

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #911

DATE: June 16, 2015

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

TIME: **5:00 p.m. Closed Session – G9 – PLEASE NOTE EARLIER 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
Jake Whealen, 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

Tuesday, August 18, 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 #911
June 16, 2015

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

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

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Campus Supervisor, Campus Supervisor Substitutes, Clerical Substitutes, Custodian Substitutes, Food Services Substitute, School Psychologists, Elementary Teachers, Humanities Teacher, Spanish Teachers, Math Teachers, Athletics Training Teacher, ESY Special Language

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. SUPERINTENDENT EVALUATION

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 from OPHS Students Avhi Gowder and Amogha Koka regarding Conejo/Las Virgines Future Foundation Activities
2. Presentation of Partners in Education Award – Ginger Perini
3. Remarks from Board Members
4. Remarks from Student Board Member

5. Remarks from Superintendent
6. Remarks from School Site Councils
7. Report from Facilities Planning Committee
8. Report from Technology

B. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. [Approve Minutes of Regular Board Meeting May 19, 2015 and Special Meeting June 2, 2015](#)
- b. [Public Employee/Employment Changes 01CL22735-01CL22756 & 01CE07296-01CE072357](#)
- c. [Approve Purchase Orders –May 1 - 31, 2015](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Advanced Peer Counseling Retreat – September 20-21, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High ASB Retreat, August 8-9, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- f. [Approve Out of State Travel for Certificated Employee to Attend Special Education Law Conference in Seattle Washington – October 5-7, 2015](#)
Board Policy 3350 requires Board approval for employee out of state travel
- g. [Approve Facility Use By Religious Organization – Chabad of Oak Park](#)
Board approval required for facility use agreements
- h. [Approve Renewal Agreement with School Services of California for Fiscal Information Services](#)
Board Policy 3312 requires Board approval for contracts for services
- i. [Approve Renewal Agreement for 2015-16 Crossing Guard Services](#)
Board Policy 3312 requires Board approval for contracts for services
- j. [Approval Denial of Claim #15-02 for Alleged Damages](#)
Board approval required for denial of claim
- k. [Approve Resolution #15-09, Appropriation and Budgeted Transfers for Fiscal year 2015-2016](#)
Resolution authorizes transfers of budget appropriations and budgeted transfer to monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another
- l. [Approve Resolution #15-10, Temporary Loans Between District Funds for Fiscal Year 2015-2016](#)
Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receive of tax deposits or State revenue
- m. [Approve Resolution #15-11, Year End Budget and Interfund Transfers for Fiscal Year 2014-2015](#)
Resolution authorizes Director of Accounting to make any and all necessary budget transfers as required permitting the payment of obligations incurred by the District for the fiscal year ending June 30, 2015

ACTION

2. BUSINESS

a. Approve District of Choice Summary Report to Adjourning Districts

Education Code 48313 required Board approval for District of Choice Summary Report to Adjourning District annually

b. Approve Acceptance of Oak Park Citizens' Oversight Committee Annual Report for Measure C

Board will accept OPCOC Annual Report on Measure C

Board Policy 3312 requires Board approval for contracts for services

c. Approve Award of Contract for Project 15-12R, HVAC Replacement, Library Building at Medea Creek Middle School

Board Policy 3312 requires Board approval for contracts for services

d. Approve Award of Contract for Summer Cleaning Services

Board Policy 3312 requires Board approval for contracts for services

e. Approve Measure C6 Bond Fund Equipment Purchases – Language Lab at OPHS

Board approval required for Measure C6 Bond Fund Equipment Purchases

f. Approve 2015-2016 Employee Health Benefit Plans

Board Policy 3312 requires Board approval for contracts for services

g. Approve 2015-2016 Local Accountability Plan

Education Code 52062 requires annual Board approval of Local Accountability Plan

h. Adoption and Approve 2015-2016 Oak Park Unified School District Annual Budget

Education Codes 42103 and 42127 requires annual approval of school district budgets

i. Approve Spending Plan for 2015-2016 Education Protection Account Funds

Proposition 30 requires Board approval for spending plan for Education Protection Account Funds

j. Approve Acceptance of Donations

Board Policy 3290 requires Board approval for acceptance of donations to the District

3. CURRICULUM

a. Approve Additional Textbooks for Oak View High School

Board approval required for new textbooks

b. Approve New Course for Oak View High School – Marine Science

Board approval required for new course

4. HUMAN RESOURCES

a. Approve Authorization to Establish a Classified Position – Social-Emotional Services Specialist

Board approval required for establishment of Classified position

5. BOARD POLICIES

a. Approve Amendment to Board Policy and Administrative Regulation 0460 – Local Control and Accountability Plan – First Reading

Policy updated to reflect new Title 5 Regulations (Register 2015, No.2) which (1) present a template for the local control and accountability plan (LCAP), (2) define and give examples of the means by which districts may consult with students when developing the LCAP, (2) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions if any, of districtwide and schoolwide services provided with local control funding formula (LCFF) supplemental and concentration funds. Regulation adds new section which addresses requirement for districts receiving LCFF supplemental and concentration funds to increase or improve services for “unduplicated students” and reflect new Title 5 Regulation (Register 2015, No. 2) which specify the method for determining the percentage

by which services for unduplicated students must be increased or improved above services provided to all students.

b. Approve Amendment to Board Policy 3312 – Contracts – First Reading

Policy updated to reflect new law (AB 1584, 2014) which mandates policy when the district chooses to enter into a contract with a third party for digital storage, maintenance, or retrieval of students records. Policy also updates section for contracts for non-nutritious foods or beverages and adds new section reflecting requirements for contracts for personal services.

c. Approve Amendment to Board Policy 4143, 4243 – Negotiations/Consultation – First Reading

Policy updated to reflect new law (AB 1611, 2014) which requires reasonable written notice to the exclusive employee representative whenever the district intends to make any changes in matters within the scope of negotiations. Policy also clarified related meetings that may be held in closed session and adds language on providing released time for a reasonable number of employee representatives for meeting and negotiating and for the processing of grievances.

d. Approve Amendment to Board Policy and Administrative Regulation 5111 – Admission – First Reading

Policy updated to reflect new law (AB 2706, 2014) which requires district enrollment forms to including information about affordable health care options and available enrollment assistance. Policy also adds language to ensure that enrollment of homeless student, foster youth, or child of a military family is not delayed for lack of records and reflects new law (AB 2276, 2014) which prohibits district from denying enrollment to children from juvenile court schools for the sole reason of their contact with the juvenile court system. Regulation updated to delete outdated dates re: age of eligibility for TK, kindergarten, or first grade.

VII. INFORMATION ITEMS

1. **Monthly Measure C6 Budget Report**
2. **Monthly Measure R Budget Report**
3. **Monthly Enrollment and Attendance Report**
4. **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 5-19-15 #908
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the regular meeting to order at 4:45 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 4:46 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, reconvened the regular meeting to order at 6:09 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, Mr. Derek Ross, Member and Jake Whealen, Student Board Rep.

STAFF PRESENT

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

FLAG SALUTE

Boy Scout Troop 756 led the Honor Guard and Pledge of Allegiance to the Flag

ADOPTION OF AGENDA

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education adopted the agenda as presented except to remove Item B.2.h. Motion carried Aye: Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0,

PUBLIC SPEAKERS

None

PRESENTATIONS

The Board presented Partner in Education Award to Rose DeMattia

The Board presented OPHS student Sean Michael Fitzpatrick Certificate of Recognition for earning Microsoft Specialist Office Master Certification.

The Board honored retirees Deborah King and Nora Fels.

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen thanked everyone involved in organizing the Big Sunday event held on May 3. Board Member Denise Helfstein also thanked everyone involved in organizing Big Sunday. She reported she attended the Dog Walk, OPIS Open House and Curriculum Council meeting. Board Member Drew Hazelton reported he attended a Master In Governance workshop, Big Sunday, BES fundraiser, Technology Committee and Needs Assessment Committee meetings. Board Member Derek Ross also attended a Masters In Governance Workshop and the Community Outreach Committee meetings. He thanked Toni Caruso for her leadership of the Big Sunday event. Board Member Barbara Laifman reported she attended the OVHS Open House, Friends meeting, Wellness Council meeting, and the DELAC meeting. The Community Outreach Committee held its last meeting this year with many plans for next year. Ms. Laifman extended her thanks to Toni Caruso for another successful Big Sunday. She also served on the Marie Panec Scholarship Selection Committee.

REPORT FROM STUDENT BOARD REP

Jake Whealen reported things are winding down for this year but ASB has been busy setting calendar dates for next school year events as well as preparing for registration in August. Prom was held this past weekend, Senior Week picnic held yesterday and the 11th Grade students are in the midst of taking SBAC tests this week.

REPORT FROM SUPERINTENDENT

Dr. Knight congratulated OPHS and MCMS for earning the California Department of Education Gold Ribbon Award. There will be a ceremony to present the award and flag to the schools that will be in San Diego on Friday, May 22. A team from each school will be attending. Things are winding down but we must remember to celebrate all the events coming up at this time of year. Dr. Knight reported the Dog Walk earned \$420 for the .

The Board received a SSC Report from BES.

C.1. CONSENT AGENDA

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

- a. [Approve Minutes of Regular Board Meeting April 21, 2015](#)
- b. [Public Employee/Employment Changes 01CL22715-01CL22733 & 01CE07238-01CE07295](#)
- c. [Approve Purchase Orders –April 1 - 20, 2015](#)
- d. [Approve Overnight Trip for Oak Park High School Girls' Volleyball Team – September 11-12, 2015](#)
- e. [Approve Overnight Trip for Oak Park High Cross Country Team – July 26-31, 2015](#)
- f. [Ratify Overnight Trip for Oak Park High School Student Elected to Future Business Leaders of America State Board – May 15-16, 2015](#)
- g. [Approve Designation of the 2015-16 District/School Representatives to California Interscholastic Federation Leagues](#)
- h. [Approve Out of State Travel for Certificated Employees to Attend the Columbia Summer Reading/Writing Institute in New York City](#)
- i. [Accept 2014-15 Second Period Attendance Report](#)
- j. [Approve Notice of Completion For Project 15-01R, Building C HVAC Replacement At Medea Creek Middle School](#)
- k. [Approve Notice of Completion For Project 15-04R, OPHS Softball Field Walkway](#)
- l. [Authorization and Approval To Purchase Shade Structures From USA Shade & Fabric Structures, Inc., Per The Piggyback Provisions Of PCC Section 20118](#)

ACTION

2. BUSINESS

a. Accept Oak Park Citizens' Oversight Committee Annual Reports for Measures C, C6, and R

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education accepted the Oak Park Citizens' Oversight Committee Annual Reports for Measure C, C6 and R and directs staff to draft a response for the Board's approval. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

b. Approve Award of Contract for Project 15-12R, HVAC Replacement, Library Building at Medea Creek Middle School

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the Award of Contract for Project 15-12R, HVAC Replacement, Library Building at Medea Creek Middle School to Lennox Industries in the amount of \$83,838. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

c. Approve Agreement For Architectural Services In Connection DSA Project Closeout And Certification

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the Agreement for Architectural Services in Connection with DSA Project Closeout and Certification with Mainstreet Architects + Planners, Inc. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

d. Approve Consultant Agreement for Bond Counsel Services

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Consultant Agreement for Bond Counsel Services with Stradling Yocca Carlson & Rauth. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

e. Approve Consultant Agreement for Financial Advisor Services

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the Consultant Agreement for Financial Advisor Services to Piper Jaffray & Co. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

f. Approve Measure C6 Bond Fund Equipment Purchases

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

g. Approve Consultant Agreement For Proposition 39 Grant Application Services

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Consultant Agreement for Proposition 39 Grant Application Services to KW Engineering. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

h. Approve Modifications To Facility Use Agreement With Westlake-Agoura Girls Softball Association

Item removed from agenda.

i. Approve Safe School Plans

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the Safe School Plans. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

j. Governor's 2015-16 Budget Proposal - May Revision

Board discussed the latest information on the Governor's 2015-16 Budget Proposal – May Revision

k. Approve Award of Bid 15-03R Roof Repairs and Replacement, Building C, Medea Creek Middle School

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the Award of Bid 15-03R Roof Repairs and Replacement, Building C, Medea Creek Middle School to Pacific Single-Ply Roofing, Inc. in the amount of \$114,284. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

l. Approve Consultant Agreement for Oak Park Needs Assessment Plan Development

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved the Consultant Agreement for Oak Park Needs Assessment Plan Development with Balfour Beatty Construction in an amount not to exceed \$27,000. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

m. Board Review of Draft 2015-16 Oak Park Unified School District Local Control and Accountability Plan

Board reviewed the draft of the 2015-16 OPUSD Local Control and Accountability Plan.

3. CURRICULUM

a. Approve 2015-2016 Student Handbooks

On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved the 2015-2016 Student Handbooks. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

b. Approve Revised District Instructional Calendar for School Year 2015-2016

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the revised District Instructional Calendar for School Year 2015-2016. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

c. Approve Computing with Robotics Course at Oak Park High School

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the Computing with Robotics course at Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

d. Approve Creative Writing Course at Oak Park Independent School

On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved the Creative Writing Course at Oak Park Independent School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

e. Approve Additional Novels at Oak Park High School

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the additional Novels at Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

4. BOARD

a. Approve California School Boards Association Membership Dues (\$7261) and Education Alliance Membership Dues (\$1815) for 2015-2016

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved California School Boards Association Membership Dues (\$7261) and Education Alliance Membership Due (\$1815) for 2015-2016. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No: 0.

VII. INFORMATION ITEMS

- 1. Monthly Measure C6 Budget Report**
- 2. Monthly Measure R Budget Report**
- 3. Monthly Enrollment and Attendance Report**
- 4. Monthly Cash Flow Report**

VIII. OPEN DISCUSSION

There being no further business before this Board, the Regular meeting is declared adjourned at 8:40 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

**MINUTES OF SPECIAL CLOSED SESSION AND BOARD MEETING 6-2-15
BOARD OF EDUCATION**

#909

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the special meeting to order at 4:40 p.m. at Oak Park High School, 899 N. Kanan Road, Presentation Room G9, 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 SPEAKERS

None

The Board adjourned to Closed Session at 4:40 p.m.

RECONVENE OPEN SESSION

The Board of Education President, Ms. Barbara Laifman, called the special meeting to order at 5:52 p.m. at Oak Park High School, 899 N. Kanan Road, Presentation Room G9, Oak Park.

BOARD PRESENT

Ms. Barbara Laifman, President, Mr. Allen Rosen, Vice President, Mr. Drew Hazelton, Clerk, Ms. Denise Helfstein, Member, Mr. Derek Ross, Member, and Jake Whealen, Student Board Rep.

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Ms. Barbara Dickerson, Director, Fiscal Services, and Linda Sheridan, Executive Assistant to the Superintendent

FLAG SALUTE

Barbara Dickerson led the Pledge of Allegiance to the Flag

PUBLIC SPEAKERS

None

REPORT FROM CLOSED SESSION

Dr. Knight reported the Board took no action in closed session.

PRESENTATION

The Board presented a book and gift card to Student Board Rep, Jake Whealen, for his service to the Board this school year.

ACTION

[1. Public Hearing and Board Study Session: 2015-2016 Oak Park Unified School District Local Control and Accountability Plan \(LCAP\)](#)

Public Hearing Opened at 6:52 p.m. No Public Comments Public Hearing Closed at 6:52 p.m.
The Board reviewed the LCAP Annual update.

2. Public Hearing and Board Study Session: 2015-2016 Oak Park Unified School District Annual Budget

Public Hearing Opened at 7:36 p.m. No Public Comments Public Hearing Closed at 7:36 p.m.
The Board received a report regarding the proposed budget for 2015-2016 including proposed budget priorities for revenues and one time Proposition 98 funding.

There being no further business before this Board, the Board adjourned the meeting at 9:45 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: JUNE 16, 2015
SUBJECT: B.1.c. APPROVE PURCHASE ORDERS - MAY 1-31, 2015

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued May 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 05/01/2015 - 05/31/2015

Board Meeting Date June 16, 2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B15-00122	Pacwest Air Filter, LLC	2014-2015 HVAC Parts/Supplies	Business Administration	010	9,000.00
B15-00124	Pyro-Comm Systems, Inc.	2014-2015 Fire Alarm Monitoring Service	Business Administration	010	4,432.23
B15-00132	Staples	2014-2015 Office Supplies	Business Administration	010	1,200.00
B15-00222	Pyro-Comm Systems, Inc.	2014/15 Fire Alarm Maintenance Service	Business Administration	010	13,500.00
B15-00255	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	DON: Open PO for bus transportation	Medea Creek Middle School	010	1,848.00
B15-00256	Southwest School Supply	Open PO for Custodial supplies	Medea Creek Middle School	010	4,600.00
B15-00270	Ian K. Williamson	OHES typing boot camp - 2014-2015 school year	Human Resources	010	1,800.00
B16-00001	Office Depot Customer Service Center	Personnel/Curriculum Supplies 2015-2016	Human Resources	010	1,612.50
B16-00002	Department Of Justice Bur. of Criminal Investigation	2015-2016 Fingerprinting Services	Human Resources	010	3,000.00
B16-00003	Bader Iqbal M.D. dba Agoura Family Practice	2015-2016 TB Tests	Human Resources	010	2,675.00
B16-00004	ACCU-PRINTS	Fingerprinting Services 2015-2016	Human Resources	010	1,000.00
B16-00005	Arrowhead Processing Center	Drinking Water in Room 104 - 2015-2016	Human Resources	010	300.00
B16-00006	Acorn Press	Ads for 2015-16	Human Resources	010	2,150.00
B16-00007	Apperson Print Management	Open PO for Scantrons	Medea Creek Middle School	010	2,000.00
B16-00008	Compuwave Inc.	Open PO for computer/printer supplies	Medea Creek Middle School	010	2,000.00
B16-00009	COSTCO WHOLESALE	Open PO for various supplies	Medea Creek Middle School	010	2,000.00
B16-00010	Demco	Open PO for Library and School Supplies	Medea Creek Middle School	010	825.00
B16-00011	Document Systems	Open PO for supplies for all Ricoh Copiers	Medea Creek Middle School	010	1,800.00
B16-00012	Galapagos Studios	DON:Band & Choir Spiritwear	Medea Creek Middle School	010	7,100.00
B16-00013	Graphaids	PFA: Art Supplies	Medea Creek Middle School	010	400.00
B16-00014	Jones School Supply Co. Inc.	Open PO for Quarterly Awards	Medea Creek Middle School	010	300.00
B16-00015	J.W. Pepper & Son Inc.	PFA: Band and Chorus Music	Medea Creek Middle School	010	1,500.00
B16-00016	Agoura Lock Technologies, Inc.	Open PO for locks & keys for site	Medea Creek Middle School	010	200.00
B16-00017	Formal Fashions, Inc	DON: Dresses/Tux Pkg for Choir	Medea Creek Middle School	010	2,500.00
B16-00018	Office Depot Customer Service Center	Open PO for office supplies	Medea Creek Middle School	010	10,000.00
B16-00019	Organized Sports Inc.	Open PO for any add'l PE/lock supplies	Medea Creek Middle School	010	500.00
B16-00020	Pitney Bowes Reserve Account	Open PO for postage & power purchase	Medea Creek Middle School	010	1,250.00
B16-00021	Pitney Bowes Lease Global	Open PO for postage machine lease	Medea Creek Middle School	010	2,000.00

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Includes Purchase Orders dated 05/01/2015 - 05/31/2015

Board Meeting Date June 16, 2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B16-00022	Renaissance Learning, Inc	PFA: Open PO for AR Tests	Medea Creek Middle School	010	1,200.00
B16-00023	Robert Selman	PFA: Open PO for radio-related expenses	Medea Creek Middle School	010	500.00
B16-00024	Southwest School Supply	PFA: Open PO for supplies	Medea Creek Middle School	010	1,300.00
B16-00025	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	DON: Open PO for bus transportation	Medea Creek Middle School	010	500.00
B16-00026	Town & Country Printing	Open PO for printing	Medea Creek Middle School	010	1,000.00
B16-00027	Witt Company	Open PO for Riso Supplies & Service	Medea Creek Middle School	010	1,000.00
B16-00028	Jones School Supply Co. Inc.	Open PO for Quarterly Awards	Medea Creek Middle School	010	300.00
B16-00029	Southwinds Transportation	DON: Bus Transport for field trips	Medea Creek Middle School	010	20,000.00
B16-00030	Teacher's Discovery	Open PO: Books to support classroom curriculum	Medea Creek Middle School	010	200.00
B16-00031	SCHOOL NURSE SUPPLY INC	Open PO for Health Office Supplies	Medea Creek Middle School	010	500.00
B16-00032	School Specialty	Open PO for Art Class Supplies	Medea Creek Middle School	010	450.00
B16-00033	VCOE	workshop trainings via VCOE	Curriculum	010	8,000.00
B16-00034	United States Postal Service	Workroom Hasler Mail Machine	Human Resources	010	7,000.00
P15-00777	Pro-Ed	SpEd Speech protocols - 2015/16	District-wide	010	49.61
P15-00782	Guided Discoveries Inc.	DON: Deposit CIMI Fox Landing 2015-16	Medea Creek Middle School	010	6,800.00
P15-00808	Nevco Scoreboard Co.	Scorebd/Ath Supp/mat & supp	Oak Park High School	010	97.87
P15-00809	Senseio	DON: Chinese Dictionaries	Medea Creek Middle School	010	188.03
P15-00810	SDSU Research Foundation	VC Grant/Engineering/conf	Oak Park High School	010	3,700.00
P15-00811	CTE CAL, Inc.	Proj 14-35F DSA Inspections Ball Wall ROES	Business Administration	010	9,130.00
P15-00812	Superior Sandblasting, Inc.	Graffiti Removal at OPHS	Business Administration	010	550.00
P15-00813	Quality Paving	Proj RDSA Ramp Repairs MCMS & BES	Business Administration	213	2,568.00
P15-00814	Stumbaugh and Associates Inc.	Proj R312 Privacy Partitions Bldg 100 BES	Business Administration	213	1,318.00
P15-00815	Taft Electric Company	Replace Stadium Lamps OPHS	Business Administration	010	3,927.00
P15-00816	Custom Modular Services Corp	Replace Ball Wall Backboards OHES	Business Administration	010	5,780.00
P15-00818	Premier Carpet, Inc.	Replace Carpet Band & Conference Rooms MCMS	Business Administration	213	10,680.00
P15-00819	Omega Construction Company	Replace Exterior Siding Rm 211 & 212 BES	Business Administration	213	8,100.00
P15-00820	Santa Barbara Zoo	Donation - 2nd grade field trip	Brookside School	010	1,170.50
P15-00821	Turf Team, Inc	Proj 14-32F Baseball Field Turf Renovation OPHS	Business Administration	010	14,000.00
P15-00822	Peter O Bengtsson DBA Centrum Sound Systems	Purchase of portable sound system	Brookside School	010	2,665.66

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Includes Purchase Orders dated 05/01/2015 - 05/31/2015

Board Meeting Date June 16, 2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00823	Guided Discoveries Inc.	DON: Deposit Astro Camp 2015-16	Medea Creek Middle School	010	4,600.00
P15-00824	Shade Structures, Inc. USA Sha de & Fabric Structures	Proj 15-02R Shade Sail Structures BES	Business Administration	213	117,767.88
P15-00825	Shade Structures, Inc. USA Sha de & Fabric Structures	Proj 15-02R Shade Sail Structures OHES	Business Administration	213	77,286.10
P15-00826	Shade Structures, Inc. USA Sha de & Fabric Structures	Proj 15-02R Shade Sail Structures ROES	Business Administration	213	89,225.96
P15-00827	VCOE	Digital Library	Curriculum	010	259.00
P15-00828	Moore Environmental	Assemblies for Elementary School	District-wide	010	1,800.00
P15-00829	Conejo Rec & Parks District	Parent funded field trip--4th gr. Conejo	Red Oak Elementary School	010	93.00
P15-00830	Advantra Graphics	School Watch Spring News./Non Profit Fee	District-wide	010	2,860.00
P15-00831	Jorgenson Lockers	48 Student Lockers -Galavanite	Oak View High School	010	2,126.75
P15-00832	Organized Sports Inc.	Combo Locks for student Lockers	Oak View High School	010	308.44
P15-00833	Conejo Rental Center	Rental Tent for OVHS Graduation	Oak View High School	010	312.83
P15-00834	Fun Raising School Gear	Logo Stickers	Oak View High School	010	60.20
P15-00835	Herff Jones	Honor Cords	Home Independent Study Program	010	96.33
P15-00836	Newman, Aaronson and Vanaman	Settlement payment - to Attorney / SpEd	District-wide	010	1,100.00
P15-00837	New Haven Youth & Family Serv	SpEd - Nonpublic School/Agency	District-wide	010	33,252.35
P15-00838	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	G.A.T.E. Field Trip to Disneyland	Oak Hills Elementary School	010	1,112.50
P15-00839	Lightning Brothers Constructio	DON: Backpack hooks	Medea Creek Middle School	010	800.00
P15-00840	BTC Laboratories	Proj 14-35F Testing & Inspection Services ROES	Business Administration	010	1,197.00
P15-00842	Conejo Rec & Parks District	Parent funded field trip--1st gr. Conejo	Red Oak Elementary School	010	120.00
P15-00843	Santa Barbara Zoo	Parent funded field trip--2nd Zoo	Red Oak Elementary School	010	868.00
P15-00844	Division of State Architect	Proj 15-02R DSA Fees Shade Structures BES	Business Administration	213	1,766.51
P15-00845	Division of State Architect	Proj 15-02R DSA Fees Shade Structure OHES	Business Administration	213	1,341.00
P15-00846	Division of State Architect	Proj 15-02R DSA Fees Shade Structure ROES	Business Administration	213	1,424.58
P15-00847	Hilford Moving and Storage	Proj 14-15R Furniture Move DO	Business Administration	213	2,484.64
P15-00848	Robomatter, Inc.	VC Innovates\$/Conference	Oak Park High School	010	999.00

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Page 3

Includes Purchase Orders dated 05/01/2015 - 05/31/2015

Board Meeting Date June 16, 2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00849	Karen Kennedy dba Camino Real Naturalist & Historical Interp	4th Grade Gold Rush Program	Oak Hills Elementary School	010	800.00
P15-00850	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Parent funded field trip--3rd Limoneira	Red Oak Elementary School	010	1,848.00
P15-00851	Southwinds Transportation	Parent funded field trip-1st gr. Underwood	Red Oak Elementary School	010	831.20
P15-00852	Southwinds Transportation	Parent funded field trip-3rd gr. Muvico	Red Oak Elementary School	010	731.20
P15-00853	CTE CAL, Inc.	Proj 14-28F DSA Inspections OPIS	Business Administration	010	1,320.00
P15-00854	Promote Marketing Concepts	Plaque/Donation/mat & supp	Oak Park High School	010	1,093.81
P15-00855	Pierres Welding & Maint.	Proj RDSA DSA Closeout Repair Ramp BES	Business Administration	213	800.00
P15-00856	Trees & Things	Emergency Tree Branch Removal	Business Administration	010	1,125.00
P15-00857	Pierres Welding & Maint.	Fabricate and Install Electrical Box at OHES	Business Administration	010	650.00
P15-00858	Channel Islands Roofing	Proj 15-07R Roof Walking Tread ROES	Business Administration	213	13,975.00
P15-00859	Channel Islands Roofing	Proj 15-07R Roof Walking Tread OHES	Business Administration	213	17,902.00
P15-00860	Channel Islands Roofing	Proj 15-07R Roof Walking Tread OPHS	Business Administration	213	9,985.00
P15-00861	Omega Construction Company	Vandalism Repair Boys Restroom BES	Business Administration	010	650.00
P15-00862	United States Postal Service	Hasler Mail Machine	Human Resources	010	1,000.00
P15-00863	D.Hauptman Co., Inc. DBA Fold A Goal	Don: PE Goal hook & loop ties	Medea Creek Middle School	010	87.58
P15-00864	Airline Media Productions Inc. Criterion Pictures USA	DON: Licensing Fee for Movie	Medea Creek Middle School	010	100.00
P15-00865	Infinity Comm & Consult	Erate Application Mangement Services	Business Administration	010	12,500.00
P15-00866	Herff Jones	Faculty Gowns	Home Independent Study Program	010	106.22
P15-00867	Team Play Events	Donation 5th grade Keystone	Brookside School	010	6,518.88
P15-00868	Herff Jones	Honor Cords	Oak View High School	010	26.79
P15-00869	Conejo Awards	Plates for Retirement Painting	District-wide	010	80.63
P16-00003	Houghton Mifflin Harcourt c/o American Express	Go Math BES - Common Core	Curriculum	010	22,721.31
P16-00004	Houghton Mifflin Harcourt c/o American Express	Go Math OHES - Common Core	Curriculum	010	14,375.98
P16-00005	Houghton Mifflin Harcourt c/o American Express	Go Math ROES - Common Core	Curriculum	010	22,838.11
P16-00006	Houghton Mifflin Harcourt c/o American Express	Go Math OPIS Common Core	Curriculum	010	1,970.48
P16-00008	California School Boards Assn	CSBA Membership Dues 15-16 Education Alliance	Board of Education	010	9,076.00

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Includes Purchase Orders dated 05/01/2015 - 05/31/2015

Board Meeting Date June 16, 2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
T15-00062	Apple Computer, Inc. Ms:198-3E D	Apple desktop and laptop refresh	Technology Coordinator	212	898,362.40
T15-00063	Compuwave Inc.	Dell All in One Workstations for C4 refresh	Technology Coordinator	212	36,614.25
T15-00064	Starnet Data Design, Inc.	Palo Alto Firewall PA3050 HA pair	Technology Coordinator	212	99,580.00
T15-00065	Compuwave Inc.	VC Innvt Grant/computer/mat & supp	Oak Park High School	010	36,614.25
T16-00001	JAMF	JAMF Casper Suite Mac Management License	Technology Coordinator	010	24,530.00
Total Number of POs			113	Total	1,776,243.56

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	55	202,487.86
212	Measure C6 Technology Bond Fun	3	1,034,556.65
213	Measure R FACILITIES Bond Fund	15	356,624.67
Total Fiscal Year 2015			1,593,669.18
010	General Fund	40	182,574.38
Total Fiscal Year 2016			182,574.38
Total			1,776,243.56

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TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
**SUBJECT: B.1.d APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 ADVANCED PEER COUNSELING RETREAT – SEPTEMBER 20-21,
 2015**

CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Advanced Peer Counselors?

BACKGROUND: Principal, Kevin Buchanan, requests approval for overnight retreat scheduled for September 20-21, 2015 in Malibu, CA. Approximately 40 male/female students, two OPHS Peer Counselor advisors and two adult chaperones will travel by district approved drivers in private vehicles. They will depart the morning of Sunday, Sept. 20th and return the evening of Sept. 21st. They will stay in cabins at the Shalom Institute. Each student will pay approximately \$150 to cover the cost of meals, transportation and housing. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

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: JUNE 16, 2015

SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL ASB RETREAT – AUGUST 8-9, 2015

CONSENT

ISSUE: Shall the Board approve an overnight trip for Oak Park High School ASB Students?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this overnight retreat scheduled for August 8-9, 2015 at Temescal Canyon in Pacific Palisades, CA. Approximately 40 ASB student members, two OPHS Staff/Advisors and two parent chaperones will travel by district approved drivers in district vehicles. They will depart on Saturday, August 8th and return the afternoon of August 9th. They will stay at the Aldersgate Lodge. Students will pay approximately \$100 to cover the cost of registration, meals, transportation and lodging. ASB funds will cover the remaining costs. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

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	_____	_____	_____	_____

¹TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.1.f. APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEE TO ATTEND THE SPECIAL EDUCATION AND THE LAW CONFERENCE – SEATTLE, WASHINGTON – OCTOBER 5-7, 2015

Consent

ISSUE: Shall the Board of Education approve the out of state travel for the Oak Park employee to attend the Special Education and the Law Conference in Seattle, Washington?

STATEMENT: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. Jennifer Golden, Program Specialist will be attending this conference October 5 – 7, 2015

- ALTERNATIVES:**
1. Approve the out of state travel for employee to attend the Special Education and the Law conference in Seattle.
 2. Do not approve the out of state travel for employee to attend the Special Education and the Law conference in Seattle.

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	_____	_____	_____	_____

¹ CS June

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.1.g. APPROVE FOR FACILITY USE BY RELIGIOUS ORGANIZATION – CHABAD OF OAK PARK

CONSENT

ISSUE: Shall the Board authorize the use of the parking lot at the Oak Park Unified School District Support Services Center by Chabad of Oak Park?

BACKGROUND: As a provision of its Conditional Use Permit (CUP) required by the County of Ventura, the Chabad of Oak Park has requested to continue their use of the Support Services Center parking lot for the 2015-16 school year. The Chabad has agreed to abide by all District rules and regulations regarding use of facilities. The applicant will pay all applicable charges, including the use of 27 specified parking spaces as required by the CUP.

The Chabad’s Facility Use Request form, including the dates and times of usage is attached for the Board’s review. It is important to note that there are a few dates where the use occurs during school hours. The superintendent has conferred with the principal of Oak View High School, and both agree the impact is negligible. It is recommended that the Board waive its policy regarding facility use during school hours in the case of this specific application.

- ALTERNATIVES:**
1. Authorize the use of the parking lot at the Support Services Center by Chabad of Oak Park, effective July 1, 2015 - June 30, 2016, under the following conditions:
 - a) Applicant abides by all District rules and regulations regarding Facility use.
 - b) Scheduled use is as stated on the application for use.
 - c) Applicable fees will be based on current Board-approved facility use rates, and will include the use of 27 specified parking spaces.
 - d) The applicant will pay all applicable fees in advance of the use.
 2. Do not authorize this use of facilities.

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	_____	_____	_____	_____
Laiyman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**Oak Park Unified School District
APPLICATION FOR USE OF SCHOOL FACILITIES**

Application No. _____

— THIS PERMIT TERMINATES ON JUNE 30 OF THIS FISCAL YEAR —

PLEASE PRINT

Application is hereby made for the use of facilities at Oak Park Unified School District Parking Lot
 Facility Requested: Parking Lot - 27 spaces
Building Room Other

Date Requested: From: 07/01/15 Day: Su M T W T F S From: _____ a.m./p.m.
 To: 06/30/16 Day: Su M T W T F S To: _____ a.m./p.m.

Scheduled Activity (list speaker, topic, or type of meeting): Please see Calendar

Will food be served? Yes No If yes, what type? Beverages Refreshments Pot-Luck Prepared Meal
 Will admission be charged or any monies collected? Yes No If yes, how will the proceeds be used? _____

Equipment Requested: Number of Chairs _____ Number of Tables _____ Other _____

Organization Information

Name of Organization Chabad of Oak Park
 Designated Representative Rabbi Yisrael Levine Title Director
 Billing Address 30347 Canwood St Agoura Hills, CA 91301
Street City ZIP
 Insurance Company Church Mutual Policy No. 0200406-02-439616

Certification

- 1) Applicant hereby indemnifies and agrees to hold the Oak Park Unified School District, its officers, and employees harmless from any and all claims, demands, causes of action, liability, or loss of any sort because of, or arising out of, the acts or omissions of the applicant or persons using the facilities under the auspices of the applicant. The applicant may be required also to defend on behalf of the District any and all claims at his expense.
- 2) Applicant shall be personally responsible, on behalf of the organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment while occupied by the organization. Applicant agrees to abide by and enforce the rules and regulations of the Oak Park Unified School District governing the non-school use of buildings, grounds, and equipment.
- 3) Applicant states that he has read the rules and regulations on the reverse side of this application and agrees to abide by and enforce same.
- 4) Applicant guarantees payment of all fees and charges assessed by the District within thirty (30) days after invoice date.
- 5) Cancellation of this facility request shall be made to the school Principal at least 24 hours before the times requested or the organization will be charged for custodial time.
- 6) The undersigned states that, to the best of his knowledge, the school property for use of which application is hereby made will not be used for the commission of any crime including, but not limited to, the crimes specified in Section 11400 and 11401 of the California Penal Code. This statement is made under the penalties of perjury.

Signature [Signature] Date 4/22/15
 Name (please print) Yisrael Levine Title Rabbi
 Address 5998 Canifer St Oak Park 91377 Day Phone 818-929-4265
Street City Zip

— THIS SECTION FOR OFFICE USE ONLY —

Approval

Estimated custodial time required: Regular Hours _____ Overtime Hours _____ Additional personnel time required: _____ Hours
 This application is approved for scheduled time and date _____
Building Principal Date

Estimated Charges

Rental _____ Free* Direct Costs Fair Rental Value

Custodial _____
 Cafeteria _____
 Other _____
 TOTAL _____

This is not an invoice. You will be billed for any legal charges related to this use of facilities after the date of actual use (or quarterly, if year-round use.)
 *Donations to cover all or part of the listed direct costs will be gratefully accepted on behalf of the students of our district.

— SUBMIT TO SCHOOL OFFICE FOR APPROVAL —

White Copy — Principal Yellow Copy — Business Office Pink Copy — Maintenance Goldenrod Copy — Organization (after approval)
 VCSS SD-1020/2-86



CHABAD
OF THE CONEJO

CENTER FOR JEWISH LIFE
30347 Canwood Street
Agoura Hills, CA 91301
818-991-0991
fax 818-707-1190
www.chabadconejo.com

CHABAD OF AGOURA HILLS

CHABAD OF OAK PARK

CHABAD OF WESTLAKE VILLAGE

CHABAD OF THOUSAND OAKS

CHABAD OF NEWBURY PARK

CHABAD OF CALABASAS

CHABAD OF MOORPARK

CONEJO JEWISH ACADEMY

MEI MENACHEM-MIKVAT DEVORAH

THE FRIENDSHIP CIRCLE

THE SUNSHINE CLUB

CAMP GAN ISRAEL

GAN YELADIM NURSERY

April 21, 2015

Mr. Martin Klaus,
Oak Park Unified School District
5801 E. Conifer St.
Oak Park, CA 91301

Dear Mr. Klaus,

Please use the attached Calendar as the official request for lease of parking spaces from the Oak Park Unified School District for the period of July 1, 2015 – June 30, 2016. No dates and times except those expressly requested are included in the OPUSD parking request.

Thank you,

Rabbi Yisroel Levine
Chabad of Oak Park

August 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 10:am – 2:pm Sunset + 1 hour
2	3	4	5	6	7 Sunset + 1 hour	8 10:am – 2:pm Sunset + 1 hour
9	10	11	12	13	14 Sunset + 1 hour	15 10:am – 2:pm Sunset + 1 hour
16	17	18	19	20	21 Sunset + 1 hour	22 10:am – 2:pm Sunset + 1 hour
23	24	25	26	27	28 Sunset + 1 hour	29 10:am – 2:pm Sunset + 1 hour
30	31					

July 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Sundown + 1 hour	4 10:am – 2:pm Sundown + 1 hour
5	6	7	8	9	10 Sundown + 1 hour	11 10:am – 2:pm Sundown + 1 hour
12	13	14	15	16	17 Sundown + 1 hour	18 10:am – 2:pm Sundown + 1 hour
19	20	21	22	23	24 Sundown + 1 hour	25 10:am – 2:pm Sundown + 1 hour
26	27	28	29	30	31 Sundown + 1 hour	10:am – 2:pm Sundown + 1 hour

September 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Sundown + 1 hour	5 10:am – 2:pm Sundown + 1 hour
6	7 Labor Day	8	9	10	11 Sundown + 1 hour	12 10:am – 2:pm Sundown + 1 hour
13 Rosh Hashanah Sundown + 2 hours	14 Rosh Hashanah Sundown + 2 hours	15 Rosh Hashanah UNAVAILABLE 10:am – 2:pm – Sundown + 2 hours	16	17	18 Sundown + 1 hour	19 10:am – 2:pm Sundown + 1 hour
20	21	22	23	24	25 Sundown + 1 hour	26 10:am – 2:pm Sundown + 1 hour
27 Sukkot Sundown + 2 hours	28 Sukkot UNAVAILABLE 10:am – 2:pm – Sundown + 2 hours	29 Sukkot UNAVAILABLE 10:am – 2:pm – Sundown + 2 hours	30			

October 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Sundown + 1 hour	3 10:am – 2:pm Sundown + 1 hour
4 Shmini Atzeret Sundown + 2 hours	5 Shmini Atzeret UNAVAILABLE 10:am – 2:pm – Sundown + 2 hours	6 Simchat Torah UNAVAILABLE 10:am – 2:pm – Sundown + 2 hours	7	8	9 Sundown + 1 hour	10 10:am – 2:pm Sundown + 1 hour
11	12	13	14	15	16 Sundown + 1 hour	17 10:am – 2:pm Sundown + 1 hour
18	19	20	21	22	23 Sundown + 1 hour	24 10:am – 2:pm Sundown + 1 hour
25	26	27	28	29	30 Sundown + 1 hour	31 10:am – 2:pm Sundown + 1 hour

November 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Sunset + 1 hour	7 10:am – 2:pm Sunset + 1 hour
8	9	10	11	12	13 Sunset + 1 hour	14 10:am – 2:pm Sunset + 1 hour
15	16	17	18	19	20 Sunset + 1 hour	21 10:am – 2:pm Sunset + 1 hour
22	23	24	25	26	27 Sunset + 1 hour	28 10:am – 2:pm Sunset + 1 hour
29	30					

December 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Sundown + 1 hour	5 10:am – 2:pm Sundown + 1 hour
6	7	8	9	10	11 Sundown + 1 hour	12 10:am – 2:pm Sundown + 1 hour
13	14	15	16	17	18 Sundown + 1 hour	19 10:am – 2:pm Sundown + 1 hour
20	21	22	23	24	25 Sundown + 1 hour	26 10:am – 2:pm Sundown + 1 hour
27	28	29	30	31		

January 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Sunset + 1 hour	2 10:am – 2:pm Sunset + 1 hour
3	4	5	6	7	8 Sunset + 1 hour	9 10:am – 2:pm Sunset + 1 hour
10	11	12	13	14	15 Sunset + 1 hour	16 10:am – 2:pm Sunset + 1 hour
17	18	19	20	21	22 Sunset + 1 hour	23 10:am – 2:pm Sunset + 1 hour
24	25	26	27	28	29 Sunset + 1 hour	30 10:am – 2:pm Sunset + 1 hour
31						

February 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5 Sundown + 1 hour	6 10:am – 2:pm Sundown + 1 hour
7	8	9	10	11	12 Sundown + 1 hour	13 10:am – 2:pm Sundown + 1 hour
14	15 Presidents' Day	16	17	18	19 Sundown + 1 hour	20 10:am – 2:pm Sundown + 1 hour
21	22	23	24	25	26 Sundown + 1 hour	27 10:am – 2:pm Sundown + 1 hour
28	29					

March 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Sunset + 1 hour	5 10:am – 2:pm Sunset + 1 hour
6	7	8	9	10	11 Sunset + 1 hour	12 10:am – 2:pm Sunset + 1 hour
13	14	15	16	17	18 Sunset + 1 hour	19 10:am – 2:pm Sunset + 1 hour
20	21	22	23	24	25 Sunset + 1 hour	26 10:am – 2:pm Sunset + 1 hour
27	28	29	30	31		

April 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Sundown + 1 hour	2 10:am – 2:pm Sundown + 1 hour
3	4	5	6	7	8 Sundown + 1 hour	9 10:am – 2:pm Sundown + 1 hour
10	11	12	13	14	15 Sundown + 1 hour	16 10:am – 2:pm Sundown + 1 hour
17	18	19	20	21	22 Sundown + 1 hour	23 10:am – 2:pm Sundown + 1 hour
24 Pesach 10:am – 2:pm Sundown + 2 hours	25	26	27	28 Pesach Sundown + 2 hours	29 Pesach 10:am – 2:pm Sundown + 1 hour	30 10:am – 2:pm Sundown + 1 hour

May 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6 Sunset + 1 hour	7 10:am – 2:pm Sunset + 1 hour
8	9	10	11	12	13 Sunset + 1 hour	14 10:am – 2:pm Sunset + 1 hour
15	16	17	18	19	20 Sunset + 1 hour	21 10:am – 2:pm Sunset + 1 hour
22	23	24	25	26	27 Sunset + 1 hour	28 10:am – 2:pm Sunset + 1 hour
29	30	31				

June 2016

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3 Sundown + 1 hour	4 10:am – 2:pm Sundown + 1 hour
5	6	7	8	9	10 Sundown + 1 hour	11 10:am – 2:pm Sundown + 1 hour
12 Shavuot 10:am – 2:pm Sundown + 2 hours	13 Shavuot 10:am – 2:pm Sundown + 2 hours	14	15	16	17 Sundown + 1 hour	18 10:am – 2:pm Sundown + 1 hour
19	20	21	22	23	24 Sundown + 1 hour	25 10:am – 2:pm Sundown + 1 hour
26	27	28	29	30		

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: B.1.h. APPROVE RENEWAL AGREEMENT WITH SCHOOL SERVICES OF CALIFORNIA FOR FISCAL INFORMATION SERVICES

CONSENT

ISSUE: Shall the Board approve the renewal of the agreement with School Services of California, Inc. to provide fiscal and management information services to the District for the 2015-16 fiscal year?

BACKGROUND: The District has contracted annually with School Services of California, Inc. (SSC) for services related to issues of school finance, legislation, school budgeting, and general fiscal issues. The current contract with SSC expires June 30, 2015. SSC is proposing to renew the agreement for the 2015-16 fiscal year, with a modest \$120 cost increase to the current agreement amount. The cost of the proposed renewal is \$3,540 annually. A copy of the proposed agreement is attached for the Board's information.

ALTERNATIVES:

1. Approve the renewal of the agreement with School Services of California, Inc., for the 2015-16 fiscal year.
2. Do not approve the renewal.

RECOMMENDATION: Alternative No. 1

Respectfully submitted: Anthony W. Knight, Ed.D., Superintendent

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	_____	_____	_____	_____

Client # 0016950 / S15

P.O.#

AGREEMENT FOR SPECIAL SERVICES
Fiscal and Management Information Services

This is an agreement between the **OAK PARK UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2015.

RECITALS

WHEREAS, the Client needs assistance regarding issues of school finance, legislation, school budgeting, general fiscal issues, and the state-mandated program cost claims process; and

WHEREAS, the Consultant, is professionally and specially trained and competent to provide these services; and

WHEREAS, the authority for entering into this Agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this Agreement do hereby mutually agree as follows:

1. Consultant agrees to perform such duties relating to issues of school finance, including:
 - a. Delivery of "one copy" of each edition of the *Fiscal Report* containing information on issues of school finance, budgets, or practices that impact school district fiscal policies, and one copy of the booklet *Analysis of the Governor's Proposals for the State Budget and K-12 Education*
 - b. Unlimited access to the Consultant's online workshops, which include:
 - i. Fiscal Aspects of Negotiations
 - ii. Fiscal Implications of School District Reorganization
 - iii. Associate Student Body
 - iv. Attendance Accounting
 - c. The option of receiving information on Consultant's website regarding major school finance and policy issues
 - d. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress

- e. Preliminary school district revenue calculation using the online tools available on the Consultant's website for use in determining the projected revenue funding level soon after the budget is adopted based on the major annual school finance legislation
 - f. Participation at the Consultant's school finance conferences and workshops at the Consultant's client rate
 - g. Counsel the Client on new mandates and information relating to the local mandate reimbursement process for all applicable legislation already adopted that contains a reimbursement appropriation, and maintain liaison with the State Controller, the Commission on State Mandates, and the State Department of Finance
2. The Consultant shall provide the Client with services as requested to a total of twelve (12) direct service hours during the 12-month period of this Agreement at no additional cost beyond the annual fee. The hours of service may be used as the Client directs on fiscal and mandate service issues, including: mandate counseling, analysis of specific district revenue or expenditure issues, analysis of specific legislative or regulatory issues, including a "quick query" service to provide telephone response to specific fiscal or mandate questions of the Client. Services for which the base service hours may not be used, include: Client specific economy, efficiency, or management consulting services, including, but not limited to efficiency or management studies, demographic or school facility studies, special education studies, fiscal health analysis, and/or an in-depth budget review, direct collective bargaining or factfinding assistance; fiscal analysis for purposes of collective bargaining, legislative representation or advocacy; appearance as an expert witness; provision of depositions or declarations for district legal issues; or major customized research projects or studies.
3. The Client agrees to pay to Consultant for services rendered under this Agreement:
- a. \$3,540 annually, plus expenses, or payable at \$295 per month, plus expenses, upon receipt of a billing from Consultant
 - b. For all requested services in excess of twelve (12) direct service hours as indicated in Item 2 above in the 12-month period, the applicable hourly rate for the person(s) performing the services shall apply
 - c. "Hours" are defined as hours of direct service to the Client, as well as reasonable travel time to and from the Client's site
 - d. "Expenses" are defined as actual, out-of-pocket expenses, such as travel, meals, shipping, and duplication of materials

4. This Agreement shall be for the period of one year, beginning July 1, 2015, and terminating June 30, 2016. This Agreement may be terminated prior to June 30, 2016 by either party on thirty (30) days' written notice. In the event that the Client elects to terminate services at the end of the Agreement, the Client shall give a 30-day written notice of nonrenewal. Consultant will provide continuing services for 90 days after the expiration date of the Agreement or until the client provides written notice. The Client is responsible for these accrued charges and SSC may bill these additional days. In the case of cancellation, the Client shall be liable for any costs accrued to the date of cancellation.

5. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this Agreement, is an independent contractor and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as indicated below:

BY: _____ DATE: _____
Oak Park Unified School District

BY:  _____ DATE: May 11, 2015
JOHN GRAY
President
School Services of California, Inc.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.1.i. APPROVE RENEWAL AGREEMENT FOR 2015-16 CROSSING GUARD SERVICES

CONSENT

ISSUE: Shall the Board approve an amendment to the agreement with All City Management Services, Inc. for crossing guard services for the 2015-16 school year?

BACKGROUND: All City Management, Inc. has provided crossing guard services for Oak Park Schools since October 1993. The District pays All City for these services, and the Oak Park Municipal Advisory Council (MAC), through the County of Ventura, reimburses the District for the expense. All City has proposed an amendment to extend its current contract with Oak Park schools for the 2015-16 school year, increasing the number of crossing guards from 8 to 9, for an estimated annual cost of \$82,763. A copy of the amendment is attached for the Board’s review. The renewal agreement was discussed and approved by the MAC at it June meeting. The District is satisfied with the service, and staff is recommending approval of the proposed amendment to the agreement.

ALTERNATIVES:

1. Approve the proposed amendment with All City Management Services, Inc. for crossing guard services for the 2015-16 school year.
2. Do not approve the amendment.

RECOMMENDATION: Alternative No. 1.

FISCAL IMPACT: None – The District is reimbursed by the County of Ventura for the expense of the crossing guard services.

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	_____	_____	_____	_____



ALL CITY MANAGEMENT SERVICES

COPY

March 18, 2015

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

Re: Pricing for 2015-2016 Fiscal Year

Enclosed you will find two (2) original copies of the Amendment to the Agreement between All City Management Services, Inc. and the Oak Park Unified School District.

After the necessary signatures have been affixed, please send back an original copy for our records.

If you have any questions, please feel free to give me a call at (800) 540-9290.

Sincerely,

Demetra Farwell
Corporate Secretary
Administrative Services Manager

Enclosures

“The Crossing Guard Company”

10440 Pioneer Blvd., Ste. #5, Santa Fe Springs, CA 90670 • 310-202-8284 • 800-540-9290 • FAX 310-202-8325



ALL CITY MANAGEMENT SERVICES

Amendment to Agreement between All City Management Services, Inc. and the Oak Park Unified School District for providing School Crossing Guard Services

The **Oak Park Unified School District** hereinafter referred to as the "District", and **All City Management Services, Inc.**, located at 10440 Pioneer Blvd., Suite 5, Santa Fe Springs, CA 90670, hereinafter referred to as the "Contractor", mutually agree to amend the existing Agreement entered into on September 7, 1993 as follows:

1. **Item #1** The District and the Contractor agree to extend the term of this Agreement for the 2015 - 2016 school year beginning July 1, 2015 through June 30, 2016.
2. **Item #17** The District agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Sixteen Dollars and Seventy-Four Cents (\$16.74) per hour of guard service provided. It is understood that the cost of providing Four Thousand, Nine Hundred and Forty-Four (4,944) hours of service shall not exceed Eighty-Two Thousand, Seven Hundred and Sixty-Three Dollars (\$82,763.00).
3. Except as provided for in Item #1 and Item #17, all other terms and conditions of the original Agreement and Amendments thereto between the District and the Contractor remain in effect.

Oak Park Unified School District

All City Management Services, Inc.

By _____
Signature

By 
Demetra Farwell, Corporate Secretary

Print Name and Title

Date _____

Date March 24, 2015

All City Management Services Inc.

Client Worksheet 2015 - 2016

Dept # 1001

Billing Rate for 2015/2016: \$16.74

Oak Park Unified School District
5801 E. Conifer St.
Oak Park, CA 91377

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

For sites with one regularly scheduled early release day/week, use 144 regular days and 36 minimum days

Summer School

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

	27		180		\$16.74	=	\$81,356.40
9 Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Summer School Sites

Estimate for Summer School based on 2014/2015

	3		28		\$16.74	=	\$1,406.16
1 Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS	4944		TOTAL ANNUAL PROJECTED COST		\$82,762.56	
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TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.1.j. APPROVE DENIAL OF CLAIM #15-02 FOR ALLEGED DAMAGES

CONSENT

ISSUE: Shall the Board deny a claim for damages (Claim #15-02) alleged against the District, as provided for by Government Code Section 913?

BACKGROUND: On June 12, 2014, the District received a claim for damages from Marjan Bahmani, who alleges she sustained injuries on June 12, 2014 while on the campus at Brookside Elementary School. Details of this claim have been provided to the Board under separate cover.

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

ALTERNATIVES:

1. Reject Claim #15-02 for damages and refer to the District’s third party administrator for further action.
2. Accept the claim for damages.

RECOMMENDATION: Alternative No. 1

FISCAL IMPACT: Unknown at this time.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: B.1.k. APPROVE RESOLUTION #15-09, APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2015-16

CONSENT

ISSUE: Shall the Board of Education authorize transfers of budget appropriations and budgeted transfers of monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another?

BACKGROUND: Certain interfund transfers are budgeted each year such as deferred maintenance, or District contributions for technology. This resolution authorizes the business office to make transfers when the funds are needed. During the year, as expenditures are made and income received, it is often necessary to make revisions to line item budgets. These revisions are generally a shifting of appropriations from one major object code to another without increasing the site or program allocation. These types of revisions keep the line item budget appropriation and expenditures in balance.

FINANCIAL IMPACT: None

ALTERNATIVES:

1. Adopt Resolution #15-09 Appropriation and Budgeted Transfers for 2015-16.
2. Do not adopt Resolution #15-09.

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	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #15-09

APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2015-16

WHEREAS, the Oak Park Unified School District budgets certain transfers and revises its appropriation budgets periodically to permit the payment of obligations of the district, and

WHEREAS, the District may authorize a district employee to make such transfers between the budgeted classifications and/or funds in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another,

THEREFORE, BE IT RESOLVED that the Oak Park Unified School District authorizes the transfers necessary to permit business as usual during the 2015-16 fiscal year. These transfers are to be presented to the Governing Board for ratification at the next regularly scheduled board meeting.

ADOPTED this 16th day of June 2015, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, Ed.D., SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: B.1.1. APPROVE RESOLUTION #15-10, TEMPORARY LOANS BETWEEN DISTRICT FUNDS FOR FISCAL YEAR 2015-16

CONSENT

ISSUE: Shall the Board of Education adopt Resolution #15-10 to authorize temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenues?

BACKGROUND: In the past, it has been necessary for the General Fund to borrow from other District funds in order to meet financial obligations. The General Fund receives its major tax receipt deposits in December and April, and the temporary loans permit payments to retail vendors and for employee payroll to continue during the low cash flow months.

During the 2015-16 fiscal year, the District will be participating in a Revenue and Tax Anticipations Note (TRAN) program, which helps alleviate cash flow problems. Although it is proposed that the current law allowing the State to defer of funding apportionments to school districts, it is still prudent to have this resolution on file should the need arise. This resolution will enable the Administration to transfer the necessary funds to ensure continued business as usual. The resolution allows temporary loans between the General Fund and other funds, such as the Deferred Maintenance or Cafeteria Funds, until State revenues are received.

- ALTERNATIVES:**
1. Adopt Resolution #15-10, Temporary Loans Between District Funds.
 2. Do not adopt Resolution #15-10.

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	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #15-10

TEMPORARY TRANSFER OF FUND MONIES FISCAL YEAR 2015-16

WHEREAS, pursuant to Education Code section 42603, the governing board of any school district may direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during a current fiscal year may be transferred.

WHEREAS, when there are insufficient funds to meet district obligations in the fund, and

WHEREAS, funds can be temporarily transferred from one or more funds to another fund of the district to be used for the payment of district obligations, and

WHEREAS, repayment of the temporary loan will be made from income received,

THEREFORE, BE IT RESOLVED that the Board of Education of the Oak Park Unified School District authorizes the temporary transfer of cash from one district fund to another in order to meet the financial obligations of the District as the need may arise during the 2015-16 fiscal year.

ADOPTED this 16th day of June 2015, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: B.1.m. APPROVE RESOLUTION #15-11, YEAR END BUDGET AND INTERFUND TRANSFERS FOR FISCAL YEAR 2014-15

CONSENT

ISSUE: Shall the Board of Education authorize the Director of Fiscal Services to make any and all necessary budget transfers as required to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2015?

BACKGROUND: As the District closes its financial books for 2014-15, certain budget transfers must occur to permit the payment of obligations incurred during the fiscal year. Much of the work closing the books occurs during summer months when the Board is not in session. It is therefore necessary for the Board to authorize an employee to make these budget transfers. Accordingly, the Administration recommends that the Board adopt Resolution No. 15-11, authorizing the Director of Fiscal Services to make any and all necessary budget transfers to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2015.

FINANCIAL IMPACT: None.

ALTERNATIVES:

1. Adopt Resolution #15-11, Year End Budget and Interfund Transfers for fiscal year 2014-15.
2. Do not adopt Resolution #15-11.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #15-11

YEAR END BUDGET AND INTERFUND TRANSFERS FISCAL YEAR 2014-15

BE IT RESOLVED that the Oak Park Unified School District Board of Education does hereby authorize the Director of Fiscal Services to make any and all necessary budget transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications or balance of any expenditure classification of the budget of the district for the year ending June 30, 2015, as necessary to permit the payment of obligations incurred by the District.

PASSED AND ADOPTED this 16th day of June 2015, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.2.a. APPROVE DISTRICT OF CHOICE SUMMARY REPORT TO ADJOURNING DISTRICTS

ACTION

ISSUE: The board will receive a report from staff related to the mandated reporting requirements set forth in Education Code 48313 for all District of Choice districts.

BACKGROUND: Education Code 48313 establishes specific reporting requirements for all districts accepting students through the District of Choice program. This report summarizes the students enrolled into Oak Park for the current school year and is normally submitted to the local governing board at the May or June board meeting each year. Following the board's review this information is then disseminated to local adjoining districts, the county office of education, the State Superintendent and the Department of Finance. The Education Code requires that the report show the number of requests into the district, the number granted, denied or withdrawn (and the reasons for denials), the number of pupils transferred into and out of the district, the race, ethnicity, gender, self-reported socioeconomic status, and the school district of residence of the transfers. In addition, the district is required to submit to adjoining districts information regarding the district's status as a school district of choice for the upcoming school year. The report is provided to the board as a separate attachment to this cover sheet.

Staff will review with the board the data for the 2014-2015 school year and address any questions related to the information presented.

- ALTERNATIVES:**
1. Approve the District of Choice Summary Report to adjoining districts
 2. Do not approve the District of Choice Summary Report to adjoining districts.
 3. Revise the District of Choice Summary Report to adjoining districts.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Prepared by: Clifford E. Moore

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: B.2.b. ACCEPT OAK PARK CITIZENS' OVERSIGHT COMMITTEE ANNUAL REPORT FOR MEASURE C

REPORT/ACTION

ISSUE: Shall the Board receive and accept the annual report of the Oak Park Citizens' Oversight Committee for Measure C?

BACKGROUND: A major provision of Bond Measures C6 and R, and Parcel Tax Measure C, was the establishment of a citizen's oversight committee to monitor the use of monies expended from these sources. As required by its bylaws, the full membership of the Board-appointed committee met four times, with two subcommittees for Measure C6 and for Measure R each meeting on multiple occasions. The annual reports for Measures C6 and R were presented and accepted by the Board at its meeting on May 19, 2015. The written report for Measure C was undergoing final proofing as this agenda was going to press and will be sent to the Board and posted on the website as soon as the document is complete.

ALTERNATIVES:

1. Review and accept the Measure C annual report from the Oak Park Citizens' Bond Oversight Committee, with thanks for its service.
2. Do not accept the 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	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.2.c. APPROVE AWARD OF CONTRACT FOR PROJECT 15-12R, HVAC REPLACEMENT, LIBRARY BUILDING AT MEDEA CREEK MIDDLE SCHOOL – EQUIPMENT INSTALLATION

ACTION

ISSUE: Shall the Board approve the award of a contract for installation of HVAC equipment for Project 15-12R, HVAC Replacement, Library Building at Medea Creek Middle School?

BACKGROUND: At its meeting on May 19, 2015, the Board awarded a contract in the amount of \$83,838 to Lennox Industries for the purchase of HVAC equipment for this project. Utilizing the District’s list of contractors approved under the California Uniform Public Construction Cost Accounting Act (CUPCCAA), the district solicited proposals from the two approved HVAC system installers. ACCO Engineered Systems responded with a proposal for equipment installation of \$134,124. Kaiser Air Conditioning provided a quote of \$80,240 for the same scope of work (proposal attached). The budget established for this project is \$310,900 for both equipment and installation, with a 20% contingency of \$62,180, for a total budget of \$373,080. If the Board authorizes the award of a contract to Kaiser, the total construction amount of this work is \$164,076, a savings of \$146,824 against the project budget. When this project is completed, OPUSD will receive a \$20,464 rebate from Southern California Edison.

The proposals submitted for this project has been evaluated and analyzed by Balfour Beatty Construction and District staff, who recommends the award of a contract for HVAC equipment installation to Kaiser Air Conditioning.

- ALTERNATIVES:**
1. Award a contract for HVAC equipment for Project 15-12R, HVAC Replacement, Library Building at Medea Creek Middle School, to Kaiser Air Conditioning in the amount of \$80,240.00.
 2. Do not award a contract for this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klaus, 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: JUNE 16, 2015
SUBJECT: B.2.d. APPROVE AWARD OF CONTRACT FOR SUMMER CLEANING SERVICES DISTRICTWIDE

ACTION

ISSUE: Shall the Board approve the award of a contract for summer cleaning services at all District schools?

BACKGROUND: Over the last several years, the District has utilized the services of outside contractors to assist with the deep cleaning typically performed during the summer months. Utilizing the District’s list of contractors approved under the California Uniform Public Construction Cost Accounting Act (CUPCCAA), the district solicited a proposal from the single approved contractor providing these services. ServiceMaster Clean responded with a proposal of \$84,778 for the specified scope of work (proposal attached). The cost of the proposed contract is included in the District’s proposed 2015-16 Adopted Budget, scheduled for approval at this evening’s meeting.

- ALTERNATIVES:**
1. Award a contract for HVAC equipment for summer cleaning services at all District schools to ServiceMaster Clean in the amount of \$84,778.00.
 2. Do not award a contract for this work.

RECOMMENDATION: Alternative No. 1

Prepared by: Julie Suarez, Director, Business Operations
 Martin Klaus, 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	_____	_____	_____	_____

ServiceMASTER Clean[®]

CONTRACT AGREEMENT

The undersigned Oak Park School District ("Customer") hereby accepts the proposal of ServiceMaster 2646 Palma Drive, Suite 175 Ventura, CA 93003 to supply move-in clean for your project located at the high school, middle school and three elementary schools.

Upon the following terms:

1. ServiceMaster's services charge will be based on the services requested from the **Oak Park Services & Fees** document which total **\$84,778.00**.
2. ServiceMaster will also charge **\$1,185** for a **50% performance bond**.
3. **Background check and fingerprinting fee** to be paid by Oak Park School District.
4. Work will be invoiced upon completion of each stage for progress billing and payment.
5. Additional cleaning services will be quoted upon request or billed at a rate of \$37.50 per hour. Overtime and weekend service will be billed at 1.5x regular rate.
6. ServiceMaster will abide by all state, local and federal labor regulations. ServiceMaster shall pay cleaning personnel wages, taxes, and fringe benefits according to the prevailing wage guide provided by DIR. DIR payroll certification will be provided.
7. ServiceMaster shall furnish proof of insurance coverage for worker's compensation, property damage and liability with a minimum limit of One Million dollars (\$1,000,000). Each ServiceMaster employee is covered by a blanket fidelity and crime bond in the amount of Ten Thousand Dollars (\$10,000).
8. In the event that this contract proves unsatisfactory, it may be terminated by written notice by either party. Should any dispute for failure to make timely payment arise with respect to this contract, the prevailing party shall be awarded actual attorney's fees and costs.
9. Invoices for service billings are due 10 days from date of invoice. Should any extra services be performed or supplies ordered and billed on Customers behalf, the invoices will be due and payable upon receipt. All accounts are subject to 1-1/2% monthly Finance Charge (equivalent to 18% Annual Percentage) on unpaid balance.
10. Included in the service charge will be service, cleaning supplies & chemicals, and equipment.
11. Customer will provide ServiceMaster with 110 VAC electrical power, minimum 15 Amp circuits and sufficient lighting to provide Service or Customer will be billed for an additional equipment rental charge.

Signed by: _____
On behalf of (Customer): Oak Park School District

Date: _____

For ServiceMaster:
Aaron T. Shiah: _____

Date: _____

ServiceMASTER Clean®

CLEANING SERVICES - CONTRACT PROPOSAL

PROVIDED TO



**PREPARED FOR: JULIE SUAREZ
DELIVERY DATE: MAY 22ND 2015
PREPARED BY: AARON T. SHIAH
SERVICEMASTER CLEAN
2646 PALMA AVE, SUITE 175
VENTURA, CA 93003
PH: 805-642-0214 Fx: 805-654-0554
AARON@SERVICEMASTERBYRRT.COM**

SERVICE REQUEST

Oak Park School District has asked ServiceMaster to provide an estimate for specialty cleaning services to be provided to a high school, middle school and three elementary schools. The cleaning is to be provided at prevailing wage rates with complete DIR reporting.

SCOPE OF WORK & SERVICE COST

- SEE ADDENDUM -

SPECIAL CONDITIONS

1. Unless included above, waxing and/or sealing floors is excluded and will be billed separately.
2. Cleanup of all debris, construction waste, litter and unused material and its removal from the exterior of the construction site shall not be included in this schedule.
3. This Schedule is based upon all Contractors and Subcontractors having cleaned up their associated debris and are leaving the worksite in a debris free - clean manner. Excessive drywall, plaster or paint removal will be brought to the sight supervisor's attention and a change order and / or additional billing will be charged.
4. Customer will not release units/areas for final clean until all other contractors and subcontractors have completed their work, so that the units/areas being cleaned will not require rework. If rework is required ServiceMaster will bill at a regular hourly rate of \$35 per man hour, time and half regular rate for overtime or weekends and two dimes regular rate for holidays.
5. ServiceMaster understands that the project is on a deadline and will use its best effort to accommodate the schedule as supplied by the Customer. ServiceMaster requests sufficient time in order to complete the service while being unhampered by other contractors. Additionally, ServiceMaster will require a minimum of ten (10) calendar days notice prior to scheduling Service.
6. No razor blades or abrasive products used to clean windows. During window cleaning ServiceMaster will use its best efforts and appropriate cleaning techniques to prevent scratches from occurring; however, Customer agrees that ServiceMaster will not be held responsible for scratches on glass windows or polished surfaces.
7. Window blinds will be dusted but not refurbish/soap & water cleaned.
8. Jobsite will provide ServiceMaster with 110 VAC electrical power, minimum 15 Amp circuits and sufficient lighting to provide Service or Customer will be billed for an additional equipment rental charge.
9. Jobsite will provide ServiceMaster with water (hot & cold) in order to perform Service.

BUSINESS LICENSE & INSURANCE COVERAGE

ServiceMaster maintains the highest standard of compliance with laws and insurance requirements. This is part of our company's goal of providing uncompromising professional service. We will provide any new clients with a copy of our licensing and insurance documents listing the client as an additional insured for the following policies.

General Liability: Allied P&C Insurance Co. Policy# ACP3006872408

Each Occurrence: \$1,000,000

Damage to Rented Premises: \$100,000

Med Exp: \$5,000

Personal & ADV Injury: \$1,000,000

General Aggregate: \$2,000,000

Products – Comp/Op AGG: \$2,000,000

Automobile Liability: Allied P&C Insurance Co. Policy# ACP3006872408

Combined Single Limit: \$1,000,000

Umbrella Liability: Allied P&C Insurance Co. Policy# ACP3006872408

Each Occurrence: \$2,000,000

Worker's Compensation: ICW Policy # WSD 502684900

Bodily Injury by Accident: \$1,000,000

Contractor's Pollution Liability: Rockhill Insurance Company Policy# ENVPO1108800

Each Occurrence: \$1,000,000

Aggregate: \$1,000,000

SCOPE OF WORK ADDENDUM - OAK PARK SUMMER 2015

	Access Date	Service	Service Fee
Oak Hill Elementary	June 15th - Aug 11th		
MPR			\$1,656
Carpet (stage & floor)		Restorative Carpet Cleaning	
Windows & Sills (interior only)		Wash Interior Windows & Sills	
Ceiling Tiers		High Dust	
Drapes		Vacuum	
Clean Doors, Light Switches, & Spot Clean Walls		Clean Doors, switches & Spot Clean Walls	
Chairs Setup Take Down		Setup and take down	
Kitchen and Hallway			\$1,730
Kitchen Floor Tile & Grout		Scrub & Steam Extract	
Rubber Mats		Scrub & Steam Extract	
Clean Walls (painted drywall), Doors		Clean Doors, switches & Spot Clean Walls	
Vents		Vacuum/High Dust	
Hallway Floor Only - Marmolium		Scrub, Strip, Wax and Burnish	
Red Oak Elementary	June 15th - Aug 11th		
MPR			\$4,583
Vents		Vacuum/High Dust	
Clean Water Filling Station		Clean and polish stainless steel	
Windows & Sills Inside		Clean	
Drapes		Vacuum	
Carpet Clean on Stage		Restorative Carpet Cleaning	
Clean Doors, Light Switches, & Spot Clean Walls		Clean Doors, switches & Spot Clean Walls	
VCT		Scrub, Strip, Wax and Burnish	
R/R Mens Tile (wall to ceiling & floor)		Scrub & Steam Extract	
R/R Womens Tile (wall to ceiling & floor)		Scrub & Steam Extract	
Kitchen			\$1,830
Kitchen Floor (Marmoleum)		Scrub, Strip, Wax and Burnish	
Kitchen Floor (Concrete)		Scrub	
Rubber Matt		Scrub & Steam Extract	
Clean Walls (painted drywall), Doors, roll up doors and counter		Clean Doors, switches & Spot Clean Walls	
Vents		Vacuum/High Dust	
Hood		Degrease, Clean and polish stainless steel	
Brookside Elementary	June 15th - Aug 11th		
MPR			\$3,554
Vents		Vacuum/High Dust	
Clean Water Filling Station		Clean and polish stainless steel	
Windows & Sills Inside		Wash Interior Windows & Sills	
Drapes Vacuumed		Vacuum	
Carpet Clean on Stage and Risers		Restorative Carpet Cleaning	
Clean Doors, Light Switches, & Spot Clean Walls		Clean Doors, switches & Spot Clean Walls	
Bamboo Floor		Hard wood floor soft clean & Buff.	
R/R Mens Marmolium Floors and Vinyl Walls		Clean Restroom. Scrub, Strip, Wax and Burnish Floors.	
R/R Womens Marmolium Floors and Vinyl Walls		Clean Restroom. Scrub, Strip, Wax and Burnish Floors.	
Kitchen (Do not clean Fridge or Freezer)			\$1,978
Kitchen Floor (Tile & Grout)		Scrub & Steam Extract	
Rubber Matt		Scrub & Steam Extract	
Clean Walls (painted drywall), Doors, roll up doors and counter		Clean Doors, switches & Spot Clean Walls	
Vents		Vacuum/High Dust	
Hood		Degrease, Clean and polish stainless steel	
Storage Room (Floor Only and Reach Under Racks)		Scrub & Steam Extract	
Staff Lounge			\$1,535

	Carpets		Restorative Carpet Cleaning	
	Windows		Wash Interior Windows & Sills	
	Cabinets (outside) & Fridge (inside & out)		Clean	
	Clean Doors, Light Switches, & Spot Clean Walls		Clean Doors, switches & Spot Clean Walls	
Medea Creek Middle School				
		Towards End of July		
		In use on many Saturdays: 6/13, 6/20, 6/27, 6/29 (Mon Night), 6/30 (Tues Night), 7/1 (Wed night), 7/11, 7/18, 7/25, 8/1, 8/8.		\$11,765
	Gym		Rubberized Floor Soft Scrub & Mop	
	Gymnasium Floor		Wipe & Sanitize	
	Bleachers		Wipe front & back plexi	
	Backboards (Qty 6)			
	VCT Floors		Strip, Wax & Burnish	
	Stage VCT		Strip, Wax & Burnish	
	Boy's Locker Coach's Room VCT		Strip, Wax & Burnish	
	Girl's Locker Coach's Room VCT		Strip, Wax & Burnish	
	Gym Entrance - Boy's Side VCT		Strip, Wax & Burnish	
	Gym Entrance - Girls side VCT		Strip, Wax & Burnish	
	Carpeted Steps on Stage		Restorative Carpet Cleaning	
	Boy's Restrooms (Tile Floor and walls to Ceiling)		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
	Girl's Restrooms (Tile Floor and walls to Ceiling)		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
	Boy's Locker Room		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
	Lockers & Walls		Spot clean walls, high dusting and sanitize lockers.	
	Concrete Locker Room Floors		Scrub & Steam Extract Tile Floors and Walls.	
	Showers		Scrub & Steam Extract Tile Floors and Walls.	
	Girl's Locker Room and Coach's Rooms		Spot clean walls, high dusting and sanitize lockers.	
	Lockers & Walls		Scrub & Steam Extract Tile Floors and Walls.	
	Concrete Locker Room Floors		Relocate boxes and steam clean walls and floor.	
	Showers		Clean tile and polish stainless steel	
	Outdoor water stations (Qty 3)			
Cafeteria				
		End of July??		\$4,990
	Servery (floors, walls, windows but not equipment)		Wash Interior Windows & Sills	
	Windows & Sills		Strip wax (if acrylic based) no new finish to be applied.	
	Servery Floor		Steam Clean/Extract Tile & Grout	
	Servery Walls & Doors		Spot clean walls and clean doors	
	Snackbar Entrance		VCT Strip & Wax and Burnish. Spot clean walls, drinking station, doors.	
	Kitchen			
	Hood		Degrease, Clean and polish stainless steel	
	Spot clean Doors and walls		Clean Doors, switches & Spot Clean Walls	
	Floor		Scrub & Steam Extract Tile Floors.	
	Freezer		Clean floor	
	Fridge		Clean floor	
	Storage Room		Clean & clean racks, clean walls, strip & wax floor	
Oak Park High School				
		Pavilion - 7/27-7/31	Wipe down metal columns and polish stain steel; strip and wax floors; sweep and clean stage; clean inside and outside of windows at entryway; bleachers: wipe clean frames/seats & clean slide-out tracks and floor under bleachers; clean carpet on bleachers; clean and treat spots on stage curtains and black drapes on risers.	\$8,680
Kitchen & Servery				
		June 13th??		\$2,740
	Hood		Degrease, Clean and polish stainless steel	
	Spot clean Doors and walls		Clean Doors, switches & Spot Clean Walls	
	Floor		Scrub & Steam Extract Tile Floors.	
	Freezer		Clean floor	
	Fridge		Clean floor	
	Storage Room		Clean & clean racks, clean walls	
G9 Amphitheater Classroom				
		In use 6/15-7/2 8am-10:10am		\$2,664
	Spot clean walls, clean doors		Clean Doors, switches & Spot Clean Walls	

	Desks		Clean	
	Windows & Sills		Wash Interior Windows & Sills	
	Floor - VCT		Strip, Wax & Burnish	
	Clean Carpets		Restorative carpet cleaning.	
C1 Woodshop		June 13th		\$12,450
	Ducts		Vacuum/wipe, HEPA scrub air	
	Machines & Desks		Vacuum/wipe, HEPA scrub air	
	Walls		Vacuum/wipe, HEPA scrub air	
	Concrete Floors		Sweep, vacuum and clean	
	Doors and Windows		Clean	
C Building Workroom/Break Area		June 13th		\$1,750
	Restroom		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
	VCT Floor		Strip, Wax & Burnish	
	Counters		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
	Spot clean walls and clean doors		Clean Doors, switches & Spot Clean Walls	
C9 Student Store		June 13th		\$2,455
	Main Area Floor		Strip, Wax & Burnish	
	Main Area Cleaning		Clean doors Wash Interior Windows & Sills	
	Storage Floor		Strip, wax, burnish.	
	Storage Cleaning		Dust, Spot clean walls and Clean Doors	
	Book Storage Floor		Strip, wax, burnish.	
	Book Storage Cleaning		Dust, Spot clean walls and Clean Doors	
C8 Art Room (Testing Room)		June 13th available but 6/15-7/2 & 7/6-7/22 8am-12:30pm not available.		\$2,628
	VCT Floor		Strip, wax, burnish.	
	Cleaning		Dust, Windows, Spot clean walls and Clean Doors	
Gymnasium Foyer		June 13th??		\$2,041
	Floor		Strip, Wax & Burnish	
	Cleaning (no R/R yet b/c ADA)		Windows, walls, doors.	
Varsity Locker Room		June 13th??		\$845
	Floor		Wax and Burnish newly installed VCT	
	Cleaning lockers, walls and doors.		Spot clean walls, high dusting and sanitize lockers.	
Women's Restroom		June 13th??		\$713
	Detail Clean		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
Men's Restroom		June 13th??		\$713
	Detail Clean		Clean Restroom. Scrub & Steam Extract Tile Floors and Walls.	
Girl's Locker Room		Locker Rooms - 8/3-8/7		\$3,781
	Showers		Scrub, steam clean and extract.	
	Lockers in Big room Approx. 500		Dispose of contents and sanitize in/out.	
	Little Locker Room Approx. 62		Dispose of contents and sanitize in/out.	
	Small Wooden locker room area Approx 30		Dispose of contents and sanitize in/out.	
	Floors		Scrub clean.	
	Walls and Doors		Dust, Spot clean walls and Clean Doors	
	Coach's Office		Strip, Wax & Burnish, Dust, spot clean walls and clean doors.	
	Coach's Locker		Scrub, steam clean and extract. High dust, clean walls and doors & lockers.	
Boy's Locker Room		Locker Rooms - 8/3-8/7		\$3,781

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.2.e. APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASE – LANGUAGE LAB AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board approve a Measure C6 bond fund equipment purchase for the language lab at Oak Park High School as recommended by the District Technology Committee?

BACKGROUND: On March 25, 2015 and April 29, 2015, the District Technology committee met to consider a request from Oak Park High School to refresh its language lab with PC laptops. Details of the proposed instructional technology equipment purchase, utilizing Measure C6 bond funds, are attached for the Board’s information and review.

The Technology Committee voted unanimously to recommend the Board’s approval of this 2015-16 project to be funded from the Measure C6 bond.

ALTERNATIVES:

1. Approve the technology equipment purchase for the Oak Park High School foreign language lab refresh for the 2015-16 school year, to be funded from Measure C6.
2. Do not approve the equipment purchases.

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	_____	_____	_____	_____

Technology Resource Request Form

The following form should be completed by a site or district level administrator and submitted to the District Technology Committee to request the expenditures of district funds (not site based funds) to purchase new technology equipment, software, or services to be used at their school site. This form may be submitted via email to the district's Director of Technology and will be brought forward to the next Tech Committee meeting for discussion. The Tech Committee may vote to forward the request to the governing board with its recommendation for approval, request further information or modifications of the proposal, or decline to support the request. Teachers with ideas for technology acquisition will need to work with their site principals to submit their request using this form.

1) Name of Principal – Kevin Buchanan

2) Date Submitted – March 25, 2015 (rev 2)

3) Describe specific equipment and or software/service requested (include quantities):

Because of the increased enrollment at OPHS and the aging condition of the FLAP lab computers we are proposing that we repurpose the current iMacs and replace them with a set of 37 PC computers. These PC's would meet certain specifications to be able to run proprietary software needed for AP language testing. We would also need to ensure the new language lab room (likely to be housed in the Library building) to have sufficient electrical power and data to service these machines.

4) Describe the program(s), grade levels, students, etc. impacted by this technology acquisition and how it will be used to enhance instruction.

These computers would be used for Spanish, French, and Chinese, levels 1 through Advanced Placement, and American Sign Language, levels 1 through 3. This proposal includes computers that meet the specifications to run the software that the Foreign and ASL teachers use to support the study of world languages, literatures, and cultures through the integration of technology and classroom teaching for student success. The lab assists faculty to create, develop, and implement the highest quality of teaching and learning environments in the study of languages. By engaging students and technological resources, the lab provides students with access to the resources and technology that they need in the learning of world languages. The lab also allows our teachers to adapt or invent new approaches in teaching and learning through technology support while providing an understanding of the appropriate role of technology in the teaching and learning of world languages. This lab was originally funded by a grant that no longer exists but the use of the technology and oral components and language practice modules are critical and embedded in the instructional program.

5) Describe any pre-existing resources, technologies, that this technology will replace, refresh, or augment.

Current FLAP iMac lab is over 7 years old and will be replaced by new PC's.

6) Provide an estimate of the total cost of acquiring this technology resource.

Our estimated cost is approximately \$2000 per computer and peripherals. $\$2000 \times 38 = \$76,000$ for the PC's, plus an additional \$10,000 for peripherals (headphones, mics, USB video cameras as needed). Total estimated cost is \$86,000 not including the software.

7) Identify who will be responsible to manage and take care of this equipment once it is received and put into operation.

We would securely house the FLAP computers in the OP Library.

8) What is the requested time frame for acquiring these resources?

Summer 2015

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.2.f. APPROVE 2015-16 EMPLOYEE HEALTH BENEFIT PLANS

ACTION

ISSUE: Shall the Board accept the recommendation of the District’s Health Benefit Committee for 2015-16 employee medical, dental, and vision insurance coverage?

BACKGROUND: At the end of May, the District’s current health care provider, California’s Valued Trust (CVT) announced its rates for the 2015-16 plan year. The District’s current coverage offers a choice of nine medical plans, including seven Anthem Blue Cross PPO plans and three Kaiser plans, as well as Delta Dental and VSP Vision plans. The new rates include average increases of 7.8% for Blue Cross PPO plans. There is no increase in rates for Kaiser HMO plans or for Delta Dental coverage, and rates for the VSP vision plan decrease by 3.9%. As this agenda was going to press, the Health Benefits Committee, comprised of two employees each from OPTA, OPCA, and District administration, was meeting to review and consider the employee medical, vision and dental plan rates for the 2015-16 school year. It is anticipated that the Committee’s recommendation will be forwarded to the Board in advance of this evening’s meeting.

- ALTERNATIVES:**
1. Accept the Health Benefits Committee recommendation and approve contracts with California’s Valued Trust for the 2015-16 school year.
 2. Do not accept the Health Benefits Committee recommendation.

RECOMMENDATION: Alternative No. 1.

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

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.2.g. APPROVE THE 2015-16 OAK PARK UNIFIED SCHOOL DISTRICT LOCAL CONTROL AND ACCOUNTABILITY PLAN

ACTION

ISSUE: Shall the Board approve the 2015-16 Oak Park Unified School District Local Control and Accountability Plan?

BACKGROUND: As required by Local Control Funding Formula (LCFF) legislation, school districts are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), using a form adopted by the California State Board of Education (SBE). The LCAP identifies how districts address the State’s priorities and metrics, and how expenditures are made in accordance with statutes. The 2015-16 Oak Park Unified School District LCAP has been developed with the input from diverse groups of stakeholders. In conformance with Education Code 52062, a public hearing to solicit the recommendations and comments of the public regarding the proposed LCAP was held on June 2, 2015.

The 2015-16 LCAP has been forwarded to the Board under separate cover, and is also available for public inspection on the District’s website and in its administrative offices.

- RECOMMENDATION:**
1. Approve the 2015-16 Oak Park Unified School District Local Control and Accountability Plan.
 2. Do not approve the 2015-16 Oak Park Unified School District Local Control and Accountability Plan.

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

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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: JUNE 16, 2015
SUBJECT: B.2.h. ADOPTION AND APPROVAL OF THE 2015-16 OAK PARK UNIFIED SCHOOL DISTRICT ANNUAL BUDGET

ACTION

ISSUE: Shall the Board adopt the 2015-16 Oak Park Unified School District annual operating budget?

BACKGROUND: On May 14, 2015 Governor Brown presented his May Revision to the 2015-16 state budget proposal. The Governor’s proposed budget for K-12 education provides considerably more funding than his January proposal, and the second full year of the Local Control Funding Formula (LCFF) and accompanying Local Control and Accountability Plan (LCAP) will have a significant impact on the District.

As required by LCFF legislation, on June 2, 2015 separate public hearings on were held to solicit the recommendations and comments of the public regarding the District’s proposed 2015-16 LCAP and budget. The 2014-15 budget incorporates the most current information available, including LCAP recommendations, local budget assumptions, enrollment and staffing projections, and revenue and expenditure forecasts.

The 2015-16 Adopted Budget has been forwarded to the Board under separate cover, and is also available for public inspection on the District’s website and in its administrative offices.

- RECOMMENDATION:**
1. Approve the 2015-16 Oak Park Unified School District annual budget.
 2. Do not approve the 2015-16 annual budget.

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

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.2.i. APPROVE SPENDING PLAN FOR 2015-16 EDUCATION PROTECTION ACCOUNT FUNDS

ACTION

ISSUE: Shall the Board review and discuss the proposed spending plan for the 2015-16 Education Protection Account funds as required by Proposition 30?

BACKGROUND: In November 2012, California voters approved Proposition 30, which established the Education Protection Account (EPA). All temporary tax revenues collected from Proposition 30 over the next 7 years for income tax and 4 years for sales tax are collected into the Education Protection Account and distributed to K-12 and Higher Education. There are several requirements for local spending determination, disclosure, and reporting on the use of the EPA funds. The governing board must determine the use of the EPA funds in an open session of a public meeting. The EPA funds must be accounted for separately and not used for administrative costs. Additionally, Districts are required to annually report on their website an accounting of the EPA funds received and how those funds were spent.

The proposed OPUSD spending plan for the 2015-16 Education Protection Account is attached for the Board's information and review.

ALTERNATIVES:

1. Approve the proposed 2015-16 EPA Spending Plan as presented.
2. After discussion, direct the Administration to make specified revisions to the proposed 2015-16 EPA Spending Plan.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Fund 010 General Fund - Resource 1400, Education Protection Act

Revenue	Description	Amount	Percentage of Sources
8000	Revenue	5,522,360	100.00%
Total Revenue		5,522,360	100.00%

Expenditure	Description	Amount	Percentage of Sources
1000 Certificated Salaries			
1100	Teachers' Salaries (56 . 33 FTE)	4,196,176	75.99%
Total 1000		4,196,176	75.99%

Expenditure	Description	Amount	Percentage of Sources
3000 Employee Benefits			
3100	STRS	450,250	8.15%
3300	OASDI/Medicare/Alternative	60,845	1.10%
3400	Health & Welfare Benefits	716,731	12.98%
3500	State Unemployment Insurance	2,098	.04%
3600	Workers' Compensation Insuranc	96,260	1.74%
Total 3000		1,326,184	24.01%
Total Expenditure		5,522,360	100.00%

Starting Balance	0
+ Revenues	5,522,360
- Expenditures	5,522,360
- Budgeted Reserves & Fund Bal	0
= Unappropriated Balance	0

Starting Balance	0
+ Total Revenues	5,522,360
= Total Sources	5,522,360

Expenditure	Description	Amount	Percentage of Sources
1000	Certificated Salaries (56 . 33 FTE)	4,196,176	75.99%
2000			%
3000	Employee Benefits (56 . 33 FTE)	1,326,184	24.01%
4000			%
5000			%
6000			%
7000			%
- Total Expenditures		5,522,360	100.00%
- Total Budgeted Reserves and Fund Balance		0	.00%
= Unappropriated Balance		0	.00%

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

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

ACTION

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

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

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
DISTRICT	Laser Level w/Tripod/Syrus Avanesyan	\$ 785.00

RECOMMENDATION: Accept the donations with thanks.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.3.a. APPROVE ADDITIONAL TEXTBOOKS FOR OAK VIEW HIGH SCHOOL

ACTION

ISSUE: Oak View High School wishes to add additional textbooks in support of its curriculum.

STATEMENT: Oak View High School would like to add additional textbooks to its program. The classes requesting additional textbooks are Physical Science and Marine Biology. Currently, students in Physical Science use the same textbook used in the eighth grade science class. Staff is requesting to use Physical Science Concepts in Action as it will be a new and higher level text for the class.

OVHS Marine Biology does not have a textbook. Staff is requesting McGraw Hill's Marine Biology. This text is most aligned to the current curriculum.

ALTERNATIVES: 1. Approve the request for additional textbooks at Oak View High School.
 2. Do not approve the request for additional textbooks at Oak View High School.

RECOMMENDATION: Alternative No. 1.

Prepared by Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources and Curriculum and Instruction

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: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

**SUBJECT: B.3.b. APPROVE NEW COURSE FOR OAK VIEW HIGH SCHOOL
– MARINE SCIENCE**

ISSUE: Oak View High School wishes to add a Marine Science class to its course selections.

STATEMENT: Oak View High School would like to add a Marine Science class for the 2015-2016 school year. This course is designed to provide students with the opportunity to study marine and coastal environments. During the semester, students will become familiar with the various interactions between the abiotic and biotic factors in an ocean ecosystem. Study topics include an introduction to Marine Biology and related fields of science, ocean geology, geography/navigation, water chemistry, the basics of life in the ocean, marine ecology, and in-depth studies of each subdivision of the ocean: pelagic, neritic, and benthic zones. Each of these subdivisions includes the more familiar habitats like the polar seas, coral reefs, rocky/sandy intertidal areas, estuaries, open-ocean and deep ocean.

This Course is designed to be broken into two independent sections (1 per quarter) Students can enroll in either section or both. Quarter 1 is physical science based and quarter 2 is life science based.

- ALTERNATIVES:**
1. Approve the addition of a Marine Science class to the curriculum at Oak View High School.
 2. Do not approve the addition of a Marine Science class to the curriculum at Oak View High School.

RECOMMENDATION: Alternative No. 1.

Prepared by Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources and Curriculum and Instruction

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: JUNE 16, 2015
SUBJECT: B.4.a APPROVE AUTHORIZATION TO ESTABLISH A CLASSIFIED POSITION - SOCIAL-EMOTIONAL SERVICES SPECIALIST

ACTION

ISSUE: Shall the Board authorize the establishment of a classified service position, Social-Emotional Services Specialist?

BACKGROUND: Staff is recommending that the Board establish a new position, Social-Emotional Services Specialist. This person would provide consultation and services related to the provision of mental health services, including direct individual and group counseling, evaluations and diagnosis, and the development and implementation of school-based treatment plans. A copy of the proposed job description is attached for the Board's review.

ALTERNATIVES:

1. Approve the establishment of a new classified service position and job description for a Social Emotional Services Specialist.
2. Do not approve the establishment of a new classified position and job description for a Social-Emotional Services Specialist

RECOMMENDATION: Alternative No. 1

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources

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
SOCIAL-EMOTIONAL SERVICES SPECIALIST
JOB DESCRIPTION

SALARY RANGE

\$27.37 - \$33.39 Hourly

BASIC DESCRIPTION:

Under supervision of the Director of Pupil Services, performs the full range of assignments related to the provision of mental health services, including collaboration, direct individual and group counseling, evaluations and diagnosis, development¹ and implementation of school-based treatment plans; serves as a member of a multi-disciplinary team assembled to meet goals related to student's mental health wellness and educational achievement objectives.

MAJOR DUTIES AND RESPONSIBILITIES:

- Conducts assessments of the mental health status of specific students.
- Prepares evaluations that include obtaining personal, social, emotional, and other relevant history.
- In collaboration with other members of the multi-disciplinary (e.g. IEP, 504 or SST) team, including student and family members, participates in the development, implementation and evaluation of goal oriented school-based treatment plans.
- Provides consultation to school staff regarding the social/emotional/behavioral needs of students.
- Monitors and evaluates student progress, including the development of data-driven goals.
- Provides individual or group counseling toward the goal of achieving higher functioning in interpersonal relations and learning amongst emotionally, socially and behaviorally challenged students.
- Provides crisis intervention in situations when a student exhibits acute mental health symptoms that present an immediate or potential threat to the student or others.
- Provides consultation as appropriate to other staff members on a student's social, emotional or behavioral status.
- Prepares case documentation and progress reports.
- Collaborates on behalf of the student/family with other support services provided by health care, social services agencies and community organizations.
- Prepares for, conducts and participates in professional development activities related to student mental health issues.
- May provide clinical supervision to unlicensed clinicians and student interns within the context of licensure, in keeping with State regulations and according to applicable District policies.
- Performs job-related duties as assigned.

JOB COMPETENCIES: KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Clinical and evidence-based methods and techniques for purposes of mental health evaluations, diagnosis and educational plans;
- Diagnosis and evaluation criteria for mental health disorders in students, including alcohol and drug issues, co-occurring disorders, including contributing psychosocial and cultural factors affecting mental health and service delivery;
- Therapeutic techniques and modalities for treatment and case management of students with mental health issues;
- Individualized Education Program (IEP) process and legal requirements;
- Data collection and record-keeping techniques;
- Various special education disabilities including characteristics and relevant educational approaches.

Ability to / Skill in:

- Learn and apply rules and regulations in executing assigned work functions;
- Work independently with little direction;
- Plan and organize workload and use time effectively;
- Interpersonal skills using tact, patience and courtesy;
- Maintain the security of confidential materials;
- Analyze situations accurately and adopt an effective course of action;
- Comprehend and follow directions given verbally and in writing;
- Demonstrate mental acuity sufficient to perform the essential functions of the position;
- Communicate effectively both orally and in writing;
- Maintain records and prepare reports of varied clinical complexity in adherence with legal mandates;
- Establish and maintain cooperative and effective working relationships with others;
- Meet schedules and time lines;
- Exercise independent judgment and initiative without close supervision;
- Be motivated to produce high quality work product and maintain a work pace appropriate to the position.

REQUIRED ENTRANCE QUALIFICATIONS:

Education:

A Master's degree in one of the following or a closely related field: Marriage & Family Counseling, Counseling Psychology, Clinical Psychology, Counseling with an emphasis in Marriage, Family and Student Counseling, Social Work with an emphasis on Clinical Social Work or other equivalent Master's degree from a college or university approved by the California Department of Consumer Affairs, Board of Behavioral Science Examiners.

Experience:

A minimum of three years of experience, with at least two (2) years postgraduate training providing mental health services to students or adults with mental health disorders, is preferred.

Licenses/Certifications/Special Requirements

- Valid California Class C Driver's License or an alternate method of transportation for travel between district sites
- A current valid license as a Licensed Marriage and Family Therapist (Marriage Family and Student Counselor) OR a license as a Licensed Clinical Social Worker issued by the California Board of Behavioral Science.
- Incumbents are required to maintain an MFT or LCSW license with the California Board of Behavioral Sciences as a condition of continued employment.

Must be certified, or become certified, by the Crisis Prevention Institute (CPI) in non-violent crisis interventions (NCPI).

TOOLS/EQUIPMENT:

Operate a personal computer and job-specific software applications, and related peripheral equipment, including, but not limited to fax machine, copier, and printer.

WORK CONDITIONS:

Physical Demands

Hearing and speaking to exchange information and make presentations, dexterity of hands and fingers to operate office equipment, carrying, pushing or lifting classroom equipment and supplies, bending at the waist, lifting objects weighing up to 40 pounds, reaching overhead, above the shoulders and horizontally to store equipment, and seeing to observe students in classroom activities. Moving around a classroom or playground freely and independently enough to observe students naturally and unobtrusively.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: B.5.a. APPROVE AMENDMENT OF BOARD POLICY AND ADMINISTRATIVE REGULATION 0460 – LOCAL CONTROL AND ACCOUNTABILITY PLAN – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 0460 – Local Control and Accountability Plan?

BACKGROUND: Board Policy 0460 is being updated to reflect new Title 5 Regulations (Register 2015, No.2) which (1) present a template for the local control and accountability plan (LCAP), (2) define and give examples of the means by which districts may consult with students when developing the LCAP, (3) address the composition of the parent advisory committee and English learner parent advisory committee, and (4) require the County Superintendent of Schools to review district descriptions, if any, of districtwide or schoolwide services provided with local control funding formula (LCFF) supplemental or concentration funds. Regulation adds new section which addresses requirement for district receiving LCFF supplemental or concentration funds to increase or improve services for “unduplicated students” and reflects new Title 5 Regulations (Register 2015, No.2) which specify the method for determining the percentage by which services for unduplicated students must be increased or improved above services provided to all students. Board Policy 0450 is being submitted with recommended language from CSBA.

- ALTERNATIVES:**
1. Approve adoption of Board Policy 0460 – Local Control and Accountability Plan.
 2. Do not adopt Board Policy 0460 – Local Control and Accountability Plan.
 3. Adopt a modified version of the amendment to Board Policy 0460 – Local Control and Accountability Plan.

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 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(a)

Local Control and Accountability Plan

The Governing Board desires to ensure the most effective use of available state funding to improve outcomes for all students. A community-based, comprehensive, data-driven planning process shall be used to identify annual goals and specific actions aligned ~~with state and local priorities~~ and to facilitate continuous improvement of district practices.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

The Board shall adopt a districtwide local control and accountability plan (LCAP), ***following the template provided in 5 CCR 15497.5, that*** addresses the state priorities specified in Education Code 52060 ***and any local priorities adopted by the Board***. The LCAP shall be ~~effective for three years and shall be updated on or before July 1 of each year~~ ***and, like the district budget, shall cover the next fiscal year and subsequent two fiscal years***. (Education Code 52060; ***5 CCR 15497.5***)

(cf. 3100 – Budget)

~~In addition, The LCAP shall address any local priorities adopted by the Board. The LCAP shall focus on improving outcomes for all students, particularly those who are "unduplicated students" and other underperforming students.~~

Unduplicated students include students who are eligible for free or reduced-price meals, English learners, and foster youth and are counted only once for purposes of the local control funding formula. (Education Code 42238.02)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6173.1 - Education for Foster Youth)

(cf. 6174 - Education for English Language Learners)

The Superintendent or designee shall review the single plan for student achievement (SPSA) submitted by each district school pursuant to Education Code 64001 to ensure that the specific actions included in the LCAP or the annual update are consistent with strategies included in the SPSA. (Education Code 52062)

(cf. 0420 - School Plans/Site Councils)

~~To, the~~ The LCAP ~~and~~ shall ***also*** be aligned ***with*** other district and school plans to the extent possible ***in order to*** minimize duplication of effort and provide clear direction for program implementation

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(b)

(cf. 0400 - Comprehensive Plans)
(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 5030 - Student Wellness)
(cf. 6171 - Title I Programs)
(cf. 7110 - Facilities Master Plan)

Any complaint that the district has not complied with legal requirements pertaining to the LCAP may be filed pursuant to AR 1312.3 - Uniform Complaint Procedures. (Education Code 52075)

(cf. 1312.3 - Uniform Complaint Procedures)

Plan Development

The Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community. Such data and information shall include, but not be limited to, data regarding the numbers of students in various student subgroups, disaggregated data on student achievement levels, and information about current programs and expenditures.

The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. ***Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students.*** (Education Code 52060; 5 CCR 15495))

(cf. 1220 - Citizen Advisory Committees)
(cf. 4140/4240/4340 - Bargaining Units)
(~~cf. 4143/4243 - Negotiations/Consultation~~)
(cf. 6020 - Parent Involvement)

Public Review and Input

The Board shall establish ***a parent advisory committee to review and comment on the LCAP. The committee shall be composed of a majority of parents/guardians and shall include at least one parent/guardian of an unduplicated student as defined above.*** ~~the following committee(s) to review and comment on the LCAP:~~ (Education Code 52063; 5 CCR 15495)

Whenever district enrollment includes at least 15 percent English learners, with at least 50 students who are English learners, the Board shall establish an English learner parent

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(c)

***advisory committee composed of a majority of parents/guardians of English learners.
(Education Code 52063; 5 CCR 15495)***

~~1. A parent advisory committee including at least one parent/guardian of unduplicated students as defined above~~

The Superintendent or designee shall present the LCAP ~~or the annual update~~ to the committee(s) before it is submitted to the Board for adoption, and shall respond in writing to comments received from the committee(s). (Education Code 52062)

The Superintendent or designee shall notify members of the public of the opportunity to submit written comments regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update to the LCAP~~. The notification shall be provided using the most efficient method of notification possible, which may not necessarily include producing printed notices or sending notices by mail. All written notifications related to the LCAP ~~or the annual update~~ shall be provided in the primary language of parents/guardians when required by Education Code 48985. (Education Code 52062)

(cf. 5145.9 – Parental Notifications)

The Board shall hold at least one public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in the LCAP ~~or the annual update~~. The public hearing shall be held at the same meeting as the public hearing required ~~prior to the adoption of the district budget in accordance with~~ ***pursuant to*** Education Code 42127 and AR 3100 - Budget. (Education Code 42127, 52062)

~~*(cf. 3100 – Budget)*~~

~~*(cf. 3460 – Financial Reports and Accountability)*~~

~~*(cf. 9320 - Meetings and Notices)*~~

Adoption of the Plan

~~Prior to adopting the district budget, but at the same public meeting,~~ The Board shall adopt the LCAP ~~or the annual update~~ ***prior to adopting the district budget, but at the same public meeting***. This meeting shall be held after the public hearing described above, but not on the same day as the hearing. ~~(Education Code 52062)~~

The Board may adopt revisions to the LCAP at any time during the period in which the plan is in effect, provided the Board follows the process to adopt the LCAP pursuant to Education Code 52062 and the revisions are adopted in a public meeting. (Education Code 52062)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(d)

Submission of Plan to County Superintendent of Schools

Not later than five days after adoption of the LCAP ~~or the annual update to the LCAP~~, the Board shall file the LCAP or the annual update with the County Superintendent of Schools. (Education Code 52070)

If the County Superintendent sends, by August 15, a written request for clarification of the contents of the LCAP ~~or the annual update~~, the Board shall respond in writing within 15 days of the request. If the County Superintendent then submits recommendations for amendments to the LCAP within 15 days of receiving the Board's response, the Board shall consider those recommendations in a public meeting within 15 days of receiving the recommendations. (Education Code 52070)

Monitoring Progress

The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by him/her and the Board, regarding the district's progress toward attaining each goal identified in the LCAP. Evaluation data shall be used to recommend any necessary revisions to the LCAP.

(cf. 0500 - Accountability)

Technical Assistance/Intervention

When it is in the best interest of the district, the Board may submit a request to the County Superintendent for technical assistance, including, but not limited to: (Education Code 52071)

1. Assistance in the identification of district strengths and weaknesses in regard to state priorities and review of effective, evidence-based programs that apply to the district's goals
2. Assistance from an academic expert, team of academic experts, or another district in the county in identifying and implementing effective programs to improve the outcomes for student subgroups
3. Advice and assistance from the California Collaborative for Educational Excellence established pursuant to Education Code 52074

In the event that the County Superintendent requires the district to receive technical assistance pursuant to Education Code 52071, the Board shall review all recommendations received from

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(e)

the County Superintendent or other advisor and shall consider revisions to the LCAP as appropriate in accordance with the process specified in Education Code 52062.

If the Superintendent of Public Instruction (SPI) identifies the district as needing intervention pursuant to Education Code 52072, the district shall cooperate with any action taken by the SPI or any academic advisor appointed by the SPI, which may include one or more of the following:

1. Revision of the district's LCAP
2. Revision of the district's budget in accordance with changes in the LCAP
3. A determination to stay or rescind any district action that would prevent the district from improving outcomes for all student subgroups, provided that action is not required by a collective bargaining agreement

Legal Reference:

EDUCATION CODE

305-306 English language education

17002 State School Building Lease-Purchase Law, including definition of good repair

41020 Audits

42127 Public hearing on budget adoption

42238.01-42238.07 Local control funding formula

44258.9 County superintendent review of teacher assignment

48985 Parental notices in languages other than English

51210 Course of study for grades 1-6

51220 Course of study for grades 7-12

52052 Academic Performance Index; numerically significant student subgroups

52060-52077 Local control and accountability plan

52302 Regional occupational centers and programs

52372.5 Linked learning pilot program

54692 Partnership academies

60119 Sufficiency of textbooks and instructional materials; hearing and resolution

60605.8 California Assessment of Academic Achievement; Academic Content Standards Commission

60811.3 Assessment of language development

64001 Single plan for student achievement

99300-99301 Early Assessment Program

CODE OF REGULATIONS, TITLE 5

15494-15497.5 Local control and accountability plan and spending requirements

UNITED STATES CODE, TITLE 20

6312 Local educational agency plan

6826 Title III funds, local plans

Management Resources:

CSBA PUBLICATIONS

Impact of Local Control Funding Formula on Board Policies, November 2013

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0460(f)

Local Control Funding Formula 2013, Governance Brief, August 2013

State Priorities for Funding: The Need for Local Control and Accountability Plans, Fact Sheet, August 2013

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California School Accounting Manual

WEB SITES

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

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

Adopted: 6-17-14

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0460(a)

Local Control and Accountability Plan

Content of the Plan *Goals and Actions Addressing State and Local Priorities*

The district's local control and accountability plan (LCAP) shall include, for the district and each district school: (Education Code 52060)

1. A description of the annual goals established for all students and for each numerically significant subgroup as defined in Education Code 52052, including ethnic subgroups, socioeconomically disadvantaged students, English learners, students with disabilities, and foster youth. The LCAP shall identify goals for each of the following state priorities:

a. The degree to which district teachers are appropriately assigned in accordance with Education Code 44258.9 and fully credentialed in the subject areas and for the students they are teaching; every district student has sufficient access to standards-aligned instructional materials as determined pursuant to Education Code 60119; and school facilities are maintained in good repair as specified in Education Code 17002

(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3517 - Facilities Inspection)
(cf. 4112.2 - Certification)
(cf. 4113 - Assignment)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)

b. Implementation of the academic content and performance standards adopted by the State Board of Education (SBE), including how the programs and services will enable English learners to access the Common Core State Standards and the English language development standards for purposes of gaining academic content knowledge and English language proficiency

(cf. 6011 - Academic Standards)
(cf. 6174 - Education for English Language Learners)

c. Parent/guardian involvement, including efforts the district makes to seek parent/guardian input in district and school site decision making and how the district will promote parent/guardian participation in programs for unduplicated students, as defined in Education Code 42238.02 and Board policy

(cf. 3553 - Free and Reduced Price Meals)
(cf. 6020 - Parent Involvement)
~~*(cf. 6159 - Individualized Education Program)*~~
(cf. 6173.1 - Education for Foster Youth)

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Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0460(b)

d. Student achievement, as measured by all of the following as applicable:

- (1) Statewide assessments of student achievement
- (2) Academic Performance Index
- (3) The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study that satisfy specified requirements and align with SBE-approved career technical education standards and frameworks, including, but not limited to, those described in Education Code 52302, 52372.5, or 54692
- (4) The percentage of English learners who make progress toward English proficiency as measured by the SBE-certified assessment of English proficiency
- (5) The English learner reclassification rate
- (6) The percentage of students who have passed an Advanced Placement examination with a score of 3 or higher
- (7) The percentage of students who participate in and demonstrate college preparedness in the Early Assessment Program pursuant to Education Code 99300-99301

(cf. 0500 - Accountability)

(cf. 6141.5 - Advanced Placement)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - ~~Standardized Testing and Reporting Program~~ State Academic Achievement Tests)

(cf. 6178 - Career Technical Education)

e. Student engagement, as measured by school attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates, as applicable

(cf. 6146.1 - High School Graduation Requirements)

(cf. 5113.1 - Chronic Absence and Truancy)

(cf. 5147 - Dropout Prevention)

(cf. 5149 - ~~At Risk Students~~)

f. School climate, as measured by student suspension and expulsion rates and other local measures, including surveys of students, parents/guardians, and teachers on the sense of safety and school connectedness, as applicable

(cf. 5137 - Positive School Climate)

(cf. 5144 - Discipline)

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

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

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ADMINISTRATIVE REGULATION**

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0460(c)

g. The extent to which students have access to and are enrolled in a broad course of study that includes all of the subject areas described in Education Code 51210 and 51220, as applicable, including the programs and services developed and provided to unduplicated students and students with disabilities, and the programs and services that are provided to benefit these students as a result of supplemental and concentration grant funding pursuant to Education Code 42238.02 and 42238.03

(cf. 6143 - Courses of Study)

(cf. 6159 – Individualized Education Program)

h. Student outcomes, if available, in the subject areas described in Education Code 51210 and 51220, as applicable

2. Any goals identified for any local priorities established by the Board.

(cf. 0200 - Goals for the School District)

3. A description of the specific actions the district will take during each year of the LCAP to achieve the identified goals, including the enumeration of any specific actions necessary for that year to correct any deficiencies in regard to the state and local priorities specified in items #1-2 above. Such actions shall not supersede provisions of existing collective bargaining agreements within the district.

For purposes of the descriptions required by items #1-3 above, the Board may consider qualitative information, including, but not limited to, findings that result from any school quality reviews conducted pursuant to Education Code 52052 or any other reviews. (Education Code 52060)

For any local priorities addressed in the LCAP, the Board and Superintendent or designee shall identify **and include in the LCAP** the method for measuring the district's progress toward achieving those goals. (Education Code 52060)

To the extent practicable, data reported in the LCAP shall be reported in a manner consistent with how information is reported on a school accountability report card. (Education Code 52060)

(cf. 0510 - School Accountability Report Card)

Increase or Improvement in Services for Unduplicated Students

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0460(d)

The LCAP shall demonstrate how the district will increase or improve services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number of concentration of unduplicated students. (5 CCR 15494-15496)

When the district expends supplemental and/or concentration funds on a districtwide or schoolwide basis during the year for which the LCAP is adopted, the district's LCAP shall: (5 CCR 15496)

- 1. Identify those services that are being funded and provided on a districtwide or schoolwide basis***
- 2. Describe how services are principally directed towards, and are effect in, meeting the district's goals for unduplicated students in the state priority areas and any local priority areas***
- 3. If the enrollment of unduplicated students is less than 55 percent of district enrollment or less than 40 percent of student enrollment, describe how these services are he most effective use of the funds to meet the district's goals for it unduplicated students in the state priority areas and any local priority areas. The description shall provide the basis for this determination, including, but not limited to, any alternatives considered and any supporting research, experiences, or educational theory. (5 CCR 15496)***

Annual Updates

On or before July 1 of each year, the LCAP shall be updated using the template ***in 5 CCR 15497.5*** developed by the SBE and shall include all of the following: (Education Code 52061)

- 1. A review of any changes in the applicability of the goals described in the existing LCAP pursuant to the section "~~Content of the Plan~~" "Goals and Actions Addressing State and Local Priorities" above***
- 2. A review of the progress toward the goals included in the existing LCAP, an assessment of the effectiveness of the specific actions described in the existing LCAP toward achieving the goals, and a description of changes to the specific actions the district will make as a result of the review and assessment***
- 3. A listing and description of the expenditures for the fiscal year implementing the specific actions included in the LCAP and the changes to the specific actions made as a result of the reviews and assessment required by items #1-2 above***

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AR 0460(e)

4. A listing and description of expenditures for the fiscal year that will serve unduplicated students and students redesignated as fluent English proficient

Availability of the Plan

The Superintendent or designee shall post the LCAP and any updates or revisions to the LCAP on the district's web site. (Education Code 52065)

(cf. 1113 - District and School Web Sites)

Adopted: 10-13

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
SUBJECT: B.5.b APPROVE AMENDMENT TO BOARD POLICY 3312 – CONTRACTS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3312 - Contracts?

BACKGROUND: Board Policy 3312 is being updated to reflect new law (AB 1584, 2014) which mandates policy when the district chooses to enter into a contract with a third party for digital storage, maintenance, or retrieval of student records. Policy also updates section for contracts for non-nutritious foods or beverages and adds new section reflecting requirements for contracts for personal services. Board Policy 3312 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 3312 - Contracts.
 2. Do not amend Board Policy 3312 - Contracts.
 3. Adopt a modified version of the amendment to Board Policy 3312 - Contracts.

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 3312(a)

Contracts

The Governing Board recognizes its responsibility to enter into contracts on behalf of the district for the acquisition of equipment, supplies, services, and other resources necessary for the achievement of district goals. In exercising this authority to enter into a contract, the Board shall ensure that the district's interest is protected and that the terms of the contract conform to applicable legal standards, including the bidding requirements in Public Contract Code 20111.

(cf. 2121- Superintendent's Contract)

(cf. 4312.1 - Contracts)

(cf. 9124 - Attorney)

~~Whenever state law invests the Government Board with the power to enter into contracts on behalf of the district,~~ The Board may, by a majority vote, delegate the power to the Superintendent or designee ***the authority to enter into contracts on behalf of the district.*** To be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board. ~~(Education Code 17604)~~

(cf. 3300 – Expenditures and Purchases)

(cf. 3314 - Payment for Goods and Services)

(cf. 3400 – Management of District Assets/Accounts)

Every contract entered into on behalf of the district shall be made available for public inspection, except when the law prohibits disclosure. No contract shall prohibit a district employee from disparaging the goods or services of any contracting party.

(cf. 1340 – Access to District Records)

~~All contracts between the district and outside agencies shall conform to standards required by law and shall be prepared under the direction of the Superintendent or designee.~~

~~When required by law, contracts and subcontracts made by the district for public works or for goods or services shall contain a nondiscrimination clause prohibiting discrimination by contractors or subcontractors. The nondiscrimination clause shall contain a provision requiring contractors and subcontractors to give written notice of their obligations to labor organizations with which they have a collective bargaining or other agreement. (Government Code 12990)~~

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

~~The district shall not enter into a contract that prohibits a school employee from disparaging the goods or services of the contracting party. (Education Code 35182.5)~~

BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3312(b)

Contracts for Non-Nutritious Foods or Beverages

~~Effective July 1, 2007, The district or a district school shall not enter into or renew a contract for the sale of foods that do not meet the nutritional standards specified in Education Code **49431-49431.7, 5 CCR 15500-15501 or 15575-15578, or 7 CFR 210.11 or 220.12**, 49431.2 unless the contract specifies that such sales will occur later than one half hour after the end of the school day and/or off **campus or outside the time restriction specified in the applicable law.** school premises. (Education Code 49431, 49431.2)~~

~~(cf. 3554 – Other Food Sales)~~

~~(cf. 3555 – Nutrition Program Compliance)~~

~~In accordance with the dates specified in law, the district or a district school shall not enter into or renew a contract for the sale of beverages that do not meet the nutritional standards in Education Code 49431.5 unless the contract specifies that such sales will occur later than one-half hour after the end of the school day and/or off school premises.~~

~~Before the district or a district school enters into or renews a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food as defined in law, the Board shall ensure that the district has sufficient internal controls in place to protect the integrity of public funds and to ensure that funds raised as a result of this contract benefit public education. (Education Code 35182.5)~~

~~The Superintendent or designee shall develop the district's internal control procedures to protect the integrity of public funds. Such internal controls may include, but not be limited to, the following:~~

~~1. Control Procedures that produce accurate and reliable financial statements and, at the same time, safeguard the assets, financial resources and integrity of every employee responsible for handling money or property. Control systems shall be systematically evaluated and revised to keep pace with the changing responsibilities of management.~~

~~(cf. 3100 - Budget)~~

~~(cf. 3400 - Management of District Assets/Accounts)~~

~~(cf. 3460 - Financial Reports and Accountability)~~

~~2. Procedures to ensure that district personnel do not handle cash or product at the school site. The contract shall specify that the vendor stock the machines and shall provide cash accounting, along with a check, for district proceeds directly to the control office.~~

~~In addition, the contract may specify whether contractor logos are permitted on district facilities, including but not limited to, scoreboards and other equipment. If such logos are permitted, the contractor shall present the equipment to the Board as a gift. The gift may be accepted by the Board in accordance with Board policy and administrative regulations.~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Business and Non-instructional Operations

BP 3312(c)

~~(cf. 3290 - Gifts, Grants and Bequest)~~

To ensure that funds raised by the contract benefit district schools and students:

1. The Superintendent or designee may *invite* ~~form a committee consisting of~~ parents/guardians, students, staff and interested community members to make recommendations regarding the contract, including recommendations as to how the funds will be spent in a manner that benefits public education.

(cf. 1220 - Citizen Advisory Committees)

2. Prior to ratifying the contract, the Board shall designate, ~~at a public meeting,~~ the specific programs and activities ~~that which~~ will be funded by the proceeds of the contract and *consider* how the contract reflects the district's vision and goals.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

3. The contract shall specify that the contractor report, on a quarterly basis, to the Superintendent or designee the number of carbonated beverages sold within the district and the amount of money raised by the sales. The Superintendent or designee shall report these amounts to the Board on a *regular* ~~quarterly~~ basis.

4. The Superintendent or designee shall ensure that the contract does not limit the ability of student and parent organizations to plan and operate fund-raising activities.

(cf. 1230 - School-Connected Organizations)

(cf. 1321 - Solicitation of Funds from and by Students)

~~The~~ *Any contract for the sale or advertisement of non-nutrition foods or carbonated or non-nutritious beverages* shall be entered into on a competitive bid basis pursuant to Public Contract Code 20111 or through the issuance of a Request for Proposal. (Education Code 35182.5)

(cf. 3311 - Bids)

The Board shall not enter into or renew a contract that grants exclusive or nonexclusive advertising or sale of carbonated beverages, non-nutritious beverages, or non-nutritious food until parents/guardians, students and members of the public have had an opportunity to comment on the contract at a public hearing held during a regularly scheduled board meeting or as otherwise authorized by Education Code 35182.5. The Board shall clearly, and in a manner recognizable to the general public, identify in the agenda the contract to be discussed at the meeting. (Education Code 35182.5)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3312(d)

(cf. 9322 – Agendas/Meeting Materials)

(cf. 9323 – Meeting Conduct)

The public hearing shall include but not be limited to a discussion of the nutritional value of foods and beverages sold within the district; the availability of fresh fruit, vegetables, and grains in school meals and snacks, including locally grown and organic produce; the amount of fat, sugar, and additives in the food and beverages discussed; and barriers to student participation in school breakfast and lunch programs. (Education 35182.5)

(cf. 5030 – Student Wellness)

The contract shall be accessible to the public and may not include a confidentiality clause that would prevent the district or a district school from making any part of the contract public. (Education Code 35182.5)

Contracts for Electronic Products or Services

The Board shall not enter ~~Prior to entering~~ into a contract for electronic products or services that require the dissemination of advertising to students, ***unless*** the Board shall: (Education Code 35182.5)

1. Enters into the contract at a noticed, public hearing of the Board.

(cf. 9320 - Meetings and Notices)

2. Makes a finding that the electronic product or service is or would be an integral component of the education of students.

(cf. 0440 - District Technology Plan)

3. Makes a finding that the district cannot afford to provide the electronic product or service unless it contracts to permit dissemination of advertising to students.

(cf. 1325 - Advertising and Promotion)

4. ~~As part of the district's normal, ongoing communication to parents/guardians. provides written notice to parents/guardians that the advertising will be used in the classroom or other learning center. This notice shall be~~

(cf. 5145.6 - Parental Notifications)

5. Offer parents/guardians the opportunity to request in writing that their child not be exposed to the program that contains the advertising. Any request shall be honored for the school year in which it is submitted, or longer if specified, but may be withdrawn by the

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Business and Non-instructional Operations

BP 3312(e)

parents/guardians at any time.

Contracts for Digital Storage and Maintenance of Student Records

The district may enter into or renew a contract with a third party for the purpose of providing services, including cloud-based services, for the digital storage, management, and retrieval of student records and/or provide digital educational software that authorizes a third-party provider of digital educational software to access, store, and use student records. For these purposes, student records include any information maintained by the district that is directly related to a student and any information acquired directly from the student through the use of instructional software or applications assigned to the student by a teacher, or other district employee, and do not include de-identified information. (Education Code 49073.1)

(cf. 5125 – Student Records)

Any such contract shall contain all of the following: (Education Code 49073.1)

- 1. A statement that student records continue to be the property of and under the control of the district.*
- 2. If applicable, a description of the means by which students may retain possession and control of their own student-generated content, as defined in Education Code 49073.1, including options by which a student may transfer student-generated content to a personal account.*
- 3. A prohibition against the third party using any information in the student record for any purpose other than those required or specifically permitted by the contract.*
- 4. A description of the procedures by which a parent/guardian or a student age 18 years or older may review personally identifiable information in the student's records and correct erroneous information.*
- 5. A description of the actions the third party will take, including the designation and training of responsible individuals, to ensure the security and confidentiality of student records.*
- 6. A description of the procedures for notifying the affected parent/guardian, or the affected student if age 18 years or older, the event of an unauthorized disclosure of the student's records.*
- 7. A certification that a student's records shall not be retained or available to the third party upon completion of the terms of the contract and a description of how that certification will be enforced, except that these requirements shall not apply to student-generated content if the*

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Business and Non-instructional Operations

BP 3312(f)

student chooses to establish or maintain an account with the third party for the purpose of storing that content.

8. A description of how the district and the third party will jointly ensure compliance with the federal Family Educational Rights and Privacy Act, 20 USC 1232g

9. A prohibition against the third party using personally identifiable information in student records to engage in targeting advertising.

Contracts for Personal Services

In order to achieve cost savings, the district may enter into or renew a contract for any personal service that is currently or customarily performed by classified employees, if the contract does not displace school district employees and meets other conditions specified in Education Code 45103.1. To enter into or renew such a contract, the Board shall ensure that the district meets the numerous conditions specified in Education Code 45103.1

(cf. 4200 – Classified Personnel)

In addition, the district may enter into or renew any contract for personal service without meeting the conditions described above, if any of the following conditions exists: (Education Code 45103.1)

1. The contract is for new district functions and the Legislature has specifically mandated or authorized the performance of the work by independent contractors.

2. The services contract are not available within the district, cannot be performed satisfactorily by district employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the district.

3. The services are incidental to a contract for the purchase or lease of real or personal property, including, but limited to, agreements to service or maintain office equipment or computers that are leased or rented.

4. The district's policy, administrative, or legal goals and purposes cannot be accomplished through the utilization of persons selected pursuant to the regular or ordinary district hiring process.

5. The nature of the work is such that the criteria for emergency appointments, as defined in Education Code 45103.1, apply.

6. The contractor will provide equipment, materials, facilities, or support services that could not feasibly be provided by the district in the location where the services are to be performed.

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Business and Non-instructional Operations

BP 3312(g)

7. The services are such an urgent, temporary, or occasional nature that the delay that would result from using the district's regular or ordinary hiring process would frustrate their very purpose.

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

14505 Provisions required in contracts for audits

17595-17606 Contracts

35182.5 Contract prohibitions

45103.1 Personal services contracts

45103.5 Contracts for management consulting service related to food service

49073.1 Contract requirements for digital storage, maintenance and retrieval of student records

49431-49431.5 Nutritional standards

CODE OF CIVIL PROCEDURE

685.010 Rate of interest

GOVERNMENT CODE

12990 Nondiscrimination and compliance employment programs

53260 Contract provision re maximum cash settlement

53262 Ratification of contracts with administrative officers

LABOR CODE

1775 Penalties for violations

1810-1813 Working hours

PUBLIC CONTRACT CODE

4100-4114 Subletting and subcontracting fair practices

7104 Contracts for excavations; discovery of hazardous waste

7106 Noncollusion affidavit

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20104.50 Construction Progress Payments

22300 Performance retentions

CODE OF REGULATIONS, TITLE 5

15500 Food sales by student organizations

15501 Sales in high schools and junior high schools

15575-15578 Food and beverage requirements outside of the federal school meal programs

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, discrimination

CODE OF FEDERAL REGULATIONS, TITLE 7

210.1-210.31 National School Lunch Program

220.1-220.21 National School Breakfast Program

Management Resources:

CSBA PUBLICATIONS

Student Wellness; A Healthy Food and Physical Activity Policy Resource Guide, rev. 2005

WEB SITES

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

CASBO: <http://www.casbo.org>

Adopted: 7-23-80

Amended: 3-18-86, 6-6-89, 9-17-02, 2-21-06

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: JUNE 16, 2015
**SUBJECT: C.5.c APPROVE AMENDMENT TO BOARD POLICY 4143, 4243 –
 NEGOTIATIONS/CONSULTATION– First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4143, 4243 – Negotiations/Consultation?

BACKGROUND: Board Policy 4143, 4243 is being updated to reflect new law (AB 1622, 2014) which requires reasonable written notice to the exclusive employee representative whenever the district intends to make any changes in matters within the scope of negotiations. Policy also clarified related meetings that may be held in closed session and adds language on providing released time for a reasonable number of employee representatives for meeting and negotiating and for the processing of grievances. Board Policy 4143, 4243 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 4143, 4243 – Negotiations/Consultation.
 2. Do not amend Board Policy 4143, 4243 – Negotiations/Consultation.
 3. Adopt a modified version of the amendment to Board Policy 4143, 4243 – Negotiations/Consultation.

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 4143, 4243(a)

Negotiations/Consultation

The Board recognizes its responsibility to represent the public's interests in the collective bargaining process. In **ratifying** ~~negotiating~~ agreements on employee contracts, the Board shall balance the needs of staff and the priorities of the district in order to provide students with a high-quality instructional program based on a sound, realistic budget.

(cf. 0200 - Goals for the School District)
(cf. 3100 - Budget)
(cf. 4140/4240 - Bargaining Units)
(cf. 4141/4241 - Collective Bargaining Agreement)

The Board and the Superintendent shall establish a bargaining team to assist in analyzing contract provisions and conducting contract negotiations. The Board ~~and Superintendent~~ shall provide its negotiator(s) with expected outcomes and clear parameters for acceptable contract provisions which promote the realization of district goals and priorities.

The Board **and its bargaining team** shall negotiate in good faith with exclusive employee representatives on wages, hours of employment, and other terms and conditions of employment identified in law as being within the scope of representation. (Government Code 3543.2)

When the district intends to make any change to matters within the scope of representation, it shall give a reasonable written notice of its intent to the exclusive representative for the purposes of providing the exclusive representative a reasonable amount of time to negotiate with the district regarding the proposed changes. (Government Code 3543.2)

A reasonable number of representatives of the employee organization shall have the right to receive reasonable periods of released time without loss of district compensation when meeting and negotiating and/or for the processing of grievances. (Government Code 3543.1)

The Board ~~with~~ **and** its bargaining team shall establish standards of conduct pertaining to the negotiations process for ~~individual Board members and~~ members of the bargaining team. Certain meetings **related to negotiations** shall **not be open to the public** ~~be held in closed session~~ in accordance with Government Code 3549.1 **and 54957.6, except as otherwise required by law.** ~~when not required by state open meeting laws (the Brown Act) to be held in public.~~ Matters discussed in these meetings shall be kept in strict confidence **in accordance with law.**

(cf. 4119.23/4219.23/4319.23 - Unauthorized Release of Confidential/Privileged Information)
(cf. 9010 - Public Statements)
(cf. 9011 - Disclosure of Confidential/Privileged Information)
(cf. 9321 - Closed Session Purposes and Agendas)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4143, 4243(b)

The Board and its negotiator(s) shall not knowingly provide the employee organization with inaccurate information regarding the financial resources of the district. (Government Code 3543.5)

The Board shall ~~closely~~ monitor the progress of negotiations and carefully consider how proposed contract provisions would affect the district's short- and long-term fiscal, programmatic, instructional, and personnel goals.

~~(cf. 3100 – Budget)~~

The Board and/or Superintendent *or designee* shall keep the public informed about the progress of negotiations and the ways in which negotiations affect district goals ***unless otherwise agreed upon by the district and exclusive representative.***

~~(cf. 4143.1/4243.1- Public Notice - Personnel Negotiations)~~

~~The Board believes that effective negotiations require the input of all levels of the administration. The Board shall establish a bargaining team to assist in analyzing contract provisions and conducting contract negotiations.~~

~~In consultation with the Superintendent and employee organization, the Board shall determine the collective bargaining approach or method to be used.~~

Whenever the district has a qualified or negative certification on an interim fiscal report, it shall allow the county office of education at least ten (10) working days to review and comment on any proposed agreement with exclusive representatives or employees. The district shall provide the County Superintendent of Schools with all information relevant to gain an understanding of the financial impact of any final collective bargaining agreement. (Government Code 3540.2)

~~(cf. 3460 – Financial Reports and Accountability)~~

Once the final terms of the agreement have been ratified by the membership of the employee organization, the contract shall be presented to the Board at a public meeting for acceptance.

Any agreement adopted by the Board may be for a term not to exceed three (3) years. (Government Code 3540.1)

In the event of an impasse in negotiations, the Board shall participate in good faith in ~~state~~ mediation and fact-finding procedures pursuant to Government Code 3548-3548.8. (Government Code 3543.5)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4143, 4243(c)

(cf. 4141.6/4241.1 – Concerted Action/Work Stoppage)

Following adoption of the collective bargaining agreement, any subsequent amendments shall be executed in writing by the Board and the employees' exclusive representative.

Consultation

The exclusive representative of certificated staff may consult with the Board on the definition of educational objectives, the determination of the content of courses and curriculum and the selection of textbooks.

(cf. 6011 – Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

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

(cf. 9310 - Board Policies)

Legal Reference:

EDUCATION CODE

44987 Service as officer of employee organization (certificated)

45210 Service as officer of employee organization (classified)

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Berkeley Council of Classified Employees v. Berkeley Unified School District, (2008) PERB Decision No. 1954

Management Resources:

CSBA PUBLICATIONS

Collective Bargaining DVD-ROM

Maximizing School Board Governance: Collective Bargaining

Before the Strike: Planning Ahead in Difficult Negotiations, 1996

WEB SITES

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

California Public Employee Relations: <http://cper.berkeley.edu>

Center for Collaborative Solutions: <http://www.ccscenter.org>

Public Employment Relations Board: <http://www.perb.ca.gov>

State Mediation and Conciliation Services (SMCS): <http://www.dir.ca.gov/csmcs/smcs.html>

Adopted: 3-6-84

Amended: 7-23-85, 1-21-92, 9-17-02, 4-20-04, 4-15-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 16, 2015

SUBJECT: C5.d. APPROVE AMENDMENT OF BOARD POLICY AND ADMINISTRATIVE REGULATION 5111– ADMISSION – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5111 – Admission?

BACKGROUND: Board Policy 5111 is being updated to reflect new law (AB 2706, 2014) which requires district enrollment forms to include information about affordable health care options and available enrollment assistance. Policy also adds language to ensure that enrollment of a homeless student, foster youth, or child of a military family is not delayed for lack of records, and reflects new law (AB 2276, 2014) which prohibits district from denying enrollment to children from juvenile court schools for the sole reason of their contact with the juvenile court system. Regulation updated to delete outdated dates re: age of eligibility for TK, kindergarten, or first grade. Board Policy 5111 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 5111 – Admission.
 2. Do not amend Board Policy 5111 – Admission.
 2. Adopt a modified version of the amendment to Board Policy 5111 – Admission

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 5111(a)

Admission

The Governing Board encourages the enrollment and appropriate placement of all school-aged children in school. The Superintendent or designee shall inform parents/guardians of **children** ~~students~~ entering a district school at any grade level about admission requirements and shall assist them with enrollment procedures.

Before enrolling any child in a district school, the Superintendent or designee shall verify the ~~student's~~ **child's** age, residency, **immunization**, and any other admission criteria specified in law, **the accompanying** administrative regulation, **or other applicable** ~~and in~~ Board policy and **administrative regulation**.

(cf. 5111.1 - District Residency)
(~~cf. 5111.11 - Residency of Students in Foster Care~~)
(cf. 5111.12 - Residency Based on Parent/Guardian Employment)
(cf. 5125 - Student Records)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)

The Superintendent or designee shall ensure that the enrollment of a homeless or foster child or a child of a military family is not delayed because of outstanding fees or fines owed to the child's last school or for his/her inability to produce previous academic, medical, or other records normally required for enrollment.

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

In addition, no child shall be denied enrollment in a district school solely on the basis of his/her arrest, adjudication by a juvenile court, formal or informal supervision by a probation officer, detention in a juvenile facility, enrollment in a juvenile court school, or other contact with the juvenile justice system. (Education Code 48645.5)

(cf. 5119 - Students Expelled from Other Districts)

When enrolling in any district school, including a ~~All resident students who are enrolling either in the school in their attendance area,~~ **children whose parents/guardians reside within district boundaries shall be subject to the timelines established by the Board for open enrollment. Children whose parents/guardians do not reside within the district or who are not otherwise eligible for enrollment in the district may apply for interdistrict attendance in accordance** ~~or in~~ **another district school shall be subject to the timeliness established by the Board in BP/AR 5116.1 - Intradistrict Open Enrollment. Nonresident students may apply for interdistrict attendance in accordance** ~~with the~~ **timelines specified in applicable Board policies and administrative regulations.**

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5111(b)

*(cf. 5116.1 – Intradistrict Open Enrollment)
(cf. 5117 – Interdistrict Attendance)
(cf. 5118 – Open Enrollment Act Transfers)*

The district's enrollment application shall include information about the health care options and enrollment assistance available to families within the district. The district shall not discriminate against any child for not having health care coverage and shall not use any information relating to a child's health care coverage or his/her interest in learning about health care coverage in any manner that would harm the child or his/her family. (Education Code 49452.9)

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

~~The Superintendent or designee may admit to the ninth grade only those students who have graduated from eighth grade or who are recommended in writing by their eighth grade principal as capable of profiting from high school instruction.~~

~~*(cf. 5123 – Promotion/Acceleration/Retention)*~~

Legal Reference:

EDUCATION CODE

46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten

46600 Agreements for admission of pupils desiring interdistrict attendance

48000 Minimum age of admission (kindergarten)

48002 Evidence of minimum age required to enter kindergarten or first grade

48010 Minimum age of admission (first grade)

48011 Admission from kindergarten or other school; minimum age

48050-48053 Nonresidents

48200 Children between ages of 6 and 18 years (compulsory full-time education)

48350-~~48361~~ Open Enrollment Act

48850-48859 Educational placement of foster youth

49076 Access to records by persons without written consent or under judicial order

49408 Information of use in emergencies

49452.9 Health care coverage options and enrollment assistance

49700-49704 Education of children of military families

HEALTH AND SAFETY CODE

120325-120380 ***Education and child care facility immunization requirement*** ~~against communicable disease~~

121475-121520 Tuberculosis tests for pupils

CODE OF REGULATIONS, TITLE 5

200 Promotion from kindergarten to first grade

201 Admission to high school

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 42

11431-11435 McKinney Homeless Assistance Act

OAK PARK UNIFIED SCHOOL DISTRICT

BOARD POLICY

Series 5000

Students

BP 5111(c)

Management Resources:

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

Dear Colleague Letter, May 6, 2011

~~CSBA PUBLICATIONS~~

~~Transitional Kindergarten, Issue Brief, July 2011~~

~~WEB SITES~~

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

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

U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/about/offices/list/ocr>

Adopted: 5-14-78

Amended: 6-23-92, 9-17-02, 5-18-04, 5-15-12

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 5000

Students

AR 5111(a)

Admission

Age of Admission to Kindergarten and First Grade

~~A child shall be eligible for enrollment in kindergarten or first grade, At the beginning of the school year, or at a later time in the same year, **the Superintendent or designee shall enroll any otherwise eligible child who will have** if the child has his/her fifth or sixth birthday **on or before September 1 of that year into kindergarten or first grade, as applicable.** , respectively, on or before one of the following dates: (Education Code 48000, 48010)~~

- ~~1. December 2 of the 2011-12 school year~~
- ~~2. November 1 of the 2012-13 school year~~
- ~~3. September 1 of the 2014-15 school year and each school year thereafter~~

Any child who will have his/her fifth birthday **from September 2 through December 2 of the school year** ~~between the date listed above for the applicable school year and December 2~~ shall be offered a transitional kindergarten (TK) program in accordance with the law and Board policy. (Education Code 48000)

(cf. 5123 – Promotion/Acceleration/Retention)
(cf. 6170.1 – Transitional Kindergarten)

On a case-by-case basis, a child who reaches age **will turn five years old in a given school year** ~~after the date listed above for the applicable school year~~ may be **enrolled in** admitted to kindergarten **or TK** at any time during the school year with the approval of the child's parent/guardian, provided that: (Education 48000)

- ~~1. The Superintendent or designee~~ **Governance Board** determines that the admittance is in the best interests of the child.
2. The parent/guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

(cf. 5145.6 – Parental Notifications)

The Superintendent or designee **shall make a recommendation to the Board regarding whether a child should** ~~determining whether a child may~~ be granted early entry to kindergarten. **In so doing, the Superintendent or designee shall** , ~~may also~~ consider **various factors including** the availability of classroom space and any negotiated maximum class size.

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 5000

Students

AR 5111(b)

(cf. 6151 – Class Size)

(cf. 7111 – Evaluating Existing Buildings)

Documentation of Age/Grade

Prior to admission of a child to kindergarten or first grade, the parent/guardian shall present proof of the child's age. (Education Code 48002)

Evidence of the child's age may include: (Education Code 48002)

1. A certified copy of a birth certificate or a statement by the local registrar or county recorder certifying the date of birth
2. A duly attested baptism certificate
3. Passport

When none of the foregoing is obtainable, the parent/guardian may provide any other appropriate means of proving the age of the child. (Education Code 48002)

A student enrolling in a district school at any other grade level shall present records from his/her previous school district documenting his/her age and current grade level.

~~*(cf. 5125 – Student Records)*~~

~~*(cf. 6146.3 – Reciprocity of Academic Credit)*~~

Adopted: 9-17-02

Amended: 11-11

TO: MEMBERS, BOARD OF EDUCATION
FROM: Sara Ahl, Principal, Brookside Elementary School
DATE: June 3, 2015
SUBJECT: Monthly Board Report for Brookside Elementary School

SCHOOL EVENTS:

- Our teachers and staff were treated to a Staff Appreciation Day on May 13th that included a beautiful luncheon and wonderful gifts coordinated by our PTA. The highlight of the day was the incredible surprise that they unveiled to our staff to show their appreciation of what they do: Parents transformed our staff lounge into a wonderful oasis in which to meet, gather, dine, and take respite from each day's many tasks. Our staff lounge is now a beautiful, comfortable, stylish environment that we can enjoy each day and feel appreciated! We are so grateful for their work and thoughtfulness.



- Open House drew a tremendous crowd of families, who were pleased to see the plethora of learning that has taken place at Brookside this year. The excitement was palpable and it was a true celebration of learning.
- Brookside's annual Carnival and Campout on May 30th was a huge hit. The sea of camping tents was a testament to the wonderful community togetherness that this event prompts each year. Our PTA did an exceptional job of putting together a wide variety of entertainment, games, and activities for all of our families to enjoy as we wrap up a very successful school year.
- We are looking forward to congratulating our 5th grade students as they complete their tenure as Brookside Tigers on June 12th at our Culmination Ceremony.

FIELD TRIPS:

- On Tuesday, June 9th, our 2nd grade classes are headed to the Santa Barbara Zoo!
- On Tuesday, June 9th, some of our 1st grade classes will be traveling to the beach.
- On Wednesday, June 10th, the 4th grade classes will be visiting the Stagecoach Inn Museum. They will be experiencing life as the pioneers did years ago and will expand their knowledge of California history.
- On Thursday, June 11th, our 5th graders will celebrate their upcoming culmination from elementary school by gathering for activities at Camp Keystone.

SCHOOL SITE COUNCIL:

Brookside School Site Council held its last meeting of the year on May 12, 2015. A report was given by Mrs. Kim Annino at the last board meeting. We look forward to a new year of meetings beginning in August, 2015, and are currently holding elections to fill four parent vacancies.

CALENDAR HIGHLIGHTS:

June 12	5 th Grade Culmination Ceremony – 8:30am
June 12	Last day of school; early dismissal
August 7	Forms Collection Day at Brookside and New Student Welcome
August 10	Kindergarten Orientation
August 10	Teacher Prep Day
August 11	First Day of School!

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: June 16, 2015

SUBJECT: Monthly Board Report

Open House

This year's Open House was a great success. Students were excited to show off all their work that had been carefully set-up in each classroom. The whole evening was positive and very well received. The following morning our students traveled from room to room to admire the creative work of their schoolmates. This also provided a glimpse of the learning opportunities they will enjoy as they move up through the grades.

Run Club

Oak Hills celebrated the first year of our Run Club program. This was a great way for our students and many family members to start the day. There were 140 students in grades K-5 participating in the program this year, running a total of 2,880 miles! Awards were presented to the runners for various mileage achievements at an end of the year celebration.

- 86 students reached the 5 mile award
- 48 students reached the 15 mile award
- 43 students reached the 26.2 (marathon) award
- 27 students reached the 35 mile award
- 18 students reached the 50 mile award
- 11 students reached the 75 mile award
- 4 students reached the 100 mile award

We are very proud of our students' accomplishments and thankful for the hard work of Stephanie Green, and her crew of parent volunteers who supported this program.

GATE SoDI Program

This year we had 33 students participating in our GATE program, the Science of Disney Imagineering. These students spent their lunch in a designated classroom every Thursday throughout the school year. While this program is designed to meet the needs of our GATE population, it is open to any interested student in 4th or 5th grade. (Due to high interest this year, the program was completely filled with 5th graders.) The program is completely funded with donations, and parents also sign-up to assist with many hands-on activities in the classroom. As a culminating activity, the students attended a field trip to Disneyland to participate in a behind the scenes look at the art and science of 'imagineering' (imagination and engineering). The students demonstrated a good understanding of physics, as well as their creativity. It is a challenging program for our students, but we have found that it is accessible and engaging, and complements our STEAM programs District-wide.

Days of '49 Performance

Our fourth graders performed their Days of '49 program on an outdoor stage they created for the event. The students have done an excellent job singing about, and reenacting the California Gold Rush as part of their yearlong study of our state's history. The way in which students demonstrated their learning was both fun and creative.

Student Council Carnival and Talent Show

The Oak Hills Student Council has been busy organizing their final activities. First students put together a Carnival, in which each homeroom created a game or activity. The upper grade students worked with their "little buddies" classes to help them organize and run their events. The student leaders took turns running the events and participating in the fun. The upcoming Talent Show is sure to be a crowd pleaser highlighting a variety of talents and representing a wide range of grade-levels.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: June 16, 2015

SUBJECT: Monthly Board Report

Staff Appreciation Week

Our Parent-Faculty Association showed their appreciation to our staff with a weeklong series of food and favors that followed a Rock Star theme. Each staff member received a series of gifts each day reflecting this theme. The culmination of staff appreciation week was a luncheon feast in our lounge on May 8.

Chorus Concert

A music concert was given on May 18 starting at 6:30 in the MPR. Under the direction of Music instructor Steve Waldman, 10 songs with many solos were sung to the assembled group of parents.

Open House

On May 20, Red Oak Elementary School had our Open House. The evening started out at 6:15 with our seventh annual Chalk Walk. Students drew pictures on the sidewalks using colored chalk. The lower grade classrooms were open starting at 7:00 and the upper grades at 6:30. Our MPR had an exhibit of student constructed California Mission models assembled for parents and students to view.

Red Oak School Dance

Our PFA sponsored a school dance for Red Oak Families on Friday, May 15 in the MRP. This event had a super heroes theme and included food, games, prizes and family entertainment for our Red Oak community.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: JUNE 16, 2015

SUBJECT: MONTHLY SCHOOL REPORT

GREASE Drama Performance June 2, 3 @6:30 p.m. in the MCMS Gym: 7th and 8th graders perform the musical in this student production, under teacher Stephen Peterson's direction.

Art Show June 4 @5:00 p.m.: Ms. Cadle's Art Showcase students present their portfolios to families and friends.

8th Grade Dance June 5th 6:00-8:00p.m.: 8th graders enjoy dinner, music, some dancing and some games to celebrate their last days of middle school.

Yearbooks Distributed: Beginning June 5th

5th Graders Visit MCMS June 8th 1:00-2:15: 5th graders at OPUSD elementary schools walk on over to MCMS to begin the big leap to 6th grade. Our ASB students are their guides for a campus orientation and tour.

8th Grade Disneyland Trip June 8th

Holocaust Speaker Shares With 7th Grade Humanities Students June 9: This is an outstanding event that caps the unit on Tolerance.

8th Grade Awards @8:30 June 10th: In the MCMS gym

Culmination June 10: 8th graders, their families and the MCMS faculty will gather at OPHS at 6:00 for culmination.

8th Grade Breakfast @ 8:30 June 11th

A Special Note: MCMS Band and Choir Director Elana Levine was selected, through her Master Chorale work, to perform May 31st in a special concert! The Santa Clarita Master Chorale and the Santa Clarita Children's Choir presented "Defying Gravity" with special guest Stephen Schwartz! It was a grand evening and a great honor for Ms. Levine. Congratulations!

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: June 16, 2015

SUBJECT: Monthly Board Report (June)



BOTH SCHOOLS



SENIOR DAYS

Both OPIS/OVHS seniors were able to pick up their graduation gowns and take their senior photos as an entire class. Most of them went out to breakfast together afterwards. Seeing the OPIS students together at one time really gave me the feel of a comprehensive, unified class, which we do not experience often with the nature of our school. It was really nice to see.

VENTURA COUNTY STAR SCHOLAR DINNER

I spent a wonderful evening with our two winners of this prestigious award. From OVHS, Shianna Ramos was the winner and from OPIS, Justin Lamb was the winner. Both students brought their families to attend the award ceremony. Susan Allen and Carolyn Purkey represented the teachers. It was very nice to sit with the families and get to know them. Our OVHS winner has been accepted by Oregon State University and will be attending. This is an absolutely rare achievement for an OVHS student to attend a four-year university out of a Continuation school. While I do not know if a UC or CA State School will accept students straight from OVHS, her success is beyond commendable. She did amazing on her SAT scores and was able to take a couple college classes while attending OVHS, which helped her achieve this acceptance.



OPIS



BAR CODING BOOKS

We are in full swing with the barcoding of all our textbooks. We have inputted all of our books into Q and have consolidated the books we use. We had several books that we were able to get rid of and make space for ones that we use more often. Once all of the textbooks are returned, we will barcode them all to make sure we have an accurate count so that during registration we will make sure all students scan any book that they check out. This will enable us to have to students held accountable of what books they have checked out. We will also save a ton of money, because we will have better control of book counts and knowledge of where is book is.

BEACH DAY

OPIS recently held their annual end of the year beach day at Zuma Beach. It was extremely well attended by parents, staff and students. The highlight of the day was watching DJ Cook build sand castles with his middle school OSB class, and then watching them jump on them.

8th GRADE CULMINATION

We are preparing for our first culmination on our new campus. In the previous years, we held the culmination off site. The students, staff and families are all looking forward to this new tradition.

SILVER CONGRESSIONAL AWARD

Congresswoman Julie Brownley wrote on her Facebook page, “This week, I had the pleasure of awarding John Monday of Oak Park with the Silver Congressional Award. As he had previously achieved the Bronze Congressional Award, he is now working towards the Gold. The Congressional Award is the United States Congress’ honor for young Americans that involves setting goals in four program areas: Volunteer Public Service, Personal Development, Physical Fitness, and Expedition/Exploration. OPIS congratulates John for earning this prestigious award and wishes him success as he “goes for the gold”!



OAK VIEW GRADUATION

The OVHS graduation will be held on the OVHS softball field this year and it is the first time in over ten years that we will actually hold our graduation on our campus. Staff and students are extremely excited about this new opportunity. We only have six students graduating, but it is a great class with amazing leaders. They will for sure be missed.

CLEAN TEEN

Last week, we had our last Clean Teen field trip. We went to Zuma Beach. I was able to surf and boogie board with several students, which was the highlight of the day for me. We also were able to play one football game. Most of the time students enjoyed the relaxation, listening and dancing to music. It was such a great group of students and was a real treat to be with them. We topped of the day by stopping to eat on the way back to school. All students were extremely grateful and respectful.

KICK BALL

We now have a fence around our softball field and the students really enjoy the additional element for our kickball games. We usually have one to two games of kickball a month and most students participate. This is always an entertaining process and highly competitive. I, for one, always want to win with my team.

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

FROM: Kim Gregorchuk, Director, Oak Park Neighborhood School

DATE: June 16, 2015

SUBJECT: Monthly Board Report

Our last day with students is June 10th, and we are all eager for summer break; yet we are also honored to be working in a field where “love should be the central core” of what we do. Working with young children is such an all-encompassing endeavor: teaching basic self-help routines, social skills, impulse control, attending to an adult; following multi-step directions; recognizing letters, letter sounds; identifying shapes, patterns, numbers, recognizing and learning emotions and what to do with them. Can you imagine all of that happening without love infusing all that you do? OPUSD is enriched because of the wonderful teachers at OPNS who truly love early childhood and understand the needs of our youngest learners.

We have two year-end events that you are welcome to attend. The first is our End-of-Year picnic on Saturday, June 6th, from 4:30 to 6:30 p.m. We will have lots of food to share. The other is our End-of-the-Year Concert. This will be in the Multi-purpose Room of Oak Hills Elementary School on Monday, June 8th, from 9:30 to 10:15 a.m. I hope to see you at one or both of these events.

The preschool will be closed over the summer break. I will be giving a tour of the school on July 8th, and keeping current on phone messages and emails. We will return to work on August 3rd. As of today, we have 47 students enrolled. There are three spaces left for M – F or MWF and 25 spaces for T/Th. Typically, the T/Th classes are the last to fill. We have more enrollments at this time this year than we have had in the past, but we still need to promote enrollment.

I hope we all have a restful, short summer and look forward to an exciting new school year.

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent

"Love is the supreme form of human communication. In the hierarchy of needs, love stands as the supreme developing agent of the humanity of the person. *As such, the teaching of love should be the central core of all early childhood curriculum — with all other subjects growing naturally out of such teaching.*" —Ashley Montagu, author of Connecting Friendship in the Lives of Young Children and Their Teachers