC

We continue to work on our WASC on a weekly basis in preparation for our visit in March. Our WASC Chair, Alex Contreras, asked to have another pre-visit to review our Internship programs on Friday, January 15th. The WASC team will not be able to see these classes because they will only be there from Sunday to Wednesday. Therefore, Alex would like to have some knowledge of the program, so he can communicate it to his team.



OAK PARK INDEPENDENT SCHOOL



KATE EDWARDS PASSING

Kate Edwards, teacher with OPIS, passed away unexpectedly at the beginning of October. Our staff is getting better and is adjusting to this tragedy. We were able to have two therapists speak to our staff from the Ludington Institute. We had several counselors from OPHS to help with speaking to our students on the first day everyone returned since hearing the news. The OPIS teachers have really stepped up and worked with the students. They have a great rapport with their students and because of these close relationships, our teachers were really the ones who talked through the tragedy with their students. This was a difficult task to ask of someone who has just lost a friend. We had to move over 60 students to different teachers because Kate oversaw “set” students. It was quite an ordeal behind the scenes to work with the parents and place all the students accordingly. As a result, a majority of our teachers are all over their normal 28 students.

BIG IDEAS MATH CURRICULUM

Next week, we have a representative from the Big Ideas Math Curriculum presenting to our staff. We are currently considering other curriculums as well, but the high school felt this was a strong possibility. We think it may work for our independent-style learning.

OFFICE MANAGER/NEW TEACHERS

Cristina Sanchez, our OPIS Office Manager, has been given a great opportunity for another job and she is leaving OPIS on November 6th. She is an amazing worker and will be a huge loss for our school. OPIS has had an extremely busy and trying month with everything that has gone on from losing Kate and now Cristina’s leaving. We are looking forward to hiring someone in the next couple of weeks for both the Office Manager and teacher positions. Even though this is not traditionally the best time to find candidates for both positions, we have had an outpouring of interest for both. We are extremely optimistic on who we will get.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent