

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #906

DATE: March 17, 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**
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, April 21, 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 #906

March 17, 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: Guest Teachers, Campus Supervisors, Student Worker IT Department

**C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – PURSUANT SUBDIVISION (a) OF GOVERNMENT SECTION 549569.9
Case No. 56-2014-00458802-CU-PO-VTA**

D. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Partners in Education Award to Lori De Grinis and Rose De Mattia
2. Presentation to Students who Earned 1st Place from OHES and 2nd Place from MCMS in the Odyssey of the Mind Competition and will be moving on to the next level of competition
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 February 17, 2015](#)
- b. [Public Employee/Employment Changes 01CL22671-01CL22684 & 01CE067157-01CE0727](#)
- c. [Approve Purchase Orders –February 1 - 28, 2015](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Academic Decathlon Team – March 19-22, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High School Journalism Club – April 16-18, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- f. [Approve Overnight Trip for Medea Creek Middle School Concert Band – April 24-26, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- g. [Ratify Overnight Trip for Medea Creek Middle School Choir – March 13-15, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. BUSINESS

- a. [Approve Recommendation for Playground Shade Structure Installation](#)
Staff will share research on playground shade structure types and costs for playground areas at elementary schools
- b. [Approve Verdugo Ventura Valley Pathways Initiative Partnership Agreement – California Career Pathways Trust Grant](#)
Board Policy 3312 requires Board approval for contracts for services
- c. [Approve Measure C6 Bond Fund Equipment Purchase – 2014-15 Technology Roadmap Projects](#)
Board approval required for Measure C6 Bond purchases
- d. [Approve Measure C6 Bond Fund Equipment Purchase – Multipurpose Room Projector for Red Oak Elementary School](#)
Board approval required for Measure C6 Bond purchases
- e. [Approve Amendment to 2015 Facilities Master Plan - Measure R DSA Closeout Project, Relocatable Classroom Foundation and Ramp Upgrades at Multiple Sites](#)
Board approval required for Measure R Bond purchases
- f. [Approve Award of Contract for Project 15-01R, HVAC Replacement Building C, Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts for services

- g. [Approve Modifications to Facility Use Agreement with Westlake-Agoura Girls Softball Association](#)
Board Policy 3312 requires Board approval for contracts for services
 - h. [Approve Governor's 2015-16 K-12 Education Budget – OPUSD Projections and Priorities](#)
Staff will provide information about how the Governor's proposed 2015-16 Education budget will effect OPUSD and consider priorities for next year
 - i. [Approve Certification of 2014-15 Second Interim Financial Report and Budget Revisions](#)
Board approval required for Certification of Second Interim Budget Revisions
 - j. [Approve and Adopt Resolution #15-07, Participation in CSBA California School Cash Reserve Program](#)
Board approval required to approve Resolution to participate in TRAN
- 3. CURRICULUM**
- a. [Approve Student Acceptable Use Policy](#)
Board approval required to approve Student Acceptable Use Policy
 - b. [Approve New Classes for Oak Park High School](#)
Board approval required for 2014-2015 Single Plans for Student Achievement
- 4. HUMAN RESOURCES**
- a. [Approve Support Services Coordinator](#)
Board approval required to reclassification a classified position
 - b. [Approve the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Teachers Association](#)
Board Policy requires Board to approve District's proposal for collective bargaining negotiations
 - c. [Approve the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Classified Association](#)
Board Policy requires Board to approve District's proposal for collective bargaining negotiations
- 5. BOARD**
- a. [Review Moral Imperatives and Goals Progress](#)
Board will review progress that has been made toward Moral Imperatives and Goals
- 6. BOARD POLICIES**
- a. [Approve Amendment to Board Policy and Administrative Regulation 0440 – District Technology Plan – First Reading](#)
Policy contains updated information about the status of state and federal grant programs requiring technology plans, provides for the district's plan to cover a three-year period consistent with the California Department of Education (CDE) criteria, and adds language on ensuring the confidentiality of student and staff records. Regulation updated to reflect new criteria for technology plans adopted by CDE in November 2014 and option component on noninstructional use of technology.
 - b. [Approve Amendment to Board Policy and Administrative Regulation 1240 – Volunteer Assistance – First Reading](#)
Policy revised to delete material on option for volunteers working in a student activity program to obtain fingerprint clearance or an Activity Supervisor Clearance Certificate, as this issue is addressed in AR. Regulation updated to reflect law allowing principal to grant permission for a sex offender to volunteer at a school if all parents/guardians are notified at

lease 14 days in advance. Section on “Criminal Background Check” add optional language for district to give volunteers working in a student activity program the discretion to choose whether to obtain finger print clearance or obtain an Activity Supervisor Clearance Certification Regulation also reflect new law (AB 1667) which requires volunteers instructing or supervising students to complete a tuberculosis risk assessment and provides that a tuberculin skin test will only be necessary if risk factors are identified.

c. Approve Amendment to Board Policy and Administrative Regulation 3100 – Budget – First Reading

Policy updated to reflect new law (AB 2585) which eliminates the option to develop the district budget using the “dual budget” process and to include material formerly in AR which addressed board responsibilities related to budget adoption and review. Section on “Budget Criteria and Standards” updated to reflect new Title 5 Regulations (Register 2015, No. 2) which address the calculation of “increased and improved services” for LCFF expenditures and to reflect new law (SB 858) which limits the maximum amount of funds that may be held in district reserves and ending balances under certain conditions.

d. Approve Amendment to Board Policy and Administrative Regulation 5125 – Student Records – First Reading

Mandated updated to reflect new law (AB 1442) which requires districts to notify students and parent/guardians and provide an opportunity for public input before adopting a program to gather or maintain safety-related information from student’s social media activity. Policy also reflects new law (SB 1177) which, effective January 1, 2016, will prohibit an online/mobile operative from selling or disclosing student information or using student information to target advertising or amass a profile about a student. Policy reflects new law (AB 1584) which mandates districts entering into a contract with a third party for the digital storage, management, and retrieval of student records to adopt policy allowing such contracts. Mandated regulation reflects new law (AB 2160) which requires districts to submit the grade point average of all 12th-graders to the Cal Grant program unless a student opts out, and new law (AB 1068, 2013) which authorizes the disclosure of records to students age 14 years and older who are homeless and unaccompanied minors, persons who complete a caregiver’s authorization affidavit, and caseworkers or other agency representatives legally responsible for the case and protection of a student. New section added to reflect requires of new law (AB 1442) for district that choose to adopt a program to gather or maintain information from students’ social media activity related to school or student safety.

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

- 1. Discuss and set a date Board Retreat in July, 2015**

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 2-17-15 #905
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the regular meeting to order at 5:07 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:08 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, reconvened the regular meeting to order at 6:01 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, Mr. Enoch Kwok, Director, Educational Technology, Mr. Cliff Moore, Consultant, and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Zach Borquez led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Dr. Knight reported the Board of Education took action in Closed Session to issue a notice of non-re-election to a probationary certificated employee, identified by #15-02, pursuant to Education Code Sections 44929.21(b) and/or 44954, effective at the end of the 2014-15 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

ADOPTION OF AGENDA

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

PUBLIC SPEAKERS

None

REPORT FROM BOARD MEMBERS

Board Member Derek Ross reported he arrived a little early tonight and was able to observe the Mock Trail practice and was very impressed with this group of students. He attended the Safe Kids Task Force, the Oak Park MAC, the EEAC, Community Outreach Committee meetings (which is recruiting for new

members) and visits OVHS. Mr. Ross attended the New Board Member orientation weekend. He stated he would be beginning the Masters in Governance (MIG) program this weekend. Mr. Ross also wanted to say how impressed he has been with the work of the ROES Librarian Joann Fritzen, she is the epitome of what a school librarian should be, and he also observed Leslie Heilbron meeting with a middle school student, working on his organizational skills and thought this was very impressive that the Assistant Superintendent was working with students. Mr. Ross brought to everyone attention that 2016 Oak Park is 50 years old and there will some type of celebration of this milestone and the organizing committee is hope to get the schools involved. Board Member Drew Hazelton reported he attended the Chinese Culture night; the Technology Committee meeting and the *Shrek* play at BES. He also attended the New Board Member orientation weekend and will be beginning the MIG program this weekend. Board Member Denise Helfstein reported she too attended the play at BES, the New Board Member orientation weekend, and the Chinese Culture night. She also met with Brad Benioff, Principal at MCMS, and was given a tour of the school. Board Member Allen Rosen reported he attended Super Saturday, which has grown over the years, which is very impressive. His family hosted a foreign exchange student the first semester and it was a wonderful experience for the whole family. Board Member Barbara Laifman reported she too attended Super Saturday, Chinese Cultural night, and the Community Outreach Committee, which is recruiting for new members if anyone knows anyone who might be interested.

REPORT FROM STUDENT BOARD REP

Jake Whealen reported there would be a rally this Friday. There is also a dance this Friday, but the Boys' Basketball team made CIF competition and will have their first game at home on Friday, so the dance will be held after the game.

REPORT FROM SUPERINTENDENT

Dr. Knight thanked the Board Members who were able to attend Super Saturday and offered thanks to Keyla and Debbie Hammill who worked so hard to pull this together. He reminded everyone that a week from Friday is the International Gala that Julie John is in charge of. Dr. Knight commented on our DOC program has brought a lot of diversity to the District and it shows in the Chinese Culture night and the International Gala night as well as other events throughout the schools. He also gave a little update on the OPHS rocket team being able to have an arrangement with Underwood Farms in Moorpark to fly and test their rockets, which makes it much easier to get out each weekend to practice.

The Board received SSC Reports from BES and OPHS.

Technology Report – Enoch Kwok reported to the Board on the latest activity of the Technology department.

C.1. CONSENT AGENDA

On motion of Allen Rosen, seconded by Drew Hazelton, 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 January 20, 2015](#)
- b. [Public Employee/Employment Changes 01CL22642-01CL22670 & 01CE067121-01CE07156](#)
- c. [Approve Purchase Orders –January 1 - 31, 2015](#)
- d. [Approve Overnight Trip for Oak Park High School Spring Athletic Teams Who Qualify for CIF Play-Off and Post Season Competition](#)
- e. [Approve Overnight Trip for Oak Park High School Technology Student Association Club – March 20-21, 2015](#)
- f. [Approve Overnight Trip for Oak Park High School Health Occupations Students of America Club – March 26-29, 2015](#)
- g. [Approve Overnight Trip for Oak Park High School Boys' Volleyball Team -](#)

- [h. Approve Overnight Trip for Oak Park High School Varsity Baseball Team -](#)
- [i Approve Overnight Trip for Oak Park High School Future Business Leaders of America – April 9-12 2015](#)
- [j. Approve Notice of Completion, Project 13-12R, Building 100 Modernization at Brookside Elementary School – Bamboo Flooring Installation](#)

ACTION

2. BUSINESS

- [a. Approve Measure C6 Bond Fund Purchase of Musical Instruments for Medea Creek Middle School](#)

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved Measure C6 Bond Fund purchase of Musical Instruments of Medea Creek Middle School. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross , No – 0.

- [b. Approve Process for Recruitment and Appointment of Oak Park Citizens’ Oversight Committee Members](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the process for recruitment and appointment of Oak Park Citizens’ Oversight Committee Members by appointing a sub-Committee of the Board, Drew Hazelton and Derek Ross, to interview candidates and bring their recommendation to the Board at a regular Board meeting. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

- [c. Approve Acceptance of Donations](#)

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

- [d. Approve Enrollment Projections of New Interdistricts for 2015-2016](#)

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the enrollment projections of new interdistricts for 2015-2016. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

- [e. Discuss Governor’s 2015-16 Education Budget – OPUSD Projections and Priorities](#)

No motion required, discussion item only.

- [f. Approve Resolution #15-06 Friends of Oak Park Schools to Offer a Fee-Based Summer School Program for 2015](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Resolution #15-06 Friends of Oak Park Schools to Offer a Fee-Based Summer School Program for 2015. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

3. HUMAN RESOURCES

- [a. Approve Authorization to Establish Classified Position – Behavior Specialist](#)

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved the authorization to establish a classified position – Behavior Specialist. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

- [b. Approve 2014-2015 Single Plans for Student Achievement](#)

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the 2014-2015 Single Plans for Student Achievement. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

- c. [Approve 2013-2014 School Accountability Report Cards \(SARCs\)](#)
On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the 2013-2014 School Accountability Report Cards (SARCs). Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.
- d. [Approve Resolution #15-01 Release Temporary Certificated Teachers #1-#17](#)
On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved Resolution #15-01 Release of Temporary Certificated Teachers #1-#17. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.
- e. [Approve Resolution #15-04 Reduction in Particular Kinds of Service for 2015-2016](#)
On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Resolution #15-04 Reduction in Particular Kinds of Service for 2015-2016. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.
- f. [Approve Resolution #15-05 Determination of Seniority Among Employees with the Same Seniority Date \(“Tie Breaker Resolution”\)](#)
On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Resolution #15-05 Determination of Seniority Among Employees with Same Seniority Date (“Tie Breaker Resolution”). Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.
- g. [Approve Change to Oak Park High School Handbook Regarding Requiring Number of Classes](#)
On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the change to Oak Park High School Handbook regarding requiring the number of classes. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

4. BOARD

- a. [Approve 2015 California School Boards Association Delegate Assembly Election of Candidates](#)
On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the 2015 California School Boards Association Delegate Assembly Election of John Walker and Christina Urias. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 1.
- b. [Review Moral Imperatives and Goals Progress](#)
No action taken. Board reviewed progress that has been made toward Moral Imperatives and Goals. Board would like this item to be brought back next month.

5. BOARD POLICIES

- a. [Approve Amendment to Board Policy 1312.3 – Uniform Complaint Procedures – Second Reading](#)
On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the amendment to Board Policy 1312.3 – Uniform Complaint Procedures. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No - 0.
- b. [Approve Amendment to Board Policy 5131.2 – Bullying – Second Reading](#)
On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the amendment to Board Policy 5131.2 – Bullying. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

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

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

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

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the amendment to Board Policy 5145.7 – Sexual Harassment. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

e. Approve Amendment to Board Policy 7131 – Naming Facilities – First Reading

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Policy 7131 – Naming Facilities on first reading. 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 10:32 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: MARCH 17, 2015
SUBJECT: B.1.c. APPROVE PURCHASE ORDERS - FEBRUARY 1-28, 2015
CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued February 1-28, 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 02/01/2015 - 02/28/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B15-00114	SMITH PIPE & SUPPLY	2014-2015 for grounds pipe supplies	Business Administration	010	8,500.00
B15-00258	Southwest School Supply	Misc. Custodial Supplies for 2014-2015 School Year	Oak Hills Elementary School	010	2,150.00
B15-00260	Miracle Appliance Parts	2014-2015 Small Appliance Parts	Business Administration	010	500.00
B15-00261	Ventura County Graphic Service	Common Core Standards Booklets	Human Resources	010	2,150.00
B15-00262	Pamela A. Carter	CC Independent Contractor Pam Carter	Human Resources	010	20,000.00
P15-00425	School Outfitters c/o AMEX	Book Shelves for MCMS Library	Business Administration	010	5,449.22
P15-00444	McGraw-Hill School Education Holdings, LLC	OPHS Textbooks Health 2014-2015 Audio	Curriculum	010	122.91
P15-00533	Wenger Corporation	Proj 14-13C Band Rm Acousticabinets at MCMS	Business Administration	212	49,679.03
P15-00546	Dubuque Bank and Truck Co.	Pro 14-29F Lease/Purchase of Solar Install at OPHS	Business Administration	010	43,553.46
P15-00613	Lucky's Glass, Inc.	Proj 14-25F Glass Replacement Classrooms OPHS	Business Administration	010	2,880.00
P15-00615	Textbook Warehouse c/o AMEX	ROES Novels Paperback.. 2014-2015	Curriculum	010	5,427.35
P15-00616	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Buses 5th Field Trip to Ronald Reagan Library	Oak Hills Elementary School	010	932.00
P15-00617	Senseio	Chinese Textbk/Instru/mat & supp	Oak Park High School	010	226.42
P15-00618	Captain Carl's Mobile Tidepool	Living Marine Lab Presentation Sustainability Fair	Superintendent	010	695.00
P15-00619	Van Nuys Awning Co. Inc	Proj 14-07R Awning Installation ROES	Business Administration	213	596.57
P15-00620	Grainger Industrial Supply	DON: Rain gear for Custodians	Medea Creek Middle School	010	89.10
P15-00621	Taft Electric Company	Proj 13-15R Electrical Work Bldg A Mod OPHS	Business Administration	213	2,679.10
P15-00622	Karen Kennedy dba Camino Real Naturalist & Historical Interp	3rd Grade The Natural World of the Chumash	Oak Hills Elementary School	010	665.00
P15-00623	Follett School Solutions, Inc. American Express	BES - Readers Paperback Studies	Curriculum	010	203.19
P15-00624	Textbook Warehouse c/o AMEX	OPIS Textbooks fill in 2014-2015	Curriculum	010	2,883.15
P15-00625	Center For Civic Education	ROES TE We the People	Curriculum	010	35.48
P15-00626	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	5th Grade Field Trip to Santa Cruz Island	Oak Hills Elementary School	010	1,489.00
P15-00627	Wildlife Experience	3rd Grade Field Trip Wildlife Experience	Oak Hills Elementary School	010	295.00

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

ESCAPE	ONLINE
--------	--------

Page 1

Includes Purchase Orders dated 02/01/2015 - 02/28/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00628	American Technologies, Inc.	Remove Asbestos Transite Pipe from OPHS	Business Administration	213	500.00
P15-00629	Flinn Scientific, Inc	Science/Don/mat & supp	Oak Park High School	010	157.53
P15-00630	Wenger Corporation	Proj 14-13C Band Rm Music Library System at MCMS	Business Administration	212	8,099.13
P15-00631	Hughes General Engineering	Proj 14-25R Railings Replacement Buildings OPHS	Business Administration	213	2,750.00
P15-00632	VENTURA COUNTY STAR	Scholar Awds/trvl conf	Oak Park High School	010	200.00
P15-00633	Southwinds Transportation	donation bus trip - Kindergarten	Brookside School	010	781.20
P15-00634	Advantra Graphics	Super Saturday Event Poster	District-wide	010	75.25
P15-00635	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Donation	Brookside School	010	688.00
P15-00636	Las Virgenes School Dist	Aide Training at Las Virgenes	District-wide	010	550.00
P15-00637	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Parent funded field trip	Red Oak Elementary School	010	716.00
P15-00638	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	1,737.40
P15-00639	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	503.10
P15-00640	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Parent funded field trip	Red Oak Elementary School	010	2,069.50
P15-00641	Wings of Discovery	Bird Education Booth	District-wide	010	63.00
P15-00642	CARNEGIE ART MUSEUM CORNERSTONE STUDENT PROGRAM	1st Grade Field Trip to Carnegie Art Museum	Oak Hills Elementary School	010	255.00
P15-00643	Agnes Stemen	Vision Screening Services - District	District-wide	010	3,500.00
P15-00644	Houghton Mifflin Harcourt c/o American Express	OPIS - Science Fusion Textbooks Grade 4	Curriculum	010	84.07
P15-00645	Van Rooyen, Andre	Independent Educational Evaluation	District-wide	010	2,000.00
P15-00646	Compuwave Inc.	Pupil Services - Color Copier Supplies	District-wide	010	317.24
P15-00647	ETS	14-15 CAASPP Science Paper Pencil Testing Pre-ID	Curriculum	010	793.14
P15-00648	Compuwave Inc.	toner & drum for student printer	Oak View High School	010	403.03
P15-00649	Stanford Ed Leadership Intv	EPEL Program at Stanford	District-wide	010	10,000.00
P15-00650	Reliance Communications, LLC	Notification Service District Wide Year 1	Business Administration	010	8,207.50
P15-00651	Wayne Watson DBA Buena Concret	Core Drill Holes in Concrete and Set Sign Posts	Business Administration	010	460.00
P15-00652	Lightning Brothers Constructio	Install Marquee Sign Access Panel at BES	Business Administration	010	350.00
P15-00653	Pyro-Comm Systems, Inc.	Repair Fire Alarm System at OPHS	Business Administration	010	1,798.21
P15-00654	Pyro-Comm Systems, Inc.	Replace Defective Smoke Detector at OVHS	Business Administration	010	303.48

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

ESCAPE ONLINE

Page 2

Includes Purchase Orders dated 02/01/2015 - 02/28/2015

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00655	Enhanced Landscape Mgmt, Inc	Remove and Replace Ironwood Tree at DO	Business Administration	010	308.75
P15-00656	Enhanced Landscape Mgmt, Inc	Replace Anti-Siphon Valve in Garden at ROES	Business Administration	010	300.00
P15-00657	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRA	Donation - 4th grade field trip	Brookside School	010	1,480.00
P15-00658	VCOE	D. Hammill EQulP Sci Training	Human Resources	010	90.00
P15-00659	City Of Ventura Parks & Rec.	Parent funded field trip	Red Oak Elementary School	010	1,100.00
P15-00660	Lennox Industries, Inc	Pro 15-01R HVAC Replacement at MCMS	Business Administration	213	66,100.68
P15-00661	Alan Peck	Band PercussionCoach/stipend/oth exp	Oak Park High School	010	2,000.00
P15-00662	D & S Marketing Systems, Inc.	OPHS AP Econ workbooks	Curriculum	010	445.33
P15-00663	Worthington Direct	DON: Replacement Furniture	Medea Creek Middle School	010	2,121.76
P15-00664	Miracle Recreation Equipment	Swing Seat and Chair Replacements for OHES	Business Administration	010	818.70
P15-00665	William Haddad	Instr Band Coach/stipend/oth exp	Oak Park High School	010	3,510.00
P15-00666	Acorn Press	Acorn Advertising for OPNS	Neighborhood Pre-School Progm	010	536.88
T15-00048	NWN Corporation	Anthro MiniLaptop Carts (for Chromebooks)	Technology Coordinator	212	7,189.65
T15-00049	Sprigeo	Student Bullying AP/mat & supp/PFA Don	Oak Park High School	010	349.00
T15-00050	NWN Corporation	Network Server (replacement for water damaged one)	Technology Coordinator	010	9,090.55
Total Number of POs			65	Total	294,004.06

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	57	156,409.90
212	Measure C6 Technology Bond Fun	3	64,967.81
213	Measure R FACILITIES Bond Fund	5	72,626.35
		Total	294,004.06

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

ESCAPE ONLINE

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

**SUBJECT: B.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
ACADEMIC DECATHLON TEAM – MARCH 19-22, 2015
CONSENT**

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Academic Decathlon team competition?

BACKGROUND: Principal, Kevin Buchanan, requests approval for Academic Decathlon Team to attend the state competition scheduled for March 19-22, 2015 at the Sacramento Convention Center in Sacramento, CA. Nine male and female students, one OPHS teacher/advisor and one male chaperone will travel on Southwest Airlines to Sacramento. They will depart OPHS at 8 a.m. on Thursday, March 19 and return Sunday, March 22nd at approximately 6 p.m. They will stay at the Hyatt Regency Hotel. The estimated cost of the trip is \$4900.00. Students are responsible for their meals and spending money and the balance of the costs will be paid by Ventura County Office of Education, OPHS PFA, Friends of Oak Park, OPHS and the Academic Decathlon club account. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL JOURNALISM CLUB – APRIL 16-18, 2015
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Journalism Club members?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the Oak Park High School Journalism Club member to attend the JEA/NSPA Spring National H.S. Journalism Convention in Denver, CO scheduled for April 16-18, 2015. Between 5-10 students (male & female), an OPHS student-teacher and one parent volunteer will leave from LAX the morning of Thursday, April 16 and return the evening of Saturday, April 18th. Students and chaperones will stay at the Sheraton Denver Downtown. Students will pay approximately \$650-\$700 per student to cover the cost of registration, meals, transportation and lodging. 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 Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.1.f. APPROVE OVERNIGHT TRIP FOR MEDEA CREEK MIDDLE SCHOOL CONCERT BAND – APRIL 24-26, 2015
CONSENT

ISSUE: Shall the Board of Education approve and overnight trip for the Medea Creek Middle School Concert Band Heritage Festival trip?

BACKGROUND: The Medea Creek Concert Band continues to participate in a variety of music festivals. The Heritage Festival is a more challenging music festival that takes place annually in Anaheim and around the country. Attendance is open to all 7th and 8th grade Concert Band members and is completely optional. The Festival includes a clinic with a renowned band director and a private awards ceremony at Disneyland, a two day Disneyland Park Hopper pass, a Disneyland Workshop, meaningful awards and trophies, Heritage approved, student friendly hotels, a commemorative pin for each student, professional performance recording and transportation to and from Anaheim, between hotel and performance location, and to and from Disneyland. The trip is scheduled for April 24, 2015 (@8:00a.m.) – April 26, 2015 (@4:00p.m.). The cost is \$500.00 (includes transportation, food and lodging). Chaperones include MCMS staff members and parent volunteers. The Festival is planned and programed by WorldStrides Heritage Performance Programs.

ALTERNATIVES: 1. Approve the April overnight trip to the Heritage Festival in Anaheim.
 2. Do not approve the April overnight trip to the Heritage Festival in Anaheim.

RECOMMENDATION: Alternative #1.

RATIONALE: It is an outstanding opportunity to study music in depth while learning from music clinicians. Students will get a hands-on experience performing in front of adjudicators and learning how to critique their own work for continued improvement. This will help students become more independent as musicians as well helping them to take pride, ownership and responsibility in their work.

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: MARCH 17, 2015

SUBJECT: B.1.g. RATIFY OVERNIGHT TRIP FOR MEDEA CREEK MIDDLE SCHOOL CHOIR – MARCH 13-15, 2015

CONSENT

ISSUE: Shall the Board of Education ratify and overnight trip for the Medea Creek Middle School Advanced Choir Heritage Festival trip?

BACKGROUND: The Medea Creek Advanced Choir continues to participate in a variety of music festivals. The Heritage Festival is a more challenging music festival that takes place annually in Anaheim and around the country. Attendance is open to all 7th and 8th grade Advanced Choir members and is completely optional. Students attending will participate in a performance in a National Music Festival, positive, constructive adjudications with taped and written comments, and an on-stage mini clinic with a professional conductor / adjudicator. The Festival includes a clinic with a renowned choir director and a private awards ceremony at Disneyland, a two day Disneyland Park Hopper pass, a Disneyland Workshop, meaningful awards and trophies, Heritage approved, student friendly hotels, a commemorative pin for each student, professional performance recording and transportation to and from Anaheim, between hotel and performance location, and to and from Disneyland. The trip is scheduled for March 13, 2015 (@8:00a.m.) – March 15, 2015 (@12:00p.m.). The cost is \$600.00 (Includes transportation, food and lodging). Chaperones include MCMS staff members and parent volunteers. The Festival is planned and programed by WorldStrides Heritage Performance Programs.

ALTERNATIVES:

1. Approve the March overnight trip to the Heritage Festival in Anaheim.
2. Do not approve the March overnight trip to the Heritage Festival in Anaheim.

RECOMMENDATION: Alternative #1.

RATIONALE: It is an outstanding opportunity to study music in depth while learning from music clinicians. Students will get a hands-on experience performing in front of adjudicators and learning how to critique their own work for continued improvement. This will help students become more independent as musicians as well helping them to take pride, ownership and responsibility in their work.

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: MARCH 17, 2015
SUBJECT: B.2.a. APPROVE RECOMMENDATION FOR PLAYGROUND SHADE STRUCTURE INSTALLATION

ACTION

ISSUE: Shall the Board approve a staff recommendation for playground shade structure installation at the District’s elementary schools?

BACKGROUND: At its meeting on October 21, 2014, the Board approved the 2015-16 school year calendar with an early August start date. In approving the calendar, the Board directed staff to provide shade structures for the playground apparatus at each of the District’s elementary schools.

The Facility Planning Committee (FPC) met on March 4, 2015 to review shade structure options and pricing provided by staff. After review, the FPC recommended a combination of structures and alternative solutions, requesting that staff prepare a plan with updated costs for presentation to the Board of Education at this meeting. Finalization of pricing and other details of the recommendation were in progress as this agenda was going to press. When completed, the recommendation will be reviewed with the FPC, then forwarded to the Board and posted on the District’s website.

- ALTERNATIVES:**
1. Approve the staff recommendation for playground shade structure installation at the District’s elementary schools.
 2. After discussion, direct staff to modify the recommendation for playground shade structure installation.
 3. Do not approve the staff 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: MARCH 17, 2015
SUBJECT: B.2.b. APPROVE VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE PARTNERSHIP AGREEMENT – CALIFORNIA CAREER PATHWAYS TRUST GRANT

ACTION

ISSUE: Shall the Board approve the Verdugo Ventura Valley Pathways Initiative Partnership Agreement for California Career Pathways Trust grant funding?

BACKGROUND: In July 2013, the State of California enacted Assembly Bill 86, creating the California Career Pathways Trust (CCPT). Under the CCPT, funds are available to school districts in the form of competitive grants for K-14 career pathways programs that accomplish 1) establishment of regional collaborative relationships and partnerships among schools, business entities, organizations that provide apprenticeship opportunities, and nonprofit or government entities; 2) development and integration of standards-based academics with a career-relevant, sequenced curriculum following industry-themed pathways aligned to high-skill, high-wage, high-growth jobs, or emerging regional economic sectors; and 3) provide articulated pathways from high school to postsecondary education that are aligned with regional economies

The District is a participant in the Verdugo Ventura Valley Pathways Initiative Partnership (V3PI), which has submitted an application for a CCPT grant. The application, if approved and fully funded, may bring District schools as much as \$1.9 million over a two-year period, serving Oak Park High School, Oak View High School, Oak Park Independent School, and Medea Creel Middle School. A copy of the Verdugo Ventura Valley Pathways Initiative Partnership Agreement is attached for the Board’s review. This non-financial Agreement outlines and defines the principal roles and responsibilities of the parties as required of partnerships funded under CCPT.

ALTERNATIVES:

1. Approve the V3PI Partnership Agreement for CCPT grant funding.
2. Do not approve the agreement.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

CALIFORNIA CAREER PATHWAYS TRUST

**VERDUGO VENTURA VALLEY
PATHWAYS INITIATIVE (V3PI)**

PARTNERSHIP AGREEMENT

By and Between

Education Partners

Los Angeles Unified School District
Oak Park Unified School District
Simi Valley Unified School District
Glendale Community College
California State University, Northridge

Supporting Education Partner

College of the Canyons

Workforce Development Partners

The Verdugo Workforce Investment Board

Industry Representatives

Northrop Grumman Corporation
Boston Scientific Neuromodulation
Aerojet-Rocketdyne
KCI Industries Inc.,
Canoga Perkins
STV, Inc.,
Dougherty & Dougherty
eContek, Inc.,
Balfour Beatty Inc.,
Rose-Snyder Jacobs Inc.,
US Trust Inc.,
RBZ, LLP

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

This **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Partnership Agreement (Agreement)** is made effective as of the 6th day of February, 2015 (“Effective Date”), by and between the parties listed above.

I. Purpose of the Agreement

In July 2013, the California Legislature passed and the Governor signed into law Assembly Bill (AB) 86, Chapter 48, Statutes of 2013, creating the California Career Pathways Trust (CCPT or the “Trust”). Under the Trust, funds are available to school districts, county superintendents of schools, charter schools, and community college districts in the form of competitive grants for kindergarten through grade fourteen career pathways programs that accomplish the following:

1. Establish or strengthen existing regional collaborative relationships and partnerships among schools serving pupils in kindergarten and grades 1 to 12, postsecondary educational agencies, business entities, organizations that provide apprenticeship opportunities, and nonprofit or government entities;
2. Develop and integrate standards-based academics with a career-relevant, sequenced curriculum following industry-themed pathways that are aligned to high-skill, high-wage, high-growth jobs, or emerging regional economic sectors;
3. Provide articulated pathways from high school to postsecondary education that are aligned with regional economies;
4. Leverage and build on any of the following:
 - Existing structures, requirements, and resources of the Carl D. Perkins Career and Technical Education (CTE) Improvement Act of 2006, California Partnership

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

Academies (CPAs), and Regional Occupational Centers and Programs (ROCPs) including staff knowledge, community relationships, and course development.

- Matching resources and in-kind contributions from public, private, and philanthropic sources.
- The California Community Colleges Economic and Workforce Development Programs.

The purpose of this non-financial Agreement is to set forth and define the principal roles and responsibilities of the parties as required of partnerships funded under the Trust by the State of California.

In consideration of the above premises and the provisions contained herein, the parties agree to the responsibilities described below, and to carry-out the duties called for under the Trust for secondary partners, post-secondary partners, and business partners.

II. Public Partner Commitments and Responsibilities

Los Angeles Unified School District – Secondary Partner

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership, the Los Angeles Unified School District commits to assuming the following responsibilities in the implementation of this project:

- A. The Los Angeles Unified School District will act as a partner for this project.
- B. The District will be responsible for employing, supervising, and supporting project teachers and counselors who will provide the services required to implement all aspects of the grant.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- C. The District will, under the leadership of the Manager and in collaboration with all of the project partners, be responsible for implementing an innovative program of career integrated academic and career focused learning, designed to continue beyond the funded period.

Contributions to the Project:

- A. Los Angeles Unified School District will provide the staff, supervision, and facilities for all project related activities to be conducted at the participating LAUSD high schools in the San Fernando Valley.
- B. The District will ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained.
- C. The District will ensure that the instructional activities to take place at the participating LAUSD high schools are implemented as described in the project application.
- D. The District will identify and report sources of the required match for the Career Pathways Trust budget, working with the LAUSD CTE Perkin's Federal Program and contributing local district funds to support and sustain the project as described in the budget narrative.
- E. The District will work collaboratively with work-based experience coordinators and employers in the Engineering, Finance and Construction Management industries to provide students work experiences and work-based learning.
- F. The District will provide oversight of the recruitment, selection, and retention efforts of the program at the LAUSD participating high schools to ensure access of all

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

students including females, socioeconomic disadvantaged students, English learners, students with disabilities, and any other under-represented students.

- G. The District will appropriately schedule students to ensure project success.
- H. The District will be responsible for ensuring the sustainability of the project by:
building the capacity of staff through training and collaboration, purchasing materials and equipment that can continue to be used, and creating the infrastructure needed to support project activities past the funded period.
- I. The District will submit a comprehensive formal Partner Agreement to VVVPI upon notification of grant award. This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

Oak Park Unified School District – Secondary Partner

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership, the Oakpark Unified School District (OPUSD) commits to assuming the following responsibilities in the implementation of this project:

- A. Oak Park Unified School District will act as a partner for this project.
- B. The District will be responsible for employing, supervising, and supporting project teachers and counselors who will provide the services required to implement all aspects of the grant.
- C. The District will, under the leadership of the Manager and in collaboration with all of the project partners, be responsible for implementing an innovative program of career integrated academic and career focused learning, designed to continue beyond the funded period.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

Contributions to the Project:

- A. Oak Park Unified School District will provide the staff, supervision, and facilities for all project related activities to be conducted at all the District High and Middle Schools.
- B. The District will ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained.
- C. The District will ensure that the instructional activities to take place at Oak Park High School, Oak View High School, Oak Park Independent High School and Medea Creek Middle School are implemented as described in the project application.
- D. The District will identify and report sources of the required match for the Career Pathways Trust budget, contributing local District funds to support and sustain the project as described in the budget narrative.
- E. The District will work collaboratively with work-based experience coordinators and employers in the Engineering, Finance and Construction Management, Bio-Tech industries to provide students work experiences and work-based learning.
- F. The District will provide oversight of the recruitment, selection, and retention efforts of the program at Oak Park High School, Oak View High School, Oak Park Independent High School and Medea Creek Middle School ensure access of all students including females, socioeconomic disadvantaged students, English learners, students with disabilities, and any other under-represented students.
- G. The District will appropriately schedule students to ensure project success.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- H. The District will be responsible for ensuring the sustainability of the project by:
 - building the capacity of staff through training and collaboration, purchasing materials and equipment that can continue to be used, and creating the infrastructure needed to support project activities past the funded period.
- I. The District will submit a comprehensive formal Partner Agreement to VVVPI upon notification of grant award. This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

Simi Valley Unified School District – Secondary Partner

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership, the Simi Valley Unified School District (SVUSD) commits to assuming the following responsibilities in the implementation of this project:

- A. Simi Valley Unified School District will act as a partner for this project.
- B. The District will be responsible for employing, supervising, and supporting project teachers and counselors who will provide the services required to implement all aspects of the grant.
- C. The District will, under the leadership of the Manager and in collaboration with all of the project partners, be responsible for implementing an innovative program of career integrated academic and career focused learning, designed to continue beyond the funded period.

Contributions to the Project:

- A. Simi Valley Unified School District will provide the staff, supervision, and facilities for all project- related activities to be conducted at Royal, Santa Susana, Simi Valley, Apollo

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

and Monte Vista High Schools, Hillside, Sinaloa and Valley View Middle Schools, and Arroyo, Atherwood, Berylwood, Big Springs, Crestview, Garden Grove, Hollow Hills, Katherine, Knolls, Madera, MountainView/Simi, Santa Susana, Sycamore, Township, Vista, White Oak, and Wood Ranch Elementary Schools.

- B. The District will ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained. The District will ensure that the instructional activities to take place at Royal, Santa Susana, Simi Valley High School, and Hillside, Sinaloa, and Valley View Middle School(s) are implemented as described in the project application.
- C. The District will identify and report sources of the required match for the Career Pathways Trust budget, contributing local District funds to support and sustain the project as described in the budget narrative.
- D. The District will work collaboratively with work-based experience coordinators and employers in the Engineering, Finance and Construction Management industries to provide students work experiences and work-based learning.
- E. The District will provide oversight of the recruitment, selection, and retention efforts of the program at Royal, Santa Susana, Simi Valley High School(s) and Hillside, Sinaloa, Valley View Middle School(s) to ensure access of all students including females, socioeconomic disadvantaged students, English learners, students with disabilities, and any other under-represented students.
- F. The District will appropriately schedule students to ensure project success.
- G. The District will be responsible for ensuring the sustainability of the project by: building the capacity of staff through training and collaboration, purchasing materials and

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

equipment that can continue to be used, and creating the infrastructure needed to support project activities past the funded period.

- H. The District will submit a comprehensive formal Partner Agreement to VVVPI upon notification of grant award. This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

Glendale Community College – Postsecondary Partner

As a party to this Agreement, Glendale Community College (GCC) agrees to:

- A. Participate in the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Partnership (“Partnership”)** with the parties first listed above;
- B. Serve as fiscal agent and administrative entity for the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Trust grant upon award by the California Department of Education (CDE);
- C. Abide by the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** policy decisions of the Verdugo School-to-Career Coalition;
- D. Collaborate within the formal decision-making structure of the V3PI Steering Committee as a committee member, including identifying key leaders from each sector targeted for the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Program**;
- E. Determine and develop methods, or where applicable, intermediaries, to link employers and participating educational institutions with work opportunities for students;
- F. Identify appropriate credit-bearing college courses and dual enrollment courses in Partnership-defined career pathways to prepare students to enter postsecondary education without need for remediation;

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- G. Collaborate with participating K-12 and postsecondary partners to determine which courses will be taught by college faculty, by high school teachers with adjunct status, or by a combination of the two (ensuring the appropriate college-level rigor of courses taught by adjunct faculty) leveraging dual enrollment, credit recognition on e-transcript, and credit-by-exam policies in support thereof;
- H. Collaborate with participating high school and postsecondary faculty to ensure that course content will prepare students for college-level work;
- I. Negotiate agreements with K-12 and postsecondary partners to support dual enrollment and early admission to aligned career pathway programs;
- J. Collaborate with business and industry partners to align college coursework with relevant technical skills and workplace competencies, as defined by their industries;
- K. Maintain student advisory resources and credit transfer policies that protect the pathway to degree completion for participating students;
- L. Commit to maximize available funding streams (in addition to Trust grant funding), to support the needs of all participating students;
- M. Provide dedicated staff to work on the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** career pathway program who have the authority to coordinate with participating **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** LEAs on GCC's behalf;
- N. Leverage, connect, and build upon existing investments in education and workforce development;
- O. Participate in statewide CCPT Network meetings;

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- P. Participate as a member of a relevant virtual learning community(ies) to share expertise and experiences on the development of career pathways programs, as well as pertinent resources, tools, and strategies;
- Q. Collect, analyze, and submit data from V3PI partners, and/or to a data collection repository administered by an entity to be designated by CDE; and
- R. Participate in and provide the specific services and resources identified in our signed letter in the attached appendices.

California State University, Northridge – Postsecondary Partner

As a party to this Agreement, California State University, Northridge (CSUN) agrees to:

- A. Participate in the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Partnership** with Glendale Community College (GCC); Los Angeles Unified School District (LAUSD); Oak Park Unified School District (OPUSD); Simi Valley Unified School District (SVUSD); and business partners.
- B. Abide by the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** policy decisions of the Verdugo School-to-Career Coalition;
- C. Collaborate within the formal decision-making structure of the V3PI Steering Committee as a committee member, including identifying key leaders from each sector targeted for the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Program**;
- D. Determine and develop methods, or where applicable, intermediaries, to link employers and participating educational institutions with work opportunities for students;
- E. Identify appropriate credit-bearing college courses and dual enrollment courses in V3PI partnership-defined career pathways to prepare students to enter postsecondary education without need for remediation;

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- F. Collaborate with participating K-12 and postsecondary partners to determine which courses will be taught by college faculty, by high school teachers with adjunct status, or by a combination of the two (ensuring the appropriate college-level rigor of courses taught by adjunct faculty) ;
- G. Collaborate with participating high school and postsecondary faculty to ensure that course content will prepare students for college-level work;
- H. Negotiate agreements with K-12 and postsecondary partners to support dual enrollment and early admission to aligned career pathway programs;
- I. Collaborate with business and industry partners to align college coursework with relevant technical skills and workplace competencies, as defined by their industries;
- J. Maintain student advisory resources and credit transfer policies that protect the pathway to degree completion for participating students;
- K. Provide dedicated staff to work on the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** career pathway program who have the authority to coordinate with participating **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** LEAs on CSUN's behalf;
- L. Participate in statewide CCPT Network meetings;
- M. Participate as a member of a relevant virtual learning community(ies) to share expertise and experiences on the development of career pathways programs, as well as pertinent resources, tools, and strategies;
- N. Collect, analyze, and submit data to GCC, and/or to a data collection repository administered by an entity to be designated by CDE; and

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- O. Participate in and provide the specific services and resources identified in our signed letter below.

Responsibilities:

- A. Outreach Activities to attract students to for “college day” and understanding what college and engineering entail.
- B. Development of hands on exercises for the students to get a “feel” for engineering during the “college day.”
- C. Industry lecture series to expose students to careers in engineering.
- D. Development and Implementation of Engineering Innovator’s Academy (EIA)– a 5 day program that exposes the students to all the pathways in this grant so they have the awareness and then the option to choose what they feel is most likely their calling
- E. Development and Implementation of an Engineering Career Initiatives Academy (CIA) – a 4 week intense course focusing on skill based learning that will be developed with input from industry. This will focus specifically on aspects of engineering to give the student a preview of what engineering is all about
- F. Hiring student tutors to coach the students in future cohorts
- G. Research opportunities for students in the field of engineering, through the Ernie Schaeffer Center for Innovation and Entrepreneurship, which will include a flavor for innovation and entrepreneurship.
- H. Collaborate with GCC, LAUSD, SVUSD and OPUSD to decide courses to be taught by all partners, including ensuring that the course content will prepare them for college level work.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- I. Negotiate articulation agreements with GCC, LAUSD, SVUSD and OPUSD.
- J. Collaborate with business partners to develop the college level coursework with relevant technical skills and competencies that employers look for when hiring
- K. Leverage an existing network to provide benefits to the students
- L. Collect, Analyze and Summarize the data collected after these activities have been implemented and have a continuous improvement plan in place
- M. Participate in regular **V3PI** meetings and provide regular updates on the progress being made by the grant.
- N. California State University Northridge will submit a comprehensive formal Partner Agreement to **VVVPI** upon notification of the grant award.
- O. This agreement is in support of **Verdugo Ventura Valley Pathways Initiative (VVVPI)** and was developed after timely and meaningful consultation between the required partners.

Verdugo Workforce Investment Board – Business Partner

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership, the City of Glendale, California, on behalf of the Verdugo Workforce Investment Board (VWIB), agrees to:

- A. Participate in the Partnership with the parties first written above, and other public and private community partners as applicable;
- B. Abide by the decisions of the V3PI Steering Committee pertaining to the Partnership's Trust grant activities, and participate in operational decision-making as a member of the Steering Committee, including, but not limited to identifying key leaders from each sector targeted by the Partnership.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

- C. Commit to provide all students enrolled in a career pathway an opportunity to participate in some form of workplace learning such as job shadowing, paid or unpaid internships, virtual and group experiences, and paid part-time and/or summer employment;
- D. Create up-to-date skills maps for the Engineering, Construction, Business/Finance sectors that identifies essential job requirements and competencies;
- E. Identify industry-valued skills credentials;
- F. Provide workplace visits, speakers, and mentors for participating students and externships for teachers and community college faculty as appropriate;
- G. Collaborate with LEA and postsecondary staff to align technical skills and workplace competencies with curricula, course offerings, and other resources;
- H. Provide dedicated staff to work on the career pathways program including an industry liaison who has the authority to coordinate with the secondary and postsecondary schools on our behalf;
- I. Participate in statewide CCPT Network meetings;
- J. Participate as a member of a relevant virtual learning community(ies) to share expertise and experiences on the development of career pathways programs, as well as pertinent resources, tools, and strategies;
- K. Collect, analyze, and submit project data to GCC and/or to a data collection repository administered by an entity to be designated by CDE; and
- L. Provide the specific services and/or resources identified in our signed letter in the attached appendices.

III. Industry Partner Commitments and Responsibilities

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership representing industry, Northrop Grumman Corporation agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership representing industry, Boston Scientific Neuromodulation agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, Aerojet Rocketdyne agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
 - B. Participate in statewide CCPT Network meetings as available; and
 - C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.
-

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, Canoga Perkins agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
 - B. Participate in statewide CCPT Network meetings as available; and
 - C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.
-

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, KCI Industries Inc., agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, STV Inc., agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, eContek agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, Balfour Beatty agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, Dougherty & Dougherty agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

As a member of the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE**

(V3PI) Partnership representing industry, Rose, Snyder & Jacobs Inc., agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
 - B. Participate in statewide CCPT Network meetings as available; and
 - C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.
-

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

As a member of the VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)

Partnership representing industry, US Trust Inc., agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

As a member of the VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)

Partnership representing industry, RBZ, LLP agrees to:

- A. Meet regularly during the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Program as a member of the Steering Committee to provide program oversight and policy input on Trust grant activities, including regular reviews of program performance, and recommendations for effective implementation of grant activities to address critical project area needs;
- B. Participate in statewide CCPT Network meetings as available; and
- C. Participate in and/or provide the specific services and/or resources identified in our signed letter in the attached appendices.

IV. Effective Date of the Agreement.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

This Agreement shall become effective as of the date first indicated above and shall remain effective unless terminated or modified by the Parties hereto as set forth herein.

V. Funding.

Where applicable, funding for **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** Partnership activities shall be delineated under separate contractual agreements by the parties.

VI. Participating Organizations.

The Participating Organizations include only those written on Page 1 of this Agreement whose signatures are provided on Pages 25 and 26 below, and the letters in the attached appendices.

VII. Modification.

No modification, including additions or deletions, to this Agreement shall be valid unless the same is in writing and signed by the parties hereto.

VIII. Confidentiality.

The parties agree that all exchanged information shall remain private and confidential in accordance with the following confidentiality policy:

- A. Applications, individual records, and other information related to services including program eligibility, enrollment, and referral shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- B. No person will publish, disclose, use, or cause to be published disclosed or used, any confidential information pertaining to individuals identified by the City.

IX. Amendments.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

This Agreement may be modified or updated in writing at any time by mutual consent of the parties.

X. Termination.

In the event that it becomes necessary for a member to cease being a party to this Agreement, the partner shall notify the other parties, providing not less than sixty (60) days written notice of such intent to withdraw from this Agreement.

XI. Notices.

Except for regular status reports which may be given electronically or in such other form as the parties may mutually agree, all notices required or permitted to be given under this Agreement must be in writing and must be delivered to Glendale Community College at the following address (or such other address as may hereafter be designated by such entity in writing):

Glendale Community College

Name: Mirna Najera
Title: CTE Transitions Project Coordinator, Workforce Education & Development
Address: 1500 N. Verdugo Road, Glendale, CA 91208-2894
Phone: (818) 240-1000 X5906
Facsimile: (818) 729-4402
E-Mail: mnajera@glendale.edu

Notices shall be either: 1) personally delivered (including delivery by Federal Express or other courier service) to the addresses set forth above, in which case they shall be deemed delivered on the date of delivery; 2) sent by certified mail, return receipt requested, in which case they shall be deemed delivered on the date shown on the receipt unless delivery is refused or intentionally delayed by the addressee, in which event they shall be deemed delivered on the date of deposit in the U.S. Mail; or 3) transmitted via telecopier using a telecopier number provided

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

above, if any (or such other number as receiving party may have designated in writing), in which case the delivery shall be deemed to have occurred on the day of the transmission, provided that the day of transmission is a normal business day or, if not, the first normal business day after the transmission.

XI. Entire Agreement.

This Agreement contains the entire agreement of the parties. This Agreement supersedes all previous written or oral agreements between the parties.

XII. Term of Agreement.

This Agreement shall be effective between February 6, 2015 and June 30, 2019, inclusive, unless sooner terminated or modified by agreement of the parties.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

XIII. Signatures.

By signing this Agreement, each party agrees to the provisions contained herein and represents that its signatory is duly authorized to execute this Agreement.

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Education Partner

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Education Partner

Glendale Community College

California State University, Northridge

BY: Dr. David Viar
(Print Name)

BY: S.K. Ramesh, Ph.D.
(Print Name)

(Signature)

(Signature)

President
(Title)

Dean College of Engineering and Computer Science
(Title)

(Date)

(Date)

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Education Partner

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Education Partner

Los Angeles Unified School District

Oak Park Unified School District

BY: Byron Maltez
(Print Name)

BY: Dr. Anthony Knight
(Print Name)

(Signature)

(Signature)

Instructional Area Superintendent
(Title)

Superintendent
(Title)

(Date)

(Date)

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Education Partner

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Education Partner

Simi Valley Unified School District

BY: Dr. Jason Peplinski
(Print Name)

(Signature)

Superintendent
(Title)

(Date)

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Business Partner
VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Business Partner

Verdugo Workforce Investment Board

BY: Don Nakamoto
(Print Name)

(Signature)
Executive Director
(Title)

(Date)

BY: _____
(Print Name)

(Signature)

(Title)

(Date)

VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Industry Partner

BY: _____
Print Name

Signature

Title

Date



Dr. David Viar
Superintendent/President

BOARD OF TRUSTEES
Anita Quinonez Gabrielian
Dr. Armine Hacopian
Dr. Vahé Peroomian
Ann H. Ransford
Anthony P. Tartaglia

February 5, 2015

Letter of Commitment from Glendale Community College to the Verdugo Ventura Valley Pathways Initiative (VVPPI)
In Support of the Career Pathways Trust Application

Glendale Community College is pleased to participate in the Verdugo Ventura Valley Pathways Initiative (VVPPI) as a partner and Steering Committee member as described in the attached California Career Pathways Trust grant application. Accordingly, with this letter, we hereby commit a total of \$90,725.00 in matching resources to the Verdugo Ventura Valley Pathways Initiative over its four year life.

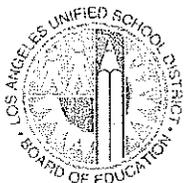
If you would like additional information regarding our participation in the Coding for Careers Program, do not hesitate to contact me by telephone at 818.240.1000 or by email at dviar@glendale.edu.

Sincerely,

A handwritten signature in blue ink that reads 'David Viar'.

Dr. David Viar
Superintendent/President





Los Angeles Unified School District

James Monroe High School

9229 Haskell Avenue, North Hills, California 91343
Telephone (818) 830-4200 Fax (818) 892-5622

Chris Rosas, Principal
Roddy Shaul, AP
Carlos Valdovinos, AP
Art Ichinose, APSCS
Susan Parker, Instruc. Spec.
Karen Turner, Instruc. Spec.

Letter of Commitment from Los Angeles Unified School District to the Verdugo Ventura Valley Pathways Initiative (VVVPI) In Support of the Career Pathways Trust Application

This letter serves to describe the responsibilities the Los Angeles Unified School District has committed to in the design and execution of this project.

Partner: Los Angeles Unified School District

Authorized Representative Name: Byron Maltez, Local Area Superintendent, ECS North

Roles and Responsibilities of the Partner: Los Angeles Unified commits to assuming the following responsibilities in the implementation of this project:

- Los Angeles Unified School District will act as a partner for this project.
- The District will be responsible for employing, supervising, and supporting project teachers and counselors who will provide the services required to implement all aspects of the grant.
- The District will, under the leadership of the Manager and in collaboration with all of the project partners, be responsible for implementing an innovative program of career integrated academic and career focused learning, designed to continue beyond the funded period.

Contributions to the Project:

- Los Angeles Unified School District will provide the staff, supervision, and facilities for all project related activities to be conducted at the participating LAUSD high schools in the San Fernando Valley.
- The District will ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained.
- The District will ensure that the instructional activities to take place at the participating LAUSD high schools are implemented as described in the project application.
- The District will identify and report sources of the required match for the Career Pathways Trust budget, working with the LAUSD CTE Perkin's Federal Program and contributing local district funds to support and sustain the project as described in the budget narrative.
- The District will work collaboratively with work-based experience coordinators and employers in the Engineering, Finance and Construction Management industries to provide students work experiences and work-based learning.

- The District will provide oversight of the recruitment, selection, and retention efforts of the program at the LAUSD participating high schools to ensure access of all students including females, socioeconomic disadvantaged students, English learners, students with disabilities, and any other under-represented students.
- The District will appropriately schedule students to ensure project success.
- The District will be responsible for ensuring the sustainability of the project by: building the capacity of staff through training and collaboration, purchasing materials and equipment that can continue to be used, and creating the infrastructure needed to support project activities past the funded period.
- The District will submit a comprehensive formal Partner Agreement to VVVPI upon notification of grant award. This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

SIGNATURE AND CONTACT INFORMATION OF AUTHORIZED REPRESENTATIVE


Byron Maltez, Instructional Area Superintendent

Byron Maltez
Instructional Area Superintendent
Educational Service Center North
6621 Balboa Boulevard
Van Nuys, CA 91406
(818) 654-3600
byron.maltez@lausd.net

**Letter of Commitment from Oak Park Unified School District to the
Verdugo Ventura Valley Pathways Initiative (VVVPI)
In Support of the Career Pathways Trust Application**

This letter serves to describe the responsibilities the Oak Park Unified School District.

Partner: Oak Park Unified School District

Authorized Representative Name: Dr. Anthony Knight, Superintendent

Roles and Responsibilities of the Partner: Oak Park Unified commits to assuming the following responsibilities in the implementation of this project:

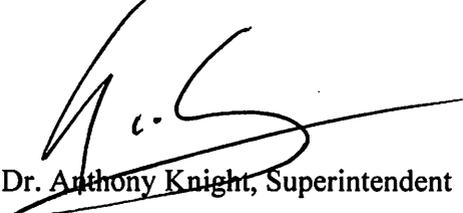
- Oak Park Unified School District will act as a partner for this project.
- The District will be responsible for employing, supervising, and supporting project teachers and counselors who will provide the services required to implement all aspects of the grant.
- The District will, under the leadership of the Manager and in collaboration with all of the project partners, be responsible for implementing an innovative program of career integrated academic and career focused learning, designed to continue beyond the funded period.

Contributions to the Project:

- Oak Park Unified School District will provide the staff, supervision, and facilities for all project related activities to be conducted at all the District High and Middle Schools.
- The District will ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained.
- The District will ensure that the instructional activities to take place at Oak Park High School, Oak View High School, Oak Park Independent High School and Medea Creek Middle School are implemented as described in the project application.
- The District will identify and report sources of the required match for the Career Pathways Trust budget, contributing local District funds to support and sustain the project as described in the budget narrative.

- The District will work collaboratively with work-based experience coordinators and employers in the Engineering, Finance and Construction Management, Bio Tech industries to provide students work experiences and work-based learning.
- The District will provide oversight of the recruitment, selection, and retention efforts of the program at Oak Park High School, Oak View High School, Oak Park Independent High School and Medea Creek Middle School ensure access of all students including females, socioeconomic disadvantaged students, English learners, students with disabilities, and any other under-represented students.
- The District will appropriately schedule students to ensure project success.
- The District will be responsible for ensuring the sustainability of the project by: building the capacity of staff through training and collaboration, purchasing materials and equipment that can continue to be used, and creating the infrastructure needed to support project activities past the funded period.
- The District will submit a comprehensive formal Partner Agreement to VVVPI upon notification of grant award. This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

SIGNATURE AND CONTACT INFORMATION OF AUTHORIZED REPRESENTATIVE



Dr. Anthony Knight, Superintendent

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

Phone: 818.735.3200

Email: tknight@oakparkusd.org

**Letter of Commitment from Simi Valley Unified School District to the
Verdugo Ventura Valley Pathways Initiative (VVVPI)
In Support of the Career Pathways Trust Application**

This letter serves to describe the responsibilities the Simi Valley Unified School District has committed to in the design and execution of this project.

Partner: Simi Valley Unified School District

Authorized Representative Name: Dr. Jason Peplinski, Superintendent

Roles and Responsibilities of the: Simi Valley Unified commits to assuming the following responsibilities in the implementation of this project:

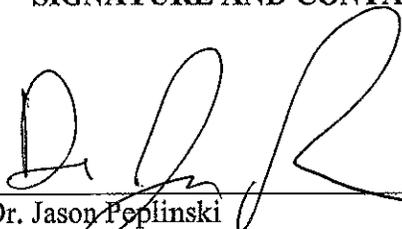
- Simi Valley Unified School District will act as a partner for this project.
- The District will be responsible for employing, supervising, and supporting project teachers and counselors who will provide the services required to implement all aspects of the grant.
- The District will, under the leadership of the Manager and in collaboration with all of the project partners, be responsible for implementing an innovative program of career integrated academic and career focused learning, designed to continue beyond the funded period.

Contributions to the Project:

- Simi Valley Unified School District will provide the staff, supervision, and facilities for all project-related activities to be conducted at Royal, Santa Susana, Simi Valley, Apollo and Monte Vista High Schools, Hillside, Sinaloa and Valley View Middle Schools, and Arroyo, Atherwood, Berylwood, Big Springs, Crestview, Garden Grove, Hollow Hills, Katherine, Knolls, Madera, MountainView/Simi, Santa Susana, Sycamore, Township, Vista, White Oak, and Wood Ranch Elementary Schools.
- The District will ensure that all equipment and supplies purchased through the grant are inventoried and tracked and that all facilities used by the project are safely maintained.
- The District will ensure that the instructional activities to take place at Royal, Santa Susana, Simi Valley High School, and Hillside, Sinaloa, and Valley View Middle School(s) are implemented as described in the project application.
- The District will identify and report sources of the required match for the Career Pathways Trust budget, contributing local District funds to support and sustain the project as described in the budget narrative.
- The District will work collaboratively with work-based experience coordinators and employers in the Engineering, Finance and Construction Management industries to provide students work experiences and work-based learning.
- The District will provide oversight of the recruitment, selection, and retention efforts of the program at Royal, Santa Susana, Simi Valley High School(s) and Hillside, Sinaloa, Valley View Middle School(s) to ensure access of all students including females, socioeconomic disadvantaged students, English learners, students with disabilities, and any other under-represented students.
- The District will appropriately schedule students to ensure project success.
- The District will be responsible for ensuring the sustainability of the project by: building the capacity of staff through training and collaboration, purchasing materials and equipment that can continue to be used, and creating the infrastructure needed to support project activities past the funded period.
- The District will submit a comprehensive formal Partner Agreement to VVVPI upon notification of grant award.

This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

SIGNATURE AND CONTACT INFORMATION OF AUTHORIZED REPRESENTATIVE



Dr. Jason Peplinski
Superintendent, Simi Valley Unified School District

875 East Cochran Street
Street Address

Simi Valley, CA, 93065
City

805-306-4500
Phone

jason.peplinski@simivalleyusd.org
Email

**Letter of Commitment from California State University, Northridge to the
Verdugo Ventura Valley Pathways Initiative (VVVPI)
In Support of the Career Pathways Trust Application**

This letter serves to describe the responsibilities that California State University, Northridge has committed to in the design and execution of this project.

Post-Secondary Partner: California State University, Northridge

Authorized Representative Name: Dr. S. K. Ramesh, Dean, College of Engineering and Computer Science and Project Director, VVVPI, CSUN.

As a party to this partnership, California State University, Northridge (CSUN) agrees to:

- A. Participate in the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Partnership** with Glendale Community College (GCC); Los Angeles Unified School District (LAUSD); Oak Park Unified School District (OPUSD); Simi Valley Unified School District (SVUSD); and business partners.
- B. Abide by the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** policy decisions of the Verdugo School-to-Career Coalition;
- C. Collaborate within the formal decision-making structure of the V3PI Steering Committee as a committee member, including identifying key leaders from each sector targeted for the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI) Program**;
- D. Determine and develop methods, or where applicable, intermediaries, to link employers and participating educational institutions with work opportunities for students;
- E. Identify appropriate credit-bearing college courses and dual enrollment courses in V3PI partnership-defined career pathways to prepare students to enter postsecondary education without need for remediation;
- F. Collaborate with participating K-12 and postsecondary partners to determine which courses will be taught by college faculty, by high school teachers with adjunct status, or by a combination of the two (ensuring the appropriate college-level rigor of courses taught by adjunct faculty) ;
- G. Collaborate with participating high school and postsecondary faculty to ensure that course content will prepare students for college-level work;

18111 Nordhoff St. • Northridge, California • 91330-8295 • phone 818.677.4501 • fax 818.677.2140

- H. Negotiate agreements with K-12 and postsecondary partners to support dual enrollment and early admission to aligned career pathway programs;
- I. Collaborate with business and industry partners to align college coursework with relevant technical skills and workplace competencies, as defined by their industries;
- J. Maintain student advisory resources and credit transfer policies that protect the pathway to degree completion for participating students;
- K. Provide dedicated staff to work on the **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** career pathway program who have the authority to coordinate with participating **VERDUGO VENTURA VALLEY PATHWAYS INITIATIVE (V3PI)** LEAs on CSUN's behalf;
- L. Participate in statewide CCPT Network meetings;
- M. Participate as a member of a relevant virtual learning community(ies) to share expertise and experiences on the development of career pathways programs, as well as pertinent resources, tools, and strategies;
- N. Collect, analyze, and submit data to GCC, and/or to a data collection repository administered by an entity to be designated by CDE; and
- O. Participate in and provide the specific services and resources identified in our signed letter below.

Responsibilities

- A. Outreach Activities to attract students to for "college day" and understanding what college and engineering entail.
- B. Development of hands on exercises for the students to get a "feel" for engineering during the "college day."
- C. Industry lecture series to expose students to careers in engineering.
- D. Development and Implementation of Engineering Innovator's Academy (EIA)– a 5 day program that exposes the students to all the pathways in this grant so they have the awareness and then the option to choose what they feel is most likely their calling
- E. Development and Implementation of an Engineering Career Initiatives Academy (CIA) – a 4 week intense course focusing on skill based learning that will be developed with input from industry. This will focus specifically on aspects of engineering to give the student a preview of what engineering is all about
- F. Hiring student tutors to coach the students in future cohorts

18111 Nordhoff St. • Northridge, California • 91330-8295 • phone 818.677.4501 • fax 818.677.2140

- G. Research opportunities for students in the field of engineering, through the Ernie Schaeffer Center for Innovation and Entrepreneurship, which will include a flavor for innovation and entrepreneurship.
- H. Collaborate with GCC, LAUSD, SVUSD and OPUSD to decide courses to be taught by all partners, including ensuring that the course content will prepare them for college level work.
- I. Negotiate articulation agreements with GCC, LAUSD, SVUSD and OPUSD.
- J. Collaborate with business partners to develop the college level coursework with relevant technical skills and competencies that employers look for when hiring
- K. Leverage an existing network to provide benefits to the students
- L. Collect, Analyze and Summarize the data collected after these activities have been implemented and have a continuous improvement plan in place
- M. Participate in regular V3PI meetings and provide regular updates on the progress being made by the grant.

California State University Northridge will submit a comprehensive formal Partner Agreement to VVVPI upon notification of the grant award.

This agreement is in support of Verdugo Ventura Valley Pathways Initiative (VVVPI) and was developed after timely and meaningful consultation between the required partners.

SIGNATURE AND CONTACT INFORMATION OF AUTHORIZED REPRESENTATIVE



Date: February 6, 2015

S. K. Ramesh, Ph.D., Fellow IEEE
Dean, College of Engineering and Computer Science
18111 Nordhoff Street, M/D 8295
California State University, Northridge
CA 91330-8295

Tel: 818-677-4501

Fax: 818-677-2140

e-mail: s.ramesh@csun.edu

URL: <http://www.csun.edu/engineering-computer-science/ramesh>

18111 Nordhoff St. • Northridge, California • 91330-8295 • phone 818.677.4501 • fax 818.677.2140

February 6, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

The Santa Clarita Community College District (College of the Canyons), is pleased to join the **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as a supporting partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in engineering, construction, and finance. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

As a collaborating institution on our US Department of Education AIMS² grant we have had great success in working with CSUN and GCC to support under-represented minorities in engineering and computer science. This grant will allow us to strengthen our partnership and better serve students in our region.

We see a growing need in all of three pathways addressed in this grant proposal: Engineering Design, Construction, and Finance and look forward to supporting VVVPI in this project.

For more information or comment, I can be reached at (661) 362-3007 or by e-mail at david.martinez@canyons.edu.

Sincerely,



David Martinez, Ed.D., M.S.
Department Chair
Physics & Engineering Department
College of the Canyons

Verdugo Workforce Investment Board

Serving Burbank, Glendale and La Canada-Flintridge

February 3, 2015

RE: Career Pathways Trust partnership and matching funds

To Whom It May Concern,

The Verdugo Workforce Investment Board (VWIB) is pleased to participate in the submission to the California Department of Education for funding under the California Career Pathways Trust Grant Program for the *Verdugo Ventura Valley Pathways Initiative VVVPI Program*.

In addition to our support of this initiative, the VWIB commits \$21,000 in matching funds for the grant. I attest that as Executive Director of the Verdugo Workforce Investment Board I am duly authorized to provide this commitment of matching resources to the State of California Career Pathways Trust Program.

Should you require additional information regarding this letter of commitment, I may be reached at 818.548.3839 or by email at dnakamoto@glendaleca.gov.

Sincerely,



Don Nakamoto
Executive Director

19 January 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

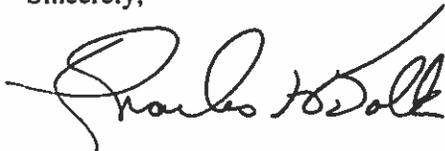
Northrop Grumman, a major manufacturer and employer in the defense aerospace business, is pleased to join the **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the VVVPI in its efforts to prepare students in grades 10 through 14 for careers in engineering. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in engineering, and design, as many work functions in these areas are now based on creative problem-solving as well as state of the art manufacturing techniques. To support the VVVPI, Northrop Grumman will offer and participate in the following work-based learning opportunities and activities for VVVPI students and faculty during the 2015/2016 academic year:

- Internships;
- Career coaching and mentoring;
- Speakers on careers in engineering;
- Facilities for workshops or classes on one or more aspects of engineering;
- Professional development for faculty, which may include externships;
- Participation on engineering advisory groups; and,
- Other similar activities.

We have determined the annual value of our in-kind contribution(s) to the VVVPI's Trust grant program to be \$80K dollars. Please feel free to contact me for any additional information.

Sincerely,



Dr. Charles Volk
Director, Advanced Products & Technologies
Navigation & Maritime Systems Division
Northrop Grumman
Phone: (818) 519-5256
Email: charles.volk@ngc.com

February 6, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

Boston Scientific Neuromodulation, employer whose primary line(s) of business is in biotechnology specializing in medical devices to treat chronic pain and movement disorders, is pleased to join the **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in engineering. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in engineering, and design, as many work functions in these areas are now based on creative problem-solving as well as state of the art manufacturing techniques. To support the **VVVPI**, Boston Scientific Neuromodulation intends to participate in a selection of the following work-based learning opportunities and activities during the 2015 school year(s):

We also intend to participate in a selection of these activities and opportunities for **VVVPI** students and faculty:

- Internships
- Career coaching and mentoring
- Field trips to our company for students and faculty to see cutting-edge work in engineering
- Job shadowing for students and faculty
- Speakers on careers in engineering
- Facilities for workshops or classes on one or more aspects of engineering
- Professional development for faculty, which may include externships

We have determined the annual value of our in-kind contribution(s) to the VVVPI's Trust grant program to be \$50,000 dollars. For more information or comment, I can be reached at 661.949.4428.

Sincerely,

Milad Girgis

Vice President International Sales,
Deep Brain Stimulation &
Program Management



February 6, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

Aerojet Rocketdyne is pleased to support the **Verdugo Ventura Valley Pathways Initiative (VVVPI)**. We fully support the VVVPI in its efforts to prepare students in grades 10 through 14 for careers in engineering. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in engineering and design, as many work functions in these areas are now based on creative problem-solving as well as state-of-the-art manufacturing techniques. Our support of the VVVPI includes participation in the following work-based learning opportunities and activities for the 2015/2016 school year:

- Career coaching and mentoring
- Field trips to our company for students and faculty to see cutting-edge work in engineering
- Job shadowing day for students and faculty
- Speakers on careers in engineering
- Participation on engineering advisory groups

Please feel free to contact me for any additional information. I can be reached at 818-586-0348.

Sincerely,

A handwritten signature in black ink that reads 'Chris Erickson'.

Chris Erickson
Chief Engineer, Energy Advanced Programs; Director of Affordability and Technical Fellows

Aerojet Rocketdyne is a world-recognized aerospace and defense leader providing propulsion and energetics to the space, missile defense and strategic systems, tactical systems and armaments areas, in support of domestic and international markets.



January 23, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

KCI Technologies, employer whose primary line(s) of business includes Engineering, Construction, Environmental, Resource management, Telecommunications, Infrastructure, is pleased to join the **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in engineering. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in engineering, and design, as many work functions in these areas are now based on creative problem-solving as well as state of the art manufacturing techniques. To support the **VVVPI**, KCI Technologies intends to participate in the following work-based learning opportunities and activities during the 2015 school year(s):

We also intend to participate in these activities and opportunities for **VVVPI** students and faculty:

- Internships
- Career coaching and mentoring
- Field trips to our company for students and faculty to see cutting-edge work in engineering
- Job shadowing for students and faculty
- Speakers on careers in engineering
- Facilities for workshops or classes on one or more aspects of engineering
- Professional development for faculty, which may include externships
- Participation on engineering advisory groups

We have determined the annual value of our in-kind contribution(s) to the VVVPI's Trust grant program to be \$60,000 dollars. For more information or comment, I can be reached at 805.657.3005.

Sincerely,

Dutch Schultz
West Coast Practice Leader



"TL 9000"

Corporate Office

20600 Prairie Street
Chatsworth, CA 91311-6008
Telephone: (818) 718-6300
Fax: (818) 718-6312
fiber@canoga.com
<http://www.canoga.com>

January 19, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

CANOGA PERKINS CORPORATION, a manufacturer and employer whose primary line(s) of business includes designing and producing fiber optic data communications equipment, is pleased to join the **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in engineering. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in engineering, and design, as many work functions in these areas are now based on creative problem-solving as well as state of the art manufacturing techniques. To support the **VVVPI**, CANOGA PERKINS intends to offer and participate in the following work-based learning opportunities and activities during the 2015-2016 school year(s):

We will also offer and/or participate in these activities and opportunities for **VVVPI** students and faculty:

- Internships (hardware and software)
- Career coaching and mentoring
- Field trips to our company for students and faculty to see cutting-edge work in engineering
- Job shadowing for students and faculty
- Speakers on careers in engineering
- Facilities for workshops or classes on one or more aspects of engineering
- Professional development for faculty, which may include externships
- Participation on engineering advisory groups

We have determined the annual value of our in-kind contribution(s) to the VVVPI's Trust grant program to be \$55,000.00 dollars. For more information or comment, I can be reached at 818/632-9458.

Sincerely,
CANOGA PERKINS CORPORATION

J. F. (Jack) Buhn

JB:cc



January 27, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

STV, Inc., an engineering, architectural and construction management business and employer, is pleased to join the **Verdugo Ventura Valleys Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in construction management. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in this increasingly technical field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a continuing need for technically adept talent in construction management. To support the **VVVPI**, STV, Inc. will offer and participate in the following work-based learning opportunities and activities during the 2015/2016 school year(s):

We will also offer and/or participate in these activities and opportunities for **VVVPI** students and faculty:

- Internships
- Career coaching and mentoring
- Field trips to our company and work sites for students and faculty to see cutting-edge work in construction management
- Job shadowing for students and faculty
- Speakers on careers in construction management
- Facilities for workshops or classes on one or more aspects of construction management
- Professional development for faculty, which may include externships
- Participation on construction management advisory groups

We have determined the annual value of our in-kind contribution(s) to the VVVPI's Trust grant program to be \$65,000 dollars. For more information or comment, I can be reached at 213-435-9153.

Sincerely,

A handwritten signature in blue ink that reads "Michael McAlpine".

Michael McAlpine
Vice President



ARCHITECTURE
PLANNING
INTERIORS

3194D

Airport Loop
Costa Mesa
California
92626-3405

714.427.0277

714.427.0288

WWW.DDARCHITECTURE.COM

January 29, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science
California State University, Northridge
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

Dougherty + Dougherty Architects, the architect for the new Engineering and Robotics Innovation Building at Monroe High School, is pleased to join the **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in engineering. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace. Our firm is also an active participant in the LAUSD internship program, making real-world high school internship opportunities available to interested students.

We see a growing need for both creative and technically adept personnel in architectural and engineering design, as competence in these areas is based upon creative problem-solving, visualization, and a strong skill set. To support the **VVVPI**, Dougherty + Dougherty will offer and participate in the program and will retain interested and dedicated students as construction phase interns in the field at the construction project located at Monroe High School. Opportunities will exist to become familiar with virtual models and state of the art design and production skills, as well as a first-hand participation opportunity in a local construction project that will house the engineering, design, and construction innovation curriculum at their own campus.

We will also offer and/or participate in these activities and opportunities for **VVVPI** students and faculty:

- Career coaching and mentoring
- Job shadowing for students and faculty
- Speakers on careers in architecture, design, and 3D modeling skills
- Facilities for workshops or classes on one or more aspects of engineering
- Professional development for faculty, which may include on-site collaboration
- Participation on engineering and design advisory groups

We have determined the annual value of our in-kind contribution(s) to the **VVVPI**'s Trust grant program to be \$5,000 dollars. Please feel free to reach me by telephone at 714-427-0277. Thank you for your consideration of this opportunity.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Betsey Olenick Dougherty', is written over a faint, larger version of the signature.

Betsey Olenick Dougherty, FAIA, LEED AP BD+C

COSTA MESA
OAKLAND

eContek

V K INTERNATIONAL TECHNOLOGIES, INC.
21049 Devonshire Street #101 Chatsworth, CA 91311
818-993-0814 (o) 818-259-6667(c)
www.econtek.com

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

January 27, 2015

Dear Dean Ramesh:

eContek is focused on Engineering Design services and High-Tech product development in the areas of Wi-Fi, Wireless, Medical Devices, and Mobile technologies with emphasis on Embedded systems and software. We would be pleased to help **Verdugo Ventura Valley Pathways Initiative (VVVPI)** as an affiliate industry partner. We will join in your efforts under **VVVPI** to enable and prepare students in grades 10 through 14 for careers in engineering. We agree with the proposition that industry exposure at secondary and post-secondary education level is very relevant and important in order to prepare students for future career opportunities and success in any technical industry.

eContek intends to support the **VVVPI** and is ready to participate in work-based learning opportunities and activities during 2015 academic year.

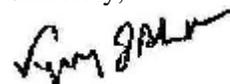
The following are few of many opportunities we can offer to **VVVPI** students, faculty, and schools:

- Hands-on work experience through Internships on our real world projects.
- Enhance basic skills in programming and technical problem solving.
- State of the art technology exposure to students and faculty by meaningfully involvement in technical projects.
- Support career enhancing activities including mentoring, internships, and advisements.
- Participation in seminars, symposiums, and product demonstrations.
- Professional development opportunities for faculty by working together joint projects.
- Providing advisory and consultative services to schools, faculty, and students.

Annual value of our in-kind contribution to the VVVPI's Trust grant program would be approximately \$75,000 dollars.

Please feel free to contact me with any questions.

Sincerely,



Vijay Bhatt
President
eContek

January 20, 2015

Dr. S. K. Ramesh
Dean, College of Engineering and Computer Science,
California State University, Northridge,
18111 Nordhoff Street, M/D 8295
Northridge, CA 91330-8295

Dear Dean Ramesh:

Balfour Beatty Construction, a construction management business and employer, is pleased to join the **Verdugo Ventura Valleys Pathways Initiative (VVVPI)** as an affiliate industry partner. We fully support the **VVVPI** in its efforts to prepare students in grades 10 through 14 for careers in construction management. We understand the importance of academic rigor and industry relevance in secondary and post-secondary education designed to prepare students for work in this increasingly technical field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a continuing need for technically adept talent in construction management. To support the **VVVPI**, Balfour Beatty Construction will offer and participate in the following work-based learning opportunities and activities during the 2014/2015 and 2015/2016 school year(s) with an opportunity to extend to future school years:

We will also offer and/or participate in these activities and opportunities for **VVVPI** students and faculty:

- Internships
- Career coaching and mentoring
- Field trips to our company and work sites for students and faculty to see cutting-edge work in construction management
- Job shadowing for students and faculty
- Speakers on careers in construction management
- Facilities for workshops or classes on one or more aspects of construction management
- Professional development for faculty, which may include externships
- Participation on construction management advisory groups

For more information or comment, I can be reached at 805/983-1558.

Sincerely,



Dennis Kuykendall
Sr. Project Manager
dkuykendall@balfourbeattyus.com



Rose, Snyder & Jacobs LLP
ACCOUNTANTS & ADVISORS

February 5, 2015

Dr. Kenneth R. Lord
Dean, David Nazarian College of Business and Economics,
California State University, Northridge,
18111 Nordhoff Street, Northridge, CA 91330-8245

Dear Dean Lord:

Rose Snyder & Jacobs, a major San Fernando Company and employer in the field of Accounting, is pleased to join the Verdugo Ventura Valley Pathways Initiative (VVPPI) as an affiliate industry partner. We fully support the VVPPI in its efforts to prepare students in grades 10 through 14 for careers in financial service related fields. We understand the importance of academic rigor and profession relevance in secondary and post-secondary education designed to prepare students for work in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in the financial service related fields, as many work functions in these areas are now based on creative problem-solving as well as robust analytical skills. To support the VVPPI, Rose Snyder & Jacobs will offer and participate in work-based learning opportunities and activities for VVPPI students and faculty during the 2015/2016 academic year which may include:

- Internships;
- Career coaching and mentoring;
- Speakers on careers in financial service related fields;
- Facilities for workshops or classes on one or more aspects of financial services;
- Professional development for faculty, which may include externships;
- Participation on advisory groups; and,
- Other similar activities.

We have determined the annual value of our in-kind contribution(s) to the VVPPI's Trust grant program to be \$5,000 dollars. Please feel free to contact me for any additional information.

Sincerely,

Jonathan L. "Jake" Jacobs
Phone: 818-461-0600
Email: jjacobs@rsjcpa.com

Bank of America, N.A.

February 5, 2015

Dr. Kenneth R. Lord
Dean, David Nazarian College of Business and Economics,
California State University, Northridge,
18111 Nordhoff Street, Northridge, CA 91330-8245

Dear Dean Lord:

As an employee of U.S. Trust in the financial services industry, I would be pleased to join the Verdugo Ventura Valley Pathways Initiative (VVPPI) as a participant. I would be interested in assisting VVPPI in its efforts to prepare students in grades 10 through 14 for careers in financial service related fields. I understand the importance of academic rigor and profession relevance in secondary and post-secondary education designed to prepare students for work in our field. I also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in the financial service related fields, as many work functions in these areas are now based on creative problem-solving as well as robust analytical skills. To support the VVPPI, I could participate in the following work-based learning opportunities and activities for VVPPI students and faculty during the 2015/2016 academic year:

- Career coaching and mentoring;
- Speakers on careers in financial service related fields;
- Facilities for workshops or classes on one or more aspects of financial services;
- Professional development for faculty, which may include externships;
- Participation on advisory groups; and,
- Other similar activities.

Please feel free to contact me for any additional information.

Sincerely,



Steven Block, SVP
(805) 557-3707
Steven.block@ustrust.com

February 3, 2015

Dr. Kenneth Lord
Dean, David Nazarian College of Business and Economics
California State University, Northridge,
18111 Nordhoff Street, Northridge CA 91330-8245

Dear Dean Lord:

RBZ, LLP, one of the largest public accounting firms based in Los Angeles, is pleased to join the Verdugo Ventura Valley Pathways Initiative (VVVPI) as an affiliate industry partner. We fully support the VVVPI in its efforts to prepare students in grades 10 through 14 for business careers in management, accounting and finance related fields. We understand the importance of academic rigor and profession-orientation in secondary and post-secondary education in order to prepare students for work and leadership roles in our field. We also understand the need to properly prepare students to meet employers' expectations for the 21st Century workplace.

We see a growing need for both creative and technically adept personnel in the broad spectrum of business related fields, as many work functions in these areas are now based on creative problem-solving as well as robust analytical skills. To support the VVVPI, RBZ will offer and participate in the following work-based learning opportunities and activities for VVVPI students and faculty during the 2015/2016 academic year:

- Internships;
- Career coaching and mentoring;
- Speakers on careers in financial service related fields;
- Facilities for workshops or classes on one or more aspects of financial services;
- Professional development for faculty, which may include externships;
- Participation on advisory groups; and,
- Other similar activities.

We have determined the annual value of our in-kind contribution(s) to the VVVPI's Trust grant program to be approximately \$27,000 dollars. Please feel free to contact me for any additional information by phone or email at (310) 478-4148 or hbookstein@rbz.com, respectively.

Sincerely,

Harvey Bookstein
Co-Founding Partner

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.2.c. APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASES – 2014-15 TECHNOLOGY ROADMAP PROJECTS

ACTION

ISSUE: Shall the Board approve Measure C6 bond fund equipment purchases for 2014-15 Technology Roadmap projects as recommended by the District Technology Committee?

BACKGROUND: In June 2014, the Board reaffirmed and authorized technology projects in accordance with the Technology Expenditures Roadmap approved in September 2013. On February 25, 2015, the District Technology committee met to consider the attached requests to proceed with the following equipment purchases for 2014-15 Technology Roadmap projects:

1. Districtwide refresh of teacher laptops (approx. 200 devices) and office staff computers (approx. 40 devices); estimated cost \$480,000
2. Computer lab replacement (3 elementary labs, 2 high school labs, total 216 computers); estimated cost \$360,000
3. Upgrade one COW cart with Chromebooks (36 Chromebooks, 1 mini-laptop cart) at Oak Hills Elementary School estimated cost \$15,000
4. Upgrade network security appliance (Next Generation Firewall) to replace obsolete 10 year old Cisco Firewall; estimated cost \$100,000

The Technology Committee voted unanimously to recommend that the Board of Education approve these 2014-15 Technology Roadmap projects funded from the Measure C6 bond.

ALTERNATIVES:

1. Approve the listed Measure C6 bond fund equipment purchases for 2014-15 Technology Roadmap projects, 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 - Enoch Kwok, Director of Technology

2) Date Submitted – 2/25/2015

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

Districtwide Teacher laptop refresh (approx. 200 laptops) \$2000 each
Districtwide Office desktop computer refresh (40 desktops) \$2000 each

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

All teaching staff, office staff

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

3 year old teacher laptops (to be repurposed for COWs)
7-8 year old iMacs are slow, unreliable, short on memory, obsolete.

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

\$480,000

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

Tech Dept

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

Late Spring in time for Summer refresh

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 – Enoch Kwok, Director of Technology

2) Date Submitted – 2/25/2015

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

Computer lab replacement (3 elementary labs, 2 HS labs) 5 x 36 = 216 computers

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

All students at sites

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

7-8 year old iMac Desktops – short on memory, failing drives, obsolete OS

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

\$360,000

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

Tech Dept.

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

Late Spring in time for Summer refresh

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

Erik Warren, OHES

2) Date Submitted

2/18/2015

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

Upgrade one COW cart with Chromebooks in time for SBAC testing
36 Chromebooks, 1 mini-laptop cart to house chromebooks

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

All students taking SBAC test, and all

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

Oldest COW cart at OHES

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

\$15,000

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

Shared by teachers – similar to existing COW

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

Immediately, in time for SBAC testing.

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 – Enoch Kwok, Director of Technology

2) Date Submitted – 2/25/2015

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

Network security appliance (Next Generation Firewall)

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

Entire district

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

Replacing obsolete 10 year old Cisco Firewall (no longer supported by Cisco),

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

\$100,000

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

Tech Department

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

Immediately – to take advantage of increased network bandwidth 500Mbps (up from 200Mbps)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.2.d. APPROVE EQUIPMENT PURCHASE FROM MEASURE C6 BOND FUND – MULTIPURPOSE ROOM PROJECTOR FOR RED OAK ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board approve a Measure C6 bond fund equipment purchase for a multipurpose room projector for Red Oak Elementary School as recommended by the District Technology Committee?

BACKGROUND: On February 25, 2015, the District Technology committee met to consider a request from Red Oak Elementary School for the purchase and installation of a ceiling mounted projector for the site’s multipurpose room. The Red Oak Parent Teacher Association has committed to funding 50% of the proposed \$12,000 purchase, and the Committee was asked to consider a recommendation to fund the remaining 50% of the purchase price, \$6,000, from the Measure C6 bond.

The Technology Committee voted unanimously to recommend that the Board of Education approve appropriation of \$6,000 for the purchase and installation a projector for the Red Oak multipurpose room, funded from the Measure C6 bond.

ALTERNATIVES:

1. Approve the appropriation of \$6,000 from the Measure C6 bond fund for the purchase and installation of a ceiling mounted projector for the Red Oak Elementary School multipurpose room.
2. Do not approve the appropriation for the equipment purchase.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.2.e. APPROVE AMENDMENT TO 2015 FACILITY MASTER PLAN – MEASURE R DSA CLOSEOUT PROJECT, RELOCATABLE CLASSROOM FOUNDATION AND RAMP UPGRADES AT MULTIPLE SITES

ACTION

ISSUE: Shall the Board approve an amendment to the 2015 Facility Master Plan for Measure R DSA Closeout Project, Relocatable Classroom Foundation and Ramp Upgrades at Multiple Sites?

BACKGROUND: At its meeting on September 21, 2014, the Board authorized program/construction manager Balfour Beatty Construction to accelerate its efforts to closeout open project applications with the Division of the State Architect (DSA). Subsequently, relocatable classrooms have been identified requiring upgrades to building anchoring and ADA-compliant ramps in order to obtain DSA certification. The affected sites are Brookside, Oak Hills, and Red Oak Elementary Schools, and Medea Creek Middle School. Utilizing its list of contractors approved under the California Uniform Public Construction Cost Accounting Act (CUPCCAA), the District solicited proposal from the sole qualified contractor for this work, Custom Modular Services Corporation (CMSC). CMSC has proposed to perform the necessary work, including ramp fabrication, for \$34,750.00 (proposal attached). Manufacture of the ramp requires a DSA-approved in-plant Inspector of Record (IOR). Craig “Todd” Hainsworth, who performed these services for the District’s projects at Oak View High School and Oak Park Independent School, proposes to act as IOR for \$900.00 (proposal attached). Total cost of the project is \$35,650.00

The contractors and their respective proposals for this work have been evaluated and analyzed by Balfour Beatty Construction and District staff, who recommends the award of contracts to CMSC and Hainsworth for this project. This project was unforeseen at the time the Master Plan was approved and staff is requesting authorization to amend the Plan to include this project, funded from Measure R.

- ALTERNATIVES:**
1. Award contracts for the DSA Closeout Project, to Custom Modular Services Corporation, in the amount of \$34,750.00, and to Kaiser Air Conditioning, in the amount of \$900.00, to be funded from Measure R.
 2. Do not award contracts for this project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent Channel Islands Roofing, Inc.

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

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

Student Rep

CMSC

CUSTOM MODULAR SERVICES CORPORATION

19271 FIJI LANE HUNTINGTON BEACH, CA 92646

(714) 964-6834 - FAX (714) 964-7314

LICENSE NO. 570805

QUOTATION

TO: Oak Park Unified School District

PHONE: (818) 735-3254

FAX: (818) 865-8467

Ms. Julie Suarez/ Mr. Martin Klauss

EMAIL: MKlauss@oakparkusd.org

JSuarez@oakparkusd.org

JOB ADDRESS/CUSTOMER NAME: Oak Park School District

JOB DESCRIPTION: Ramps and anchoring of Modular classrooms

Prevailing Wages

Provide labor, materials, equipment and supervision to:

Red Oak Elem.

D51, D53, D 54 & D55 Raise ramps shim legs, remove and reinstall skirting, repair rails, install end caps, install bottom trim and touch up paint.

Oak Hills Elem.

Classrooms # 19, 20, 21, 22, 23 Secure foundation tie plates, raise ramps, shim, install end Caps, remove and reinstall skirting, install trim at bottom of raised ramps and touch up paint.

Classrooms # 16, 17 & 18 install anchor pipes as needed approx. 30 total.

Medea Creek M.School

R4 & R3 Replace missing skirting as needed, Replace ramp on R4 with custom TMP DSA Approved ramp with 2x6 treated sill plates.

Divert down spout thru bottom landing to allow flow below ramp.

Brookside Elem.

215, 216 Raise ramps, shim, remove and reinstall skirting, install bottom trim, assist with welder modification of rails and post anchors, touch up paint.

Material: \$ 7,900.00

Equipment & mobilization: \$ 2,600.00

Labor: \$ 24,250.00

Note: Customer to provide clear access to work areas.

Customer to provide AC repairs as needed for ADA compliance.

Customer to provide welder for rail remediation and repairs at Brookside

AMOUNT: \$ 34,750.00

TERMS OF PAYMENT: Net 30 days

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.2.f. APPROVE AWARD OF CONTRACTS FOR PROJECT 15-01R, HVAC REPLACEMENT, BUILDING C, MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board approve the award of contracts for Project 15-01R, HVAC Replacement, Building C at Medea Creek Middle School?

BACKGROUND: In its approval of the District’s Facility Master Plan on January 20, 2015, the Board authorized the replacement of HVAC systems on Building C at Medea Creek Middle School. The established District standard for HVAC equipment is Lennox, who has proposed to furnishing 11 units at a total cost of \$66,100.68, including sales tax (proposal attached). Utilizing the District’s list of contractors approved under the California Uniform Public Construction Cost Accounting Act (CUPCCAA), the district solicited proposals from four HVAC system installers. Only one contractor, Kaiser Air Conditioning responded, with a proposal for equipment installation of \$56,980.00 (proposal attached). The combined cost for the proposed project is \$123,080.68. The budget established for this project is \$205,000 for direct construction, with a 20% contingency of \$41,000, for a total budget of \$246,000.

The contractors and their respective proposals for this work have been evaluated and analyzed by Balfour Beatty Construction and District staff, who recommend the award of contracts to Lennox Industries and Kaiser Air Conditioning for this project.

- ALTERNATIVES:**
1. Award contracts for Project 15-01R, HVAC Replacement, Building C at Medea Creek Middle School, to Lennox Industries in the amount of \$66,100.68, and to Kaiser Air Conditioning, in the amount of \$56,980.00.
 2. Do not award contracts for this project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent Channel Islands Roofing, Inc.

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

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



KAISER

AIR CONDITIONING

600 Pacific Ave. Oxnard Ca. 93030
Telephone: 805-988-1800

Submitted to: Oak Park Unified School District
Attn: Julie

February 3, 2015

Phone: 805-818-256-4002
Email: jsuarez@oakparkusd.org
Job: Media Creek Middle School
Oak Park, CA.

HEATING AND AIR CONDITIONING

We propose to replace 11 rooftop air conditioners, and replace thermostat wire for CO2 sensors as per owners request to include the following:

- 11-Sets of acoustical lined ductwork
- 8-16 gauge galvanized curb adapters
- 1-New 30 amp outdoor disconnect switch for 2 ton unit
- 1-Crane charge
- Copper condensate lines to tie into existing and reroute to new units
- #8 Thermostat wire and misc. line voltage electrical wire and fittings
- 11-New #5 thermostat wires for CO2 sensors
- Removal and disposal of existing air conditioning units
- All necessary hardware for complete installation

Price: \$56,980.00

AIR CONDITIONERS, AND CO2 SENSORS TO BE PROVIDED BY SCHOOL DISTRICT

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

Authorized Signature _____
Kaiser Heating and Air Conditioning

If either party becomes involved in litigation arising out of this Contract or the performance thereof, The Court in such litigation or in a separation suit shall award actual costs and attorneys fees incurred in good faith to the prevailing party.

Sub-Contractors proposal and contract specifications and remarks (Dated 02-03-15) will govern conditions and responsibilities of owner (general Contractor, etc.)

This proposal is valid for 60 days, when signed by authorized parties of both parts it becomes a lawful binding contract. Unless specifically authorized and stated in writing all terms of payment shall be as follows: Progress payments up to 100% of work completed, or balance due upon completion of work. No provisions are made for retention unless specifically authorized. Any balance due fifteen days after completion of work and contrary to payment terms stated shall be subject to 1 ½% per month service charge from date of invoice.

ACCEPTANCE OF PROPOSAL - The above prices, specification and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Date of Acceptance _____ Signature _____



*Rated Very High in
Customer Satisfaction*



Project Quotation

Project Information

Project Name: Medea Creek Middle School

Project Number: 3000473264

Project Location: OAK PARK, CA 92584, US

Customer Information

Company Name: Oak Park Unified School District

Company Address: 5801 E Conifer St

Company Location: Oak Park, CA 91377

Contact:

Phone: 818-735-3200 Fax: 818-865-8467

Engineer Information

Company Name:

Company Address:

Company Location:

Contact:

Phone: Fax:

We are pleased to provide the attached project quotation. The total quotation price is specific to the bill of materials listed on the quotation. If you have any questions or need additional information, please feel free to call our office.



RAPID REPLACEMENT™

Need replacement equipment fast?

Call Lennox Rapid Replacement 877-792-0024

Continuous **Comfort**
 Lennox Commercial Financing 

Earn \$500 when your client finances.

Contact Corinne Beyer at 800-606-0049 x140

Lennox Industries Inc. – Project Quotation

Project Name: Medea Creek Middle School

Project Location: OAK PARK, CA 92584, US

Qty	Description	Material
-----	-------------	----------

RTU 150 H

1	LGH150S4... PKGGE/12.5TON/CONFIGURABLE	LGH150S4-PKG
1	Supply Motor - 2.0 Hp High- w/ MSAV	(Factory)
1	Environ Coil System	(Factory)
1	Standard Cap, Std Packaging	(Factory)
1	Hinged Access Doors	(Factory)
1	Supply Drive Kit 01 (590-890 RPM)	(Factory)
1	Fan Drive Type: Belt Drive	(Factory)
1	2in MERV4 Std Filters	(Factory)
1	130KBTU 2-Stage Aluminized Steel	(Factory)
1	Unit Orientation Horizontal	(Factory)
1	Phase Monitor	(Factory)
1	Unit Refrigerant - R410A	(Factory)
1	440V/460V/480V 3Phase	(Factory)
1	E1ECON17B-1 HIGH PERF ECONOMIZER	10U59
1	C1SNSR64FF1 SINGLE ENTHALPY	53W64
1	LAGEDH03/15 BAROMETRIC RELIEF DAMPER	53K04
1	K1HECK00B-01 HORIZONTAL DISCHARGE KIT	51W25
1	HORIZONTAL POWER EXHAUST	COMSD

RTU 150

1	LGH150S4... PKGGE/12.5TON/CONFIGURABLE	LGH150S4-PKG
1	Supply Motor - 2.0 Hp High- w/ MSAV	(Factory)
1	Environ Coil System	(Factory)
1	Standard Cap, Std Packaging	(Factory)
1	Hinged Access Doors	(Factory)
1	Supply Drive Kit 01 (590-890 RPM)	(Factory)
1	Fan Drive Type: Belt Drive	(Factory)
1	2in MERV4 Std Filters	(Factory)
1	130KBTU 2-Stage Aluminized Steel	(Factory)
1	Unit Orientation Downflow	(Factory)
1	Phase Monitor	(Factory)
1	Unit Refrigerant - R410A	(Factory)
1	440V/460V/480V 3Phase	(Factory)
1	E1ECON17B-1 HIGH PERF ECONOMIZER	10U59
1	C1SNSR64FF1 SINGLE ENTHALPY	53W64
1	C1PWRE10B-1G POWER EXHAUST 460 V	53W45
1	CURB ADAPTER	COMSD

RTU 102

1	LGH102H4... PKGGE/8.5TON/CONFIGURABLE	LGH102H4-PKG
1	Supply Motor - 2.0 Hp High- w/ MSAV	(Factory)
1	Environ Coil System	(Factory)
1	Standard Cap, Std Packaging	(Factory)
1	Hinged Access Doors	(Factory)
1	Supply Drive Kit 01 (590-890 RPM)	(Factory)
1	Fan Drive Type: Belt Drive	(Factory)
1	2in MERV4 Std Filters	(Factory)
1	130KBTU 2-Stage Aluminized Steel	(Factory)
1	Unit Orientation Downflow	(Factory)
1	Phase Monitor	(Factory)
1	Unit Refrigerant - R410A	(Factory)

Lennox Industries Inc. – Project Quotation

Project Name: Medea Creek Middle School

Project Location: OAK PARK, CA 92584, US

Qty	Description	Material
-----	-------------	----------

RTU 102continued

1	440V/460V/480V 3Phase	(Factory)
1	EIECON17B-1 HIGH PERF ECONOMIZER	10U59
1	C1SNSR64FF1 SINGLE ENTHALPY	53W64
1	C1PWRE10B-1G POWER EXHAUST 460 V	53W45
1	CURB ADAPTER	COMSD

RTU 60

3	KGA060S4BS PKGGE/5 TON/65KB/460-3	L0911
3	K1ECON32A-1 HIGH PERF ECON-SHORT	10U56
3	C1SNSR64FF1 SINGLE ENTHALPY	53W64
3	C1PWRE10A-1G POWER EXHAUST 460V SHORT	79W88

RTU 48

4	KGA048S4BS PKGGE/4 TON/65KB/460-3	L0897
4	K1ECON32A-1 HIGH PERF ECON-SHORT	10U56
4	C1SNSR64FF1 SINGLE ENTHALPY	53W64
4	C1PWRE10A-1G POWER EXHAUST 460V SHORT	79W88

RTU 24

1	KGA024S4DS PKGGE/2 TON/65KB/230-1	L0881
1	K1ECON32A-1 HIGH PERF ECON-SHORT	10U56
1	C1SNSR64FF1 SINGLE ENTHALPY	53W64
1	POWER EXHAUST	COMSD

SENSORS

11	C1SNSR64FF1 SINGLE ENTHALPY	53W64
----	-----------------------------	-------

Lennox Industries Inc. – Project Quotation

Notes:

- This quotation is contingent upon the successful contractor meeting all of Lennox Industries standard terms and conditions including satisfactory credit arrangements.
- Payment terms subject to credit review.
- Written permission must be obtained from Lennox for all returns. Returns for standard stocked product are subject to a restocking charge to cover incurred costs. ALL SALES OF SPECIAL ORDER OR CONFIGURED PRODUCTS ARE FINAL. RETURNS WILL NOT BE ALLOWED.
- If all or any portion of an order for special order or configured products is cancelled after production confirmation, the buyer is subject to a cancellation charge.
- All accessories are field installed unless specifically indicated.
- It is the responsibility of the installing contractor to ensure that all installed equipment complies with the governing building codes and energy laws.
- CONTRACTOR TO VERIFY VOLTAGE.
- F.O.B. Point of Shipment, Freight Prepaid to First Destination.
- At the point of delivery, the buyer is responsible for verifying that the product is correct as ordered (model numbers, voltages, etc.) before it is un-crated and/or lifted into place.
- Is this job Tax Exempt? If so please supply a tax exempt form.
- Product must be verified by the contractor to ensure compliance with the current Title 24/ASHRAE 90.1-2010 codes as applicable. NOTE: There are new Title 24/ASHRAE 90.1-2010 requirements for unitary air conditioning equipment and air-handling units with mechanical cooling capacity at ARI conditions greater than or equal to 110,000 Btu/hr that serve single zones. These units MAY require variable supply air volume with their supply fans IF following the prescriptive method for Title 24/ASHRAE 90.1-2010 compliance.
- The State of California energy code Title 24 requires the use of high performance economizers for jobs permitted after 7/1/14. The Lennox factory-installed high performance economizer selection comes with a certificate of compliance to Title 24. Field installed high performance economizers may require jobsite inspections by code officials. Minimum efficiency standards and multi-stage blower capability also apply to Title 24.

Company Name: Oak Park Unified School District
PROJECT TOTAL SELL PRICE (Tax Not Included): \$61,489.00
Quote valid from: 02/18/2015 Quote pricing firm to: 03/20/2015

Any use or disclosure of this information to anyone other than the identified Lennox customer, or any use of equipment provided pursuant to this quote for anyone other than the identified Lennox customer, is a breach of the terms under which this information and/or equipment was provided to you, for which you may incur legal liability to Lennox.

TO PLACE AN ORDER, PLEASE FAX THIS QUOTE TO YOUR LENNOX SALES OFFICE OR NATIONAL ACCOUNT DEPARTMENT, COMPLETE WITH THE FOLLOWING INFORMATION:

P.O.#: <u>P15-00660</u>	CUSTOMER ACCOUNT#: _____
SHIP TO: <u>MEDEA CREEK MIDDLE SCHOOL</u>	DESIRED DELIVERY DATES: _____
<u>1002 DOUBLETREE ROAD</u>	UNITS: _____
<u>OAK PARK, CA 91377</u>	CURBS: _____
_____	CONTROLS: _____
_____	VOLTAGE VERIFIED: _____
SIGNATURE: <u></u>	CALIFORNIA TITLE 24 COMPLIANCE YES or NO

Lennox Industries Inc. – Project Quotation

Notes:

- This quotation is contingent upon the successful contractor meeting all of Lennox Industries standard terms and conditions including satisfactory credit arrangements.
- Payment terms subject to credit review.
- Written permission must be obtained from Lennox for all returns. Returns for standard stocked product are subject to a restocking charge to cover incurred costs. ALL SALES OF SPECIAL ORDER OR CONFIGURED PRODUCTS ARE FINAL. RETURNS WILL NOT BE ALLOWED.
- If all or any portion of an order for special order or configured products is cancelled after production confirmation, the buyer is subject to a cancellation charge.
- All accessories are field installed unless specifically indicated.
- It is the responsibility of the installing contractor to ensure that all installed equipment complies with the governing building codes and energy laws.
- CONTRACTOR TO VERIFY VOLTAGE.
- F.O.B. Point of Shipment, Freight Prepaid to First Destination.
- At the point of delivery, the buyer is responsible for verifying that the product is correct as ordered (model numbers, voltages, etc.) before it is un-crated and/or lifted into place.
- Is this job Tax Exempt? If so please supply a tax exempt form.
- Product must be verified by the contractor to ensure compliance with the current Title 24/ASHRAE 90.1-2010 codes as applicable. NOTE: There are new Title 24/ASHRAE 90.1-2010 requirements for unitary air conditioning equipment and air-handling units with mechanical cooling capacity at ARI conditions greater than or equal to 110,000 Btu/hr that serve single zones. These units MAY require variable supply air volume with their supply fans IF following the prescriptive method for Title 24/ASHRAE 90.1-2010 compliance.
- The State of California energy code Title 24 requires the use of high performance economizers for jobs permitted after 7/1/14. The Lennox factory-installed high performance economizer selection comes with a certificate of compliance to Title 24. Field installed high performance economizers may require jobsite inspections by code officials. Minimum efficiency standards and multi-stage blower capability also apply to Title 24.

Company Name: Oak Park Unified School District
PROJECT TOTAL SELL PRICE (Tax Not Included): \$61,489.00
Quote valid from: 02/18/2015 Quote pricing firm to: 03/20/2015

Any use or disclosure of this information to anyone other than the identified Lennox customer, or any use of equipment provided pursuant to this quote for anyone other than the identified Lennox customer, is a breach of the terms under which this information and/or equipment was provided to you, for which you may incur legal liability to Lennox.

TO PLACE AN ORDER, PLEASE FAX THIS QUOTE TO YOUR LENNOX SALES OFFICE OR NATIONAL ACCOUNT DEPARTMENT, COMPLETE WITH THE FOLLOWING INFORMATION:

P.O.#: _____	CUSTOMER ACCOUNT#: _____
SHIP TO: _____ _____ _____ _____	DESIRED DELIVERY DATES: _____ UNITS: _____ CURBS: _____ CONTROLS: _____ VOLTAGE VERIFIED: _____
SIGNATURE: _____	CALIFORNIA TITLE 24 COMPLIANCE YES or NO

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.2.g. APPROVE MODIFICATIONS TO FACILITY USE AGREEMENT WITH WESTLAKE-AGOURA GIRLS SOFTBALL ASSOCIATION

ACTION

ISSUE: Shall the Board approve modifications to the facility use agreement with Westlake-Agoura Girls Softball Association?

BACKGROUND: The administrations of Oak Park High School and Oak View High School are working with the Westlake-Agoura Girls Softball Association (WAGS) to modify the existing agreement between WAGS and the District. Specifically, rather than maintain the current single agreement encompassing both school sites, the parties are seeking to establish two separate agreements for ease of administration.

As this agenda was going to press the parties were finalizing the proposed modifications. Upon completion of that process, the proposed agreement modifications will be sent to the Board and posted on the District’s website with the Board’s agenda.

- ALTERNATIVES:**
1. Approve the modifications to the facility use agreement between Oak Park High School and Oak View High School are working with the Westlake-Agoura Girls Softball Association.
 2. Do not approve the modifications to the facility use agreement.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Student Rep

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.2.h. GOVERNOR’S 2015-16 K-12 EDUCATION BUDGET– OPUSD PROJECTIONS AND PRIORITIES

DISCUSSION

ISSUE: Shall the Board receive and discuss information pertaining to the Governor’s new K-12 Education budget proposal and it impact on the OPUSD budget and priorities for the 2015-16 fiscal year?

BACKGROUND: At the Board’s January and February meetings, staff shared an overview of the Governor’s proposal for the State’s 2015-16 budget, including his funding plan for K-12 education. At this evening’s meeting it is anticipated that staff will provide more detail regarding the impact of the proposal on the 2015-16 OPUSD budget, and begin discussion and identification of District priorities for the upcoming school year.

ALTERNATIVES: None; for information and discussion only.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015

SUBJECT: B.2.i. APPROVE CERTIFICATION OF 2014-15 SECOND INTERIM FINANCIAL REPORT AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board certify the 2014-15 Second Interim Financial Report and Budget Revisions?

BACKGROUND: Education Code Sections 1240(j), 42130, and 42131 requires the Governing Board of each district to receive and review interim financial reports for specified intervals (July 1-October 31 and July 1-January 31), and to certify the district's ability to meet its financial obligations in the current and two subsequent years. The 2014-15 Second Interim Financial Report was in the final stages of preparation as this agenda went to press. Upon its completion, the Second Interim Report will be provided to the Board under separate cover, and simultaneously posted on the District's website with the Board's agenda for this meeting.

ALTERNATIVES:

1. Certify the Second Interim Financial Report and Budget Revisions.
2. Do not certify the Second Interim Report.

RECOMMENDATION: Alternative 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	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.2.j. ADOPT RESOLUTION NO. 15-07, PARTICIPATION IN CSBA CALIFORNIA SCHOOL CASH RESERVE PROGRAM

ACTION

ISSUE: Shall the Board adopt Resolution No. 15-07 for participation in the Cash Reserve Program sponsored by the California School Boards Association (CSBA) Finance Corporation?

BACKGROUND: Through its participation in the CSBA Cash Reserve Program, the District will be able to address its 2015-16 cash flow needs through a tax and revenue anticipation note (TRAN) as part of this cost-effective pooled structure. CSBA Cash Reserve Program is now in its 28th year. In the 2014-15 fiscal year, over 200 school districts, community college districts, and county offices of education were involved in the issuance of more than \$1.5 billion of notes issued through the Program. It is recommended that the Board adopt Resolution No. 15-07, allowing administration to proceed to the next step in the process and take part in this beneficial cash program for schools. As a reminder, the District is not obligated to participate as a result of resolution adoption. The Resolution simply delegates to the administration the right to decide on participation at the time of pricing when the interest cost and reinvestment rates are known.

- ALTERNATIVES:**
1. Adopt Resolution No. 15-07 authorizing borrowing of funds for fiscal year 2015-2016, the sale of one or two series of 2015-2016 Tax and Revenue Anticipation Note(s), participation in the California School Cash Reserve Program; and requesting the Board of Supervisors to issue and sell said note(s).
 2. Do not adopt Resolution No. 15-07.

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	_____	_____	_____	_____

THIS RESOLUTION MUST BE DISCUSSED, CONSIDERED AND DELIBERATED BY THE GOVERNING BOARD AS A SEPARATE ITEM OF BUSINESS ON THE GOVERNING BOARD'S AGENDA IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 53635.7.

**DISTRICT RESOLUTION
No. 15-07**

NAME OF DISTRICT: OAK PARK UNIFIED SCHOOL DISTRICT

LOCATED IN: COUNTY OF VENTURA

MAXIMUM AMOUNT OF BORROWING: \$10,000,000

RESOLUTION OF THE GOVERNING BOARD AUTHORIZING THE BORROWING OF FUNDS FOR FISCAL YEAR 2015-2016 AND THE ISSUANCE AND SALE OF ONE OR MORE SERIES OF 2015-2016 TAX AND REVENUE ANTICIPATION NOTES THEREFOR AND PARTICIPATION IN THE CALIFORNIA SCHOOL CASH RESERVE PROGRAM AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY TO ISSUE AND SELL SAID SERIES OF NOTES

WHEREAS, school districts, community college districts and county boards of education are authorized by Sections 53850 to 53858, both inclusive, of the California Government Code (the "Act") (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code) to borrow money by the issuance of temporary notes; and

WHEREAS, the governing board (the "Board") has determined that, in order to satisfy certain obligations and requirements of the school district, community college district or county board of education specified above (the "District"), a public body corporate and politic located in the County designated above (the "County"), it is desirable that a sum (the "Principal Amount"), not to exceed the Maximum Amount of Borrowing designated above, be borrowed for such purpose during its fiscal year ending June 30, 2016 ("Fiscal Year 2015-2016") by the issuance of its 2015-2016 Tax and Revenue Anticipation Notes (the first series of which shall be referred to herein as the "Series A Notes" and any subsequent series of which shall be referred to herein as "Additional Notes," and collectively with the Series A Notes, the "Notes"), in one or more series (each a "Series"), therefor in anticipation of the receipt by or accrual to the District during Fiscal

Year 2015-2016 of taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for such fiscal year for the general fund and, if so indicated in a Pricing Confirmation (as defined in Section 4 hereof), capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District; and

WHEREAS, the Principal Amount may, as determined by the Authorized Officer (as hereinafter defined), be divided into two or more portions evidenced by two or more Series of Notes, which Principal Amount is to be confirmed and set forth in the Pricing Confirmation if one Series of Notes is issued, or if more than one Series of Notes are issued, such Principal Amount will be equal to the sum of the Series Principal Amounts (as defined in Section 2 hereof) as confirmed and set forth in the Pricing Confirmation applicable to each Series of Notes; and

WHEREAS, the District hereby determines to borrow, for the purposes set forth above, the Principal Amount by the issuance, in one or more Series, of the Notes;^{**} and

WHEREAS, because the District does not have fiscal accountability status pursuant to Section 1080, Section 42647, Section 42650 or Section 85266 of the California Education Code, it requests the Board of Supervisors of the County to borrow, on the District's behalf, the Principal Amount by the issuance of the Notes in one or more Series; and

WHEREAS, pursuant to Section 53853 of the Act, if the Board of Supervisors of the County fails or refuses to authorize the issuance of the Notes within the time period specified in said Section 53853, following receipt of this Resolution, and the Notes, in one or more series, are issued in conjunction with tax and revenue anticipation notes, in one or more series, of other Issuers (as hereinafter defined), the District may issue the Notes, in one or more series, in its name pursuant to the terms stated herein; and

WHEREAS, it appears, and this Board hereby finds and determines, that the Principal Amount, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for Fiscal Year 2015-2016 which will be received by or which will accrue to the District during such fiscal year for the general fund and, if so indicated in a Pricing Confirmation, capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District and which will be available for the payment of the principal of each Series of Notes and the interest thereon; and

WHEREAS, no money has heretofore been borrowed by or on behalf of the District through the issuance of tax anticipation notes or temporary notes in anticipation of the receipt of, or payable from or secured by, taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for Fiscal Year 2015-2016 which will be received by or will accrue to the District during such fiscal year

^{**} Unless the context specifically requires otherwise, all references to "Series of Notes" herein shall be deemed to refer, to (i) the Note, if issued in one series by the County (or the District, as applicable) hereunder, or (ii) each individual Series of Notes severally, if issued in two or more series by the County (or the District, as applicable) hereunder.

for the general fund and, if so indicated in a Pricing Confirmation, capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District; and

WHEREAS, pursuant to Section 53856 of the Act, certain taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys which will be received by or accrue to the District during Fiscal Year 2015-2016 are authorized to be pledged for the payment of the principal of each Series of Notes (as applicable) and the interest thereon (as hereinafter provided); and

WHEREAS, the District has determined that it is in the best interests of the District to participate in the California School Cash Reserve Program (the "Program"), whereby participating school districts, community college districts and county boards of education (collectively, the "Issuers") will simultaneously issue tax and revenue anticipation notes; and

WHEREAS, due to uncertainties existing in the financial markets, the Program has been designed with alternative structures, each of which the District desires to approve; and

WHEREAS, under the first structure (the "Certificate Structure"), the District would issue one or more Series of Notes, each Series of Notes to be marketed with some or all of the notes issued simultaneously by other Issuers participating in the Program, and Piper Jaffray & Co., as underwriter for the Program (the "Underwriter"), and Dale Scott & Company, as financial advisor for the Program (the "Financial Advisor"), would form one or more pools of notes or series of certificates (the "Certificates") of participation (the "Series of Certificates") distinguished by (i) whether and what type(s) of Credit Instrument (as hereinafter defined) secures notes comprising each Series of Certificates, and (ii) possibly other features, all of which the District hereby authorizes the Underwriter and the Financial Advisor to determine; and

WHEREAS, the Certificate Structure requires the Issuers participating in any particular Series of Certificates to deposit their applicable series of tax and revenue anticipation notes with U.S. Bank National Association, as trustee (the "Trustee"), pursuant to a trust agreement between such Issuers and the Trustee (the trust agreement applicable to each Series of Certificates, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein collectively as, the "Trust Agreement"), and requires the Trustee, pursuant to the Trust Agreement, to execute and deliver the Certificates evidencing and representing proportionate undivided interests in the payments of principal of and interest on the tax and revenue anticipation notes issued by the Issuers comprising such Series of Certificates; and

WHEREAS, if the Certificate Structure is implemented, the District desires to have the Trustee execute and deliver a Series of Certificates which evidences and represents interests of the owners thereof in each Series of Notes issued by the District and the notes issued simultaneously by other Issuers participating in such Series of Certificates; and

WHEREAS, as additional security for the owners of each Series of Certificates, all or a portion of the payments by all of the Issuers of their respective series of notes comprising such Series of Certificates may or may not be secured by an irrevocable letter (or letters) of credit or

policy (or policies) of insurance or other credit instrument (or instruments) (collectively, the “Credit Instrument”) issued by the credit provider (or credit providers) (collectively, the “Credit Provider”) designated in the applicable Trust Agreement, as finally executed, pursuant to a credit agreement (or agreements) or commitment letter (or letters) (such credit agreement (or agreements) or commitment letter (or letters), if any, in the forms presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein collectively as, the “Credit Agreement”) identified in the applicable Trust Agreement, as finally executed, between, in the case of an irrevocable letter (or letters) of credit or policy (or policies) of insurance or other credit instrument (or instruments), the Issuers and the corresponding Credit Provider; and

WHEREAS, pursuant to the Certificate Structure, the Underwriter will submit an offer to purchase each Series of Notes issued by the District and the notes issued by other Issuers participating in the same Series of Certificates all as evidenced and represented by such Series of Certificates (which offer will specify, as designated in the Pricing Confirmation applicable to the sale of such Series of Notes to be sold by the District, the principal amount, interest rate and Credit Instrument (if any)), and has submitted a form of certificate purchase agreement (such certificate purchase agreement, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as, the “Certificate Purchase Agreement”) to the Board; and

WHEREAS, pursuant to the Certificate Structure each participating Issuer will be responsible for its share of (i) the fees of the Trustee and the costs of issuing the applicable Series of Certificates, (ii) if applicable, the fees of the Credit Provider(s), and (iii) if applicable, the Issuer’s allocable share of all Predefault Obligations and the Issuer’s Reimbursement Obligations, if any (each as defined in the Trust Agreement); and

WHEREAS, the Certificate Structure requires that each participating Issuer approve the Trust Agreement, the alternative Credit Instruments and Credit Agreements, if any, and the Certificate Purchase Agreement in substantially the forms presented to the Board, with the final type of Credit Instrument and corresponding Credit Agreement determined in the Pricing Confirmation applicable to the sale of each Series of Notes to be sold by the District; and

WHEREAS, under the second structure (the “Bond Pool Structure”), participating Issuers would be required to sell each series of their tax and revenue anticipation notes to the California School Cash Reserve Program Authority (the “Authority”) pursuant to note purchase agreements (such note purchase agreements, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as, the “Note Purchase Agreements”), each between such individual Issuer and the Authority, and dated as of the date of the Pricing Confirmation applicable to the sale of the individual Issuer’s series of notes to be sold, a form of which has been submitted to the Board; and

WHEREAS, the Authority, pursuant to advice of the Underwriter and the Financial Advisor, will form one or more pools of notes of each participating Issuer (the “Pooled Notes”) and assign each respective series of notes to a particular pool (the “Pool”) and sell a series of senior bonds (each a “Series of Senior Bonds”) and, if desirable, a corresponding series of

subordinate bonds (each a “Series of Subordinate Bonds” and collectively with a Series of Senior Bonds, a “Series of Pool Bonds”) secured by each Pool pursuant to an indenture and/or a supplement thereto (the original indenture and each supplement thereto applicable to a Series of Pool Bonds to which the Note shall be assigned is hereinafter collectively referred to as the “Indenture”) between the Authority and the Trustee, each Series of Pool Bonds distinguished by (i) whether or what type(s) of Credit Instrument(s) secure(s) such Series of Pool Bonds, (ii) the principal amounts or portions of principal amounts of the notes of such respective series assigned to the Pool, or (iii) other factors, and the District hereby acknowledges and approves the discretion of the Authority, acting upon the advice of the Underwriter and the Financial Advisor, to assign the District’s Notes of such respective Series to such Pool and such Indenture as the Authority may determine; and

WHEREAS, at the time of execution of the Pricing Confirmation applicable to the sale of each Series of Notes to be sold by the District, the District will (in such Pricing Confirmation) request the Authority to issue a Series of Pool Bonds pursuant to an Indenture to which such Series of Notes identified in such Pricing Confirmation will be assigned by the Authority in its discretion, acting upon the advice of the Underwriter, which Series of Pool Bonds will be payable from payments of all or a portion of principal of and interest on such Series of Notes and the other respective series of notes of other participating Issuers assigned to the same Pool and assigned to the same Indenture to which the District’s Series of Notes is assigned; and

WHEREAS, as additional security for the owners of each Series of Pool Bonds, all or a portion of the payments by all of the Issuers of the respective series of notes assigned to such Series of Pool Bonds may or may not be secured (by virtue or in form of the Series of Pool Bonds, as indicated in the Pricing Confirmation applicable to such Series of Pool Bonds, being secured in whole or in part) by one or more Credit Instruments issued by one or more Credit Providers designated in the applicable Indenture, as finally executed, pursuant to a Credit Agreement, if any, identified in the applicable Indenture, as finally executed, between, in the case of an irrevocable letter (or letters) of credit or policy (or policies) of insurance or other credit instrument (or instruments), the Issuers and the corresponding Credit Provider; and

WHEREAS, pursuant to the Bond Pool Structure each Issuer, whose series of notes is assigned to a Pool as security for a Series of Pool Bonds, will be responsible for its share of (i) the fees of the Trustee and the costs of issuing the applicable Series of Pool Bonds, (ii), if applicable, the fees of the Credit Provider(s), and (iii) if applicable, the Issuer’s allocable share of all Predefault Obligations and the Issuer’s Reimbursement Obligations, if any (each as defined in the Indenture) applicable to such Series of Pool Bonds; and

WHEREAS, the Bond Pool Structure requires that each participating Issuer approve the Indenture, the alternative Credit Instruments and Credit Agreements, if any, and the Note Purchase Agreement in substantially the forms presented to the Board, with the final type of Credit Instrument and corresponding Credit Agreement, if any, to be determined in the Pricing Confirmation applicable to the sale of each Series of Notes to be sold by the District; and

WHEREAS, pursuant to the Bond Pool Structure, the Underwriter will submit an offer to the Authority to purchase, in the case of each Pool of notes, the Series of Pool Bonds which will be secured by the Indenture to which such Pool will be assigned; and

WHEREAS, all or portions of the net proceeds of each Series of Notes issued by the District, may be invested in one or more Permitted Investments (as defined in the Trust Agreement or the Indenture, as applicable), including under one or more investment agreements with one or more investment providers (if any), the initial investment of which is to be determined in the Pricing Confirmation related to such Series of Notes; and

WHEREAS, it is necessary to engage the services of certain professionals to assist the District in its participation in the Program;

NOW, THEREFORE, the Board hereby finds, determines, declares and resolves as follows:

Section 1. Recitals. All the above recitals are true and correct and this Board so finds and determines.

Section 2. Issuance of Notes.

(A) Initial Issuance of Notes. This Board hereby determines to borrow, and hereby requests the Board of Supervisors of the County to borrow for the District, in anticipation of the receipt by or accrual to the District during Fiscal Year 2015-2016 of taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for such fiscal year for the general fund and, if so indicated in the applicable Pricing Confirmation, the capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation)* of the District, and not pursuant to any common plan of financing of the District, by the issuance by the Board of Supervisors of the County, in the name of the District, of Notes under Sections 53850 *et seq.* of the Act, designated generally as the District's "2015-2016 [Subordinate]** Tax and Revenue Anticipation Notes, Series ___" in one or more of the following Series, in order of priority of payment as described herein:

(1) the Series A Notes, being the initial Series of Notes issued under this Resolution, together with one or more Series of Additional Notes issued in accordance with the provisions of Section 2(B) hereof and payable on a parity with the Series A Notes (collectively, the "Senior Notes"); and

(2) one or more Series of Additional Notes issued in accordance with the provisions of Section 2(B) hereof and payable on a subordinate basis to (i) any Senior Notes, and (ii) any previously issued Subordinate Notes if so specified in the related Pricing Confirmation (collectively, the "Subordinate Notes"), which Subordinate Notes shall be identified as such.

Each such Series of Notes shall be issued in the form of one registered note at the principal amount thereof (the "Series Principal Amount") as set forth in the applicable Pricing Confirmation and all such Series Principal Amounts aggregating to the Principal Amount set forth in such Pricing Confirmations, in each case, to bear a series designation, to be dated the

* For purposes of this Resolution, such funds shall be referred to as the "capital fund" and "special revenue fund."

** A Series of Notes shall bear the "Subordinate" designation if it is a Series of Subordinate Notes.

date of its respective delivery to the respective initial purchaser thereof, to mature (without option of prior redemption) not more than thirteen (13) months thereafter on a date indicated on the face thereof and determined in the Pricing Confirmation applicable to such Series of Notes (collectively, the “Maturity Date”), and to bear interest, payable at the applicable maturity (and, if the maturity is longer than twelve (12) months, an additional interest payment shall be payable within twelve (12) months of the issue date, as determined in the applicable Pricing Confirmation) and computed upon the basis of a 360-day year consisting of twelve 30-day months, at a rate not to exceed twelve percent (12%) per annum as determined in the Pricing Confirmation applicable to such Series of Notes and indicated on the face of such Series of Notes (collectively, the “Note Rate”).

With respect to the Certificate Structure, if a Series of Notes as evidenced and represented by the corresponding Series of Certificates is secured in whole or in part by a Credit Instrument and is not paid at maturity or is paid (in whole or in part) by a draw under, payment by or claim upon a Credit Instrument which draw, payment or claim is not fully reimbursed on such date, such Series of Notes shall become a Defaulted Note (as defined in the Trust Agreement), and the unpaid portion thereof with respect to which a Credit Instrument applies for which reimbursement on a draw, payment or claim has not been fully made shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate (as defined in the Trust Agreement). If a Series of Notes as evidenced and represented by the corresponding Series of Certificates is unsecured in whole or in part and is not fully paid at the Maturity Date, the unpaid portion thereof (or the portion thereof to which no Credit Instrument applies which is unpaid) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate.

With respect to the Bond Pool Structure, if a Series of Pool Bonds issued in connection with a Series of Notes is secured in whole or in part by a Credit Instrument or such Credit Instrument secures the Series of Notes in whole or in part and all principal of and interest on such Series of Notes is not paid in full at maturity or payment of principal of and interest on such Series of Notes is paid (in whole or in part) by a draw under, payment by or claim upon a Credit Instrument which draw, payment or claim is not fully reimbursed on such date, such Series of Notes shall become a Defaulted Note (as defined in the Indenture), and the unpaid portion thereof with respect to which a Credit Instrument applies for which reimbursement on a draw, payment or claim has not been fully made shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate (as defined in the Indenture). If a Series of Notes or the Series of Pool Bonds issued in connection therewith is not so secured in whole or in part and such Series of Notes is not fully paid at the Maturity Date, the unpaid portion thereof (or the portion thereof to which no Credit Instrument applies which is unpaid) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate.

In each case set forth in the preceding two paragraphs, the obligation of the District with respect to such Defaulted Note or unpaid Series of Notes shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of the income and revenue provided for Fiscal Year 2015-2016 within the meaning of Article XVI, Section 18 of the California Constitution, as provided in Section 8 hereof.

Both the principal of and interest on each Series of Notes shall be payable in lawful money of the United States of America, but only upon surrender thereof, at the corporate trust office of U.S. Bank National Association in Los Angeles, California, or as otherwise indicated in the Trust Agreement or the Indenture, as applicable. The Principal Amount may, prior to the issuance of any Series of Notes, be reduced from the Maximum Amount of Borrowing specified above, in the discretion of the Underwriter upon consultation with the Authorized Officer. The Principal Amount shall, prior to the issuance of the last Series of Notes, be reduced from the Maximum Amount of Borrowing specified above if and to the extent necessary to obtain an approving legal opinion of Orrick, Herrington & Sutcliffe LLP (“Bond Counsel”) as to the legality thereof or, if applicable, the exclusion from gross income for federal tax purposes of interest thereon (or on any Series of Pool Bonds related thereto). The Principal Amount shall, prior to the issuance of the last Series of Notes, also be reduced from the Maximum Amount of Borrowing specified above, and other conditions shall be met by the District prior to the issuance of each Series of Notes, if and to the extent necessary to obtain from the Credit Provider that issues the Credit Instrument securing the corresponding Series of Certificates evidencing and representing such Series of Notes or the related Series of Pool Bonds to which such Series of Notes is assigned its agreement to issue the Credit Instrument securing such Series of Certificates or Series of Pool Bonds, as the case may be. Notwithstanding anything to the contrary contained herein, if applicable, the approval of the corresponding Credit Provider of the issuance of such Series of Notes and the decision of the Credit Provider to deliver the Credit Instrument shall be in the sole discretion of the Credit Provider, and nothing herein shall be construed to require the Credit Provider to issue a Credit Instrument or to approve the issuance of such Series of Notes.

In the event the Board of Supervisors of the County fails or refuses to authorize the issuance of the Notes within the time period specified in Section 53853 of the Act, following receipt of this Resolution, this Board hereby authorizes issuance of such Notes, in the District’s name, in one or more series, pursuant to the terms stated in this Section 2 and the terms stated hereafter. The Notes, in one or more series, shall be issued in conjunction with the note or notes (in each case, in one or more series) of one or more other Issuers as part of the Program and within the meaning of Section 53853 of the Act.

(B) Issuance of Additional Notes. The District (or the County on its behalf, as applicable) may at any time issue pursuant to this Resolution, one or more Series of Additional Notes consisting of Senior Notes or Subordinate Notes (including Subordinate Notes that are further subordinated to previously issued Subordinate Notes, as provided in the applicable Pricing Confirmation), subject in each case to the following specific conditions, which are hereby made conditions precedent to the issuance of any such Series of Additional Notes:

(1) The District shall not have issued any tax and revenue anticipation notes relating to the 2015-2016 fiscal year except (a) in connection with the Program under this Resolution, or (b) notes secured by a pledge of its Unrestricted Revenues (as defined in Section 8) that is subordinate in all respects to the pledge of its Unrestricted Revenues hereunder; the District shall be in compliance with all agreements and covenants contained herein; and no Event of Default shall have occurred and be continuing with respect to any such outstanding previously issued notes or Series of Notes.

(2) The aggregate Principal Amount of Notes issued and at any time outstanding hereunder shall not exceed any limit imposed by law, by this Resolution or by any resolution of the Board amending or supplementing this Resolution (each a “Supplemental Resolution”).

(3) Whenever the District shall determine to issue, execute and deliver any Additional Notes pursuant to this Section 2(B), the Series Principal Amount of which, when added to the Series Principal Amounts of all Series of Notes previously issued by the District, would exceed the Maximum Amount of Borrowing authorized by this Resolution, the District shall adopt a Supplemental Resolution amending this Resolution to increase the Maximum Amount of Borrowing as appropriate and shall submit such Supplemental Resolution to the Board of Supervisors of the County as provided in Section 53850 *et seq.* of the Act with a request that the County issue such Series of Additional Notes in the name of the District as provided in Sections 2(A) and 9 hereof. The Supplemental Resolution may contain any other provision authorized or not prohibited by this Resolution relating to such Series of Additional Notes.

(4) The District may issue a Series of Additional Notes that are Senior Notes payable on a parity with all other Series of Senior Notes of the District or that are Subordinate Notes payable on a parity with one or more Series of outstanding Subordinate Notes, only if it obtains (a) the consent of each Credit Provider relating to each previously issued Series of Notes that will be on a parity with such Series of Additional Notes, and (b) evidence that no rating then in effect with respect to any outstanding Series of Certificates or Series of Bonds, as applicable, from a Rating Agency will be withdrawn, reduced, or suspended solely as a result of the issuance of such Series of Additional Notes (a “Rating Confirmation”). Except as provided in Section 8, the District may issue one or more Series of Additional Notes that are subordinate to all previously issued Series of Notes of the District without Credit Provider consent or a Rating Confirmation. The District may issue tax and revenue anticipation notes other than in connection with the Program under this Resolution only if such notes are secured by a pledge of its Unrestricted Revenues that is subordinate in all respects to the pledge of its Unrestricted Revenues hereunder.

(5) Before such Additional Notes shall be issued, the District shall file or cause to be filed the following documents with the Trustee:

(a) An Opinion of Counsel to the District to the effect that (A) such Additional Notes constitute the valid and binding obligations of the District, (B) such Additional Notes are special obligations of the District and are payable from the moneys pledged to the payment thereof in this Resolution, and (C) the applicable Supplemental Resolution, if any, has been duly adopted by the District.

(b) A certificate of the District certifying as to the incumbency of its officers and stating that the requirements of this Section 2(B) have been met.

(c) A certified copy of this Resolution and any applicable Supplemental Resolution.

(d) If this Resolution was amended by a Supplemental Resolution to increase the Maximum Amount of Borrowing, the resolution of the County Board of Supervisors approving such increase in the Maximum Amount of Borrowing and the issuance of such Additional Notes, or evidence that the County Board of Supervisors has elected to not issue such Additional Notes.

(e) An executed counterpart or duly authenticated copy of the applicable Certificate Purchase Agreement or Note Purchase Agreement.

(f) A Pricing Confirmation relating to the Series of Additional Notes duly executed by an Authorized Officer (as defined in Section 4).

(g) The Series of Additional Notes duly executed by the applicable County representatives as provided in Section 9 hereof, or executed by the applicable Authorized Officers of the District if the County shall have declined to issue the Series of Additional Notes in the name of the District, either in connection with the initial issuance of the Series A Notes or in connection with any Supplemental Resolution increasing the Maximum Amount of Borrowing.

(h) If the Additional Notes are to be parity Senior Notes or parity Subordinate Notes, the Credit Provider consent(s) and Rating Confirmation(s) required pursuant to paragraph (4) above.

Upon the delivery to the Trustee of the foregoing instruments and, if the Bond Pool Structure is implemented, satisfaction of the provisions of Section 2.12 of the Indenture with regard to the issuance of a corresponding Series of Additional Bonds (as defined therein), the Trustee shall authenticate and deliver said Additional Notes to, or upon the written request of, the District. Upon execution and delivery by the District and authentication by the Trustee, said Additional Notes shall be valid and binding obligations of the District notwithstanding any defects in satisfying any of the foregoing requirements.

Section 3. Form of Notes. Each Series of the Notes shall be issued in fully registered form without coupons and shall be substantially in the form and substance set forth in Exhibit A, attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures.

Section 4. Sale of Notes; Delegation. Any one of the President or Chairperson of the Board, the Superintendent, the Assistant Superintendent for Business, the Assistant Superintendent for Administrative Services, the business manager, director of business or fiscal services or chief financial/business officer of the District, as the case may be, or, in the absence of said officer, his or her duly appointed assistant (each an "Authorized Officer"), is hereby authorized and directed to negotiate, with the Underwriter (if the Certificate Structure is implemented) or the Authority (if the Bond Pool Structure is implemented), an interest rate or rates on each Series of the Notes to the stated maturity or maturities thereof, which shall not, in any individual case, exceed twelve percent (12%) per annum (per Series of Notes), and the purchase price to be paid by the Underwriter or the Authority, as applicable, for the respective Series of the Notes, which purchase price shall be at a discount which when added to the

District's share of the costs of issuance shall not be more than the greater of (a) one percent (1%) of (i) the Principal Amount of the Note, if only one Series of Notes is issued or (ii) the Series Principal Amount of each individual Series of Notes, if more than one series is issued, or (b) two thousand five hundred dollars (\$2,500). If such interest rate and price and other terms of the sale of the Series of Notes set out in the Pricing Confirmation applicable to such Series of Notes are acceptable to said Authorized Officer, said Authorized Officer is hereby further authorized and directed to execute and deliver the pricing confirmation supplement applicable to such Series of Notes to be delivered by the Underwriter (on behalf of itself, if the Certificate Structure is implemented and on behalf of the Authority, if the Bond Pool Structure is implemented) to the District on a date within five (5) days, or such longer period of time as agreed by the Underwriter or the Authority, as applicable, of said negotiation of interest rates and purchase price during the period from May 1, 2015 (or the date of adoption of this Resolution if after May 1, 2015) through June 15, 2016 (the "Pricing Confirmation"), substantially in the form presented to this meeting as Schedule I to the Certificate Purchase Agreement or the Note Purchase Agreement, as applicable, with such changes therein as said Authorized Officer shall require or approve, and such other documents or certificates required to be executed and delivered thereunder or to consummate the transactions contemplated hereby or thereby, for and in the name and on behalf of the District, such approval by this Board and such officer to be conclusively evidenced by such execution and delivery. In the event more than one Series of Notes are issued, a separate Pricing Confirmation shall be executed and delivered corresponding to each Series of Notes. Any Authorized Officer is hereby further authorized to execute and deliver, prior to the execution and delivery of the Pricing Confirmation applicable to a Series of Notes, the Certificate Purchase Agreement or the Note Purchase Agreement applicable to such Series of Notes, substantially in the forms presented to this meeting, which forms are hereby approved, with such changes therein as said officer shall require or approve, such approval to be conclusively evidenced by such execution and delivery; provided, however, that any such Certificate Purchase Agreement or Note Purchase Agreement shall not be effective and binding on the District until the execution and delivery of the corresponding Pricing Confirmation. Delivery of a Pricing Confirmation by fax or telecopy of an executed copy shall be deemed effective execution and delivery for all purposes. If requested by said Authorized Officer at his or her option, any duly authorized deputy or assistant of such Authorized Officer may approve said interest rate or rates and price by execution of the Certificate Purchase Agreement or the Note Purchase Agreement(s), as applicable, and/or the corresponding Pricing Confirmation(s).

Section 5. Program Approval. The District hereby delegates to the Authority the authority to select which structure (*i.e.*, the Certificate Structure or the Bond Pool Structure) shall be implemented, with the Authorized Officer of the District accepting and approving such selection by execution of the applicable Pricing Confirmation.

(A) Certificate Structure. If the Certificate Structure is implemented, each Series of Notes of the District shall be combined with notes of other Issuers into a Series of Certificates as set forth in general terms in the Pricing Confirmation (which need not include specific information about such other notes or Issuers) applicable to such Series of Notes, and shall be marketed and sold simultaneously with such other notes of that Series with such credit support (if any) referred to in the Pricing Confirmation, and shall be evidenced and represented by the Certificates which shall evidence and represent proportionate, undivided interests in such Series of Notes in the proportion that the face amount of such Series of Notes bears to the total

aggregate face amount of such Series of Notes and the notes issued by other Issuers which the Series of Certificates represent. Such Certificates may be delivered in book-entry form.

The District hereby delegates to the Authority the authority to select the Credit Instrument(s), Credit Provider(s) and Credit Agreement(s), if any, for each Series of Certificates which evidences and represents interests of the owners thereof in the related Series of Notes of the District and the notes issued by other Issuers evidenced and represented by such Series of Certificates, all of which shall be identified in, and approved by the Authorized Officer of the District executing, the Pricing Confirmation for such Series of Notes, the Trust Agreement and the Credit Agreement(s) (if any), for and in the name and on behalf of the District, such approval of such officer to be conclusively evidenced by the execution of the Pricing Confirmation, the Trust Agreement and the Credit Agreement(s) (if any).

The form of Trust Agreement, alternative general types of Credit Instruments and forms of Credit Agreements, if any, presented to this meeting are hereby approved, and each Authorized Officer is hereby authorized and directed to execute and deliver the Trust Agreement and the Credit Agreement(s), if applicable, which shall be identified in the Pricing Confirmation for the related Series of Notes, in substantially one or more of said forms (a substantially final form of Credit Agreement to be delivered to such Authorized Officer concurrent with the Pricing Confirmation), with such changes therein as said officer shall require or approve, such approval of this Board and such officer to be conclusively evidenced by the execution of the Trust Agreement, Credit Agreement(s) and Pricing Confirmation, respectively.

The form of the Preliminary Official Statement presented to this meeting is hereby approved, and the Underwriter is hereby authorized to distribute the Preliminary Official Statement in connection with the offering and sale of each Series of Certificates. Each Authorized Officer is hereby authorized and directed to provide the Underwriter with such information relating to the District as the Underwriter shall reasonably request for inclusion in the Preliminary Official Statement for each Series of Certificates. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement for the applicable Series of Certificates shall be, except for certain omissions permitted by Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the "Rule"), deemed final within the meaning of the Rule; provided that no representation is made as to the information contained in a Preliminary Official Statement relating to the other Issuers or any Credit Provider, and the Authority is hereby authorized to certify on behalf of the District that each Preliminary Official Statement is, as of its date, deemed final within the meaning of the Rule. If, at any time prior to the execution of a Pricing Confirmation, any event occurs as a result of which the information contained in the related Preliminary Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriter. The Authority is hereby authorized and directed, at or after the time of the sale of any Series of Certificates, for and in the name and on behalf of the District, to execute a final Official Statement in substantially the form of the Preliminary Official Statement presented to this meeting, with such additions thereto or changes therein as the Authority may approve, such approval to be conclusively evidenced by the execution and delivery thereof.

The Trustee is authorized and directed to execute each Series of Certificates on behalf of the District pursuant to the terms and conditions set forth in the related Trust Agreement, in the aggregate principal amount specified in the Trust Agreement, and substantially in the form and otherwise containing the provisions set forth in the form of the Certificate contained in the Trust Agreement. When so executed, each Series of Certificates shall be delivered by the Trustee to the Underwriter upon payment of the purchase price thereof, pursuant to the terms of the Trust Agreement and the applicable Certificate Purchase Agreement.

Subject to Section 8 hereof, the District hereby agrees that if a Series of Notes as evidenced and represented by a Series of Certificates shall become a Defaulted Note, the unpaid portion thereof or the portion to which a Credit Instrument applies for which full reimbursement on a draw, payment or claim has not been made by the Maturity Date shall be deemed outstanding and shall not be deemed to be paid until (i) the Credit Provider providing a Credit Instrument with respect to such Series of Certificates, and therefore, if applicable, all or a portion of such Series of Notes, if any, has been reimbursed for any drawings, payments or claims made under the Credit Instrument with respect to such Series of Notes, including interest accrued thereon, as provided therein and in the applicable Credit Agreement, and (ii) the holders of the Series of Certificates which evidence and represent such Series of Notes are paid the full principal amount represented by the unsecured portion of such Series of Notes plus interest accrued thereon (calculated at the Default Rate) to the date of deposit of such aggregate required amount with the Trustee. For purposes of clause (ii) of the preceding sentence, holders of the applicable Series of Certificates will be deemed to have received such principal amount and such accrued interest upon deposit of such moneys with the Trustee.

The District agrees to pay or cause to be paid, in addition to the amounts payable under each Series of Notes, any fees or expenses of the Trustee and, to the extent permitted by law, if such Series of Notes as evidenced and represented by the related Series of Certificates is secured in whole or in part by a Credit Instrument, any Predefault Obligations and Reimbursement Obligations (to the extent not payable under such Series of Notes), (i) arising out of an "Event of Default" hereunder or (ii) arising out of any other event (other than an event arising solely as a result of or otherwise attributable to a default by any other Issuer). In the case described in (ii) above with respect to Predefault Obligations, the District shall owe only the percentage of such fees, expenses and Predefault Obligations equal to the ratio of the Principal Amount (or Series Principal Amount as applicable) of its Series of Notes over the aggregate Principal Amounts (or Series Principal Amounts, as applicable) of all series of notes, including such Series of Notes, of the Series of Certificates of which such Series of Notes is a part, at the time of original issuance of such Series of Certificates. Such additional amounts will be paid by the District within twenty-five (25) days of receipt by the District of a bill therefor from the Trustee.

If the Certificate Structure is implemented, any Authorized Officer is hereby authorized to execute and deliver any Information Return for Tax-Exempt Governmental Obligations, Form 8038-G of the Internal Revenue Service ("Form 8038-G"), in connection with the issuance of a Tax-Exempt (as defined in Section 7) Series of Notes and the related Series of Certificates. To the extent permitted by law, the Authority, the Trustee, the Underwriter, the Financial Advisor and Bond Counsel are each hereby authorized to execute and deliver any Form 8038-G for and on behalf of the District in connection with the issuance of a Tax-Exempt Series of Notes and the related Series of Certificates, as directed by an Authorized Officer of the District.

(B) Bond Pool Structure. If the Bond Pool Structure is implemented, the Pricing Confirmation for a Series of Notes may, but shall not be required to, specify the Series of Pool Bonds to which such Series of Notes will be assigned (but need not include information about other series of notes assigned to the same pool or their Issuers).

The District hereby delegates to the Authority the authority to select the Credit Instrument(s), Credit Provider(s) and Credit Agreement(s), if any, for each Series of Senior Bonds and corresponding Series of Subordinate Bonds, if any, to which each Series of Notes issued by the District will be assigned, all of which shall be identified in, and approved by the Authorized Officer of the District executing, the Pricing Confirmation for such Series of Notes and the Credit Agreement(s) (if any), for and in the name and on behalf of the District, such approval of such officer to be conclusively evidenced by the execution of the Pricing Confirmation and the Credit Agreement(s) (if any).

The alternative general types of Credit Instruments and the forms of Credit Agreements, if any, presented to this meeting are hereby approved, and each Authorized Officer is hereby authorized and directed to execute and deliver a Credit Agreement(s), if any, which shall be identified in the Pricing Confirmation for the related Series of Notes, in substantially one or more of said forms (a substantially final form of Credit Agreement to be delivered to such Authorized Officer concurrent with the Pricing Confirmation), with such changes therein as said officer shall require or approve, such approval of this Board and such officer to be conclusively evidenced by the execution of the Credit Agreement and Pricing Confirmation, respectively.

The form of Indenture presented to this meeting is hereby acknowledged and approved, and it is acknowledged that the Authority will execute and deliver the Indenture and one or more Supplemental Indentures, which shall be identified in the Pricing Confirmation applicable to the Series of Notes to be issued, in substantially one or more of said forms with such changes therein as the Authorized Officer who executes such Pricing Confirmation shall require or approve (substantially final forms of the Indenture and the Supplemental Indenture (if applicable) to be delivered to the Authorized Officer concurrently with the Pricing Confirmation applicable to the Series of Notes to be issued), such approval of such Authorized Officer and this Board to be conclusively evidenced by the execution of the Pricing Confirmation applicable to such Series of Notes. It is acknowledged that the Authority is authorized and requested to issue one or more Series of Pool Bonds (consisting of a Series of Senior Bonds and, if desirable, a corresponding Series of Subordinate Bonds) pursuant to and as provided in the Indenture as finally executed and, if applicable, each Supplemental Indenture as finally executed.

Each Authorized Officer is hereby authorized and directed to provide the Underwriter with such information relating to the District as the Underwriter shall reasonably request for inclusion in the Preliminary Official Statement(s) and Official Statement(s) of the Authority relating to a Series of Pool Bonds. If, at any time prior to the execution of a Pricing Confirmation, any event occurs as a result of which the information contained in the corresponding Preliminary Official Statement or other offering document relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriter.

Subject to Section 8 hereof, the District hereby agrees that if a Series of Notes shall become a Defaulted Note, the unpaid portion thereof or the portion to which a Credit Instrument applies for which full reimbursement on a draw, payment or claim has not been made by the Maturity Date shall be deemed outstanding and shall not be deemed to be paid until (i) any Credit Provider providing a Credit Instrument with respect to such Series of Notes or the Series of Pool Bonds issued in connection with such Series of Notes, has been reimbursed for any drawings, payments or claims made under the Credit Instrument with respect to such Series of Notes, including interest accrued thereon, as provided therein and in the applicable Credit Agreement, and (ii) the holders of such Series of Notes or the Series of the Pool Bonds issued in connection with such Series of Notes are paid the full principal amount represented by the unsecured portion of such Series of Notes plus interest accrued thereon (calculated at the Default Rate) to the date of deposit of such aggregate required amount with the Trustee. For purposes of clause (ii) of the preceding sentence, holders of such Series of Pool Bonds will be deemed to have received such principal amount and such accrued interest upon deposit of such moneys with the Trustee.

The District agrees to pay or cause to be paid, in addition to the amounts payable under each Series of Notes, any fees or expenses of the Trustee and, to the extent permitted by law, if such Series of Notes is secured in whole or in part by a Credit Instrument (by virtue of the fact that the corresponding Series of Pool Bonds is secured by a Credit Instrument), any Predefault Obligations and Reimbursement Obligations (to the extent not payable under such Series of Notes), (i) arising out of an "Event of Default" hereunder or (ii) arising out of any other event (other than an event arising solely as a result of or otherwise attributable to a default by any other Issuer). In the case described in (ii) above with respect to Predefault Obligations, the District shall owe only the percentage of such fees, expenses and Predefault Obligations equal to the ratio of the Principal Amount (or Series Principal Amount as applicable) of its Series of Notes over the aggregate Principal Amounts (or Series Principal Amounts, as applicable) of all series of notes, including such Series of Notes, assigned to the Series of Pool Bonds issued in connection with such Series of Notes, at the time of original issuance of such Series of Pool Bonds. Such additional amounts will be paid by the District within twenty-five (25) days of receipt by the District of a bill therefor from the Trustee.

(C) Appointment of Professionals. Dale Scott & Company (and/or such other firm or firms as shall be selected by the Authority as designated in the applicable Pricing Confirmation and approved and accepted by an Authorized Officer by the execution of such Pricing Confirmation) is hereby appointed and/or approved as financial advisor for the Program, the law firm of Orrick, Herrington & Sutcliffe LLP (and/or such other firm or firms as shall be selected by the Authority as designated in the applicable Pricing Confirmation and approved and accepted by an Authorized Officer by the execution of such Pricing Confirmation) is hereby appointed and/or approved as bond counsel for the Program, Piper Jaffray & Co. (and/or such other firm or firms as shall be selected by the Authority as designated in the applicable Pricing Confirmation and approved and accepted by an Authorized Officer by the execution of such Pricing Confirmation) is hereby appointed and/or approved as underwriter for the Program and the law firm of Kutak Rock LLP (and/or such other firm or firms as shall be selected by the Authority as designated in the applicable Pricing Confirmation and approved and accepted by an Authorized Officer by the execution of such Pricing Confirmation) is hereby appointed and/or approved as special counsel to the District in connection with the Program.

Section 6. No Joint Obligation.

(A) Certificate Structure. If the Certificate Structure is implemented, each Series of Notes of the District shall be marketed and sold simultaneously with the notes of other Issuers and shall be aggregated and combined with such notes of other Issuers participating in the Program into a Series of Certificates evidencing and representing an interest in several, and not joint, obligations of each Issuer. The obligation of the District to owners of a Series of Certificates is a several and not a joint obligation and is strictly limited to the District's repayment obligation under this Resolution, the resolution of the County providing for the issuance of the Note, if applicable, and the applicable Series of Notes as evidenced and represented by such Series of Certificates. Owners of Certificates, to the extent of their interest in a Series of Notes, shall be treated as owners of such Series of Notes and shall be entitled to all the rights and security thereof; including the right to enforce the obligations and covenants contained in this Resolution and such Series of Notes. The District hereby recognizes the right of the owners of a Series of Certificates acting directly or through the Trustee to enforce the obligations and covenants contained in the Series of Notes evidenced and represented thereby, this Resolution and the Trust Agreement. The District shall be directly obligated to each owner of a Series of Certificates for the principal and interest payments on the Series of Notes evidenced and represented by such Certificates without any right of counterclaim or offset arising out of any act or failure to act on the part of the Trustee.

(B) Bond Pool Structure. If the Bond Pool Structure is implemented, each Series of Notes will be issued in conjunction with a series of notes of one or more other Issuers and will be assigned to a Pool in order to secure a corresponding Series of Pool Bonds. In all cases, the obligation of the District to make payments on or in respect to each Series of its Notes is a several and not a joint obligation and is strictly limited to the District's repayment obligation under this Resolution, the resolution of the County providing for the issuance of the Note, if applicable, and such Series of Notes.

Section 7. Disposition of Proceeds of Notes. The moneys received from the sale of each Series of Notes evidenced and represented by a Series of Certificates or each Series of Pool Bonds issued in connection with a Series of Notes, as the case may be, allocable to the District's share of the costs of issuance (which shall include any fees and expenses in connection with the related Credit Instrument(s) applicable to such Series of Notes or Series of Pool Bonds) shall be deposited in an account in the Costs of Issuance Fund established for such Series of Notes or such Series of Pool Bonds, as applicable, and held and invested by the Trustee under the Trust Agreement or the Indenture, as applicable, and expended as directed by the Financial Advisor (if the Certificate Structure is implemented) or the Authority (if the Bond Pool Structure is implemented) on Costs of Issuance as provided in the Trust Agreement or the Indenture, as applicable. The moneys allocable to each Series of Notes from the sale of the corresponding Series of Certificates or Pool Bonds, as applicable, net of the District's share of the costs of issuance, is hereby designated the "Deposit to Proceeds Subaccount" and shall be deposited in the District's Proceeds Subaccount attributed to such Series of Notes hereby authorized to be created pursuant to, and held and invested by the Trustee under, the Trust Agreement or the Indenture, as applicable, for the District and said moneys may be used and expended by the District for any purpose for which it is authorized to use and expend moneys, upon requisition from such Proceeds Subaccount as specified in the Trust Agreement or the Indenture, as

applicable. The Pricing Confirmation applicable to each Series of Notes shall set forth such amount of the Deposit to Proceeds Subaccount. Each Authorized Officer is hereby authorized to approve the amount of such Deposit to Proceeds Subaccount. Subject to Section 8 hereof, the District hereby covenants and agrees to replenish amounts on deposit in each Proceeds Subaccount attributed to a Series of its Note to the extent practicable from any source of available funds up to an amount equal to the unreplenished withdrawals from such Proceeds Subaccount.

The Trustee shall transfer to each Payment Account (hereinafter defined) relating to a Series of Notes from amounts on deposit in the related Proceeds Subaccount attributed to such Series of Notes on the first day of each Repayment Period (as defined hereinafter) (or such other day of each Repayment Period designated in the Pricing Confirmation applicable to a Series of Notes), amounts which, taking into consideration anticipated earnings thereon to be received by the Maturity Date, are equal to the percentages of the principal and interest due with respect to such Series of Notes at maturity for the corresponding Repayment Period set forth in such Pricing Confirmation; provided, however, that on the twentieth day of the next to last Repayment Period designated in such Pricing Confirmation (or such other day designated in the Pricing Confirmation applicable to a Series of Notes), or, if only one Repayment Period is applicable to a Series of Notes, on the twentieth day of the month preceding the Repayment Period designated in such Pricing Confirmation (or such other day designated in the Pricing Confirmation applicable to a Series of Notes), the Trustee shall transfer all remaining amounts in the Proceeds Subaccount attributed to the Series of Notes to the related Payment Account all as and to the extent provided in the Trust Agreement or the Indenture, as applicable; provided, however, that with respect to the transfer in or prior to any such Repayment Period, as applicable, if said amount in the Proceeds Subaccount attributed to a Series of Notes is less than the corresponding percentage set forth in the Pricing Confirmation applicable to the related Series of Notes of the principal and interest due with respect to such Series of Notes at maturity, the Trustee shall transfer to the related Payment Account attributed to such Series of Notes of the District all amounts on deposit in the Proceeds Subaccount attributed to such Series of Notes on the day designated for such Repayment Period.

For Notes issued in calendar 2015 and issued as Tax-Exempt (or the related Series of Pool Bonds are issued as Tax-Exempt), in the event either (A) the Series Principal Amount of such Notes, together with the aggregate amount of all tax-exempt obligations (including any tax-exempt leases, but excluding private activity bonds), issued and reasonably expected to be issued by the District (and all subordinate entities of the District) during calendar year 2015, will, at the time of the issuance of such Notes (as indicated in the certificate of the District executed as of the date of issuance of such Notes (each "District Certificate")) exceed fifteen million dollars (\$15,000,000), or (B) the Series Principal Amount of such Notes, together with the aggregate amount of all tax-exempt obligations not used to finance school construction (including any tax-exempt leases, but excluding private activity bonds), issued and reasonably expected to be issued by the District (and all subordinate entities of the District) during calendar year 2015, will, at the time of the issuance of such Notes (as indicated in the related District Certificate), exceed five million dollars (\$5,000,000), the second following paragraph will apply. In such case, the District shall be deemed a "Safe Harbor Issuer" with respect to such Notes.

For Notes issued in calendar year 2016 and issued as Tax-Exempt (or the related Series of Pool Bonds are issued as Tax-Exempt), in the event either (A) the Series Principal Amount of such Notes, together with the aggregate amount of all tax-exempt obligations (including any tax-exempt leases, but excluding private activity bonds), issued and reasonably expected to be issued by the District (and all subordinate entities of the District) during calendar year 2016, will, at the time of the issuance of such Notes (as indicated in the certificate of the District executed as of the date of issuance of such Notes (each “District Certificate”)) exceed fifteen million dollars (\$15,000,000), or (B) the Series Principal Amount of such Notes, together with the aggregate amount of all tax-exempt obligations not used to finance school construction (including any tax-exempt leases, but excluding private activity bonds), issued and reasonably expected to be issued by the District (and all subordinate entities of the District) during calendar year 2016, will, at the time of the issuance of such Notes (as indicated in the related District Certificate), exceed five million dollars (\$5,000,000), the following paragraph will apply. In such case, the District shall be deemed a “Safe Harbor Issuer” with respect to such Notes.

Amounts in any Proceeds Subaccount relating to a Tax-Exempt Series of Notes of the District (or any Tax-Exempt Series of Pool Bonds related thereto) and attributable to cash flow borrowing shall be withdrawn and expended by the District for any purpose for which the District is authorized to expend funds from the general fund of the District, but, with respect to general fund expenditures, only to the extent that on the date of any withdrawal no other funds are available for such purposes without legislation or judicial action or without a legislative, judicial or contractual requirement that such funds be reimbursed. If on no date that is within six months from the date of issuance of each Tax-Exempt Series of Notes (or any Tax-Exempt Series of Pool Bonds related thereto), the balance in the related Proceeds Subaccount attributable to cash flow borrowing and treated for federal tax purposes as proceeds of such Tax-Exempt Series of Notes (or such Tax-Exempt Series of Pool Bonds) is low enough so that the amounts in the Proceeds Subaccount attributable to such Tax-Exempt Series of Notes (or such Tax-Exempt Series of Pool Bonds) qualify for an exception from the rebate requirements (the “Rebate Requirements”) of Section 148 of the Internal Revenue Code of 1986 (the “Code”), the District shall promptly notify the Trustee in writing and, to the extent of its power and authority, comply with instructions from Orrick, Herrington & Sutcliffe LLP, Bond Counsel, supplied to it by the Trustee as the means of satisfying the Rebate Requirements.

The term “Tax-Exempt” shall mean, with respect to interest on any obligations of a state or local government, that such interest is excluded from the gross income of the holders thereof for federal income tax purposes pursuant to Section 103 of the Code, whether or not such interest is includable as an item of tax preference or otherwise includable directly or indirectly for purposes of calculating other tax liabilities, including any alternative minimum tax or environmental tax under the Code. Each Series of Notes issued hereunder (or any Series of Pool Bonds related thereto) may be issued as a Tax-Exempt Series of Notes (or Tax-Exempt Series of Pool Bonds) or such that the interest on such Series of Notes (or such Series of Pool Bonds) is not Tax-Exempt.

Section 8. Source of Payment.

(A) Pledge. The term “Unrestricted Revenues” shall mean the taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and

other moneys provided for Fiscal Year 2015-2016 which will be received by or will accrue to the District during such fiscal year for the general fund and, if so indicated in a Pricing Confirmation, capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District and which are lawfully available for the payment of current expenses and other obligations of the District. As security for the payment of the principal of and interest on all Series of Notes issued hereunder, subject to the payment priority provisions of Section 17 hereof and this Section 8, the District hereby pledges the first Unrestricted Revenues to be received by the District in the periods specified in each Pricing Confirmation as Repayment Periods (each individual period a "Repayment Period" and collectively "Repayment Periods"), in an amount equal to the percentages of the principal and interest due with respect to each Series of Notes at maturity for the corresponding Repayment Period specified in such Pricing Confirmations (the "Pledged Revenues").

(B) Lien and Charge. As provided in Section 53856 of the Act, all Series of Notes issued hereunder and the interest thereon, subject to the payment priority provisions of Section 17 hereof and this Section 8, shall be a first lien and charge against, and shall be payable from the first moneys received by the District from, the Pledged Revenues.

(C) General Obligation. As provided in Section 53857 of the Act, notwithstanding the provisions of Section 53856 of the Act and of subsection (B) of this Section, all Series of Notes issued hereunder shall be general obligations of the District and, in the event that on the tenth Business Day (as defined in the Trust Agreement or the Indenture, as applicable) of each such Repayment Period (or such other day of each Repayment Period designated in the Pricing Confirmation applicable to a Series of Notes) the District has not received sufficient Unrestricted Revenues to permit the deposit into each Payment Account of the full amount of Pledged Revenues to be deposited therein from said Unrestricted Revenues in such Repayment Period, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the payment of the principal of all Series of Notes and the interest thereon, as and when such other moneys are received or are otherwise legally available, in the following order of priority: first, to satisfy pro-rata any deficiencies attributable to any Series of Senior Notes; second, to satisfy pro-rata any deficiencies attributable to any Series of Subordinate Notes (except for any Series of Subordinate Notes described in the next clause); and thereafter, to satisfy any deficiencies attributable to any other Series of Subordinate Notes that shall have been further subordinated to previously issued Series of Subordinate Notes in the applicable Pricing Confirmation, in such order of priority.

(D) Payment Accounts. In order to effect, in part, the pledge provided for in subsection (A) of this Section, the District agrees to the establishment and maintenance as a special fund of the District of a separate Payment Account for each Series of Notes issued hereunder (each a "Payment Account") by the Trustee under the Trust Agreement or the Indenture, as applicable, and the Trustee is hereby appointed as the responsible agent to maintain such fund until the payment of the principal of the corresponding Series of Notes and the interest thereon, and the District hereby covenants and agrees to cause to be deposited directly in each Payment Account (and shall request specific amounts from the District's funds on deposit with the County Treasurer for such purpose) a pro-rata share (as provided below) of the first Unrestricted Revenues received in each Repayment Period specified in the Pricing Confirmation(s) and any Unrestricted Revenues received thereafter until the amount on deposit

in each Payment Account, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date applicable to the respective Series of Notes (as set forth in a certificate from the Financial Advisor to the Trustee), is equal in the respective Repayment Periods identified in the Pricing Confirmation applicable to such Series of Notes to the percentages of the principal of and interest due with respect to such Series of Notes at maturity specified in the Pricing Confirmation applicable to such Series of Notes; provided that such deposits shall be made in the following order of priority: first, pro-rata to the Payment Account(s) attributable to any applicable Series of Senior Notes; second, pro-rata to the Payment Account(s) attributable to any applicable Series of Subordinate Notes (except for any Series of Subordinate Notes described in the next clause); and thereafter, to the Payment Account(s) attributable to any other applicable Series of Subordinate Notes that shall have been further subordinated to previously issued Series of Subordinate Notes in the applicable Pricing Confirmation, in such order of priority.

Subject to the payment priority provisions of Section 17 hereof and this Section 8, any moneys placed in the Payment Account attributed to a Series of Notes shall be for the benefit of (i) the owners of the applicable Series of Certificates if the Certificate Structure is implemented and the holders of the Series of Pool Bonds issued in connection with the Pool of which such Series of Notes is a part if the Bond Pool Structure is implemented, and (ii) (to the extent provided in the Trust Agreement or the Indenture, as applicable) the Credit Provider(s), if any. Subject to the payment priority provisions of Section 17 hereof and this Section 8, the moneys in the Payment Account attributed to the Series of Notes shall be applied only for the purposes for which the Payment Account is created until the principal of such Series of Notes and all interest thereon are paid or until provision has been made for the payment of the principal of such Series of Notes at maturity of such Series of Notes with interest to maturity (in accordance with the requirements for defeasance of the related Series of Certificates or Series of Bonds, as applicable, as set forth in the Trust Agreement or the Indenture, as applicable) and, if applicable (to the extent provided in the Trust Agreement or the Indenture, as applicable, and, if applicable, the corresponding Credit Agreement), the payment of all Predefault Obligations and Reimbursement Obligations owing to the corresponding Credit Provider.

(E) Determination of Repayment Periods. With respect to each Series of Notes, the length of any individual Repayment Period determined in the related Pricing Confirmation shall not exceed the greater of three (3) consecutive calendar months or ninety (90) days and the number of Repayment Periods determined in the related Pricing Confirmation shall not exceed six (6); provided, however, that (1) the first Repayment Period of any Series of Subordinate Notes shall not occur prior to the end of the last Repayment Period of any outstanding Series of Notes of a higher priority without the consent of each Credit Provider for such outstanding Notes; and (2) if the first Repayment Period of any Series of Subordinate Notes overlaps the last Repayment Period of any outstanding Series of Notes of a higher priority, no deposits shall be made in the Payment Account of such Subordinate Notes until all required amounts shall have been deposited into the Payment Account(s) of all outstanding Series of Notes of a higher priority without the consent of each Credit Provider for such outstanding Notes. Any Authorized Officer is hereby authorized to approve the determination of the Repayment Periods and percentages of the principal and interest due with respect to each Series of Notes at maturity required to be on deposit in the related Payment Account in each Repayment Period, all as specified in the Pricing Confirmation applicable to such Series of Notes, by executing and

delivering the Pricing Confirmation applicable to such Series of Notes, such execution and delivery to be conclusive evidence of approval by this Board and such Authorized Officer.

(F) Application of Moneys in Payment Accounts. On any interest payment date (if different from the Maturity Date) and on the Maturity Date of a Series of Notes, the moneys in the Payment Account attributed to such Series of Notes shall be transferred by the Trustee, to the extent necessary, to pay, in the case of an interest payment date, the interest, and in the case of the Maturity Date, the principal of and interest with respect to such Series of Notes or to reimburse the Credit Provider(s) for payments made under or pursuant to the Credit Instrument(s), subject to the payment priority provisions of Section 17 hereof and this Section 8. In the event that moneys in the Payment Account attributed to any Series of Notes are insufficient to pay the principal of and/or interest with respect to such Series of Notes in full on an interest payment date and/or the Maturity Date, moneys in such Payment Account together with moneys in the Payment Accounts of all other outstanding Series of Notes issued by the District shall be applied in the following priority:

- (1) with respect to all Series of Senior Notes:
 - a. first, to pay interest with respect to all Series of Senior Notes pro-rata;
 - b. second, (if on the Maturity Date) to pay principal of all Series of Senior Notes pro-rata;
 - c. third, to reimburse each Credit Provider for payment, if any, of interest with respect to all Series of Senior Notes pro-rata (or on such other basis as set for in the Trust Agreement or the Indenture, as applicable);
 - d. fourth, to reimburse each Credit Provider for payment, if any, of principal with respect to all Series of Senior Notes pro-rata (or on such other basis as set for in the Trust Agreement or the Indenture, as applicable);
 - e. fifth, to pay pro-rata (or on such other basis as set for in the Trust Agreement or the Indenture, as applicable) any Reimbursement Obligations of the District and any of the District's pro rata share of Predefault Obligations owing to each Credit Provider relating to all Series of Senior Notes, as applicable;
- (2) then, with respect to all Series of Subordinate Notes (except for any Series of Subordinate Notes described in paragraph (3) below), to make the pro-rata payments corresponding to each such Series of Subordinate Notes equivalent to the payments described above in paragraphs (1)(a) through (e), in such order;
- (3) then, with respect to all other Series of Subordinate Notes that have been further subordinated to previously issued Series of Subordinate Notes in the applicable Pricing Confirmation, to make the pro-rata payments corresponding to each such Series of Subordinate Notes equivalent to the payments described above in paragraphs (1)(a) through (e), in such order; and

- (4) lastly, to pay any other Costs of Issuance not previously disbursed.

Any moneys remaining in or accruing to the Payment Account attributed to each such Series of Notes after the principal of all the Series of Notes and the interest thereon and any Predefault Obligations and Reimbursement Obligations, if applicable, and obligation, if any, to pay any rebate amounts in accordance with the provisions of the Trust Agreement or the Indenture, as applicable, have been paid, or provision for such payment has been made, if any, shall be transferred by the Trustee to the District, subject to any other disposition required by the Trust Agreement, the Indenture or the related Credit Agreement(s), as applicable.

Nothing herein shall be deemed to relieve the District from its obligation to pay its Note of any Series in full on the applicable Maturity Date(s).

(G) Investment of Moneys in Proceeds Subaccounts and Payment Accounts. Moneys in the Proceeds Subaccount attributed to each Series of Notes and the Payment Account attributed to such Series of Notes shall be invested by the Trustee pursuant to the Trust Agreement or the Indenture, as applicable, in an investment agreement or agreements and/or other Permitted Investments as described in and under the terms of the Trust Agreement or the Indenture, as applicable, and as designated in the Pricing Confirmation applicable to such Series of Notes. The type of initial investments to be applicable to the proceeds of the Series of Notes shall be determined by the District as designated in the Pricing Confirmation applicable to such Series of Notes. In the event the District designates an investment agreement or investment agreements as the investments, the District hereby appoints the bidding agent designated in the Pricing Confirmation (the "Bidding Agent") as its designee as a party authorized to solicit bids on or negotiate the terms of the investment agreement or investment agreements and hereby authorizes and directs the Trustee to invest such funds pursuant to such investment agreement or investment agreements (which (i) shall be with a provider or providers, or with a provider or providers whose obligations are guaranteed or insured by a financial entity, the senior debt or investment contracts or obligations under its investment contracts of which are rated in one of the two highest long-term rating categories by the rating agency or agencies then rating the applicable Series of Certificates or Series of Pool Bonds (each, a "Rating Agency"), or whose commercial paper rating is in the highest rating category (with regard to any modifiers) of each such Rating Agencies, or (ii) shall be fully collateralized by investments listed in subsection (1) of the definition of Permitted Investments set forth in the Trust Agreement or the Indenture, as applicable, as required by such Rating Agencies to be rated in one of the two highest rating categories, and shall be acceptable to the corresponding Credit Provider, if any, and the particulars of which pertaining to interest rate or rates and investment provider or providers will be set forth in the Pricing Confirmation applicable to such Series of Notes) and authorizes the Trustee to enter into such investment agreement or agreements on behalf of the District. The Bidding Agent, on behalf of itself and any investment broker retained by it, is authorized to accept a fee from the investment provider in an amount not in excess of 0.2% of the amount reasonably expected, as of the date of acquisition of the investment contract, to be invested under the investment contract over its term. Each Authorized Officer is hereby authorized and directed to execute and deliver such side letter or letters as are reasonably required by an investment agreement provider, acknowledging such investment and making reasonable representations and covenants with respect thereto. The District's funds in the Proceeds Subaccount attributed to each Series of Notes and the Payment Account attributed to such Series of Notes shall be

accounted for separately. Any such investment by the Trustee shall be for the account and risk of the District, and the District shall not be deemed to be relieved of any of its obligations with respect to any Series of Notes, the Predefault Obligations or Reimbursement Obligations, if any, by reason of such investment of the moneys in its Proceeds Subaccount applicable to such Series of Notes or the Payment Account applicable to such Series of Notes.

Notwithstanding any other investment policy of the District heretofore or hereafter adopted, the investment policy of the District pertaining to each Series of Notes and all funds and accounts established in connection therewith shall be consistent with, and the Board hereby authorizes investment in, the Permitted Investments. Any investment policy adopted by the Board hereafter in contravention of the foregoing shall be deemed to modify the authorization contained herein only if it shall specifically reference this Resolution and Section.

Section 9. Execution of Note. Any one of the Treasurer of the County, or, in the absence of said officer, his or her duly appointed assistant, the Chairperson of the Board of Supervisors of the County or the Auditor (or comparable financial officer) of the County shall be authorized to execute each Note of any Series issued hereunder by manual or facsimile signature and the Clerk of the Board of Supervisors of the County or any Deputy Clerk shall be authorized to countersign each such Note by manual or facsimile signature and to affix the seal of the County to each such Note either manually or by facsimile impression thereof. In the event the Board of Supervisors of the County fails or refuses to authorize issuance of the Series of Notes as referenced in Section 2 hereof, any one of the President or Chairperson of the governing board of the District or any other member of such board shall be authorized to execute the Note by manual or facsimile signature and the Secretary or Clerk of the governing board of the District, the Superintendent of the District, the Assistant Superintendent for Business, the Assistant Superintendent for Administrative Services, the business manager, director of business or fiscal services or chief financial/business officer of the District, as the case may be, or any duly appointed assistant thereto, shall be authorized to countersign each such Note by manual or facsimile signature. Said officers of the County or the District, as applicable, are hereby authorized to cause the blank spaces of each such Note to be filled in as may be appropriate pursuant to the applicable Pricing Confirmation. Said officers are hereby authorized and directed to cause the Trustee, as registrar and authenticating agent, to authenticate and accept delivery of each such Note pursuant to the terms and conditions of the corresponding Certificate Purchase Agreement or Note Purchase Agreement, as applicable, this Resolution and the Trust Agreement or Indenture, as applicable. In case any officer whose signature shall appear on any Series of Notes shall cease to be such officer before the delivery of such Series of Notes, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. Each Series of the Notes shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Trustee and showing the date of authentication. Each Series of the Notes shall not be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Trustee by manual signature, and such certificate of authentication upon any such Series of Notes shall be conclusive evidence that such has been authenticated and delivered under this Resolution. The certificate of authentication on a Series of Notes shall be deemed to have been executed by the Trustee if signed by an authorized officer of the Trustee. The Notes need not bear the seal of the District, if any.

Section 10. Note Registration and Transfer. (A) As long as any Series of the Notes remains outstanding, the District shall maintain and keep, at the principal corporate trust office of the Trustee, books for the registration and transfer of each Series of the Notes. Each Series of the Notes shall initially be registered in the name of the Trustee under the Trust Agreement or Indenture, as applicable, to which such Series of the Notes is assigned. Upon surrender of a Note of a Series for transfer at the office of the Trustee with a written instrument of transfer satisfactory to the Trustee, duly executed by the registered owner or its duly authorized attorney, and upon payment of any tax, fee or other governmental charge required to be paid with respect to such transfer, the County or the District, as applicable, shall execute and the Trustee shall authenticate and deliver, in the name of the designated transferee, a fully registered Note of the same Series. For every transfer of a Note of a Series, the District, the County or the Trustee may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to the transfer, which sum or sums shall be paid by the person requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer.

(B) Subject to Section 6 hereof, the County, the District and the Trustee and their respective successors may deem and treat the person in whose name a Note of a Series is registered as the absolute owner thereof for all purposes, and the County, the District and the Trustee and their respective successors shall not be affected by any notice to the contrary, and payment of or on account of the principal of such Note shall be made only to or upon the order of the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid.

(C) Any Note of a Series may, in accordance with its terms, be transferred upon the books required to be kept by the Trustee, pursuant to the provisions hereof by the person in whose name it is registered, in person or by his duly authorized attorney, upon surrender of such Note for cancellation, accompanied by delivery of a written instrument of transfer, duly executed in form approved by the Trustee.

(D) The Trustee or the Authorized Officer of the District, acting separately or together, are authorized to sign any letter or letters of representations which may be required in connection with the delivery of any Series of Certificates or Series of Pool Bonds (in each case, to which such Series of Notes is assigned), if such Series of Certificates and Series of Pool Bonds are delivered in book-entry form.

(E) The Trustee will keep or cause to be kept, at its principal corporate trust office, sufficient books for the registration and transfer of each Note of a Series issued, which shall be open to inspection by the County and the District during regular business hours. Upon presentation for such purpose, the Trustee shall, under such reasonable regulations as it may prescribe, register or transfer or cause to be registered or transferred, on such books, the Notes of a Series presented as hereinbefore provided.

(F) If any Note of a Series shall become mutilated, the County or the District, as applicable, at the expense of the registered owner of such Note of a Series, shall execute, and the Trustee shall thereupon authenticate and deliver a new Note of like tenor, series and number in exchange and substitution for the Note so mutilated, but only upon surrender to the Trustee of the Note so mutilated. Every mutilated Note so surrendered to the Trustee shall be cancelled by

it and delivered to, or upon the order of, the County or the District, as applicable. If any Note of a Series shall be lost, destroyed or stolen, evidence of such loss, destruction or theft may be submitted to the County, the District and the Trustee and, if such evidence be satisfactory to them and indemnity satisfactory to them shall be given, the County or the District, as applicable, at the expense of the registered owner, shall execute, and the Trustee shall thereupon authenticate and deliver a new Note of like tenor, series and number in lieu of and in substitution for the Note so lost, destroyed or stolen (or if any such Note of a Series shall have matured (as of the latest maturity date indicated on the face thereof) or shall be about to mature (as of the latest maturity date indicated on the face thereof), instead of issuing a substitute Note, the Trustee may pay the same without surrender thereof). The Trustee may require payment of a sum not exceeding the actual cost of preparing each new Note issued pursuant to this paragraph and of the expenses which may be incurred by the County or the District, as applicable, and the Trustee in such preparation. Any Note of a Series issued under these provisions in lieu of any Note of a Series alleged to be lost, destroyed or stolen shall constitute an original additional contractual obligation on the part of the County (on behalf of the District) or on the part of the District, as applicable, whether or not the Note of a Series so alleged to be lost, destroyed or stolen be at any time enforceable by anyone, and shall be entitled to the benefits of this Resolution with all other Notes of the same Series secured by this Resolution.

Section 11. Covenants Regarding Transfer of Funds. It is hereby covenanted and warranted by the District that it will not request the County Treasurer to make temporary transfers of funds in the custody of the County Treasurer to meet any obligations of the District during Fiscal Year 2015-2016 pursuant to Article XVI, Section 6 of the Constitution of the State of California; provided, however, that the District may request the County Treasurer to make such temporary transfers of funds if all amounts required to be deposited into the Payment Account(s) of all outstanding Series of Notes (regardless of when due and payable) shall have been deposited into such Payment Account(s).

Section 12. Representations and Covenants.

(A) The District is a political subdivision duly organized and existing under and by virtue of the laws of the State of California and has all necessary power and authority to (i) adopt this Resolution and any supplement hereto, and enter into and perform its obligations under the Certificate Purchase Agreement(s) or the Note Purchase Agreement(s), as applicable, the Trust Agreement(s), if applicable, and the Credit Agreement(s), if applicable, and (ii) authorize the County to issue one or more Series of Notes on its behalf or, if applicable, issue one or more Series of Notes.

(B) (i) Upon the issuance of each Series of Notes, the District will have taken all action required to be taken by it to authorize the issuance and delivery of such Series of Notes and the performance of its obligations thereunder, (ii) the District has full legal right, power and authority to request the County to issue and deliver such Series of Notes on behalf of the District and to perform its obligations as provided herein and therein, and (iii) if applicable, the District has full legal right, power and authority to issue and deliver each Series of Notes.

(C) The issuance of each Series of Notes, the adoption of this Resolution and the execution and delivery of the Certificate Purchase Agreement(s) or the Note Purchase

Agreement(s), as applicable, the Trust Agreement(s), if applicable, and the Credit Agreement(s), if applicable, and compliance with the provisions hereof and thereof will not conflict with, breach or violate any law, administrative regulation, court decree, resolution, charter, by-laws or other agreement to which the District is subject or by which it is bound.

(D) Except as may be required under blue sky or other securities law of any state or Section 3(a)(2) of the Securities Act of 1933, there is no consent, approval, authorization or other order of, or filing with, or certification by, any regulatory authority having jurisdiction over the District required for the issuance and sale of each Series of Notes or the consummation by the District of the other transactions contemplated by this Resolution except those the District shall obtain or perform prior to or upon the issuance of each Series of Notes.

(E) The District has (or will have prior to the issuance of the first Series of Notes) duly, regularly and properly adopted a budget for Fiscal Year 2015-2016 setting forth expected revenues and expenditures and has (or will have prior to the issuance of the first Series of Notes) complied with all statutory and regulatory requirements with respect to the adoption of such budget. The District hereby covenants that it will (i) duly, regularly and properly prepare and adopt its revised or final budget for Fiscal Year 2015-2016, (ii) provide to the Trustee, the Credit Provider(s), if any, the Underwriter and the Financial Advisor, promptly upon adoption, copies of such revised or final budget and of any subsequent revisions, modifications or amendments thereto and (iii) comply with all applicable law pertaining to its budget.

(F) The County has experienced an *ad valorem* property tax collection rate of not less than eighty-five percent (85%) of the average aggregate amount of *ad valorem* property taxes levied within the District in each of the five fiscal years from Fiscal Year 2009-2010 through Fiscal Year 2013-2014, and the District, as of the date of adoption of this Resolution and on the date of issuance of each Series of Notes, reasonably expects the County to have collected and to collect at least eighty-five percent (85%) of such amount for Fiscal Years 2014-2015 and 2015-2016, respectively.

(G) The District (i) is not currently in default on any debt obligation, (ii) to the best knowledge of the District, has never defaulted on any debt obligation, and (iii) has never filed a petition in bankruptcy.

(H) The District's most recent audited financial statements present fairly the financial condition of the District as of the date thereof and the results of operation for the period covered thereby. Except as has been disclosed to the Underwriter and the Credit Provider(s), if any, there has been no change in the financial condition of the District since the date of such audited financial statements that will in the reasonable opinion of the District materially impair its ability to perform its obligations under this Resolution and each Series of Notes. The District agrees to furnish to the Underwriter, the Financial Advisor, the Trustee and the Credit Provider(s), if any, promptly, from time to time, such information regarding the operations, financial condition and property of the District as such party may reasonably request.

(I) There is no action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, arbitrator, governmental or other board, body or official, pending or, to the best knowledge of the District, threatened against or affecting the District questioning the

validity of any proceeding taken or to be taken by the District in connection with each Series of Notes, the Certificate Purchase Agreement(s) or the Note Purchase Agreement(s), as applicable, the Trust Agreement or the Indenture, as applicable, the Credit Agreement(s), if any, or this Resolution, or seeking to prohibit, restrain or enjoin the execution, delivery or performance by the District of any of the foregoing, or wherein an unfavorable decision, ruling or finding would have a materially adverse effect on the District's financial condition or results of operations or on the ability of the District to conduct its activities as presently conducted or as proposed or contemplated to be conducted, or would materially adversely affect the validity or enforceability of, or the authority or ability of the District to perform its obligations under, each Series of Notes, the Certificate Purchase Agreement(s) or the Note Purchase Agreement(s), as applicable, the Trust Agreement or the Indenture, as applicable, the Credit Agreement(s), if any, or this Resolution.

(J) The District will not directly or indirectly amend, supplement, repeal, or waive any portion of this Resolution (i) without the consents of the Credit Provider(s), if any, or (ii) in any way that would materially adversely affect the interests of any holder or owner of any Series of the Notes, Certificates or Pool Bonds, as applicable, issued in connection with any Series of the Notes; provided, however that, if the Program is implemented, the District may adopt one or more Supplemental Resolutions without any such consents in order to increase the Maximum Amount of Borrowing in connection with the issuance of one or more Series of Additional Notes as provided in Section 2(B)(4) hereof.

(K) Upon issuance of a Series of Notes, such Series of Notes, this Resolution and the corresponding Credit Agreement will constitute legal, valid and binding agreements of the District, enforceable in accordance with their respective terms, except as such enforceability may be limited by bankruptcy or other laws affecting creditors' rights generally, the application of equitable principles if equitable remedies are sought, the exercise of judicial discretion in appropriate cases and the limitations on legal remedies against school districts, community college districts and county boards of education, as applicable, in the State of California.

(L) It is hereby covenanted and warranted by the District that all representations and recitals contained in this Resolution are true and correct, and that the District and its appropriate officials have duly taken, or will take, all proceedings necessary to be taken by them, if any, for the levy, receipt, collection and enforcement of the Pledged Revenues in accordance with law for carrying out the provisions of this Resolution and each Series of Notes.

(M) The District shall not incur any indebtedness that is not issued in connection with the Program under this Resolution and that is secured by a pledge of its Unrestricted Revenues unless such pledge is subordinate in all respects to the pledge of Unrestricted Revenues hereunder.

(N) So long as any Credit Provider is not in default under the corresponding Credit Instrument, the District hereby agrees to pay its pro rata share of all Predefault Obligations and all Reimbursement Obligations attributable to the District in accordance with provisions of the applicable Credit Agreement, if any, and/or the Trust Agreement or Indenture, as applicable. Prior to the Maturity Date of a Series of Notes, moneys in the District's Payment Account attributed to such Series of Notes shall not be used to make such payments. The District shall

pay such amounts promptly upon receipt of notice from the Credit Provider that such amounts are due to it by instructing the Trustee to pay such amounts to the Credit Provider on the District's behalf by remitting to the Credit Provider moneys held by the Trustee for the District and then available for such purpose under the Trust Agreement or the Indenture, as applicable. If such moneys held by the Trustee are insufficient to pay the District's pro rata share of such Predefault Obligations and all Reimbursement Obligations attributable to the District (if any), the District shall pay the amount of the deficiency to the Trustee for remittance to the Credit Provider.

(O) So long as any Series of Certificates or Pool Bonds executed or issued in connection with a Series of Notes are Outstanding, or any Predefault Obligation or Reimbursement Obligation is outstanding, the District will not create or suffer to be created any pledge of or lien on such Series of Notes other than the pledge and lien of the Trust Agreement or the Indenture, as applicable.

(P) As of the date of adoption of this Resolution, based on the most recent report prepared by the Superintendent of Public Instruction of the State of California, the District does not have a negative certification (or except as disclosed in writing to the Underwriter and the Credit Provider(s), if any, a qualified certification) applicable to the fiscal year ending June 30, 2015 (the "Fiscal Year 2014-2015") within the meaning of Section 42133 of the California Education Code. The District covenants that it will immediately deliver a written notice to the Authority, the Underwriter, the Financial Advisor, the Credit Provider(s), if any, and Bond Counsel if it (or, in the case of County Boards of Education, the County Superintendent of Schools) files with the County Superintendent of Schools, the County Board of Education or the State Superintendent of Public Instruction or receives from the County Superintendent of Schools or the State Superintendent of Public Instruction a qualified or negative certification applicable to Fiscal Year 2014-2015 or Fiscal Year 2015-2016 prior to the respective Closing Date referenced in each Pricing Confirmation or the Maturity Date of each Series of Notes.

(Q) The District will maintain a positive general fund balance in Fiscal Year 2015-2016.

(R) The District will maintain an investment policy consistent with the policy set forth in Section 8(G) hereof.

(S) The District covenants that it will immediately deliver a written notice to the Authority, the Underwriter, the Financial Advisor, the Credit Provider(s), if any, and Bond Counsel upon the occurrence of any event which constitutes an Event of Default hereunder or would constitute an Event of Default but for the requirement that notice be given, or time elapse, or both.

Section 13. Tax Covenants. (A) The District will not take any action or fail to take any action if such action or failure to take such action would adversely affect the exclusion from gross income of the interest payable on each Tax-Exempt Series of Notes (or on any Tax-Exempt Series of Pool Bonds related thereto) under Section 103 of the Code. Without limiting the generality of the foregoing, the District will not make any use of the proceeds of any Tax-Exempt Series of the Notes or any other funds of the District which would cause any Tax-

Exempt Series of the Notes (or on any Tax-Exempt Series of Pool Bonds related thereto) to be an “arbitrage bond” within the meaning of Section 148 of the Code, a “private activity bond” within the meaning of Section 141(a) of the Code, or an obligation the interest on which is subject to federal income taxation because it is “federally guaranteed” as provided in Section 149(b) of the Code. The District, with respect to the proceeds of each Tax-Exempt Series of the Notes (or on any Tax-Exempt Series of Pool Bonds related thereto), will comply with all requirements of such sections of the Code and all regulations of the United States Department of the Treasury issued or applicable thereunder to the extent that such requirements are, at the time, applicable and in effect.

(B) In the event the District is deemed a Safe Harbor Issuer (as defined in Section 7) with respect to a Tax-Exempt Series of Notes (or any Tax-Exempt Series of Pool Bonds related thereto), this subsection (B) shall apply. The District covenants that it shall make all calculations in a reasonable and prudent fashion relating to any rebate of excess investment earnings on the proceeds of each such Tax-Exempt Series of Notes (or such Tax-Exempt Series of Pool Bonds related thereto) due to the United States Treasury, shall segregate and set aside from lawfully available sources the amount such calculations may indicate may be required to be paid to the United States Treasury, and shall otherwise at all times do and perform all acts and things necessary and within its power and authority, including complying with the instructions of Orrick, Herrington & Sutcliffe LLP, Bond Counsel referred to in Section 7 hereof to assure compliance with the Rebate Requirements. If the balance in the Proceeds Subaccount attributed to cash flow borrowing and treated for federal tax purposes as proceeds of the Tax-Exempt Series of Notes (or any Tax-Exempt Series of Pool Bonds related thereto) is not low enough to qualify amounts in the Proceeds Subaccount attributed to cash flow borrowing for an exception to the Rebate Requirements on at least one date within the six-month period following the date of issuance of the Tax-Exempt Series of Notes (or Tax-Exempt Series of Pool Bonds related thereto) (calculated in accordance with Section 7), the District will reasonably and prudently calculate the amount, if any, of investment profits which must be rebated to the United States and will immediately set aside, from revenues attributable to the Fiscal Year 2015-2016 or, to the extent not available from such revenues, from any other moneys lawfully available, the amount of any such rebate in the Rebate Fund referred to in this Section 13(B). In addition, in such event, the District shall establish and maintain with the Trustee a fund (with separate subaccounts therein for each such Tax-Exempt Series of Notes (or such Tax-Exempt Series of Pool Bonds related thereto) if more than one series is issued) separate from any other fund established and maintained hereunder and under the Indenture or Trust Agreement, as applicable, designated as the “2015-2016 Tax and Revenue Anticipation Note Rebate Fund” or such other name as the Trust Agreement or the Indenture, as applicable, may designate. There shall be deposited in such Rebate Fund such amounts as are required to be deposited therein in accordance with the written instructions from Bond Counsel pursuant to Section 7 hereof.

(C) Notwithstanding any other provision of this Resolution to the contrary, upon the District’s failure to observe, or refusal to comply with, the covenants contained in this Section 13, no one other than the holders or former holders of each Tax-Exempt Series of Notes (or any Tax-Exempt Series of Pool Bonds related thereto), the Certificate or the Bond owners, as applicable, the Credit Provider(s), if any, or the Trustee on their behalf shall be entitled to exercise any right or remedy under this Resolution on the basis of the District’s failure to observe, or refusal to comply with, such covenants.

(D) The covenants contained in this Section 13 shall survive the payment of all Series of the Notes.

Section 14. Events of Default and Remedies.

If any of the following events occurs, it is hereby defined as and declared to be and to constitute an “Event of Default”:

(A) Failure by the District to make or cause to be made the deposits to any Payment Account required to be made hereunder on or before the fifteenth (15th) day after the date on which such deposit is due and payable, or failure by the District to make or cause to be made any other payment required to be paid hereunder on or before the date on which such payment is due and payable;

(B) Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed under this Resolution, for a period of fifteen (15) days after written notice, specifying such failure and requesting that it be remedied, is given to the District by the Trustee or any Credit Provider, unless the Trustee and such Credit Provider shall all agree in writing to an extension of such time prior to its expiration;

(C) Any warranty, representation or other statement by or on behalf of the District contained in this Resolution or the Certificate Purchase Agreement(s) or the Note Purchase Agreement(s), as applicable (including the Pricing Confirmation(s)), or the Credit Agreement(s) or in any requisition delivered by the District or in any instrument furnished in compliance with or in reference to this Resolution or the Certificate Purchase Agreement(s) or the Note Purchase Agreement(s), as applicable, or the Credit Agreement(s) or in connection with any Series of the Notes, is false or misleading in any material respect;

(D) Any event of default constituting a payment default occurs in connection with any other bonds, notes or other outstanding debt of the District;

(E) A petition is filed against the District under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect and is not dismissed within 30 days after such filing, but the Trustee shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its and the Certificate or the Bond owners’ (or Noteholders’) interests;

(F) The District files a petition in voluntary bankruptcy or seeking relief under any provision of any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, or consents to the filing of any petition against it under such law;

(G) The District admits insolvency or bankruptcy or is generally not paying its debts as such debts become due, or becomes insolvent or bankrupt or makes an assignment for the benefit of creditors, or a custodian (including without limitation a

receiver, liquidator or trustee) of the District or any of its property is appointed by court order or appointed by the State Superintendent of Public Instruction or takes possession thereof and such order remains in effect or such possession continues for more than 30 days, but the Trustee shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its and the Certificate or the Bond owners' or Noteholders' interests; and

(H) An "Event of Default" under the terms of the resolution, if any, of the County providing for the issuance of the Notes (and any Series thereof).

Whenever any Event of Default referred to in this Section 14 shall have happened and be continuing, subject to the provisions of Section 17 hereof, the Trustee shall, in addition to any other remedies provided herein or by law or under the Trust Agreement or the Indenture, as applicable, have the right, at its option without any further demand or notice, to take one or any combination of the following remedial steps:

(1) Without declaring any Series of Notes to be immediately due and payable, require the District to pay to the Trustee, for deposit into the applicable Payment Account(s) of the District under the Trust Agreement or the Indenture, as applicable, an amount equal to all of the principal of all Series of Notes and interest thereon to the respective final maturity(ies) of such Series of Notes, plus all other amounts due hereunder, and upon notice to the District the same shall become immediately due and payable by the District without further notice or demand; and

(2) Take whatever other action at law or in equity (except for acceleration of payment on any Series of Notes) which may appear necessary or desirable to collect the amounts then due and thereafter to become due hereunder or to enforce any other of its rights hereunder.

Notwithstanding the foregoing, and subject to the provisions of Section 17 hereof and to the terms of the Trust Agreement or the Indenture, as applicable, concerning exercise of remedies which shall control if inconsistent with the following, if any Series of Notes is secured in whole or in part by a Credit Instrument or if a Credit Provider is subrogated to rights under any Series of Notes, as long as each such Credit Provider has not failed to comply with its payment obligations under the corresponding Credit Instrument, each such Credit Provider shall have the right to direct the remedies upon any Event of Default hereunder, and as applicable, prior consent shall be required to any remedial action proposed to be taken by the Trustee hereunder, except that nothing contained herein shall affect or impair the right of action of any owner of a Certificate to institute suit directly against the District to enforce payment of the obligations evidenced and represented by such owner's Certificate.

If any Credit Provider is not reimbursed on any interest payment date applicable to the corresponding Series of Notes for the drawing, payment or claim, as applicable, used to pay principal of and interest on such Series of Notes due to a default in payment on such Series of Notes by the District, as provided in the Trust Agreement or in the Indenture, as applicable, or if any principal of or interest on such Series of Notes remains unpaid after the Maturity Date of such Series of Notes, such Series of Notes shall be a Defaulted Note, the unpaid portion thereof

or the portion (including the interest component, if applicable) to which a Credit Instrument applies for which reimbursement on a draw, payment or claim has not been made shall be deemed outstanding and shall bear interest at the Default Rate until the District's obligation on the Defaulted Note is paid in full or payment is duly provided for, all subject to Section 8 hereof.

Section 15. Trustee. The Trustee is hereby appointed as paying agent, registrar and authenticating agent for any and all Series of Notes. The District hereby directs and authorizes the payment by the Trustee of the interest on and principal of any and all Series of Notes when such become due and payable from the corresponding Payment Account held by the Trustee in the name of the District in the manner set forth herein. The District hereby covenants to deposit funds in each such Payment Account at the times and in the amounts specified herein to provide sufficient moneys to pay the principal of and interest on any and all Series of Notes on the day or days on which each such Series matures. Payment of any and all Series of Notes shall be in accordance with the terms of the applicable Series of Notes and this Resolution and any applicable Supplemental Resolution.

The District hereby agrees to maintain the Trustee under the Trust Agreement or the Indenture, as applicable, as paying agent, registrar and authenticating agent of any and all Series of Notes.

The District further agrees to indemnify, to the extent permitted by law and without making any representation as to the enforceability of this covenant, and save the Trustee, its directors, officers, employees and agents harmless against any liabilities which it may incur in the exercise and performance of its powers and duties under the Trust Agreement or the Indenture, as applicable, including but not limited to costs and expenses incurred in defending against any claim or liability, which are not due to its negligence or default.

Section 16. Sale of Notes. If the Certificate Structure is implemented, each Series of Notes as evidenced and represented by the applicable Series of Certificates shall be sold to the Underwriter, in accordance with the terms of the Certificate Purchase Agreement applicable to such Series of Notes, in each case as hereinbefore approved. If the Bond Pool Structure is implemented, each Series of Notes shall be sold to the Authority in accordance with the terms of the Note Purchase Agreement applicable to such Series of Notes, in each case as hereinbefore approved.

Section 17. Subordination. (a) Anything in this Resolution to the contrary notwithstanding, the indebtedness evidenced by each Series of Subordinate Notes shall be subordinated and junior in right of payment, to the extent and in the manner hereinafter set forth, to all principal of, premium, if any, and interest on each Series of Senior Notes and any refinancings, refundings, deferrals, renewals, modifications or extensions thereof.

In the event of (1) any insolvency, bankruptcy, receivership, liquidation, reorganization, readjustment, composition or other similar proceeding relating to the District or its property, (2) any proceeding for the liquidation, dissolution or other winding-up of the District, voluntary or involuntary, and whether or not involving insolvency or bankruptcy proceedings, (3) any assignment for the benefit of creditors, or (4) any distribution, division, marshalling or application of any of the properties or assets of the District or the proceeds thereof to creditors,

voluntary or involuntary, and whether or not involving legal proceedings, then and in any such event, payment shall be made to the parties and in the priority set forth in Section 8(F) hereof, and each party of a higher priority shall first be paid in full before any payment or distribution of any character, whether in cash, securities or other property shall be made in respect of any party of a lower priority.

The subordination provisions of this Section have been entered into for the benefit of the holders of the Series of Senior Notes and any Credit Provider(s) that issues a Credit Instrument with respect to such Series of Senior Notes and, notwithstanding any provision of this Resolution, may not be supplemented, amended or otherwise modified without the written consent of all such holders and Credit Provider(s).

Notwithstanding any other provision of this Resolution, the terms of this Section shall continue to be effective or be reinstated, as the case may be, if at any time any payment of any Series of Senior Notes is rescinded, annulled or must otherwise be returned by any holder of Series of Senior Notes or such holder's representative, upon the insolvency, bankruptcy or reorganization of the District or otherwise, all as though such payment has not been made.

In no event may any holder of all or any part of the Series of Subordinate Notes, or the corresponding Credit Provider(s), exercise any right or remedy available to it on account of any Event of Default on the Series of Subordinate Notes, (1) at any time at which payments with respect thereto may not be made by the District on account of the terms of this Section, or (2) prior to the expiration of forty-five (45) days after the holders of the Series of Subordinate Notes, or the corresponding Credit Provider(s), shall have given notice to the District and to the holders of the Series of Senior Notes and the corresponding Credit Provider(s), of their intention to take such action.

The terms of this Section, the subordination effected hereby and the rights of the holders of the Series of Senior Notes shall not be affected by (a) any amendment of or addition or supplement to any Series of Senior Notes or any instrument or agreement relating thereto, including without limitation, this Resolution, (b) any exercise or non-exercise of any right, power or remedy under or in respect of any Series of Senior Notes or any instrument or agreement relating thereto, or (c) any waiver, consent, release, indulgence, extension, renewal, modification, delay or other action, inaction or omission, in respect of any Series of Senior Notes or any instrument or agreement relating thereto or any security therefor or guaranty thereof, whether or not any holder of any Series of Subordinate Notes shall have had notice or knowledge of any of the foregoing.

In the event that a Series of Additional Subordinate Notes is further subordinated in the applicable Pricing Confirmation, at the time of issuance thereof, to all previously issued Series of Subordinate Notes of the District, the provisions of this Section 17 relating to Series of Senior Notes shall be applicable to such previously issued Series of Subordinate Notes and the provisions of this Section 17 relating to Series of Subordinate Notes shall be applicable to such Series of Additional Subordinate Notes.

Section 18. Continuing Disclosure Undertaking. The provisions of this Section 18 shall be applicable only if the Certificate Structure is implemented.

(A) The District covenants, for the sole benefit of the owners of each Series of Certificates which evidence and represent the applicable Series of Notes (and, to the extent specified in this Section 18, the beneficial owners thereof), that the District shall:

(1) Provide in a timely manner not later than ten business days after the occurrence of the event, through the Trustee acting as dissemination agent (the “Dissemination Agent”), to the Municipal Securities Rulemaking Board, notice of any of the following events with respect to an outstanding Series of Notes of the District:

- a. Principal and interest payment delinquencies on such Series of Notes and the related Series of Certificates;
- b. Unscheduled draws on debt service reserves reflecting financial difficulties;
- c. Unscheduled draws on credit enhancements reflecting financial difficulties;
- d. Substitution of credit or liquidity providers, or their failure to perform;
- e. Adverse tax opinions or issuance by the Internal Revenue Service of proposed or final determination of taxability or of a Notice of Proposed Issue (IRS Form 5701 TEB);
- f. Tender offers;
- g. Defeasances;
- h. Rating changes; or
- i. Bankruptcy, insolvency, receivership or similar event of the obligated person.

For the purposes of the event identified in subsection i., the event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the District in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governmental body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

(2) Provide in a timely manner not later than ten business days after the occurrence of the event, through the Dissemination Agent, to the Municipal Securities

Rulemaking Board, notice of any of the following events with respect to an outstanding Series of Notes of the District, if material:

- a. Unless described in subsection (A)(1)e., other material notices or determinations by the Internal Revenue Service with respect to the tax status of such Series of Notes and the related Series of Certificates or other material events affecting the tax status of such Series of Notes and the related Series of Certificates;
- b. Modifications to rights of owners and beneficial owners of the Series of Certificates which evidence and represent such Series of Notes;
- c. Optional, contingent or unscheduled bond calls;
- d. Release, substitution or sale of property securing repayment of such Series of Notes;
- e. Non-payment related defaults;
- f. The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms; or
- g. Appointment of a successor or additional Trustee or the change of name of a Trustee.

Whenever the District obtains knowledge of the occurrence of an event described in subsection (A)(2) of this Section, the District shall determine if such event would be material under applicable federal securities laws. The Authority and the Dissemination Agent shall have no responsibility for such determination and shall be entitled to conclusively rely upon the District's determination.

If the District learns of the occurrence of an event described in subsection (A)(1) of this Section, or determines that the occurrence of an event described in subsection (A)(2) of this Section would be material under applicable federal securities laws, the District shall within ten business days of occurrence, through the Dissemination Agent, file a notice of such occurrence with the Municipal Securities Rulemaking Board. The District shall promptly provide the Authority and the Dissemination Agent with a notice of such occurrence which the Dissemination Agent agrees to file with the Municipal Securities Rulemaking Board.

All documents provided to the Municipal Securities Rulemaking Board shall be provided in an electronic format, as prescribed by the Municipal Securities Rulemaking Board, and shall be accompanied by identifying information, as prescribed by the Municipal Securities Rulemaking Board.

(B) In the event of a failure of the District to comply with any provision of this Section, any owner or beneficial owner of the related Series of Certificates may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this Section. A default under this Section shall not be deemed an Event of Default under Section 14 hereof, and the sole remedy under this Section in the event of any failure of the District to comply with this Section shall be an action to compel performance.

(C) For the purposes of this Section, a “beneficial owner” shall mean any person which has the power, directly or indirectly, to make investment decisions concerning ownership of any Certificates of the Series which evidences and represents such Series of Notes (including persons holding Certificates through nominees, depositories or other intermediaries and any Credit Provider as a subrogee).

(D) The District’s obligations under this Section shall terminate upon the legal defeasance, prior redemption or payment in full of its Note. If such termination occurs prior to the final maturity of the related Series of Certificates, the District shall give notice of such termination in the same manner as for a listed event under subsection (A)(1) of this Section.

(E) The Dissemination Agent shall not be responsible in any manner for the content of any notice or report prepared by the District pursuant to this Section. In no event shall the Dissemination Agent be responsible for preparing any notice or report or for filing any notice or report which it has not received in a timely manner and in a format suitable for reporting. Nothing in this Section shall be deemed to prevent the District from disseminating any other information, using the means of dissemination set forth in this Section or any other means of communication, or including any other notice of occurrence of a listed event under subsection (A)(1) or (A)(2) of this Section (each, a “Listed Event”), in addition to that which is required by this Section. If the District chooses to include any information in any notice of occurrence of a Listed Event in addition to that which is specifically required by this Section, the District shall have no obligation under this Section to update such information or include it in any future notice of occurrence of a Listed Event.

(F) Notwithstanding any other provision of this Resolution, the District with the consent of the Dissemination Agent and notice to the Authority may amend this Section, and any provision of this Section may be waived, provided that the following conditions are satisfied:

(1) If the amendment or waiver relates to the provisions of subsection (A) of this Section, it may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature or status of an obligated person with respect to the applicable Series of Notes and the related Series of Certificates, or the type of business conducted;

(2) The undertaking, as amended or taking into account such waiver, would in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the original issuance of the applicable Series of Notes and the related Series of Certificates, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and

(3) The amendment or waiver does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the owners or beneficial owners of the related Certificates. In the event of any amendment or waiver of a provision of this Section, notice of such change shall be given in the same manner as for an event listed under subsection (A)(1) of this Section, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver; provided, however, the District shall be responsible for preparing such narrative explanation.

(G) The Dissemination Agent shall have only such duties as are specifically set forth in this Section. The Dissemination Agent shall not be liable for the exercise of any of its rights hereunder or for the performance of any of its obligations hereunder or for anything whatsoever hereunder, except only for its own willful misconduct or gross negligence. Absent gross negligence or willful misconduct, the Dissemination Agent shall not be liable for an error of judgment. No provision hereof shall require the Dissemination Agent to expend or risk its own funds or otherwise incur any financial or other liability or risk in the performance of any of its obligations hereunder, or in the exercise of any of its rights hereunder, if such funds or adequate indemnity against such risk or liability is not reasonably assured to it. The District hereby agrees to compensate the Dissemination Agent for its reasonable fees in connection with its services hereunder, but only from the District's share of the costs of issuance deposited in the Costs of Issuance Fund held and invested by the Trustee under the Trust Agreement.

(H) This section shall inure solely to the benefit of the District, the Dissemination Agent, the Underwriter, any Credit Provider and owners and beneficial owners from time to time of the Certificates, and shall create no rights in any other person or entity.

Section 19. Approval of Actions. The aforementioned officers of the County or the District, as applicable, are hereby authorized and directed to execute each Series of Notes and to cause the Trustee to authenticate and accept delivery of each Series of Notes pursuant to the terms and conditions of the applicable Certificate Purchase Agreement and Trust Agreement or the applicable Note Purchase Agreement and the Indenture, as applicable. All actions heretofore taken by the officers and agents of the County, the District or this Board with respect to the sale and issuance of the Notes and participation in the Program are hereby approved, confirmed and ratified and the officers and agents of the County and the officers of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions and execute any and all certificates, requisitions, agreements, notices, consents, and other documents, including tax certificates, letters of representations to the securities depository, investment contracts (or side letters or agreements thereto), other or additional municipal insurance policies or credit enhancements or credit agreements (including mutual insurance agreements) or insurance commitment letters, if any, and closing certificates, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of each Series of Notes, execution or issuance and delivery of the corresponding Series of Certificates or Series of Pool Bonds, as applicable, and investment of the proceeds thereof, in accordance with, and related transactions contemplated by, this Resolution. The officers of the District referred to above in Section 4 hereof, and the officers of the County referred to above in Section 9 hereof, are hereby designated as "Authorized District Representatives" under the Trust Agreement or the Indenture, as applicable.

In the event that any Series of Notes or a portion thereof is secured by a Credit Instrument, the Authorized Officer is hereby authorized and directed to provide the applicable Credit Provider with any and all information relating to the District as such Credit Provider may reasonably request.

Section 20. Proceedings Constitute Contract. The provisions of each Series of Notes and of this Resolution shall constitute a contract between the District and the registered owner of such Series of Notes, the registered owners of the Series of Certificates or Bonds to which such Series of Notes is assigned, and the corresponding Credit Provider(s), if any, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction, and shall be irrevocable.

Section 21. Limited Liability. Notwithstanding anything to the contrary contained herein or in any Series of Notes or in any other document mentioned herein or related to any Series of Notes or to any Series of Certificates or Series of Pool Bonds to which such Series of Notes may be assigned, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 hereof, and the County is not liable for payment of any Note or any other obligation of the District hereunder.

Section 22. Severability. In the event any provision of this Resolution shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 23. Submittal of Resolution to County. The Secretary or Clerk of the Board of the District is hereby directed to submit one certified copy each of this Resolution to the Clerk of the Board of Supervisors of the County, to the Treasurer of the County and to the County Superintendent of Schools.



SECRETARY'S CERTIFICATE

I, Anthony W. Knight, Ed.D., Secretary of the Governing Board of Oak Park Unified School District, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Governing Board of the Oak Park Unified School District duly and regularly held at the regular meeting place thereof on the ___ day of _____, 2015, of which meeting all of the members of said Governing Board had due notice and at which a majority thereof were present; and at said meeting said resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

An agenda of said meeting was posted at least 72 hours before said meeting at 5801 E. Conifer Street, Oak Park, California, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office; the foregoing resolution is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes; and said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect. The Maximum Amount of Borrowing specified in the foregoing resolution is \$10,000,000.

Dated: _____, 2015

Anthony W. Knight, Ed.D.
Secretary of the Governing Board
of Oak Park Unified School District

SECRETARY'S CERTIFICATE

I, Anthony W. Knight, Ed.D., Secretary of the Governing Board of Oak Park Unified School District, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Governing Board of the Oak Park Unified School District duly and regularly held at the regular meeting place thereof on the ___ day of _____, 2015, of which meeting all of the members of said Governing Board had due notice and at which a majority thereof were present; and at said meeting said resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

An agenda of said meeting was posted at least 72 hours before said meeting at 5801 E. Conifer Street, Oak Park, California, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office; the foregoing resolution is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes; and said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect. The Maximum Amount of Borrowing specified in the foregoing resolution is \$10,000,000.

Dated: _____, 2015

Anthony W. Knight, Ed.D.
Secretary of the Governing Board
of Oak Park Unified School District

SECRETARY'S CERTIFICATE

I, Anthony W. Knight, Ed.D., Secretary of the Governing Board of Oak Park Unified School District, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Governing Board of the Oak Park Unified School District duly and regularly held at the regular meeting place thereof on the ___ day of _____, 2015, of which meeting all of the members of said Governing Board had due notice and at which a majority thereof were present; and at said meeting said resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

An agenda of said meeting was posted at least 72 hours before said meeting at 5801 E. Conifer Street, Oak Park, California, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office; the foregoing resolution is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes; and said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect. The Maximum Amount of Borrowing specified in the foregoing resolution is \$10,000,000.

Dated: _____, 2015

Anthony W. Knight, Ed.D.
Secretary of the Governing Board
of Oak Park Unified School District

SECRETARY'S CERTIFICATE

I, Anthony W. Knight, Ed.D., Secretary of the Governing Board of Oak Park Unified School District, hereby certify as follows:

The foregoing is a full, true and correct copy of a resolution duly adopted at a regular meeting of the Governing Board of the Oak Park Unified School District duly and regularly held at the regular meeting place thereof on the ___ day of _____, 2015, of which meeting all of the members of said Governing Board had due notice and at which a majority thereof were present; and at said meeting said resolution was adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

An agenda of said meeting was posted at least 72 hours before said meeting at 5801 E. Conifer Street, Oak Park, California, a location freely accessible to members of the public, and a brief general description of said resolution appeared on said agenda.

I have carefully compared the same with the original minutes of said meeting on file and of record in my office; the foregoing resolution is a full, true and correct copy of the original resolution adopted at said meeting and entered in said minutes; and said resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect. The Maximum Amount of Borrowing specified in the foregoing resolution is \$10,000,000.

Dated: _____, 2015

Anthony W. Knight, Ed.D.
Secretary of the Governing Board
of Oak Park Unified School District

IN WITNESS WHEREOF, the governing board of the District has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the District and countersigned by the manual or facsimile signature of its duly authorized officer as of the date of authentication set forth below.

Oak Park Unified School District

By _____
Barbara Laifman
Title: Board President

[(SEAL)]

Countersigned

By _____
Anthony W. Knight, Ed.D.
Title: Superintendent

IN WITNESS WHEREOF, the governing board of the District has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the District and countersigned by the manual or facsimile signature of its duly authorized officer as of the date of authentication set forth below.

Oak Park Unified School District

By _____
Barbara Laifman
Title: Board President

[(SEAL)]

Countersigned

By _____
Anthony W. Knight, Ed.D.
Title: Superintendent

IN WITNESS WHEREOF, the governing board of the District has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the District and countersigned by the manual or facsimile signature of its duly authorized officer as of the date of authentication set forth below.

Oak Park Unified School District

By _____
Barbara Laifman
Title: Board President

[(SEAL)]

Countersigned

By _____
Anthony W. Knight, Ed.D.
Title: Superintendent

IN WITNESS WHEREOF, the governing board of the District has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the District and countersigned by the manual or facsimile signature of its duly authorized officer as of the date of authentication set forth below.

Oak Park Unified School District

By _____
Barbara Laifman
Title: Board President

[(SEAL)]

Countersigned

By _____
Anthony W. Knight, Ed.D.
Title: Superintendent

4.5 The following named persons are duly elected (or appointed), qualified and acting officers of the District presently holding the offices set forth opposite their respective names below and by execution hereof each certifies that the signatures of the other officers hereto are the genuine signatures of such officers (signatures of the officers executing the Note, the other Documents (as defined herein), Internal Revenue Service Form 8038-G and the Secretary's Certificate attached to the Resolution must appear below):

NAME	OFFICE	SIGNATURE
<u>Barbara Laifman</u>	<u>Board President</u>	_____
<u>Anthony W. Knight, Ed.D.</u>	<u>Superintendent/Board Secretary</u>	_____
_____	_____	_____
<u>Martin Klauss</u>	<u>Assistant Superintendent, Business and Administrative Services</u>	_____
_____	_____	_____
_____	_____	_____

4.5 The following named persons are duly elected (or appointed), qualified and acting officers of the District presently holding the offices set forth opposite their respective names below and by execution hereof each certifies that the signatures of the other officers hereto are the genuine signatures of such officers (signatures of the officers executing the Note, the other Documents (as defined herein), Internal Revenue Service Form 8038-G and the Secretary's Certificate attached to the Resolution must appear below):

NAME	OFFICE	SIGNATURE
<u>Barbara Laifman</u>	<u>Board President</u>	_____
<u>Anthony W. Knight, Ed.D.</u>	<u>Superintendent/Board Secretary</u>	_____
_____	_____	_____
<u>Martin Klauss</u>	<u>Assistant Superintendent, Business and Administrative Services</u>	_____
_____	_____	_____
_____	_____	_____

4.5 The following named persons are duly elected (or appointed), qualified and acting officers of the District presently holding the offices set forth opposite their respective names below and by execution hereof each certifies that the signatures of the other officers hereto are the genuine signatures of such officers (signatures of the officers executing the Note, the other Documents (as defined herein), Internal Revenue Service Form 8038-G and the Secretary's Certificate attached to the Resolution must appear below):

NAME	OFFICE	SIGNATURE
<u>Barbara Laifman</u>	<u>Board President</u>	_____
<u>Anthony W. Knight, Ed.D.</u>	<u>Superintendent/Board Secretary</u>	_____
_____	_____	_____
<u>Martin Klauss</u>	<u>Assistant Superintendent, Business and Administrative Services</u>	_____
_____	_____	_____
_____	_____	_____

4.5 The following named persons are duly elected (or appointed), qualified and acting officers of the District presently holding the offices set forth opposite their respective names below and by execution hereof each certifies that the signatures of the other officers hereto are the genuine signatures of such officers (signatures of the officers executing the Note, the other Documents (as defined herein), Internal Revenue Service Form 8038-G and the Secretary's Certificate attached to the Resolution must appear below):

NAME	OFFICE	SIGNATURE
<u>Barbara Laifman</u>	<u>Board President</u>	_____
<u>Anthony W. Knight, Ed.D.</u>	<u>Superintendent/Board Secretary</u>	_____
_____	_____	_____
<u>Martin Klauss</u>	<u>Assistant Superintendent, Business and Administrative Services</u>	_____
_____	_____	_____
_____	_____	_____

District: Oak Park Unified School District

Address: 5801 E. Conifer Street

Oak Park, CA 91377

County: Ventura

Executed and entered into on the Purchase Date set forth in Schedule I attached hereto and incorporated herein.

Oak Park Unified School District

By _____

Name: Martin Klauss

Title: Assistant Superintendent, Business and
Administrative Services

District: Oak Park Unified School District

Address: 5801 E. Conifer Street

Oak Park, CA 91377

County: Ventura

Executed and entered into on the Purchase Date set forth in Schedule I attached hereto and incorporated herein.

Oak Park Unified School District

By _____

Name: Martin Klauss

Title: Assistant Superintendent, Business and
Administrative Services

District: Oak Park Unified School District

Address: 5801 E. Conifer Street

Oak Park, CA 91377

County: Ventura

Executed and entered into on the Purchase Date set forth in Schedule I attached hereto and incorporated herein.

Oak Park Unified School District

By _____

Name: Martin Klauss

Title: Assistant Superintendent, Business and
Administrative Services

District: Oak Park Unified School District

Address: 5801 E. Conifer Street

Oak Park, CA 91377

County: Ventura

Executed and entered into on the Purchase Date set forth in Schedule I attached hereto and incorporated herein.

Oak Park Unified School District

By _____

Name: Martin Klauss

Title: Assistant Superintendent, Business and
Administrative Services

IN WITNESS WHEREOF, each of the Districts identified in Schedule I hereto has caused this Trust Agreement to be signed in its name by its duly authorized representative, and U.S. Bank National Association, as Trustee, to evidence its acceptance of the trust hereby created, has caused this Trust Agreement to be signed in the name of the Trustee by an authorized officer of the Trustee, all as of the day and year first above written.

U.S. BANK NATIONAL ASSOCIATION,
as Trustee

By: _____

Name:

Title:

Oak Park Unified School District

By: _____

Name: Martin Klauss

Title: Assistant Superintendent,
Business and Administrative
Services

IN WITNESS WHEREOF, each of the Districts identified in Schedule I hereto has caused this Trust Agreement to be signed in its name by its duly authorized representative, and U.S. Bank National Association, as Trustee, to evidence its acceptance of the trust hereby created, has caused this Trust Agreement to be signed in the name of the Trustee by an authorized officer of the Trustee, all as of the day and year first above written.

U.S. BANK NATIONAL ASSOCIATION,
as Trustee

By: _____

Name:

Title:

Oak Park Unified School District

By: _____

Name: Martin Klauss

Title: Assistant Superintendent,
Business and Administrative
Services

IN WITNESS WHEREOF, each of the Districts identified in Schedule I hereto has caused this Trust Agreement to be signed in its name by its duly authorized representative, and U.S. Bank National Association, as Trustee, to evidence its acceptance of the trust hereby created, has caused this Trust Agreement to be signed in the name of the Trustee by an authorized officer of the Trustee, all as of the day and year first above written.

U.S. BANK NATIONAL ASSOCIATION,
as Trustee

By: _____

Name:

Title:

Oak Park Unified School District

By: _____

Name: Martin Klauss

Title: Assistant Superintendent,
Business and Administrative
Services

IN WITNESS WHEREOF, each of the Districts identified in Schedule I hereto has caused this Trust Agreement to be signed in its name by its duly authorized representative, and U.S. Bank National Association, as Trustee, to evidence its acceptance of the trust hereby created, has caused this Trust Agreement to be signed in the name of the Trustee by an authorized officer of the Trustee, all as of the day and year first above written.

U.S. BANK NATIONAL ASSOCIATION,
as Trustee

By: _____

Name:

Title:

Oak Park Unified School District

By: _____

Name: Martin Klauss

Title: Assistant Superintendent,
Business and Administrative
Services

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.3.a. APPROVE STUDENT ACCEPTABLE USE POLICY

ACTION

ISSUE: Shall the Board approve an updated Student Acceptable Use Policy?

BACKGROUND: One of the major goals established by the District Technology Committee for the 2014-15 school year was the update of the District's current Student Acceptable Use Policy (AUP). Working on updating the AUP since its first meeting in September, the Committee finalized its recommendation for a new AUP at its meeting on February 25, 2015. As this agenda was going to press the proposed AUP was undergoing final review by the Ventura County Office of Education. Upon completion of that review, the proposed AUP will be sent to the Board and posted on the District's website with the Board's agenda.

ALTERNATIVES:

1. Approve the updated Student Acceptable Use Policy.
2. Do not approve the updated Student Acceptable Use Policy.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS OF THE BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.3.b. APPROVE NEW CLASSES FOR OAK PARK HIGH SCHOOL ACTION

ISSUE: Should Oak Park High School add three new classes to its course selections?

STATEMENT: Oak Park High School would like to add three new classes to its program. The classes are titled: Modern American Literature: Sports and Culture; IT Essentials: Cisco Academy; and Introduction to Engineering. Detailed course outlines for each new course are attached.

- ALTERNATIVES:**
1. Approve the addition of three new classes to the course offerings at Oak Park High School.
 2. Do not approve the addition of three new classes to the course offerings at Oak Park High School.

RECOMMENDATION: Alternative No. 1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Modern American Literature: Sports and Culture

Course Description:

English Senior Option: Modern American Literature: Sports and Culture is a one-semester course designed for students who have a desire to explore literature through settings and themes that relate to sports. Students will explore issues of race, gender, and the importance of sports in society as a catalyst for social change as well as an expression of personal aspirations and creativity. The course will focus on these objectives through various strategies, including reading, writing (both creative and research-based), projects, and presentations. The literature covered will be books of fiction (including Bernard Malamud's *The Natural*), non-fiction (Michael Lewis's *The Blindside*, and H.G. Bissinger's *Friday Night Lights*), poetry, and film (both documentaries, such as *Hoop Dreams*, and feature films, such as *42*). We will also be studying numerous pieces from three anthologies of sports writing. The course objectives are to build college readiness through various forms of writing, research, and continuing the critical study of multiple forms of literature, as well as building an appreciation for literature applicable to students' lives.

Course Objectives:

- Generate ideas, gain perspective, and think critically about various forms of literature (fiction, non-fiction, informational text, poetry, documentary, and film).
- Study a wide range of print and non-print texts to build an understanding of themselves and others; to acquire new information in order to deal with and relate to society and for personal fulfillment.
- Communicate effectively through spoken, written, and visual language for a variety of audiences and purposes.
- Analyze spoken, written, and visual language to evaluate the author's message.
- Gather, evaluate, and synthesize information from a variety of sources to create or communicate knowledge.
- Be able to discuss political bias in journalistic writing and documentaries.
- Understand the importance of race and gender and how they impact society.
- Evaluate a wide variety of fictional pieces and do close literary analysis.
- Present research using a classroom technology.

Texts and Materials

The Natural, Bernard Malamud

Friday Night Lights, H.G. Bissinger

The Blind Side, Michael Lewis

Wooden: A Lifetime of Observations and Reflections On and Off the Court, John

Wooden

Selections from the following collections:

The Life of Reilly, Rick Reilly

The Jim Murray Collection, Jim Murray

Sports Illustrated: 50 Years of Great Writing

Variety of poetry and short stories

42 (DVD)

A League of Their Own (DVD)

The Harder They Fall (DVD)

Hoop Dreams (DVD)

Step Into Liquid (DVD)

Dear and Yonder (DVD)

American Experience: *Roberto Clemente* (DVD)

30 for 30 Episodes: *Little Big Men; The Ghosts of Ole Miss; The Right to Play; Straight Outta L.A.*

IX for IX Episodes: *The 99ers; Let Them Wear Towels; Rowdy Ronda Rousey*

Units: Each unit will include daily readings, reading quizzes, an exam, and several pieces of writing.

Unit 1: An Introduction to Great Sports Writing

Essential Questions: What are the rhetorical and literary devices various writers employ to transmit their ideas? What essential qualities actually constitute great writing?

Selections from the following collections:

- *The Life of Reilly*, Rick Reilly
- *The Jim Murray Collection*, Jim Murray
- *Sports Illustrated: 50 Years of Great Writing*
- Students will read and analyze for style and content a selection of articles representing examples of sports writing over the years and evaluate the literary and rhetorical devices employed by various authors.
- Students will discuss the function of sports writing as a literary form.
- Students will analyze the various articles identifying common themes, archetypes, and literary devices.
- Students will write three of their own articles as a means of discovering their own voice. The first article will highlight an athlete on campus for the purpose of exploring writing as an act of empathy. The second article will be on a local sporting event employing hyperbole, analogy, metaphor, and descriptive language. The third article will be on a topic of their choosing based on a major issue in modern sports. This essay will focus on research and students will need a minimum of five outside sources and will be cited according to MLA format.

Unit 2: The Importance of Sports in American Society and Our Local Communities

Essential Questions: Why are athletics such an integral part of American society? How and why have youth and interscholastic athletics had such a huge impact on local communities?

- We will begin the unit by watching two 30 for 30 episodes: *Little Big Men* and *The Right to Play*. Students will write a compare and contrast essay discussing the importance youth sports play in small communities.
- Each class will begin with a selection from the variety of articles from the 3 anthologies based upon issues of race in American sports and culture, followed by a brief class discussion.
- Students will read the non-fiction book, *Friday Night Lights*, by H.G. Bissinger, focusing on content, style, and bias. Students will be assessed with daily reading quizzes and participation in Socratic Seminar discussing the racial, socio-economic, and educational issues involved with high school sports in small-town America.
- Students will view the award winning documentary, *Hoop Dreams*, and take Cornell style notes on the racial, socio-economic, and educational issues involved with high school sports in large inner-city neighborhoods.
- Students will write a personal narrative of the importance of sports in their lives. The focus will be on creating their own narrative voice in the process of relating their own experience to universal themes.
- Students will prepare and deliver their research and arguments in formal debate on the importance of interscholastic competition focusing on the racial, socio-economic, and educational issues involved with high school sports.

Unit 3: Race and Sports

Essential Questions: How are the racial issues of society both reflected in and influenced by racial issues in sports? How can writers and artists influence social change?

- We will begin the unit by watching two 30 for 30 episodes: *The Ghosts of Ole Miss* and *Straight Outta L.A.*. Students will write a compare and contrast essay discussing the racial divide between the African American and white communities in 1950s Mississippi and 1990s Los Angeles.
- Each class will begin with a selection from the variety of articles from the 3 anthologies based upon issues of race over the past 100 years in America, followed by a brief class discussion.
- American Experience: *Roberto Clemente*
- Students will read the non-fiction book, *The Blind Side*, with emphasis placed on research, synthesis of ideas, and political bias. Topics of discussion will include racial inequalities in public and private education, how sports can be a microcosm of society in general, and the process of writing as an agent of socio-political change. Daily reading quizzes will assess understanding.
- Students will view the feature film *42* (about Jackie Robinson's first year integrating major league baseball) and the American Experience documentary episode, *Roberto Clemente* (about the life of Puerto Rican humanitarian and baseball legend), and compare and contrast the obstacles faced by African American and Latino athletes in breaking down racial barriers.

- Students will choose 1 sport to research and write an original article about the integration of that particular sport. Research papers will be 1200-1600 words and will require a minimum of 10 sources following MLA format.

Unit 4: Gender and Sports

Essential questions: How have writers, artist, and legal reforms such as Title IX empowered female athletes and affected socio-cultural change? What are the common rhetorical and literary devices employed by feminist writers and filmmakers?

- We will begin the unit by watching the *IX for IX* documentary episodes: *The 99ers*; *Let Them Wear Towels*; and *Rowdy Ronda Rousey*. Students will write an opinion editorial on the importance of Title IX focusing on persuasive rhetoric devices.
- Students will view the documentary *Dear and Yonder* which chronicles the rise of women's surfing and take Cornell style notes.
- Each class will begin with a selection from the variety of articles from the 3 anthologies based upon issues gender in sports. Daily reading quizzes will assess understanding.
- Students will write an article highlighting one of the girls' sports on campus. The article must include at least two interviews.
- Students will do a multi-media presentation based upon research on the impacts Title IX has had on society and one specific female athlete who has had a tremendous impact on her sport.

Unit 5: Literary Study of Sports Literature

Essential question: Why do writers choose sports metaphors as powerful vehicles to explore human nature as well as greater social issues?

- Students will read the short story, "Baseball in April," by Gary Soto, and write about how the narrative voice conveys the author's purpose.
- Students will read the novel, *The Natural*, by Bernard Malamud. Students will be assessed with daily reading quizzes and participation in Socratic Seminar discussing the fantasy vs. reality aspects of the texts. Discussion will focus on the morality of the characters' motivations and the author's thematic statement on ethical behavior.
- Students will view *The Harder They Fall*, written by Bud Schulberg.
- Students will write an in-class essay in which they discuss the morality issues presented in *The Natural* and *The Harder They Fall* and relate them to the cheating, PED, concussion, and spousal abuse scandals in modern sports. Students may write this essay open note and open book with whatever research they have done.
- Students will analyze a variety of sports related poetry including A.E. Housman's "To an Athlete Dying Young," Ernest Thayer's "Casey at the Bat," and Macklemore's "Wings."
- Student will write, workshop, and present 3 pieces of original, sports-themed poems.

Unit 6: What Do Sports Mean to You?

Essential Questions: How have athletics motivated, impacted, inspired, and changed each of us on a personal level?

- Students will watch *Step Into Liquid* and discuss how one sport, surfing, can elicit so many personal and social perspectives.
- Students will read the book, *Wooden: A Lifetime of Observations and Reflections On and Off the Court*, John Wooden, *Court* and create, in writing, their own moral/ethical codes of conduct.
- Student will choose one pre-approved book to read and review connecting it to their own moral/ethical code of conduct.
- Students will write and present an argumentative research paper on a sports related topic of their own choosing. The research paper will be 1500-1800 words and will include at least 10 sources. The accompanying Powerpoint presentation will be between 5-7 minutes long and have a minimum of 10 slides.

Key Assignments:

- Written response/analysis of articles.
- Students will write their own articles as a means of discovering their own voice.
- Students will write a personal narrative of the importance of sports in their lives.
- Students will choose 1 sport to research and write an original article about the integration of that particular sport.
- Students will write an article highlighting one of the girls' sports on campus.
- Students will do a multi-media presentation on a female athlete who has had tremendous impact on her sport.
- Students will write and present 2 pieces of sports inspired poetry.
- Students will read *Wooden: A Lifetime of Observations and Reflections On and Off the Court* and create, in writing, their own moral/ethical codes of conduct.
- Students will choose one pre-approved book to read and review connecting it to their own moral/ethical code of conduct.
- Students will write and present a research paper on a sports related topic of their own choosing.

Assessment:

Students will be assessed in multiple ways including: project based assessments; in-class and take-home essays; reading quizzes; multiple choice exams at the end of each unit, which will include questions concerning analysis and application; presentations; and a comprehensive, cumulative final at the end of the course. Students' learning and comprehension will also be assessed based on feedback during discussions, classroom participation, and during smaller, informal presentations.

Instructional Methods and Strategies:

Various methods of instruction will be employed to assure a variety of learning opportunities for all learning styles. Methods and strategies will include, but are not limited to:

- Traditional lecture.
- Whole-class and small-group discussion.
- Differentiated instruction in response to different learning modalities and rates of understanding.
- Group and individual projects.
- Socratic Seminar.
- Guided research.
- Formal debates.
- Use of video and Powerpoint.
- Student-centered presentations supported by graphics and written work.
- Writer's workshop.
- Library research.
- Mini-lectures that target specific learning tasks, concepts, or textual concerns.



Course Title: IT Essentials- Cisco Academy
Grade Level(s): 9th or 10th grade, primarily 9th
Length/Credit: Two semesters – 5 Credits per Semester
Ventura Community College District Credits 3 per Semester (TBD)
Delivery Model: 50% online assignments, research, projects
50% computer lab assignments, research, projects
Prerequisite: None

OPUSD Moral Imperatives Goals Addressed, quoted from district documentation:
1e. STEM instruction will emphasize experiential learning at all grade levels.
Continue to offer Introductory & AP Computer Programming @ OPHS.

Course Description – short paragraph (for use in Course Advisement)

This course covers the fundamentals of computer hardware and software and advanced concepts such as security, networking, and the responsibilities of an IT professional. Students who complete this course will be able to describe the internal components of a computer, assemble a computer system, install an operating system, and troubleshoot using system tools and diagnostic software. Students will also be able to connect to the Internet and share resources in a networked environment. New topics in this version include mobile devices such as tablets and smartphones and client side virtualization. Expanded topics include the Microsoft Windows 7 operating system, security, networking, and troubleshooting.

Hands-on lab activities are an essential element of the course. The Virtual Laptop and Virtual Desktop are standalone tools designed to supplement classroom learning and provide an interactive "hands-on" experience in learning environments with limited physical equipment.

Cisco Packet Tracer activities are designed for use with Packet Tracer 5.3. The use of Packet Tracer will support alignment with the new CompTIA A+ certification objectives.

Curriculum Objectives

The primary objective of this course is to help students prepare for entry-level IT positions in a variety of working environments:

- Corporate or mobile environments with a high level of face-to-face client interaction. Job titles include enterprise technician, IT administrator, field service technician, and PC technician.
- Remote work environments with an emphasis on client interaction, client training, operating systems, and connectivity issues. Job titles include remote support technician, help desk technician, call center technician, IT specialist, and IT representative.
- Settings with limited customer interaction where hardware-related activities are emphasized. Job titles include depot technician and bench technician.

In addition, students gain confidence with the components of desktop and laptop computers by learning the proper procedures for hardware and software installations, upgrades, and troubleshooting.

By the end of the course, students will be able to complete the following objectives:

- Define information technology (IT) and describe the components of a personal computer.
- Describe how to protect people, equipment, and environments from accidents, damage, and contamination.

- Perform a step-by-step assembly of a desktop computer.
- Explain the purpose of preventive maintenance and identify the elements of the troubleshooting process.
- Install and navigate an operating system.
- Configure computers to connect to an existing network.
- Upgrade or replace components of a laptop based on customer needs.
- Describe the features and characteristics of mobile devices.
- Install and share a printer.
- Implement basic physical and software security principles.
- Apply good communications skills and professional behavior while working with customers.
- Perform preventive maintenance and advanced troubleshooting.
- Assess customer needs, analyze possible configurations, and provide solutions or recommendations for hardware, operating systems, networking, and security.

Course Outline

This course provides a comprehensive introduction to the IT industry and in-depth exposure to personal computers, hardware, and operating systems. Students learn how various hardware and software components work and best practices in maintenance, safety, and security. Through hands-on lab activities, students learn how to assemble and configure computers, install operating systems and software, and troubleshoot hardware and software issues

Chapter/Section	Goals/Objectives
Chapter 0: IT Essentials	Introduce Canvas and the Information Technology Industry.
0.0 Navigating the Course	Introduce Canvas navigation features.
0.1 Introduction to Information Technology	Introduce the chapter concepts.
0.2 IT Industry	Explain IT industry certifications and technician jobs.
Chapter 1: Introduction to the Personal Computer	Review the components of a basic personal computer system
1.1: Personal Computer Systems	Describe personal computer systems
1.2: Selecting Replacement Computer Components	Describe situations requiring replacement of computer components
1.3: Configurations for Specialized Computer Systems	Describe hardware configurations for task-specific computers
Chapter 2: Lab Procedures and Tool Use	Demonstrate safe lab procedures, proper tool use, and how to assemble a personal computer
2.1: Safe Lab Procedures	Explain the of safe working conditions and safe lab procedures
2.2: Proper Use of Tools	Identify tools and software used with personal

	computer components and their purposes
Chapter 3: Computer Assembly	Assemble a desktop computer from compatible components and upgrade a computer system to meet requirements
3.1: Computer Assembly	Build a computer

3.2: Boot the Computer	Boot the computer for the first time
3.3: Upgrading and Configuring a PC	Upgrade and configure components in a computer system to meet a customer's requirements
Chapter 4: Overview of Preventative Maintenance and Troubleshooting	Explain the purpose of and basic rules of preventive maintenance and the troubleshooting process
4.1: Preventive Maintenance	Describe the purpose and benefits of preventive maintenance for personal computers
4.2: Troubleshooting Process	Identify the steps of the troubleshooting process and perform basic PC troubleshooting
Chapter 5: Operating Systems	Install and use an operating system
5.1: Modern Operating Systems	Explain the purpose of an operating system
5.2: Operating System Installation	Perform an operating system installation
5.3: The Windows GUI and Control Panel	Explore common tools and applets of the Windows GUI
5.4: Client-Side Virtualization	Explain client-side virtualization
5.5: Common Preventive Maintenance Techniques for Operating Systems	Identify and apply common preventive maintenance techniques for operating systems
5.6: Basic OS Troubleshooting	Troubleshoot operating systems
Chapter 6: Networks	Introduce network principles, standards, and purposes
6.1: Principles of Networking	Explain the principles of networking
6.2: Identifying Networks	Describe types of networks
6.3: Basic Networking Concepts and Technologies	Describe basic networking concepts and technologies
6.4: Physical Components of a Network	Describe physical components of a network
6.5: Network Topologies	Describe network topologies
6.6: Ethernet Standards	Describe Ethernet standards
6.7: OSI and TCP/IP Data Models	Explain OSI and TCP/IP data models
6.8: Computer to Network Connection	Connect a computer to a wired network and a wireless network
6.9: Select an ISP Connection Type	Identify names, purposes, and characteristics of other technologies used to establish connectivity
6.10: Common Preventative Maintenance Techniques Used for Networks	Identify and apply common preventive
	maintenance techniques used for networks
6.11: Basic Troubleshooting Process for Networks	Troubleshoot networks
Chapter 7: Laptops	Review the components of a basic laptop
7.1: Laptop Components	Describe the purpose of laptop features

7.2: Laptop Display Components	Describe laptop display components
7.3: Laptop Power	Describe how to configure laptop power settings
7.4: Laptop Wireless Communication Technologies	Describe laptop wireless communication technologies
7.5: Laptop Hardware and Component Installation and Configuration	Describe the removal and installation of laptop components
7.6: Common Preventive Maintenance Techniques for Laptops	Identify common preventive maintenance techniques for laptops
7.7: Basic Troubleshooting for Laptops	Troubleshoot laptops
Chapter 8: Mobile Devices	Describe the many features and capabilities of mobile devices
8.1: Mobile Device Hardware Overview	Explain mobile device hardware
8.2: Mobile Device Operating Systems	Describe the features and characteristics of mobile operating systems
8.3: Network Connectivity and Email	Establish basic network connectivity and configure email
8.4: Methods for Securing Mobile Devices	Compare and contrast methods for securing mobile devices
8.5: Basic Troubleshooting for Mobile Devices	Troubleshoot mobile devices
Chapter 9: Printers	Install, use, and share a printer
9.1: Common Printer Features	Describe the features that are common to most printers
9.2: Types of Printers	Describe different types of printers
9.3: Installing and Configuring Printers	Install and configure a printer
9.4: Sharing Printers	Describe printer sharing procedures and share a printer
9.5: Preventive Maintenance Techniques for Printers	Describe preventive maintenance techniques for a printer
9.6: Basic Troubleshooting for Printers	Troubleshoot printers
Chapter 10: Security	Describe attacks that threaten the security of computer equipment and data, and how to mitigate those threats
10.1: Security Threats	Describe security threats
10.2: Security Procedures	Identify security procedures

10.3: Common Preventive Maintenance Techniques for Security	Identify common preventive maintenance techniques for security
10.4: Basic Troubleshooting Process for Security	Troubleshoot security
Chapter 11: The IT Professional	Describe the roles and responsibilities of the IT professional
11.1: Communication Skills and the IT Professional	Explain why good communication skills are a critical part of IT work

11.2: Ethical and Legal Issues in the IT Industry	Explain legal and ethical issues that arise in the IT industry and appropriate behaviors when faced with these issues
11.3: Call Center Technicians	Describe the call center environment and technician responsibilities
Chapter 12: Advanced Troubleshooting	Diagnose and resolve advanced hardware and software problems
12.1: Computer Components and Peripherals	Troubleshoot computer components and peripherals
12.2: Operating Systems	Troubleshoot operating systems
12.3: Networks	Troubleshoot networks
12.4: Laptops	Troubleshoot laptops
12.5: Printers	Troubleshoot printers
12.6: Security	Troubleshoot security

“a-g” Approval –
ITEssentials will be a “g” (general elective).

Course Materials:
Cisco Academy Materials
Instructor provided materials
Cisco Workbook (TBD)

Proposed Course Outline

- I. **Course Title**
Introduction to Engineering
- II. **Grade Level**
9th Grade
Length/Credit: One Year – 10 Credits
No Prerequisite
- III. **OPUSD Moral Imperatives Addressed**
 - 1a. Design and implement a successful transition to Common Core standards; explore NGSS.
 - 1b. Our emphasis on differentiated instruction shall continue so that all of our students experience a challenging learning environment through depth, complexity and novelty.
[Technology, performance tasks hands on instruction]
- IV. **Course Description**
This course is designed for the student interested in an engineering related field of study. The major focus of this course is to expose students to the design process, research and analysis, teamwork, various communication methods, engineering standards, and technical documentation. Through hands-on projects, students apply engineering standards while documenting their work in design. Students use industry standard 3D modeling software to help design solutions to solve proposed problems, document their work using an engineer’s notebook, and communicate solutions to peers and members of the professional community. The course assumes no previous knowledge, but students should be concurrently enrolled in mathematics and science courses. This course will be the first of a four-year commitment to the Oak Park High School engineering track.
- V. **Brief Course Outline**
 - A. First semester introduction to computer program inventor
 - B. Introduction to Engineering Practices
 - C. Second semester students begin applying engineering principles to work on multiple performance tasks
- VI. **Methods of Assessment**
Students will be assessed through labs, homework, quizzes, tests and projects.
- VII. **Materials/Textbook**
This course will use the materials from Project Lead the Way. One to one technology will be used within the classroom.
- VIII. **“a-g” Approval**
This course has already been preapproved as a “g” requirement and potentially for area “f” as well.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.4.a. APPROVE NEW CLASSIFIED SALARY RANGE FOR SUPPORT SERVICES COORDINATOR

ACTION

ISSUE: The board will receive information related to the approval of a new salary range for the classified position of Support Services Coordinator.

BACKGROUND: Over the years the position of Support Services Coordinator at the administrative support center has evolved to take on more responsibilities. Initially, the position was placed on the classified salary schedule at a Range 12. After consulting with the classified union and reviewing the current responsibilities of the job the board will be asked to approve this position at a Range 14. The job description for the position has previously been approved by the board and is attached for your information.

The budget implications for increasing the position from a Range 12 to a Range 14 are minimal. The estimated increase to the budget for the year is about \$3,000 and includes the benefits generated by the movement to a higher range on the salary schedule.

ALTERNATIVES:

1. Approve the move from Range 12 to Range 14.
2. Do not approve the move from Range 12 to Range 14.

RECOMMENDATION: The staff recommends 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

CLASS TITLE: SUPPORT SERVICES COORDINATOR

DEFINITION

Full time, 12 month position
SALARY: Range 14

Under direction of an assigned supervisor, perform receptionist duties, coordinate and monitor the Aseop Guest Teacher Calling System, perform a variety of clerical support duties related to intradistrict/interdistrict permits and assist the Human Resources office with general clerical support.

EXAMPLES OF DUTIES

Perform receptionist duties and provide information to visitors and callers regarding District policies, procedures, rules and regulations; order office supplies and materials; open, sort and route mail.

Monitor the Aseop Guest Teacher Calling System to identify issues/needs and assign guest teachers as necessary; maintain records and prepare monthly reports as required detailing substitute usage; coordinate with the Human Resources office to organize guest teacher orientations.

Utilize Escape and Zangle information systems to monitor and enter information related to assigned duties.

Prepare and process paperwork for new incoming and outgoing interdistrict permit students; support the District of Choice lottery procedures and placement of new students; process new intradistrict requests from resident students.

Perform general clerical duties including maintaining records and logs; type, duplicate and distribute a variety of materials and correspondence for other staff members as needed; operate office equipment such as telephone, computer, typewriter, copier and others; perform related duties as assigned.

Coordinate placement of Home Hospital Teachers.

EMPLOYMENT STANDARDS

Knowledge of: Proper operation of substitute calling system; record keeping techniques; telephone etiquette and courtesy; oral and written communication skills; Zangle and Escape information systems.

Ability to: Perform a variety of record-keeping duties in support of assigned functions; operate independently without direct supervision; speak clearly and distinctly to provide information over the phone; establish and maintain effective working relationships with others; operate a telephone answering system; type at an acceptable rate of speed; maintain routine records and logs; perform general clerical duties including typing, filing and duplicating.

Education and Experience: Any combination equivalent to graduation from high school, including or supplemented by courses in office practices, and a minimum of one year of general clerical experience.

WORKING CONDITIONS

District office environment; may be required to call substitutes from home during early morning hours in order to obtain adequate substitute coverage; subject to frequent interruptions, demanding timelines and contact with District employees and the public.

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.4.b. APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK TEACHERS ASSOCIATION
PUBLIC HEARING/ACTION

ISSUE: Should the Board receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2015-2016 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Teachers Association expires on June 30, 2016. As such, the only articles open to negotiations are Article 9 – Salaries and Compensation Regulations and Article 10 – Health and Welfare Benefits and two additional articles from each side. Each side is required to sunshine the articles that it proposes to open for discussion.

RATIONALE: A copy of the Oak Park Unified School District's initial proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

- ALTERNATIVES:**
1. Receive and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPTA.
 2. Receive, revise and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPTA.
 3. Do not adopt the District's initial proposal.

RECOMMENDATION: Approve 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
OFFICE OF HUMAN RESOURCES

To: Oak Park Teacher's Association and the Oak Park Unified Board of Education

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2015-2016 Negotiations

Date: March 17, 2015

The District proposes to discuss the following articles during the 2015-2016 negotiations with the Oak Park Teacher's Association.

Article 9 – Salaries and Compensation Regulations – The District proposes to discuss the issue of salaries based on a total compensation package that reflects the current state and district financial conditions.

Article 10 – Health and Welfare Benefits – The District proposes to discuss the current health benefits package as it relates to the recommendations from the Health Benefits Committee.

Article 11 - Work Year and Working Hours - The District proposes to discuss the issue of Buy Back Days based on the current calendar.

Cc:

Dr. Anthony Knight, Superintendent

Russ Peters, OPTA President

Tim Roesner, OPTA Negotiations Chair

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.4.c APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK CLASSIFIED ASSOCIATION
PUBLIC HEARING/ACTION

ISSUE: Should the Board receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2015-2016 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Classified Association expires on June 30, 2016. As such, the only articles open to negotiations are Article 11 – Salaries, Pay and Allowances and Article 12 – Health and Welfare Benefits and two additional articles from each side. Each side is required to sunshine the articles that it proposes to open for discussion.

RATIONALE: A copy of the Oak Park Unified School District's initial proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

ALTERNATIVES:

1. Receive and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPCA.
2. Receive, revise and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPCA.
3. Do not adopt the District's initial proposal.

RECOMMENDATION: Approve Alternative #1.

Respectfully submitted

Anthony W. Knight
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
OFFICE OF HUMAN RESOURCES

To: Oak Park Classified Association and the Oak Park Unified Board of Education

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2015-2016 Negotiations

Date: March 17, 2015

The District proposes to discuss the following articles during the 2015-2016 negotiations with the Oak Park Classified Association.

Article 11 – Salaries, Pay and Allowances– The District proposes to discuss the issue of salaries reflecting the current state and district financial conditions.

Article 12 – Health and Welfare Benefits – The District proposes to discuss the current health benefits package as it relates to the recommendations from the Health Benefits Committee.

Cc:

Dr. Anthony Knight, Superintendent
Virginia Standring, OPCA President
Toni Paulson, OPCA Vice President

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: B.5.a. REVIEW MORAL IMPERATIVES AND GOALS PROGRESS

ISSUE: Shall the Board of Education review the Moral Imperatives and Goals progress?

STATEMENT: The Board would like to review the progress of the District toward meeting goals of the Moral Imperatives and Goals for 2014-2015.

ALTERNATIVES: No action necessary

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	_____	_____	_____	_____

PROGRESS REPORT – GOALS 2014/15

- 1a. Common Core – All in force and moving right along. The use of the consultant, Pam Carter, to train teachers and inform parents has been a good investment.
- 1b. Differentiated Instruction – We are releasing teachers for the MCMS Demo Day coming up. Teachers continue to refine skills. Tri-County GATE meeting and demonstration at MCMS. Odyssey of the Mind, I21, etc. for enrichment.
- 1c. Elementary- Middle School Transitions – LESLIE- checking with principals
- 1d. Help Students Find Passions – Career Pathways grants and focus, STEAM, many projects and things for students to be interested in – expansion of music program. National School Clearing House is now operable and OPHS will begin to look at the data.
- 1e. STEM + - all of this is in action now in terms of expansion or exploration
- 1f. GATE – nicely active GATE DAC is engaging teachers and parents. More enrichment available this year than ever before – continuing to build.
- 1g. LESLIE – checking with principals
- 1h. Global Stewardship and Environmental Awareness – Well-organized EEAC events, expanded recycling, new solar project at OPHS will present opportunities, EEI being looked at by Debbie, Child Nutrition program more plant-based. Debbie Hammill is very good with all of this. Child Nutrition people and Debbie Hammill will be attending the Farm to School Conference in May. Position is proposed on the list for next year
- 1i. Music and Art – BIG growth, investment, and participation in secondary music programs, have not made progress on visual arts at elementary schools – they have programs but they are all different.
- 1j. Wellness and Balance – Huge improvements and focus on Child Nutrition program and wellness with the addition of Carole Ly. Presentations at major conferences on this – we are a leader in this area and making progress. Change in the calendar process presented an opportunity to talk to parents and staff about the stress issue. Board policy on homework, etc.
- 1k. Athletic Programs- Improvements at OPHS with Coach Kenny, coaches are attending trainings. More work needed with some coaches, however.
- 1l. Special Education – Susan and her team continue to work hard on this and there are many positive results. We have some highly challenging students and we are doing a good job at providing the appropriate interventions.
- 1m. Counseling Programs – Addition of MCMS counselor has been excellent. OPHS honor code has been developed – There is an emphasis on anti-bullying – video cameras are helping with this.
- 1n. Global Community – International Festival to be celebrated next week – Chinese Culture Night was huge, Working on Community Service Award/Recognition.
- 1o. Elementary Technology Standards – These have been presented and are going through the review process.
- 1p. Technology - many innovations and efforts in this area. TOSA has been very effective in getting technology used to enhance teaching and learning.
- 1q. Learning Environment – Expanding recognitions for students and parents to some degree, have not talked to Barry about the scholarship idea.

- 2a. Teacher Leaders – Teachers are well engaged in the committee process.
- 2b. Shared Decision Making – SSC model is well supported and functioning. PTO Council remains an important institution for discussion about various issues and innovations. LCAP model is inclusive.
- 2c. Administrators Working Together - Principals and all of the Leadership Team work well with each other and support each other. It was one of them that suggested we revive the summer retreat and the idea was well received.
- 2d. Professional Development – We have a great process going on related to Common Core and other areas. There is choice and quality for teachers and staff.
- 2e. Collective Bargaining Approach – We have a good relationship with our unions and this is something we all value.
- 2f. Engagement with Students – many of the administrators have projects working with students, gardens, play production etc.
- 2g. Marketing, Branding – the new motto has been a great way to bring attention to the moral imperatives. I believe that through working with the Acorn, Community Newsletter, and a variety of efforts, that the community is informed and engaged.
- 2h. Community Outreach – The committee has been doing a great job and is well organized. We are engaging the community in a variety of ways such as the Super Saturday event. I think we will be able to do the community read with *Wonder*.
- 2i. Embedding Moral Imperatives – I know that people are more widely aware of these and see them in practice. We point to them in our work quite often. I know that Debbie Hammill has certainly been doing this in her STEAM work and so has technology as examples.
- 2j. Paperless – Leadership meetings are now paperless and we are finding new ways to eliminate the paper trail.

- 3a. Safe and Clean Facilities- Starting the new Needs Committee as we wrap up Measure R. New partnership is being formed with Heal the Bay for the creeks. General appearance of the landscape is better with improvements and in spite of trying to cut back on irrigation to save water. We are poised to hire more custodians, grounds crew, and maintenance next year as the seeds have been planted. For example, OPTA is supportive of this idea.
- 3b. Efficiency – New solar project at OPHS, battery storage systems going in at OPHS and BES, EV chargers will be installed at OHES and ROES so all sites will have them this year.
- 3c. Employee Compensation – teachers are #1 in the county and we are hoping to ensure that classified and administrators are as well.
- 3d. Fiscal Responsibility – Resources are focused on the core mission. We will articulate the new budget and priorities as we develop them this spring and summer.
- 3e. Spending Plan – This will be done through the Needs Committee.
- 3f. Safe Learning Environment- camera systems are fully operational, campus supervisors are being effective and are visible at the schools. Security badge system is working well. We are changing our All-Call system and the new one will have an easier interface for text messaging. LED exterior lighting still in progress. Trying to

work with crossing guard company, law enforcement, and traffic department to continue to find ways to improve safety. Communication to parents and schools is plentiful and I believe it is properly focused.

3g. Disaster Prep. – We have improved many areas and are doing the major earthquake bracing project this year. Role of the Board still needs to be more clearly defined. This would be a good topic for CSBA workshop or even our local Ventura County VCSBA nights. Maybe one of you can suggest it.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.6.a. APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATON 0440 – DISTRICT TECHNOLOGY PLAN - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 0440 – District Technology Plan?

BACKGROUND: Board Policy 0440 contains updated information about the status of state and federal grant program requiring technology plans, provides for the district’s plan to cover a three-year period consistent with the California Department of Education (CDE) criteria, and adds language on ensuring the confidentiality of student and staff records. Regulation updated to reflect new criteria for technology plans adopted by CDE in November 2014 and option component on noninstructional uses of technology. Board Policy 0440 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 0440 – District Technology Plan.
 2. Do not amend Board Policy 0440 – District Technology Plan.
 3. Adopt a modified version of the amendment to Board Policy 0450 – District Technology 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 0440(a)

District Technology Plan

The Governing Board recognizes that technology resources can enhance student achievement by increasing student access to information, **supporting teacher effectiveness, and facilitating the administration of student assessments.** ~~developing their technological literacy skills, and providing instruction tailored to student needs.~~ Effective use of technology can also increase efficiency of the district's non-instructional operations and governance. ~~The Board is committed to the development and maintenance of a districtwide infrastructure and to providing staff professional development that will allow the implementation of existing and new technologies.~~

~~(cf. 4040 – Employee Use of Technology)
(cf. 4131 – Staff Development)
(cf. 4222 – Teacher Aides/Paraprofessionals)
(cf. 4231 – Staff Development)
(cf. 4331 – Staff Development)
(cf. 6163.4 – Student Use of Technology)~~

The Superintendent or designee shall develop, **for Board approval, a comprehensive three- to five year technology plan based on an assessment of current uses of technology in the district and identification of future needs. The Superintendent or designee may appoint an advisory committee consisting of a variety of staff and community stakeholders to assist with the development of the technology plan.**

~~(cf. 0400 – Comprehensive Plans)
(cf. 1220 – Citizen Advisory Committees)
(cf. 9140 – Board Representatives)~~

The plan shall be integrated into the district's vision and goals for student learning and shall contain research-based strategies and methods for the effective use of technology. When required for state or federal grant programs in which the district participates, the plan shall also address all components required for receipt of such grants.

~~(cf. 0000 – Vision)
(cf. 0200 – Goals for the School District)
(cf. 0460 – Local Control and Accountability Plan)
(cf. 6000 – Concepts and Roles)~~

The Superintendent or designee shall ensure that any use of technological resources in the district protects the private and confidential information of students and employees in accordance with law.

~~(cf. 4112.6/4212.6/4312.6) – Personnel Files)
(cf. 5125 – Student Records)~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0440(b)

which:

- ~~1. Focuses on the use of technology to improve student achievement and is aligned with the district's vision and goals for student learning, including student use and operation of technology~~
- ~~2. Contains clear goals for the use of technology based on an assessment of district needs~~
- ~~3. Addresses all components required for state or federal technology grant programs, administered by the California Department of Education, in which the district participates (Education Code 51871.5, 52295.35, 5 CCR 11974; 20 USC 6764; 47 CFR 54.508)~~
- ~~4. Addresses the use of technology to improve district governance, district and school site administration, support services, and communications~~

~~(cf. 0400 — Comprehensive Plans)~~

~~(cf. 1113 — District and School Web Sites)~~

~~(cf. 3580 — District Records)~~

Planning Team

~~The Superintendent or designee shall appoint a planning team to assist with the development of the technology plan. The recommendation of the committee shall be advisory only and shall not be binding on the Board. The plan shall be submitted to the Board for approval.~~

~~(cf. 1220 — Citizen Advisory Committees)~~

~~(cf. 9140 — Board Representatives)~~

Legal Reference:

BUSINESS AND PROFESSIONS CODE

22584-22585 Student Online Personal Information Protection Act

EDUCATION CODE

10550-10555 Telecommunications standards

11800 K-12 High Speed Network grant program

49060-49085 Student records

51006 Computer education and resources

51007 Programs to strengthen technological skills

51865 California distance learning policy

51870-51871.5 Educational technology planning

~~52270-52272 Education technology and professional development grants~~

~~52295.10-52295.55 Implementation of federal Enhancing Education Through Technology (EETT) grant program~~

60010 Instructional materials definitions

~~66940-66941 Distance learning~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 0000

Philosophy, Goals, Objectives & Comprehensive Plans

BP 0440(c)

PENAL CODE

502 Computer crimes, remedies

CODE OF REGULATIONS, TITLE 5

~~11971-11979.5 Enhancing Education Through Technology grants~~

UNITED STATES CODE, TITLE 20

6751-6777 Enhancing Education Through Technology Act, No Child Left Behind Act, Title II, Part D

UNITED STATES CODE, TITLE 47

254 Universal service discounts (E-rate)

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

Part 99 Family Educational Rights and Privacy

CODE OF FEDERAL REGULATIONS, TITLE 47

54.500-54.523 Universal service support for school, especially:

54.508 ~~Technology plan~~

Management Resources :

CDE PUBLICATIONS

California K-12 Educational Technology Plan Template, Criteria, and Guiding Questions, November 2014

Empowering Learning: A Blueprint for California Education Technology 2014-2017, April 2014

~~Education Technology Planning: A Guide for School Districts, 2001~~

FEDERAL COMMUNICATIONS COMMISSION PUBLICATIONS

E-rate Modernization Order, July 11, 2014

WEB SITES

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

California Department of Education, Education Technology Office: <http://www.cde.ca.gov/ls/et>

California Educational Technology Professional Association: <http://www.cetpa.net>

Computer-Using Educators: <http://www.cue.org>

Federal Communications Commission: <http://www.fcc.gov>

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

Technology Information Center for Administrative Leadership: <http://www.portical.org>

~~California Learning Resource Network: <http://www.clrn.org>~~

~~California Technology Assistance Project: <http://www.ctap.k12.ca.us>~~

~~International Society for Technology in Education: <http://www.iste.org>~~

~~Technical Support for Education Technology in Schools: <http://www.techsets.org>~~

Adopted: 12-04-01

Amended: 9-17-02, 2-19-08

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

SERIES 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0440(a)

District Technology Plan

~~The district's technology plan shall be developed by a planning team which may include, but is not limited to, the Superintendent, district curriculum and technology administrators, site administrators, teachers, library media teachers, classified staff, parents/guardians, students, community members, including members of the business community.~~

~~(cf. 1220—Citizen Advisory Committees)~~

~~(cf. 9140—Board Representatives)~~

~~The Superintendent or designee shall present the planning team with its specific duties and responsibilities and a timeline for completing its recommendations and for reporting to the Governing Board.~~

Plan Components

The district's technology plan shall address, at a minimum, ~~all of~~ the following components:

1. ***Background Information: A guide to the district's use of technology for the next three years, including:***
 - a. *Specific starting and ending dates of the plan*
 - b. *An overview of the district's location and demographics*
 - c. *A description of how stakeholders from the district and community were involved in the planning process*
 - d. *A description of the relevant research behind the strategies and/or methods in the plan and how the research supports the plan's curricular and professional development goals*
2. ***Curriculum: Clear goals and realistic strategies for using telecommunications and information technology to improve educational services, including:***
 - a. *A description of teachers' and students' current access to instructional technology and current use of digital tools, including district policies or practices to ensure equitable technology access for all students*
 - b. *Goals and an implementation plan, including annual activities, for:*
 - (1) *How technology will be used to improve teaching and learning, how these goals align with district curricular goals and other plans, how the district budget and local control and accountability plan support these goals, and whether future funding proposals or partnerships may be needed for successful implementation*

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

SERIES 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0440(b)

(2) How and when students will acquire the technology skills and information literacy skills needed for college and career readiness

(3) Internet safety and the appropriate and ethical use of technology in the classroom

~~_____ a. Teachers' and students' current access to technology tools both during the school day and outside of school hours~~

~~_____ b. The current use of hardware and software to support teaching and learning~~

~~_____ c. The district's curricular goals and academic content standards as presented in various district and school site comprehensive planning documents~~

~~(cf. 0000 – Vision)~~

~~(cf. 0200 – Goals for the School District)~~

~~(cf. 0400 – Comprehensive Plans)~~

~~(cf. 0460 – Local Control and Accountability Plan)~~

~~(cf. 5131 – Conduct)~~

~~(cf. 5131.2 – Bullying)~~

~~(cf. 6141 – Curriculum Development and Evaluation)~~

~~(cf. 6162.54 – Test Integrity/Test Preparation)~~

~~(cf. 6162.6 – Use of Copyrighted Materials)~~

~~(cf. 6163.4 – Student Use of Technology)~~

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

~~(cf. 6011 – Academic Standards)~~

~~d. A list of clear goals and a specific implementation plan to:~~

~~(1) Use technology to improve teaching and learning by supporting the district's curricular goals and academic standards~~

~~(2) Delineate how and when students will acquire technological and information literacy skills needed to succeed in the classroom and the workplace~~

~~(3) Ensure appropriate access for all students~~

~~(4) Use technology to make student record keeping and assessment more efficient and supportive of teachers' efforts to meet individual student academic needs~~

~~(5) Use technology to make teachers and administrators more accessible to parents/guardians~~

~~(cf. 6020 – Parent Involvement)~~

~~(cf. 6143 – Courses of Study)~~

~~_____ e. Benchmarks and a timeline for implementing planned strategies and activities~~

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

SERIES 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0440(c)

~~_____ f. The process that will be used to monitor whether the strategies and methodologies using technology are being implemented according to the benchmarks and timeline~~

3. Professional Development: ***A professional development strategy to ensure that staff understands how to use new technologies to improve education services, including:***

a. A summary of teachers' and administrators' current technology proficiency and integration skills and needs for professional development

~~***b. Clear Goals and a specific an implementation plan, including annual activities, for providing professional development opportunities based on the district needs assessment data and on the curriculum component of the technology plan goals, benchmarks, and timeline described in item #1 above***~~

~~***e. Benchmarks and a timeline for implementing planned strategies and activities***~~

~~_____ d. The process that will be used to monitor whether the professional development goals are being met and the planned professional development activities are being implemented according to the benchmarks and timeline~~

(cf. 4400 – Employee Use of Technology)

(cf. 4131 – Staff Development)

(cf. 4222 – Teacher Aides/Paraprofessionals)

(cf. 4231/4331 – Staff Development)

4. Infrastructure, Hardware, Technical Support, and Software ***and Asset Management: An assessment of the telecommunication services, hardware, software, asset management, and other services that will be needed to improve education services, including:***

a. A description of existing hardware, Internet access, electronic learning resources, technical support, and asset management in the district

b. A description of technology hardware, electronic learning resources, networking, and telecommunications infrastructure, physical plan modifications, and technical support, and asset management needed by district teachers, students, and administrators to support the activities in the curriculum and professional development components of the plan

(cf. 3100 – Budget)

(cf. 7000 – Facilities Master Plan)

~~a. The needed by teachers, students, and administrators to support the activities in items #1 and 2 above~~

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

SERIES 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0440(d)

~~b. The existing hardware, Internet access, electronic learning resources, infrastructure, and technical support currently in place in the district which could be used to support the components described in items #1 and 2 above~~

~~e. Benchmarks and a timeline for obtaining the hardware, infrastructure, electronic learning resources, and technical support required to support the other components of the plan~~

~~d. The process that will be used to monitor whether the goals and benchmarks are being reached within the specified time frame~~

4. Funding and budget

~~a. All costs and the current budget associated with implementing each component of the plan~~

~~b. Existing and potential funding sources~~

~~c. Options for reducing costs~~

~~d. Provision of ongoing technical support~~

~~f. The district's policy for replacing obsolete equipment~~

~~g. A process for monitoring progress and updating funding and budget decisions~~

5. Appropriate and ethical use of technology (Education Code 51871.5)

~~a. Appropriate and ethical use of information technology in the classroom~~

~~b. Internet safety~~

~~c. The manner in which to avoid committing plagiarism~~

~~d. The concept, purpose, and significance of a copyright so that students are equipped with the skills necessary to distinguish lawful from unlawful online downloading~~

~~e. The implications of illegal peer-to-peer network file sharing~~

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

SERIES 0000

Philosophy, Goals, Objectives & Comprehensive Plans

AR 0440(d)

(cf. 5131 – Conduct)

(cf. 6162.54 – Test Integrity/Test Preparation)

(cf. 6162.6 – Use of Copyrighted Materials)

(cf. 6163.4 – Student Use of Technology)

5. **Monitoring and Evaluation:** *An evaluation process that enables the school to monitor progress towards the specific goals and mid-course corrections in response to new developments and opportunities as they arise, including*

a. *The process for evaluating the plan’s overall progress and impact on teacher and learning*

b. ~~*A*~~*The schedule for evaluating the effect of plan implementation and a description of the process and frequency of communicating evaluation results to technology plan stakeholders on student learning using the goals and benchmarks for each component of the plan*

a. ~~A process for evaluating the impact of technology~~

~~———— b. A schedule for evaluating the effect of plan implementation on student achievement~~

~~———— c. How and when the results of the monitoring process and evaluation will be used~~

(cf. 0500 – Accountability)

6. **Noninstructional Uses of Technology:** *A description of how technology will be used to improve district governance, district and school site administration, support services, and communications.*

(cf. 1113 – District and School Web Sites)

(cf. 1114 – District-Sponsored Social Media)

(cf. 3580 – District Records)

7. **Cost:** *An estimate of the cost for each year of the plan and each of its major components*

Adopted: 12-04-01

Amended: 9-17-02, 7-07

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.6.b APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION 1250 – VISITORS/OUTSIDERS - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 1250 – Visitors/Outsiders?

BACKGROUND: Board Policy 1240 is being revised to delete material on options for volunteers working in a student activity program to obtain fingerprint clearance or an Activity Supervisor Clearance Certificate, as this issue is addressed in AR. Regulation updated to reflect law allowing principal to grant permission for a sex offender to volunteer at a school if all parents/guardians are notified at least 14 days in advance. Section on “Criminal Background Check” adds optional language for district to give volunteers working in a student activity program the discretion to choose whether to obtain fingerprint clearance or obtain an Activity Supervisor Clearance Certificate. Regulation also reflect new law (AB 1667) which requires volunteers instructing or supervising students to complete a tuberculosis risk assessment and provides that a tuberculin skin test only be necessary if risk factors are identified. Board Policy 1250 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 1250 – Visitors/Outsiders.
 2. Do not amend Board Policy 1250 – Visitors/Outsiders.
 3. Adopt a modified version of the amendment to Board Policy 1250 – Visitors/Outsiders.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1240(a)

Volunteer Assistance

The Governing Board **recognizes that volunteer assistance in school can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community.** **The Board** encourages parents/guardians and other members of the community to share their time, knowledge and abilities with students. ~~Volunteer assistance in schools enriches the educational program, enhances supervision of students and contributes to school safety while strengthening the schools' relationships with the community.~~ The Board also encourages **parents/guardians and other members of the community** members to **share their time, knowledge, and abilities with** ~~serve as mentors providing support and motivation to students.~~

(cf. 1000 - Concepts and Roles)

(cf. 1700 - Relations Between Private Industry and the Schools)

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 6020 - Parent Involvement)

(cf. 6171 - Title I Programs)

The Superintendent or designee shall develop and implement a plan for recruiting, screening and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors and/or make appropriate referrals to community organizations.

(cf. 1020 - Youth Services)

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

The Board prohibits harassment of an volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. (Government Code 12940)

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

~~The Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administration regulation for the types of duties they will perform.~~

As appropriate, the Superintendent or designee ~~Volunteers~~ shall be provided **volunteers** with information about school goals, programs and practices and shall receive an orientation ~~and~~ **or** other training related to their specific responsibilities ~~as appropriate.~~ Employees who supervise

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1240(b)

volunteers shall ensure that volunteers are assigned meaningful responsibilities that ~~capitalize on~~ **utilize** their skills and expertise and maximize their contribution to the educational program.

Volunteer ~~maintenance~~ work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, ~~do not significantly increase maintenance workloads and~~ comply with employee **negotiated agreements**.
~~commitments and contracts.~~

The Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications if any, required by law and administrative regulation for the types of duties they will perform.

~~Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)~~

Volunteers shall act in accordance with district policies, regulations and school rules. ~~At their discretion, employees who supervise volunteers may ask any volunteer who violates school rules to leave the campus. Employees also may confer with the principal or designee regarding any such volunteers.~~ The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

(cf. 3515.2 - Disruptions)

The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.

(cf. 1150 – Commendations and Awards)

The Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

(cf. 0500 – Accountability)

Legal Reference:

EDUCATION CODE

8482-8484.6 After School Education and Safety program

8484.7-8484.9 21st Century Community Learning Center program

35021 Volunteer aides

35021.1 Automated records check

35021.3 Registry of volunteers for before/after school programs

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1240(c)

44010 Sex offense; definition

44227.5 Classroom participation by college methodology faculty

44814-44815 Supervision of students during lunch and other nutrition periods

45125 Fingerprinting requirements

45125.01 Interagency agreements for criminal record information

45340-45349 Instructional aides

45360-45367 Teacher aides

48981 Parental notifications

49024 Activity Supervisor Clearance Certificate

49406 Examination for tuberculosis

GOVERNMENT CODE

3543.5 Prohibited interference with employees' rights

12940 Prohibited discrimination and harassment

HEALTH AND SAFETY CODE

1596.871 Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

1720.4 Public works; exclusion of volunteers from prevailing wage law

3352 Workers' compensation; definitions

3364.5 Authority to provide workers' compensation insurance for volunteers

PENAL CODE

290 Registration of sex offenders

290.4 Information re sex offenders

290.95 Disclosure by person required to register as sex offender

626.81 Sex offender; permission to volunteer at school

CODE OF REGULATIONS, TITLE 22

101170 Criminal record clearance

101216 Health screening, volunteers in child care centers

UNITED STATES CODE, TITLE 20

6319 Qualifications and duties of paraprofessionals, Title I programs

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Whisman Elementary School District, (1991) PERB Decision No. 868

ATTORNEY GENERAL OPINIONS

62 Ops. Cal. Atty. Gen. 325 (1979)

COURT DECISIONS

Whisman Elementary School District, 15 Public Employee Reporter for California, 22043

Management Resources:

NATIONAL PTA PUBLICATIONS

National Standards for Parent/Family Involvement Programs, 1997

Building Successful Partnerships: A Guide for Developing Parent and Family Involvement Programs, 2000

WEB SITES

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

California Department of Education, Parents/Family and Community; <http://www.cde.ca.gov/ls/pf>

California PTA: <http://www.capta.org>

California Department of Justice, Megan's Law mapping: <http://www.meganslaw.ca.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

National Coalition for Parent Involvement in Education: <http://www.nepie.org>

National PTA: <http://www.pta.org>

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 1000

Community Relations

BP 1240(d)

California Partners in Education: <http://www.capie.org>

U.S. Department of Education, Partnership for Family Involvement in Education: <http://pfie.ed.gov>

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

Adopted: 2-22-78

Amended: 1-8-91, 9-17-02, 10-21-03

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1240(a)

Volunteer Assistance Duties of Volunteers

The Superintendent or designee may assign volunteers to:

1. ~~Volunteers may~~ Assist certificated personnel in the performance of their duties, including the supervision of students, and in ***performan of*** instructional tasks which, in the judgment of the certificated personnel to ***which*** whom the ***volunteer instructional aide*** is assigned, may be performed by a person not licensed as a classroom teacher. ~~These duties shall not include assignment of grades to students.~~ (Education Code ***35021***, 45343, 45344, 45349)

(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 5148 – Child Care and Development)
(cf. 5148.2 – Before/After School Programs)

2. ***Serve as nonteaching aides under the immediate supervision and direction of certificated personnel to perform noninstructional work which assists certificated personnel in the performance of teaching and administrative responsibilities (Education Code 35021)***

3. ~~Volunteers may~~ Supervise students during lunch, ~~and/or~~ breakfast ***or other nutritional*** periods or may serve as non-teaching aides under the immediate supervision and direction of certificated personnel to perform non-instructional work which assists certificated personnel in the performance of teaching and administrative responsibilities. (Education Code 35021, ***45344*** 44814, 44815)

4. ~~Volunteers may~~ Work on short-term facilities projects pursuant to ***section below entitled “Volunteer Facilities Projects”*** Governing Board policy and administrative regulation.

5. ***Perform other duties in support of district or school operations as approved by the Superintendent or designee***

(cf. 6163.1 – Library Media Centers)

Qualifications of Volunteers ***Basic Skills Proficiency Requirement***

Volunteers ***who supervise or provide*** ~~providing supervision or instruction to~~ of students pursuant to Education Code 45349 shall ***submit*** give evidence of basic skills proficiency ***to the Superintendent or designee.*** (Education Code 45344.5, 45349)

(cf. 4212 - Appointment and Conditions of Employment)

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 1000

Community Relations

AR 1240(b)

Criminal Background Check

Prior to assuming a volunteer position working with students in a district-sponsored student activity program, a volunteer shall obtain fingerprint clearance through the Department of Justice and Federal Bureau of Investigation. At his/her discretion, the volunteer may choose to meet this required by obtaining an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing. Student activity programs including, but are not limited to, scholastic programs, interscholastic programs, and extra curricular activities sponsored by the district or a school booster club, such as cheer team, drill team, dance team, and marching band. (Education Code 49024)

(cf. 4112.5, 4212.5/4312.5 – Criminal Background Check)

(cf. 4127/4227/4327 – Temporary Athletic Team Coaches)

(cf. 6145 – Extracurricular and Cocurricular Activities)

The Superintendent or designee shall determine which volunteer positions in the district are subject to the above requirement.

The criminal background check requirement shall not apply to volunteer supervisors for breakfast, lunch, or other nutritional periods or to volunteer nonteaching aides under the immediate supervision and direction of certificated personnel pursuant to Education Code 35021, including parents/guardians volunteering in a classroom or on a field trip or community members providing noninstructional services. (Education Code 49024)

The Superintendent or designee may require all volunteers to disclose whether they are a registered sex offender and/or to provide the district with sufficient information in order to allow verification of this status on the Department of Justice's Megan Law's web site.

The principal may grant a registered sex offender, who is not the parent/guardian of a student at the school, permission to come into a school building or upon school grounds to volunteer at the school. At least 14 days prior to the first day for which permission has been granted, the principal or designee shall notify the parent/guardian of each student at the school, using one of the methods specified in Education Code 48981, that a person who is required to register as a sex offender pursuant to Penal Code 290 has been granted permission to come into a school building or upon school grounds, the date(s) and times for which permission has been granted, and the parent/guardian's right to obtain information regarding the person from a designated law enforcement agency. (Penal Code 626.81)

(cf. 5145.6 – Parental Notifications)

However, no person who is required to register as a sex offender pursuant to Penal Code 290

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 1000

Community Relations

AR 1240(c)

shall be assigned as a volunteer to assist certificated personnel in the performance of their duties; supervise students during lunch, breakfast, or other nutritional period; or serve as a nonteaching aide to perform noninstructional tasks. In addition, a person who is required to register as a sex offender because of a conviction for a crime where the victim was a minor under age 16 shall not serve as a volunteer in any capacity in which he/she would be working directly and in an unaccompanied setting with minors on more than an incidental and occasional basis or have supervision or disciplinary power over minors. (Education Code 35021, 45349; Penal Code 290.95)

(cf. 3515.5 – Sex Offender Notification)

~~A person who is required to register as a sex offender pursuant to Penal Code 290 shall not serve as a volunteer instructional aide or as a volunteer non-teaching aide under the direct supervision of a certificated employee. (Education Code 35021)~~

~~The Superintendent or designee shall verify by reasonable means that persons serving as volunteer instructional aides and non-teaching volunteer aides are not required to register as a sex offender pursuant to Penal Code 290. Districts may verify a volunteer's status as a registered sex offender by checking the Department of Justice's Megan's Law internet website.~~

~~No volunteer shall be assigned to provide supervision or instruction of students unless he/she has submitted evidence of an examination within the past 60 days to determine that he/she is free of active tuberculosis. Volunteers who skin test negative shall thereafter be required to take a tuberculosis test every four years in accordance with Education Code 49406. (Education Code 45106, 45347, 45349, 49406)~~

Tuberculosis Assessment/Evaluation

Upon initial volunteer assignment, a volunteer shall have on file with the school a certificate showing that he/she has submitted to a tuberculosis risk assessment and, if tuberculosis risk factors were identified, was examined and found to be free of infectious tuberculosis. (Education Code 49406)

The Superintendent or designee may exempt from tuberculosis testing requirements those volunteers who serve less than a school year and whose functions do not require frequent or prolonged contact with students. (Education Code 49406)

Volunteer Facilities Projects

All volunteer facilities projects shall have approximate start and completion dates and ~~must~~

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1240(d)

shall be approved *in advance* by the *Superintendent or designee if they involving the following types of work:* ~~principal in advance.~~

~~Projects approved by the principal shall also be approved in advance by the Superintendent or designee if they involve the following types of work:~~

1. Alterations, additions or repairs to buildings and grounds
2. Construction involving wall or roof penetration, drilling or nailing
3. Structural modifications
4. Electrical, electronic, plumbing, or heating and cooling work
5. Painting
6. Installation of carpet, ~~7. Installation of playground equipment and benches, 8. Installation of sprinkler systems, 10. Installation of marquees and or signs~~
7. Paving
8. Tree planting, pruning or removal

The Superintendent or designee shall ensure that volunteers possess the appropriate license and/or have sufficient expertise appropriate to the project. He/she shall also ensure that such projects comply with building and safety codes and other applicable laws and collective bargaining agreements. The district shall provide on-site assistance and supervision for such projects as necessary. ~~Projects shall be inspected upon completion to ensure that the work was done satisfactorily.~~

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

(cf. ~~7111 - Evaluating Existing Buildings~~)

(cf. 7140 - Architectural and Engineering Services)

Adopted: 9-17-02

Amended: 3-05, 2-15

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

**SUBJECT: B.6.c. APPROVE AMENDMENT TO BOARD POLICY AND
ADMINSTRATIVE REGULATION 3100 – BUDGET – FIRST
READING**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3100 – Budget?

BACKGROUND: Board Policy 3100 is be updated to reflect new law (AB 2585) which eliminates the option to develop the district budget using the “dual budget” process and to include material formerly in AR which addresses board responsibilities related to budget adoption and review. Section on “Budget Criteria and Standards” updated to reflect new Title 5 Regulations (Register 2015, No. 2) which address the calculation of “increased and improved services” for LCFF expenditures and to reflect new law (SB 858) which limits the maximum amount of funds that may be held in district reserves and ending balances under certain conditions. Regulation updated to reflect new law (AB 2585) which eliminates the option to develop the district budget using the “dual budget” process, specifies information that must be provided for the public hearing if the budget proposes to have an ending fund balance in excess of the minimum recommended reserve, and requires submission of information to the county superintendent regarding any ending fund balance in excess of the minimum recommended reserve. Board 3100 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy 3100 – Budget.
 2. Do not amend Board Policy 3100 – Budget.
 3. Adopt a modified version of the amendment to Board Policy 3100 – Budget.

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 3100(a)

Budget

The Governing Board recognizes its critical responsibility for adopting a sound budget for each fiscal year which is aligned with the district's vision, goals, priorities, **local control and accountability plan (LCAP)**, and comprehensive plans. The district budget shall guide administrative decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)

(cf. 0200 – Goals for the School District)

(cf. 0400 – Comprehensive Plans)

(cf. 0460 – Local Control and Accountability Plan)

(cf. 3000 – Concepts and Roles)

(cf. 3300 – Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the following fiscal year, together with a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

~~The Board shall adopt the budget only after a local control and accountability plan (LCAP) developed pursuant to Education Code 52060-52077 or an annual update to the LCAP is in place for the current year. Expenditures necessary to implement the LCAP or the annual update during the subsequent fiscal year shall be included in the budget. (Education Code 42127)~~

~~*(cf. 0460 – Local Control and Accountability Plan)*~~

Budget Development and Adoption Process

~~The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year. (Education Code 42127)~~

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(b)

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff at all levels in the development of budget projections.

The Board ~~encourages public input in the budget development process~~ and shall hold a public hearing on the proposed budget in accordance with Education Code 42103 and 42127.

(cf. 9320 – Meetings and Notices)
(cf. 9322 – Agenda/Meeting Materials)
(cf. 9323 – Meeting Conduct)

The Board shall adopt the district budget on or before July 1 of each year. (Education Code 42127)

At a public meeting held on a date after the public hearing on the budget, the Board shall adopt the budget following its adoption of the LCAP or an annual update to the LCAP at the same meeting. The budget shall include the expenditures necessary to implement the LCAP or the annual update to the LCAP. (Education Code 42127)

The budget that is formally adopted by the Board shall ***adhere to the state’s Standardized Account Code Structure as be in the format*** prescribed by the Superintendent of Public Instruction. ~~The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.~~
(Education Code 42126, 42127)

The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

No later than five days after the Board adopts the district budget or by July 1, whichever occurs first, the Board shall file with the County Superintendent of School the adopted district budget and supporting data. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)

If the County Superintendent disapproves or conditionally approves the district’s budget, the Board shall review and respond to his/her recommendation at a public meeting on or before September 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)

Budget Advisory Committee

The Superintendent or designee may appoint a budget advisory committee composed of staff,

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(c)

Board representatives, and/or members of the community.

The committee shall ~~submit~~ ~~develop~~ recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board ~~or the Superintendent or designee.~~

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 – Representative and Deliberative Groups)

(cf. 3350 – Travel Expenses)

(cf. 9130 – Board Committees)

(cf. 9140 – Board Representatives)

Budget Criteria and Standards

The Superintendent or designee shall develop a district budget in accordance with *state* criteria and standards ***specified in 5 CCR 15440-15450 as they relate to projections of average daily attendance (ADA), enrollment, ratio of ADA to enrollment, local control funding formula revenue, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, unrestricted general fund balance, and reserves. In addition, he/she shall provide the supplemental information specified 5 CCR 15451 which addresses the methodology and budget assumptions used, contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, status of collective bargaining agreements, the LCAP, and LCAP expenditures.*** ~~adopted by the State Board of Education (SBE).~~ (Education Code 33127, 33128, 33128.3, 33129, ***42127.01***; 5 CCR 15440-15451)

The district budget shall provide for increasing or improving services for unduplicated students at least in proportion to the increase in funds apportioned on the basis of the number and concentration of unduplicated students. Unduplicated students are students who are eligible for free or reduced price meals, English learners, and/or foster youth. (Education Code 42238.07; 5 CCR 15496)

~~The budget shall provide that funding received through state supplemental and concentration grants pursuant to Education Code 42238.02 and 42238.03 shall be used in accordance with regulations adopted by the SBE for schoolwide or districtwide purposes to increase or improve services for students who are English learners, eligible for free or reduced price meals, and/or foster youth at least in proportion to the increase to the district's revenue generated from such funds. (Education Code 42238.07)~~

(cf. 3553 – Free and Reduced Price Meals)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(d)

(cf. 6173.1 – Education for Foster Youth)

(cf. 6174 – Education for English Language Learners)

The Board may establish other budget assumptions or parameters, which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 2210 - Administrative Discretion Regarding Board Policy)

(cf. 3110 – Transfer of Funds)

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54 as follows:

1. Nonspendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.
2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.
3. Committed fund balance includes amounts constrained to specific purposes by the Board.

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period ~~of~~ (June 30), although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

4. Assigned fund balance includes amounts which ***are intended*** ~~the Board or its designee~~ ***intends to use*** for a specific purpose ***but do not meet the criteria to be classified as restricted or committed.***

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent ~~or designee~~ and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements. ***The Superintendent may further delegate the authority to assign funds at his/her discretion.***

5. Unassigned fund balance includes amounts that are available for any purpose.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(e)

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the assigned fund balance, and lastly from the unassigned fund balance.

~~To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, the Board intends to maintain an unassigned fund balance, which includes a reserve for economic uncertainties.~~

If the **assigned and** unassigned fund balance falls below the **level set by the Board** ~~legal limit~~ due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 – Collective Bargaining Agreement)

(cf. 4143/4243 – Negotiations/Consultation)

(cf. 4154/4254/4354 – Health and Welfare Benefits)

(cf. 7210 – Facilities Financing)

(cf. 9250 – Remuneration, Reimbursement and Other Benefits)

Budget Amendments

No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which occur as a result of the funding made available by the Budget Act. (Education Code 42127)

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the ~~previous~~ **prior** year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval as necessary when ~~the state budget is adopted~~, collective bargaining agreements are accepted, district income declines,

increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools
33127-33131 Standards and criteria for local budgets and expenditures
~~35035 Powers and duties of superintendent~~
~~35161 Powers and duties, generally, of governing boards~~
42103 Public hearing on proposed budget; requirements for content of proposed budget
42122-42129 Budget requirements
42130-42134 Financial certifications
42140-42141 Disclosure of fiscal obligations
42238-42251 Apportionments to districts, especially:
42238.01-42238.07 Local control funding formula
42602 Use of unbudgeted funds
~~42605 Tier 3 categorical flexibility~~
~~42610 Appropriation of excess funds and limitation thereon~~
~~44518-44519.2 Chief business officer training program~~
45253 Annual budget of personnel commission
45254 First year budget of personnel commission
52060-52077 Local control and accountability plan

GOVERNMENT CODE

7900-7914 Expenditure limitations

CODE OF REGULATIONS, TITLE 5

15060 Standardized account code structure
15440-15452 Criteria and standards for school district budgets
15494-15496 Local control funding formula, expenditures

Management Resources:

CDE PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

Statement 34, Basic Financial Statements and Management's Discussion and Analysis – For State and Local Governments, June 1999

CSBA PUBLICATIONS

~~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~~

~~School Finance CD-ROM 2005~~

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Department of Education, Finance and Grants: <http://www.dec.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 3000

Business and Non-Instructional Operations

BP 3100(f)

Government Finance Officers Association: <http://www.gfoa.org>
Governmental Accounting Standards Board: <http://www.gasb.org>
~~Legislative Analysts' Office: <http://www.lao.ca.gov>~~
School Services of California: <http://www.sscal.com>

Adopted: 7-23-80

Amended: 5-1-89, 10-19-83, 6-4-02, 9-17-02, 12-16-03, 3-22-05, 3-17-09, 4-20-10, 4-17-12,
2-20-14

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3100(a)

Budget

Budget Advisory Committee

Membership of the district's budget advisory committee may include representatives of each of the following groups:

1. Governing Board members, provided that less than a majority of the Board serves on the committee

(cf. 9140 – Board Representatives)

2. District and school site administrators

3. Representatives of bargaining units

4. Certificated and/or classified staff

5. Parents/guardians

6. Representatives of the business community and/or other community members

7. Students

(cf. 1220 – Citizen Advisory Committees)

(cf. 2230 – Representative and Deliberative Groups)

(cf. 9130 – Board Committees)

The Committee's duties may include, but not necessarily be limited to:

1. Making recommendations regarding budget priorities

2. Recommending cost reduction strategies, such as identifying services that may be reduced, made more efficient, or discontinued

3. Reviewing the clarity and effectiveness of budget documents and communications

4. Presenting progress reports on the committee's work and a final report of recommendations to the Superintendent or designee and to the Board

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3100(b)

The specific duties of the committee shall be clearly defined and presented to each member in writing, along with any background information necessary for the successful completion of the committee's charges, the timelines for reporting the committee's progress, and timelines for completion of each task.

Initial Budget Adoption

~~On or before July 1 of each year, the Board shall adopt a budget which adheres to the state's standardized account code structure (SACS) as prescribed by the Superintendent of Public Instruction (SPI). (Education Code 42126, 42127)~~

Public Hearing

~~Before adopting the district budget for the subsequent fiscal year, the Board shall hold a public hearing. An **The** agenda for this **the public** hearing **on the district budget** shall be posted at least 72 hours before the hearing and shall indicate the location where the budget may be inspected. The proposed budget shall be available for public inspection at least three working days before this hearing. This hearing shall be held at the same meeting as the public hearing to solicit public input on the local control and accountability plan (LCAP) or the annual update to the LCAP. (Education Code 42103, 42127, 52062)~~

(cf. 0460 – Local Control and Accountability Plan)

(cf. 9320 - Meetings and Notices)

(cf. 9322 – Agenda/Meeting Materials)

The Superintendent or designee shall notify the County Superintendent of Schools of the location, dates, and times at which the proposed budget may be inspected, as well as the location, date, and time of the public hearing, in sufficient time for the County Superintendent to publish such information in a newspaper of general circulation at least ten (10) days but not more than 45 days before the hearing as required by Education Code 42103.

Whenever the proposed district budget includes a combined assigned and unassigned ending fund balance that exceeds the minimum recommended reserve for economic uncertainties adopted by the State Board of Education, the district shall provide, for each fiscal year included in the budget, the following information for public review and discussion at the public hearing. (Education Code 42127; 5 CCR 15450)

1. The minimum recommended reserve for economic uncertainties

2. The combined assigned and unassigned ending fund balances that are in excess of the

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3100(c)

minimum recommended reserve

3. A statement of reasons substantiating the need for the combined assigned and unassigned ending balances that are in excess of the minimum recommended reserve

During the hearing, any district resident may speak to the proposed budget or any item in the budget. The hearing may conclude when all residents who ~~so desire~~ have ***requested to be heard*** ~~have~~ had the opportunity to ~~be heard~~ have had the opportunity to speak. (Education Code 42103)

(cf. 9323 - Meeting Conduct)

~~After the public hearing, at a public meeting held on a different date, the Board shall adopt the district budget following adoption of the LCAP at the same meeting. The budget shall not be adopted if an approved LCAP or annual update to the LCAP is not in effect for the budget year. (Education Code 52062)~~

~~The Superintendent or designee shall file the adopted budget with the County Superintendent of schools no later than five (5) days after adoption or by July 1, whichever occurs first. The budget and supporting data shall be maintained and made available for public review. (Education Code 42127)~~

~~*(cf. 1340 - Access to District Records)*~~

Revised Budget

~~No later than 45 days after the Governor signs the annual Budget Act, the Superintendent or designee shall make available for public review any revisions in budgeted revenues and expenditures which are consequently necessary. (Education Code 42127)~~

~~If the County Superintendent disapproves the district's budget, the Board shall review and respond to his/her recommendations at a public meeting on or before September 8. The response shall include any revisions to the adopted budget and any other proposed actions to be taken as a result of those recommendations. (Education Code 42127)~~

Budget Review Committee for Disapproved Budgets

If the district's budget is disapproved by the County Superintendent for any reason other than his/her disapproval of the district's local control and accountability plan (LCAP) or annual update to the LCAP, the budget shall be reviewed by a budget review committee, unless the

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 3000

Business and Non-Instructional Operations

AR 3100(d)

Board and County Superintendent agree to waive the requirement and the California Department of Education accepts the waiver. (Education Code 42127)

This committee shall consist of either: (Education Code 42127.1, 42127.2)

1. Three persons selected by the Board from a list of candidates provided by the Superintendent of Public Instruction (SPI), who shall be selected within five working days after receiving the list of candidates

2. A regional review committee convened by the County Superintendent with the approval of the Board

If the budget review committee recommends disapproval of the district budget, the Board may submit a response to the SPI no later than five working days after receipt of the committee's report. The response may include any revisions to the adopted final budget and any other proposed actions to be taken as a result of the committee's recommendations. (Education Code 42127.3)

Until the district receives approval of its budget, it shall continue to operate either on the basis of the prior year's budget or on the basis of the current year's unapproved budget as adopted and revised by the Board, whichever budget contains a lower total spending authority. (Education Code 42127.4)

Adopted: 3-17-02

Amended: 9-17-02, 11-04, 11-05, 11-08, 11-13

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

SUBJECT: B.6.d. APPROVE AMENDMENT OF BOARD POLICY AND ADMINISTRATIVE REGULATION 5125 – STUDENT RECORDS – FIRST READING

ISSUE: Should the Board of Education approve amendment of Board Policy 5125 – Student Records?

BACKGROUND: Board Policy 5125 is a mandated policy that is being updated to reflect new law (AB 1442) which requires district to notify students and parents/guardians and provide an opportunity for public input before adopting a program to gather or maintain safety-related information from students’ social media activity. Policy also reflects new law (SB 1177) which, effective January 1, 2016, will prohibit an online/mobile operator from selling or disclosing student information or using student information to target advertising or amass a profile about a student. Policy reflects new law (AB 1584) which mandates districts entering into a contract with a third part for the digital storage, management, and retrieval of students records to adopt policy allowing such contracts. Mandated regulation reflects new law (AB 2160) which requires district to submit the grade point average of all 12th-graders to the Cal Grant program unless a student opts out, and new law (AB 1068, 2013) which authorizes the disclosure of records to students age 14 years and older who are homeless and unaccompanied minors, persons who complete a caregiver’s authorization affidavit, and caseworkers or other agency representatives legally responsible for the care and protection of a student. New section added to reflect requirement of new law (AB 1442) for districts that choose to adopt a program to gather or maintain information from students’ social media activity related to school or student safety. Board Policy 5125 is being submitted with recommended changes from CSBA.

- ALTERNATIVES:**
1. Approve the amendment of Board Policy 5125 – Student Records.
 2. Do not approve the amendment Board Policy 5125 – Student Records.

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 5125(a)

Student Records

The Governing Board recognizes the importance of keeping accurate, comprehensive student records as required by law. The Superintendent or designee shall ensure that the district's administrative regulation and school site procedures for maintaining the confidentiality of student records are consistent with state and federal law.

The Superintendent or designee shall establish regulations governing the identification, description, and security of student records. ~~as well as timely access for authorized persons.~~ These regulations shall ensure **rights of authorized persons to have timely access to access student records and shall protect students and their families** ~~parental rights to review, inspect and copy student records and shall protect the student and the student's family~~ from invasion of privacy.

(cf. 3580 - District Records)

(cf. 4040 - Employee Use of Technology)

(cf. 5125.1 - Release of Directory Information)

~~*(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)*~~

(cf. 5125.3 - Challenging Student Records)

The Superintendent or designee shall designate a certificated employee to serve as custodian of records with responsibility for student records at the district level. At each school, the principal or a certificated designee shall **designated** ~~act~~ as custodian of records for students enrolled at that school. The custodian of records shall be responsible for implementing Board policy and administrative regulation regarding student records. (5 CCR 431)

Contract for Digital Storage, Management, and Retrieval of Student Records

The Superintendent or designee may enter into a contract with a third party for the digital storage, management, and retrieval of student records and/or to authorize a third party provider of digital software to access, store, and use student records, provided that the contract meets the requirements of Education Code 49073.1 and other applicable state and federal laws.

(cf. 3312 – Contracts)

Legal Reference:

EDUCATION CODE

17604 Contracts

48201 Student records for transfer students who have been suspended/expelled

48853.5 Foster youth; placement, immunizations

48902 Notification of law enforcement of specified violations

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 5000

Students

BP 5125(b)

48904-48904.3 Withholding grades, diplomas, or transcripts

48918 Rules governing expulsion procedures

48980 Parental notifications

48985 Notices in parent/guardian's primary language

49060-49079 Pupil records

49091.14 Parental review of curriculum

51747 Independent study programs

56041.5 Rights of students with disabilities

56050 Surrogate parents

56055 Foster parents

69432.9 Cal Grant program; notification of grant point average

BUSINESS AND PROFESSIONS CODE

22580-22582 Digital privacy

22584-22585 Student Online Personal Information Protection Act

CODE OF CIVIL PROCEDURE

1985.3 Subpoena duces tecum

FAMILY CODE

3025 Access to records by noncustodial parents

6552 Caregiver's authorization affidavit

GOVERNMENT CODE

6252-6260 Inspection of public records

HEALTH AND SAFETY CODE

120440 Immunizations; disclosure of information

PENAL CODE

245 Assault with deadly weapon

WELFARE AND INSTITUTIONS CODE

681 Truancy petitions

701 Juvenile court law

16010 Health and education records of a minor

CODE OF REGULATIONS, TITLE 5

430-438 Individual pupil records

16020-16027 Destruction of records of school districts

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of Pupil Rights Amendment

UNITED STATES CODE, TITLE 26

152 Definition of dependent child

UNITED STATES CODE, TITLE 42

11434a McKinney-Vento Homeless Assistance Act; definitions

CODE OF FEDERAL REGULATIONS, TITLE 16

Part 312 Children's Online Privacy Protection Rule

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

300.501 Opportunity to examine records for parents of student with disability

Management Resources:

FEDERAL REGISTER

Final Rule and Analysis of Comments and Changes, Family Educational Rights and Privacy, December 9, 2008,

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5125(c)

Vol. 78, No. 237, pages 74806-74855

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

Data in the Cloud: A Legal and Policy Guide for School Boards on Student Data Privacy in the Cloud Computing Era, April 2014

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Joint Guidance on the Application of the Family Educational Rights and Privacy Act (FERPA) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA) to Student Health Records, 2008

~~Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008~~

Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, October 2007

WEB SITES

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

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

U.S. Department of Education, Family Policy Compliance Office:

<http://www.ed.gov/policy/gen/guid/fpc/index.html>

Adopted: 5-24-78

Amended: 10-15-80, 5-15-84, 5-20-86, 9-5-89, 6-23-92, 9-17-02, 3-09

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(a)

Student Records

Definitions

Student means any individual who is or has been in attendance at the district and regarding whom the district maintains student records. (34 CFR 99.3)

Attendance includes, but is not limited to, attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunication technologies for students who are not physically present in the classroom, and the period during which a person is working under a work-study program. (34 CFR 99.3)

Student records are any items of information (in handwriting, print, tape, film, computer, or other medium), gathered within or outside the district, that are directly related to an identifiable student and maintained by the district, required to be maintained by an employee in the performance of his/her duties, or maintained by a party acting for the district. Any information maintained for the purpose of second-party review is considered a student record. Student records include the student's health record. (Education Code 49061, 49062; 5 CCR 430; 34 CFR 99.3)

Student records do not include: (Education Code 49061, 49062; 34 CFR 99.3; 5 CCR 430)

1. Directory Information

(cf. 5125.1 - Release of Directory Information)

2. Informal notes compiled by a school officer or employee which remain in the sole possession of the maker, are used only as a personal memory aid, and are not accessible or revealed to any other person except a substitute employee

3. Records of the law enforcement unit of the district, subject to the provisions of 34 CFR 99.8

4. Records created or received by the district after an individual is no longer a student in attendance and that are not directly related to the individual's attendance as a student

5. Grades on peer-graded papers before they are collected and recorded by a teacher

Mandatory permanent student records are those records which are maintained in perpetuity and which schools have been directed to compile by state law, regulation or administrative directive. (5 CCR 430)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(b)

Mandatory interim student records are those records which the schools are directed to compile and maintain for stipulated periods of time and are then destroyed in accordance with state law, regulation or administrative directive. (5 CCR 430)

Permitted student records are those records having clear importance only to the current educational process of the student. (5 CCR 430)

Disclosure means to permit access to or the release, transfer, or other communication of personally identifiable information contained in student records, to any party, except the party that provided or created the record, by any means including oral, written or electronic means. (34 CFR 99.3)

Access means a personal inspection and review of a record, an accurate copy of a record, or receipt of an accurate copy of a record or an oral description or communication of a record, and a request to release a copy of any record. (Education Code 49061)

Personally identifiable information includes but is not limited: (34 CFR 99.3)

1. The student's name
2. The name of the student's parent/guardian or other family members
3. The address of the student or student's family
4. A personal identifier such as the student's social security number, student number, or biometric record (e.g. fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting)
5. Other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name
6. Other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty
7. Information requested by a person who the district reasonably believes knows the identity of the student to whom the student record relates

Adult student is a person who is or was enrolled in school and who is at least 18 years of age. (5 CCR 430)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(c)

Parent/guardian means a natural parent, an adopted parent, legal guardian, surrogate parent, or foster parent. (Education Code 49061, 56050, 56055)

Legitimate education interest is an interest held by any school official, employer, contractor, or consultant whose duties, responsibilities, or contractual obligations to the district, whether routine or as a result of special circumstances, require him/her to have access to student records.

School officials and employees are officials or employees whose duties and responsibilities to the district, whether routine or as a result of special circumstances, require that they have access to student records.

Contractor or consultant is anyone with a formal written agreement or contract with the district regarding the provision of services or functions outsourced to him/her by the district. Contractor or consultant shall not include a volunteer or other party. (Education Code 49076)

Custodian of records is the employee responsible for the security of student records maintained by the district and for devising procedures for assuring that access to such records is limited to authorized persons. (5 CCR 433)

County placing agency means the county social service department or county probation department. (Education Code 49061)

Persons Granted *Absolute* Access

in accordance with state law, absolute access to any student records shall ***be granted to:*** ~~the following persons or agencies have and all~~

1. Parents/guardians of students younger than age 18, including the parent who is not the student's custodial parent (Education Code 49069; Family Code 3025)
2. An adult student, ~~age 18 or older~~, or a student under the age of 18 years who attends a postsecondary institution, in which case the student alone shall exercise rights related to his/her student records and grant consent for the release of records (34 CFR 99.3, 99.5)
3. Parents/guardians of an adult student with disabilities who is age 18 years or older and has been declared incompetent under state law (Education Code 56041.5)

(cf. 6159 – Individualized Education Program)

Access for Limited Purpose/Legitimate Educational Interest

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(d)

~~In addition,~~ The following persons or agencies shall have access to those particular records that are relevant to the legitimate educational interest or other legally authorized purpose:

1. Parents/guardians of a student age 18 or older who is a dependent child as defined under 26 USC 152 (Education Code 49076; 34 CFR 99.21)
2. Students who are age 16 or older or who have completed the 10th grade (Education Code 49076; 34 CFR 99.21)
3. School officials and employees, consistent with definition provided in the section “Definitions” above (Education Code 49076; 34 CFR 99.31)
4. Members of a school attendance review board (SARB) who are authorized representatives of the district and any volunteer aide age 18 or older who has been investigated, selected and trained by SARB to provide follow-up services to a referred student (Education Code 49076)

(cf. 5113.1 – Chronic Absence and Truancy)

5. Officials and employees of other public schools, school systems, or postsecondary institutions where the student intends or is directed to enroll, including local, county or state correctional facilities where educational programs leading to high school graduation are provided, or where the student is already enrolled, as long as the disclosure is for purposes related to the student’s enrollment or transfer (Education Code 49076; 34 CFR 99.31)

Unless the annual parent/guardian notification issued pursuant to Education Code 48980 includes a statement that ~~When~~ the district ***may*** discloses personally identifiable information to officials of another school, school system, or postsecondary institution where the students seeks or intends to enroll, the Superintendent or designee shall, ***when such a disclosure is made,*** make a reasonable attempt to notify the parent/guardian or adult student at his/her last known address, provide a copy of the record that is disclosed, and give the parent/guardian or adult student an opportunity for a hearing to challenge the record. (34 CFR 99.34)

6. The Student Aid Commission, for the purpose of providing the grade point average (GPA) of all district students in grade 12 to the Cal Grant postsecondary financial aid program, except when students opt out or are permitted by the rules of the Student Aid Commission to provide test scores in lieu of the GPA (Education Code 69432.9)

No later than October 15 of each year, the Superintendent or designee shall notify each student in grade 12, and his/her parents/guardians if the student is under age 18 years, that the student’s GPA will be forwarded to the Student Aid Commission unless he/she opts out

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 5000

Students

AR 5125(e)

within a period of time specified in the notice, which shall not be less than 30 days (Education Code 69432.9)

67. Federal, state and local officials, as needed for an audit, evaluation, or compliance activity related to a state or federally funded education program and in accordance with a written agreement developed pursuant to 34 CFR 99.35 (Education Code 49076; 34 CFR 99.3, 99.31, 99.35)

78. Any county placing agency acting as an authorized representative of a state or local educational agency which is required to audit or evaluate a state or federal supported education program pursuant to item #6 above (Education Code 49076)

89. Any person, agency, or organization authorized in compliance with a court order or lawfully issued subpoena (Education Code 49074; 5 CCR 435; 34 CFR 99.31)

Unless otherwise instructed by the court, the Superintendent or designee shall, prior to disclosing a record pursuant to a court order or subpoena, give the parent/guardian or adult student at least three days' notice of the name of the requesting agency and the specific record requested, if lawfully possible within the requirements of the judicial order. (Education Code 49077; 5 CCR 435; 34 CFR 99.31)

910. Any district attorney who is participating in or conducting a truancy mediation program or participating in the presentation of evidence in a truancy petition (Education Code 49076)

101. A district attorney's office for consideration against a parent/guardian for failure to comply with compulsory education laws (Education Code 49076)

112. Any probation officer or district attorney, or counsel of record for a minor student for the purposes of conducting a criminal investigation or an investigation in regards to declaring the minor student a ward of the court or involving a violation of a condition of probation, subject to evidentiary rules specified in Welfare and Institutions Code 701 (Education Code 49076)

When disclosing records for these purposes, the Superintendent or designee shall obtain written certification from the recipient of the records that the information will not be disclosed to another party without prior written consent of the student's parent/guardian or the holder of the student's educational rights, unless specifically authorized by state or federal law. (Education Code 49076)

123. Any judge or probation officer for the purpose of conducting a truancy mediation program for a student or for purpose of presenting evidence in a truancy petition pursuant to Welfare and Institutions Code 681 (Education Code 49076)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(f)

In such cases, the judge or probation officer shall certify in writing to the Superintendent or designee that the information will be used only for truancy purposes. Upon releasing student information to a judge or probation office, the Superintendent or designee shall inform, or provide written notification to, the student's parent/guardian within 24 hours. (Education Code 49076)

134. Any foster family agency with jurisdiction over currently enrolled or former students for purposes of accessing those students' records of grades and transcripts, and any Individualized Education Program (IEPs) developed and maintained by the district (Education Code 49069.3)

(cf. 6173.1 – Education for Foster Youth)

15. A student age 14 years or older who is both a homeless student and an unaccompanied minor as defined in 42 USC 11434a (Education Code 49076)

16. An individual who completes items 1-4 of the caregiver's authorization affidavit pursuant to Family Code 6552 and signs the affidavit for the purpose of enrolling a minor in school (Education Code 49076)

17. A caseworker or other representative of a state or local child welfare agency or tribal organization that has legal responsibility for the care and protection of a student, provided that the information is directly related to providing assistance to address the student's education needs (Education Code 49075; 20 USC 1232(g))

148. Appropriate law enforcement authorities, in circumstances where Education Code 48902 requires that the district provide special education and disciplinary records of a student with disabilities who is suspended or expelled for committing an act violating Penal Code 245 (Education Code 48902)

When disclosing such records, the Superintendent or designee shall obtain written certification by the recipient of the record(s) as described in item #11 above. (Education Code 49076)

158. Designated peace officers or law enforcement agencies in cases where the district is authorized by law to assist law enforcement in investigations of suspected criminal conduct or kidnapping and a written parental consent, lawfully issued subpoena, or court order is submitted to the district, or information provided to it indicating that an emergency exists in which the student's information is necessary to protect the health or safety of the student or other individuals (Education Code 49076.6)

In such cases, the Superintendent or designee shall provide information about the identity and

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(g)

location of the student as it relates to the transfer of that student's records to any public school district or California private school. (Education Code 49076.5)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency, or organization that is permitted to receive such records.

Any person, agency, or organization granted access is prohibited from releasing information to another person, agency, or organization without written permission from the parent /guardian or adult student unless specifically allowed by state law or the federal Family Educational Rights and Privacy Act. (Education Code 49076)

In addition, the parent/guardian or adult student may provide written consent for access to be granted to persons, agencies, or organizations not afforded access rights by law. The written consent shall specify the records to be released and the party or parties to whom they may be released. (Education Code 49075) ~~pursuant to law may be granted access only through of the or by judicial order.~~

Only a parent/guardian having legal custody of the student may consent to the release of records to others. Either parent may grant consent if both parents notify the district, in writing, that such an agreement has been made. (Education Code 49061)

(cf. 5021 – Noncustodial Parent)

Discretionary Access

At his/her discretion, the Superintendent or designee may release information from a student's records to the following:

1. Appropriate persons, including parent/guardians of a student, in an emergency, if the health and safety of a student or other persons are at stake (34 CFR 99.31, 99.32, 99.36; Education Code 49076)

When releasing information to any such appropriate person, the Superintendent or designee shall record information about the threat to the health or safety of the student or any other person that formed the basis for the disclosure and the person(s) to whom the disclosure was made. (Education Code 49076; 34 CFR 99.32)

2. Accrediting associations (Education Code 49076; 34 CFR 99.31)

3. Under the conditions specified in Education Code 49076 and 34 CFR 99.31, organizations conducting studies on behalf of educational institutions or agencies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction, provided that:

a. The study is conducted in a manner that does not permit personal identification of parents/guardians and students by individuals other than representatives of the organization who have legitimate interests in the information.

b. The information is destroyed when no longer needed for the purposes for which the study is conducted.

c. The district enters into a written agreement with the organization that ~~includes the information in~~ **complies with** 34 CFR 99.31.

4. Officials and employees of private schools or school systems where the student is enrolled or intends to enroll, subject to the rights of parents/guardians as provided in Education Code 49068 and in compliance with 34 CFR 99.34 (Education Code 49076; 34 CFR 99.31, 99.34)

5. Local health departments operating countywide or regional immunization information and reminder systems and the California Department of Public Health, ~~in which case the Superintendent or designee shall notify the student's~~ **the parent/guardian has requested that no disclosures of this type be made** of his/her rights in accordance with law prior to releasing the ~~information~~ (Health and Safety Code 120440)

6. Contractors and consultants having a legitimate educational interest based on services or functions which been outsourced to them through a formal written agreement or contract by the district, excluding volunteers or other parties (Education Code 49076)

(cf. 3600 – Consultants)

7. Agencies or organizations in connection with a student's application for or receipt of financial aid, providing that information permitting the personal identification of a student or his/her parents/guardians for these purposes may be disclosed only as may be necessary to determine the eligibility of the student for financial aid, determine the amount of financial aid, determine the conditions which will be imposed regarding the financial aid, or enforce the terms or conditions of the financial aid (Education Code 49076; 34 CFR 99.31, 99.36)

8. County elections officials for the purpose of identifying students eligible to register to vote or offering such students an opportunity to register, subject to the provisions of 34 CFR 99.37 and under the condition that any information provided on this basis shall not be used for any other purpose or transferred to any other person or agency (Education Code 49076; 34 CFR 99.31, 99.37)

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

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(h)

When disclosing records for the above purposes, the Superintendent or designee shall obtain the necessary documentation to verify that the person, agency, or organization is a person, agency or organization that is permitted to received such records.

De-Identification of Records

When authorized by law for any program audit, educational research, or other purposes, the Superintendent or designee may release information from a student record without prior consent of the parent/guardian or adult student after the removal of all personally identifiable information. Prior to releasing such information, the Superintendent or designee shall make a reasonable determination that the student's identity is not personally identifiable, whether through single or multiple releases, and taking into account other reasonably available information. (Education Code 49074, 49076; 34 CFR 99.31)

Process for Providing Access to Records

Student records shall be maintained in a central file at the school attended by the student or, when records are maintained in different locations, a notation shall be placed in the central file indicating where other records may be found. Parents/guardians shall be notified of the location of student records if not centrally located. (Education Code 49060; 5 CCR 433)

The custodian of records shall be responsible for the security of student records and shall assure that access is limited to authorized persons. (5 CCR 433)

The custodian of records shall develop reasonable methods, including physical, technological, and administrative controls, to ensure that school officials and employees obtain access to only those student records in which they have legitimate education interests. (34 CFR 99.31)

To inspect, review or obtain copies of student records, authorized persons shall submit a request to the custodian of records. Prior to granting the request, the custodian of records shall authenticate the individual's identity. For any individual granted access based on a legitimate educational interest, the request shall specify such interest involved.

When prior written consent ***from a*** ~~the~~ parent/guardian is required by law, ***the parent/guardian*** shall provide a written, signed and dated consent before the district discloses the student record. Such consent may be given through electronic means in those cases where it can be authenticated. The district's consent ***form*** shall specify the records that may be disclosed, state the purpose of the disclosure, and identify the party or class of parties to whom the disclosure may be made. Upon request by the parent/guardian, the district shall provide him/her a copy of the records disclosed. (34 CFR 99.30)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(i)

Within five business days following the date of request, a parent/guardian or other authorized person shall be granted access to inspect, review and obtain copies of student records during regular school hours. (Education Code 49069)

Qualified certificated personnel shall be available to interpret records when requested. (Education Code 49069)

The custodian of records or the Superintendent or designee shall prevent the alteration, damage or loss of records during inspection. (5 CCR 435)

Access Log

A log shall be maintained for each student's record which lists all persons, agencies or organizations requesting or receiving information from the records and the legitimate educational interest of the requester. (Education Code 49064)

In every instance of inspection by persons who do not have assigned educational responsibility, the custodian of records shall make an entry in the log indicating the record inspected, the name of the person granted access, the reason access was granted, and the time and circumstances of inspection. (5 CCR 435)

The log **may include** ~~does not need to record~~ **of** access by: (Education Code 49064)

1. Parents/guardians or adult students
2. Students 16 years of age or older who have completed the 10th grade
3. Parties obtaining district-approved directory information

(cf. 5125.1—Release of Directory Information)

4. Parties who provide written parental consent, in which case the consent notice shall be filed with the record pursuant to Education Code 49075
5. School officials or employees who have legitimate educational interest

The log shall be accessible only to the parent/guardian, adult student, dependent adult student, student who is age 16 years or older or who has completed the 10th grade, custodian of records, and certain state/federal officials. (Education Code 49064; 5 CCR 432)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(j)

Duplication of Student Records

To provide copies of any student record, the district shall charge a reasonable fee not to exceed the actual cost of furnishing the copies. No charge shall be made for providing up to two transcripts or up to two verifications of various records for any former student. No charge shall be made to locate or retrieve any student record. (Education Code 49065)

(cf. 3260 – Fees and Charges)

Changes to Student Records

Only a parent/guardian having legal custody of the student or an adult student may challenge the content of a record or offer a written response to a record. (Education Code 49061)

(cf. 5125.3 - Challenging Student Records)

No additions except routine updating shall be made to a student's record after high school graduation or permanent departure without prior consent of the parent/guardian or adult student. (5 CCR 437)

A student's legal name or gender as entered on the mandatory student record required pursuant to 5 CCR 432 shall only be changed pursuant to a court order. However, at the written request of a student or, if appropriate, his/her parents/guardians, the district shall use the student's preferred name and pronouns consistent with his/her gender identity on all other district-related documents.

(cf. 5145.3 - Nondiscrimination/Harassment)

Retention and Destruction of Student Records

All anecdotal information and assessment reports maintained as student records shall be dated and signed by the individual who originated the data. (5 CCR 431)

The following mandatory permanent student records shall be kept indefinitely: (5 CCR 432, 437)

1. Legal name of student
2. Date and place of birth, and method of verifying birth date

(cf. 5111 - Admission)

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 5000

Students

AR 5125(k)

3. Sex of student
4. Name and address of parent/guardian of minor student
 - a. Address of minor student if different from the above
 - b. Annual verification of parent/guardian's name and address and student's residence

(cf. 5111.1 - District Residency)

(cf. 5111.12 - Residency Based on Parent/Guardian Employment)

5. Entrance and departure date of each school year and for any summer session or other extra session

6. Subjects taken during each year, half-year, summer session or quarter, and marks or credits given

(cf. 5121 - Grades/Evaluation of Student Achievement)

7. Verification of or exemption from required immunizations

(cf. 5141.31 - Immunizations)

8. Date of high school graduation or equivalent

Mandatory interim student records, unless forwarded to another district, shall be maintained subject to destruction during the third school year after the school year in which they originated, following a determination that their usefulness has ceased or the student has left the district. These records include: (Education Code 48918, 51747; 5 CCR 432, 437, 16027)

1. Expulsion orders and the causes therefore

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

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

2. A log identifying persons or agencies who request or receive information from the student record

3. Health information, including verification or waiver of the health screening for school entry

(cf. 5141.32 – Health Screening for School Entry)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(l)

4. Information on participation in special education programs, including required tests, case studies, authorizations, and evidence of eligibility for admission or discharge

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification of Individuals for Special Education)

5. Language training records

(cf. 6174 - Education for English Language Learners)

6. Progress slips/notices required by Education Code 49066 and 49067

7. Parental restrictions/stipulations regarding access to directory information

8. Parent/guardian or adult student rejoinders to challenged records and to disciplinary action

9. Parent/guardian authorization or denial of student participation in specific programs

10. Results of standardized tests administered within the past three years

(cf. 6162.51 – Standardized Testing and Reporting Program)

(cf. 6162.52 – High School Exit Examination)

11. Written findings resulting from an evaluation conducted after a specified number of missed assignments to determine whether it is in a student's best interest to remain in independent study

(cf. 6158 – Independent Study)

Permitted student records may be destroyed six months after the student completes or withdraws from the educational program, including: (5 CCR 432, 437)

1. Objective counselor/teacher ratings

2. Standardized test results older than three years

3. Routine disciplinary data

(cf. 5144 - Discipline)

4. Verified reports of relevant behavioral patterns

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(m)

5. All disciplinary notices
6. Supplementary attendance records

Records shall be destroyed in a way that assures they will not be available to possible public inspection in the process of destruction. (5 CCR 437)

Transfer of Student Records

When a student transfers into this district from any other school district or a private school, the Superintendent or designee shall inform the student's parent/guardian of his/her rights regarding student records, including the right to review, challenge and receive a copy of student records. (Education Code 49068; 5 CCR 438)

When a student transfers into this district from another district, the Superintendent or designee shall request that the student's previous district provide any records, either maintained by that district in the ordinary course of business or received from a law enforcement agency, regarding acts committed by the transferring student that resulted in his/her suspension or expulsion. (Education Code 48201)

(cf. 4158/4258/4358 - Employee Security)
(cf. 5119 – Students Expelled from Other Districts)

When a student transfers from this district to another school district or to a private school, the Superintendent or designee shall forward a copy of the student's mandatory permanent record within 10 school days of the district's receipt of the request for student records. The original record or a copy shall be retained permanently by this district. If the transfer is to another California public school, the student's entire mandatory interim record shall be forwarded. If the transfer is out of state or to a private school, the mandatory interim record may be forwarded. Permitted student records may be forwarded to any other district or private school. (Education Code 48918, 49068; 5 CCR 438)

Upon receiving a request from a county placing agency to transfer a student in foster care out of a district school, the Superintendent or designee shall transfer the student's records to the next educational placement within two (2) business days. (Education Code 49069.5)

All student records shall be updated before they are transferred. (5 CCR 438)

Student records shall not be withheld from the requesting district because of any charges or fees owed by the student or parent/guardian. (5 CCR 438)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5125(n)

If the district is withholding grades, diploma or transcripts from the student because of his/her damage or loss of school property, this information shall be sent to the requesting district along with the student's records.

(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)

Notification of Parents/Guardians

Upon students' initial enrollment and at the beginning of each year thereafter, the Superintendent or designee shall notify parents/guardians and eligible students, in writing, of their rights related to student records. Insofar as practicable, the district shall provide these notices in the student's home language and shall effectively notify parents/guardians or eligible students with disabilities. (Education Code 49063; 34 CFR 99.7)

(cf. 5145.6 - Parental Notifications)

The notice shall include ~~information about~~: (Education Code 49063; 34 CFR 99.7, 99.34)

1. The types of student records kept by the district and the information contained therein
2. The title(s) of the official(s) responsible for maintaining each type of record
3. The location of the log identifying those who request information from the records
4. District criteria for defining school officials and employees and for determining legitimate educational interest
5. District policies for reviewing and expunging student records
6. The right to inspect and review student records, and the procedures for doing so
7. The right to challenge and the procedures for challenging the content of a student record that the parent/guardian or student believes to be inaccurate, misleading or otherwise in violation of the student's privacy rights

(cf. 5125.3 - Challenging Student Records)

8. The cost, if any, charged for duplicating copies of records
9. The categories of information defined as directory information pursuant to Education Code 49073

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 5000

Students

AR 5125(o)

10. The right to consent to disclosures of personally identifiable information contained in the student's records except when disclosure without consent is authorized by law

11. Availability of the curriculum prospectus developed pursuant to Education Code 49091.14 containing the titles, descriptions and instructional aims of every course offered by the school

(cf. 5020 - Parent Rights and Responsibilities)

12. Any other rights and requirements set forth in Education Code 49060-49078, and the right of parents/guardians to file a complaint with the United States Department of Education concerning an alleged failure by the district to comply with 20 USC 1232g

13. A statement that the district forwards education records to other agencies or institutions that request the records and in which the student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment

Adopted: 9-5-89

Amended: 5-23-92, 4-18-00, 9-17-02, 3-04, 3-06, 3-08, 3-09, 11-11, 11-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 17, 2015

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

ISSUE: Shall the Board receive and review a status report on Measure C6 Fund income and expenditures through February 28th of the 2014-15 fiscal year?

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

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

**Measure C6 Summary
BOND EXPENDITURES
Through January 31, 2015**

Category	Subcategory	2006-07	2007-08	2008-09	2009-10	2010-2011	2011-12	2012-2013	2013-14	2014-15	GRAND TOTAL	
21CC	Doc Cams		21,941.66	64,573.81	16,686.31	4,055.15	4,932.43	5,126.55			117,315.91	
	E-Beams				1,598.85						1,598.85	
	Hard Covers						7,722.00				7,722.00	
	Interactive Slates					43,484.26					43,484.26	
	Misc./Other		2,063.54			11,319.12		11,188.82			24,571.48	
	Projectors			2,922.53	3,036.00	34,179.95					40,138.48	
	Senteo Student Response System				82,087.89	95,970.04	(95.73)				177,962.20	
	Smartboard Speakers				11,611.14						11,611.14	
	Smartboards		293,875.27	276,791.48	66,367.89	90,754.56	122,757.15	88,238.93			938,785.28	
	Optional C403	21st Century Classrooms								63,396.06	462,017.27	525,413.33
CABLING	Cabling		920,543.22				1,052.00				921,595.22	
	Optional F427	Network Cabling								42,466.90	42,466.90	
CHILD NUTRITION	Child Nutrition - Equipment	10,508.29			5,315.71						15,824.00	
	COMPUTERS	21CC Teachers	88,751.86	127,104.66							215,856.52	
COMPUTERS ON WHEELS-COWS CURRICULAR TECHNOLOGY	Administration Computers			7,274.25	30,554.17	(3,648.18)					34,180.24	
	Business/Office Staff Computers		9,705.13		38,238.27	(191.20)					47,752.20	
	Computer Lab		106,143.15	271,896.78	34,321.80	17,575.55					429,937.28	
	Non+ 21stCC Teacher+Computers			105,242.76							105,242.76	
	SPED Computers	19,723.88	57,232.37								76,956.25	
	Teacher Computers	6,880.48	5,857.14			17,395.66					30,133.28	
	TeacherLaptops						302,658.05				302,658.05	
	Optional C402	Ipads							776,866.79	120,861.96		897,728.75
	Optional C412	Support Staff Computers								11,107.00		11,107.00
	iPad Beta Test							194,352.77				194,352.77
	Computers on Wheels			54,598.71	472,092.48	(3,896.88)		4,269.65				527,063.96
	Library			23,059.13								23,059.13
	LOCAL AREA NETWORK [LAN] MMTCE & OPERATIONS [M&O]	MCMS Smart Lab		89,879.49								89,879.49
PE Fitness Lab			16,423.01								16,423.01	
Science/Digital Microscopes			1,435.01								1,435.01	
Science/Probes			9,506.64								9,506.64	
LAN		86,169.86	618,375.27	14,592.30				2,000.00			721,137.43	
Facilities			89,456.76								89,456.76	
Optional C404	M&O Equip			8,565.47	19,899.43	(1,091.12)					27,373.78	
	Service Utility Vehicles	9,470.18			27,993.61			34,493.53			71,957.32	
	Vehicle Maintenance								35,327.25		35,327.25	
	Student Transportation		137,054.36								137,054.36	
	AV+Digital Cameras	1,246.93	712.39		3,967.06	(649.50)					5,276.88	
	AV+Digital Video Cameras				6,391.08						6,391.08	
MISC HARDWARE/SOFTWARE	AV+Microphones+ USB				1,933.17						1,933.17	
	Desktop Mgmt	4,164.00	25,550.00								29,714.00	
	Docking Stations			16,891.88		2,778.14					19,670.02	
	Hard Covers		3,204.55	9,184.80		3,517.30		3,096.74			19,003.39	
	Keyboard Covers		777.94	3,859.66							4,637.60	
	Keyboards				1,280.88			278.85			1,559.73	
	Mice				1,788.55			501.93			2,290.48	
	Misc./Other		822.42	1,821.07	2,580.36	4,405.10	15,584.90	6,013.25			31,227.10	
	Monitors				15,467.59			1,171.17			16,638.76	
	Printers	3,941.45	4,549.92		15,925.75	5,224.16		5,876.77			35,518.05	
	Probes					9,907.44					9,907.44	
	Scanners				4,600.63			3,341.10			7,941.73	

**Measure C6 Summary
BOND EXPENDITURES
Through January 31, 2015**

Category	Subcategory	2006-07	2007-08	2008-09	2009-10	2010-2011	2011-12	2012-2013	2013-14	2014-15	GRAND TOTAL
Optional C410	3D Printing									58,812.30	58,812.30
NON-TECHNOLOGY EXP	Child Nutrition Equipment						9,400.46	18,787.43			28,187.89
	Facilities				22,862.40	106,868.49	2,933.64				132,664.53
	Furniture	21,293.49	11,188.23	325.21	18,734.17	141,315.59	74,527.87	4,269.75			271,654.31
Optional C405	Classroom Furniture								100,816.46	36,670.02	137,486.48
	M&O Equip						15,432.94				15,432.94
Optional C407	Site Equipment								30,448.30	43,258.21	73,706.51
	Misc./Other	5,979.27									5,979.27
	Photocopiers		474,569.33	94.17							474,663.50
Optional C406	Photocopiers								193,936.81		193,936.81
PERFORMING ARTS EQUIPMENT	Pavillion - Other	7,872.15									7,872.15
	Pavillion - Seating			8,779.33	152,344.35	(2,344.35)					158,779.33
	Pavillion - Sound	5,170.47			19,478.75		1,576.00	64,145.27			90,370.49
Optional C409	OPHS Music Equipment									83,403.12	83,403.12
PROJECT MANAGEMENT	Project Mgmt	82,029.50	29,085.00								111,114.50
STAFF SALARIES/TECH SUPPORT	OPUSD Director Technology		60,066.56	49,289.52	49,289.56	49,289.64		70,443.24			278,378.52
	OPUSD personnel (benefits)			15,595.02	7,018.71	12,603.94					35,217.67
	OPUSD Technology Assistant			23,410.22	5,465.88						28,876.10
	OPUSD+Asst Superintendent		43,105.65								43,105.65
	OPUSD+Tech Asst/M&O Ex/OT		75,492.59								75,492.59
	Training Stipends+Benefits						4,528.08		3,363.30		7,891.38
Optional CSTF	Salaries + Benefits						62,337.58		72,297.68	51,676.99	186,312.25
	Professional Services (318 Inc.)		59,940.00	251,100.00	64,125.00	30,678.75					405,843.75
	Professional Services (All Connec	12,500.00	10,000.00			5,038.75	3,045.00				30,583.75
	Professional Services (Mobius)					4,000.00	25,329.30	21,000.00			50,329.30
STAFF DEVELOPMENT	Staff Development	11,042.70	34,226.92					2,844.06			48,113.68
SYSTEMS/SERVERS	Service Agreement			1,041.25							1,041.25
	Systems/Servers	217.95	201,428.19		60,066.01	11,362.43	399,362.61	13,867.09			686,304.28
Optional C411	Server Upgrade									51,973.37	51,973.37
WIDE AREA NETWORK [WAN]	WAN		125.83	66,695.36							66,821.19
	Switches/Network							68,632.03			68,632.03
Optional C401	Network Switch								454,402.10	23,966.50	478,368.60
Optional C408	Wireless Network									175,381.79	175,381.79
BOND COSTS/ADMINISTRATION	Offering Cost			204,295.50							204,295.50
	Bond Administrative Costs							3,449.59			3,449.59
Optional C400	Miscellaneous									3,498.62	3,498.62
GRAND TOTALS		376,962.46	3,541,442.20	1,481,900.21	1,263,123.45	689,902.79	1,053,084.28	627,388.52	1,730,854.75	1,165,094.05	11,929,752.71

aTO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: VII.2. MONTHLY MEASURE R BOND FUND FINANCIAL STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on Measure R Fund income and expenditures through February 28th of the 2014-15 fiscal year?

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

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: VII.3. MONTHLY ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 6 of the 2014-15 school year?

BACKGROUND: As student enrollment and attendance plays a key roll in determining General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared current enrollment and attendance information through the end of the most recent reporting period to assist in this review. Details of the report were being finalized as this agenda was going to press. Upon the report's completion, it will be provided to the Board under separate cover, and simultaneously posted with the Board's meeting agenda on the District's website.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 17, 2015
SUBJECT: VII.4. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow through February 28th of the 2014-15 school year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging. In its 2014-15 adopted budget, the State has postponed the decision whether or not to defer current year cash to the subsequent fiscal year until February of 2015. As of this date, no decision has been provided. As a consequence, this perpetuates the ongoing issues in the management of the District's cash flow. Continuing its practice of the last several years, the Business Office produces a cash flow report each month as an ongoing tool to assist the Administration and Board in analyzing and managing its cash and remaining cash-solvent. Details of the report were being finalized as this agenda was going to press. Upon the report's completion, it will be provided to the Board under separate cover, and simultaneously posted with the Board's meeting agenda on the District's website.

RECOMMENDATION: None; for information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

PROFESSIONAL LEARNING:

- Brookside Kindergarten teachers attended the Kindergarten Conference on February 27th and 28th. They report having learned a great deal and attending valuable sessions, including “Singing the Common Core,” “Common Core Based Learning Centers,” and “Classroom Management” for Kindergarten. They very much enjoyed the experience.
- Three teachers and Sara Ahl attended the California Association for the Gifted (CAG) annual conference on February 27th and 28th. They gained a good deal of valuable insight, including strategies for working with the “twice exceptional,” developing persistence in gifted children, and effective ways to discuss GATE with parents and students. The time spent together discussing and brainstorming with teammates is always priceless!
- All teachers have completed their professional learning common core series with trainer, Pam Carter. They report feeling prepared to continue work in their grade-level teams to expand upon their curricular plans and their instructional strategies.

SCHOOL EVENTS:

- Each 4th grade class visited the San Buenaventura Mission in February.
- Ability Awareness Fair was a resounding success. We heard from parents, teachers, and students that the opportunity to “walk in the shoes” of individuals with differing abilities was an eye-opener. We look forward to holding this event again in two years, one which would not be possible without the help of many parent volunteers.
- Odyssey of the Mind: Five teams from Brookside participated in the regional competition at San Marino High School on Saturday, February 28th. Our teams not only report having had incredible, memorable experiences working, learning and growing with their teams, but also earned some commendable recognition by placing in multiple categories.
- Under the leadership and coordination of our Garden Chair, Debra Leith, we are starting to harvest from our Brookside organic garden and want to share the fruits of our labors with our families. During harvest seasons, we will offer our delicious organic veggies to our Brookside families on Tuesdays at pick up time. It's a great way of giving (through donations to our garden program), receiving something good, and introducing students and families to new vegetables that they might not have tried before! All produce is grown from certified organic seed, in certified organic soil with no chemical fertilizers or pesticides. Last Tuesday we offered Kale, Radish, Chard, Bok Choy, Arugula, Rosemary and mixed lettuce.
- Health Warrior Week was celebrated at Brookside March 2 – 6. Healthy eating was rewarded with a prize ticket and toe token for each day that students give up sugar and eat fruits and vegetables in its place. Students have been motivated to collect their adorable “toe tokens” and are proudly displaying them on their backpacks or wrists. Thank you, PTA!
- Fitness Warrior Week is March 9 - 13. Regular exercise will be rewarded with a prize ticket and toe token for each day that students give up watching TV or playing video games in exchange for getting outside and being active by riding their bike or engaging in any other type of physical activity. Thank you, PTA!

SCHOOL SITE COUNCIL:

Brookside School Site Council meets on March 31, 2015.

CALENDAR HIGHLIGHTS:

March 9 – 13	Fitness Warrior Week
March 10	4 th Grade Performance @ 2:00pm in the MPR
March 13	Brookside's Jog-A-Thon
March 16 – 19	Parent-Teacher Conferences (12:15pm Dismissal)
March 20	Staff Development Day
March 26 – 27	5 th Grade to Riley's Farm
March 26 – 27	Spring Drama Performance (6:30pm)
April 3 – 10	Spring Break

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Erik Warren, Principal. Oak Hills Elementary School

DATE: March 17, 2015

SUBJECT: Oak Hills Elementary School, Monthly Board Report

GRADE LEVEL HIGHLIGHTS:

Kindergarteners learned about the presidents in February by creating hats and learning facts about Presidents Washington and Lincoln. Students learned the concepts of addition and subtraction using blocks, cubes and number sentences. In first grade classrooms, students are writing “All About Books About Animals”. They are also learning the Symbols of America, which will culminate with the “America Sings” performance for parents. Third graders are learning about the Chumash Native Americans and making painted rocks, baskets, lap books and instruments in the classroom. As a culminating activity to the Chumash unit, students will work in groups to create a Chumash Village. Finally, fifth graders are using the Inquiry methodology of teaching in Social Studies. After sorting student questions, students choose topics for inquiry and begin their research using texts, informational books, and Internet resources. Teachers are facilitators in this process, collaborating with groups throughout the process.

ODYSSEY OF THE MIND:

Students at Oak Hills worked on the topic of “Experiencing Technical Difficulties”. On Saturday, February 28, students won 1st Place Division I at the 2015 Regional Tournament LA Basin Odyssey of the Mind. Congratulations!

FIELD TRIPS:

Mar 10 4th Grades to the California Science Center
Mar 13 3rd Grades to Chumash Interactive Activities in MPR
Mar 25 1st Grades to Carnegie Museum

HAPPENINGS:

Mar 9-12 Kinder Screening this week at OHES
Mar 13 Oak Hills Country Fair @ 5:00 pm
Mar 16-19 Report Card Conferences – Early dismissal days
Mar 19 Lock Down Drill 11:20 am
Mar 23 Dance-A-Thon
Mar 27 Science Night at Oak Hills @ 6:30-9:00 pm
Mar 30 Three Piggy Opera – Grades K-3

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: March 17, 2015

SUBJECT: Monthly Board Report

American Revolution Field Trip

Costumed fifth grade students actively participated in an in-house field trip called, Walk Through the Revolution. In this activity students acted out roles as American Revolutionary leaders and explained issues and actions during the period. As a moderator proceeded through a timeline of historical events, three teams in each of four classes competed by earning points based upon knowledge, participation and acting performance. This event occurred on February 3 and 4.

Scholastic Book Fair

Our school library hosted the Scholastic Book Fair from January 29 to February 3rd. The theme of the Book Fair was Book Fair Under the Sea: Exploring an Ocean of Books. The Aquarium Connection store in Simi Valley loaned our library a beautiful living reef aquarium for the fair. It included a dozen types of living coral, tropical fish and a seahorse. Parents, staff and students loved it. Saturday during the Fair various teachers read ocean-themed stories and Dr. Knight gave a scuba talk and demonstration. 249 books were bought by parents and given to teachers for Valentine's Day to enlarge their classroom libraries. The Fair raised \$4200 for the library.

College Sweatshirt Day

College Sweatshirt Day was on Thursday, February 5. Staff members wore a sweatshirt and/or t-shirt from a college that they attended. The purpose was to demonstrate to our students that we as a staff value education, that we want them to aspire to attend a college (and be life-long learners), and that teachers and staff members are professionals who attended college themselves. Teachers talked to their classes about their college experiences, the value of the education that they received and how education can help students to achieve their goals in life.

Parent Night at the (Wax) Museum: A Walk Through American History

Our four third grade classes organized a simulated history museum featuring notable individuals from America's past. Each costumed wax figure (student) came to life to explain to their audience the importance of their life and the role they played in American history. Because of the number of students involved our MPR, Computer Lab and Library were used as museum rooms. This event occurred on Wednesday, February 18 from 6:00 to 7:00 p.m.

Valentines for Veterans

Third grade students gathered in our MPR to make valentine cards for American veterans. This event was organized by Representative Julia Brownley. Congresswoman Brownley came to our school on February 9th to talk to the students about our veterans and explained the value of this effort. The cards were gathered and presented to veterans at veteran retirement homes on Valentine's Day.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: MARCH 17, 2015
SUBJECT: MONTHLY SCHOOL REPORT

District of Choice Enrollment March 3rd and 4th: Faculty Lounge at MCMS with Loretta Brown

OPHS 9th grade Counselor at MCMS: March 4th : The Transition process of learning about the 9th grade program and choosing classes begins for MCMS 8th graders. Thanks to Janet Svoboda.

“Future Panther” Parent Orientation Night March 5th 6:30-7:30: MCMS Faculty and Staff will highlight key aspects of the 6th grade and begin the important transition process for students and parents.

MCMS Choir Heritage Trip @ Disneyland March 13, 14: The MCMS Choir sings, competes and learns.

“Tobacco Bus of Horrors”, March 16, 17: Ventura County Department of Public Health will park its ‘movable classroom’ here to instruct students on making healthy choices and avoiding tobacco. This is part of our TUPE (Tobacco Use Prevention Education) work in the 6th grade.

Science Faire Projects March 16th and 17th will on display in the gym before they go to the Ventura County Science Faire competition later in the month.

History Day March 20th at MCMS: Students “think like a historian” and share, using presentations in various media, their investigations of historical topics with the community.

STEAM Night held at MCMS Gym March 24th :

The purpose of this event is to allow parents and students to sit down at a table with a STEAM (Science, Technology, Engineering, Arts, Math) professional and learn about STEAM careers. Participants will spend 15 minutes at a speaker’s table and rotate through a total of four tables. The guest speaker at the table will give a brief description of the company they work for and their job.

Elective Choice Forms: 6th and 7th graders will be getting their Elective Choice Forms this month for the 2015-2016 school year.

Volleyball: Medea v. Lindero March 31st: 8th graders compete at 3:00 in the MCMS gym. Thanks to Coach Kegley

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Kevin Buchanan, Principal, Oak Park High School
DATE: March 17, 2015
SUBJECT: Monthly Board Report

COURSE ADVISEMENT – March 12

On March 12, 2015, Counselors and administrators visit classrooms to discuss with students course selection procedures for the upcoming school year. The same evening parents and students meet with teachers, counselors and administrators to help plan class selection for the 2015-2016 year. Materials will be distributed to all returning students prior to the meeting so that parents and students can review options for classes next year.

FUTURE FRESHMEN COURSE ADVISEMENT - March 10

All incoming freshmen and parents meet with us at a separate advisement meeting on Tuesday, March 10. This meeting will provide more detail and orientation information for students new to Oak Park High School. Our 9th grade counselor will meet with all grade 8 students at Medea at the beginning of April.

A CHORUS LINE - March 26 – 28, 2015



Directed by Allan Hunt this is a American Classic musical will feature minima; costumes and sets but will feature dance and individual performances as each character is a lead role in his or her own right, Heidi Cissell is directing the musical numbers and the rehearsals are moving along smoothly. The script will be somewhat edited for content but we will have a disclaimer notifying audience members that parental discretion is advised because of mature themes and language.

NATIONAL MERIT FINALISTS

All six of our National Merit Semi finalists have been named National Merit Finalists. The students are Devika Chandramohan, Jesica Ji, Justin Liu, Kevin Lu, Audrey Pham, and Irena Yang. To become a Finalist, a Semifinalist must have an outstanding academic record throughout high school, be endorsed and recommended by the high school principal, and earn SAT scores that confirm the student’s earlier performance on the qualifying test. Beginning in March and continuing to mid-June, NMSC notifies approximately 7,600 Finalists at their home addresses if they have been selected to receive a Merit Scholarship[®] award. Merit Scholarship awards are supported by some 440 independent sponsors and by NMSC's own funds. Sponsor organizations include corporations and businesses, company foundations, professional associations, and colleges and universities



SECOND ANNUAL OPHS CARNIVAL

Sponsored by OPHS ASB, the students will hold a Spring Carnival on Saturday, April 18th on the Great Lawn that includes food trucks, carnival games and live music.

HOMER DICKERSON ETHICS CONFERENCE

Senior Ronak Bhatia won the Rotary Club's first place scenario contest at the Homer Dickerson Ethics conference held on March 5th at the Reagan Library.

WINTER SPORTS

BOYS BASKETBALL

OPHS boys’ varsity basketball coached by teachers Aaron Shaw and Tim Chevalier had a terrific season in playoffs making it to the CIF second round in the very competitive Div 1AA against Long Beach Millikan private school.

GIRLS BASKETBALL

After a mid season coaching change, the girls' team finished strong and made it to the first round of CIF playoffs. Thanks to Coach Kenny Golub and his staff. Also thanks to all the parents for supporting us throughout the season.

GIRLS SOCCER

Girls' soccer had a very strong season and made it to the third round of playoffs. They lost a close game against Santa Monica High. The team performed very well all season against stiff competition in our new Coastal Canyon League.

BOYS SOCCER

Boys' varsity soccer team was plagued by injuries and faced very strong teams in league play. They finished the season on a very spirited win at home against Moorpark but missed making the playoffs by ½ a game.

SPRING SPORTS

Spring is our biggest season of sports in terms of number of students involved. Track, boys' volleyball, baseball, boys' golf and tennis, boys' and girls' lacrosse, and softball are in season and as the teams play preseason games they are preparing for a great showing in our new league. The new track is in and the baseball upgrades are complete, and for the first time in decades, after extensive upgrades, our varsity softball team will play their home games on OPHS home soil. We have also added a Frosh /Soph boys volleyball team due to demand.



OPHS FUTURE BUSINESS LEADERS OF AMERICA (FBLA) BEATS OUT COMPETITION

Over 70 students participated in the Gold Coast Conference and took tests in 32 subjects placing first overall out of 16 schools. The team garnered seven 1st place finishes, twelve 2nd, and six 3rd place spots. This year they came in overall **first place**, beating Moorpark who came in second and Westlake who placed third. This means that 37 students have qualified to go to the State competition in April. Congrats to the team and to the FBLA advisor Mr. Mike Winkler.



Respectfully Submitted:
Dr. Tony Knight, Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Stewart McGugan, Director of Alternative Education

DATE: March 17, 2015

SUBJECT: Monthly Board Report (March)



OPIS/OVHS



CAHSEE

All of our 10th graders and several of our 11th and 12th graders at OPIS and OVHS completed the CAHSEE at the beginning of February. The tests seemed to go very well. We were able to get all of our students in room R-1 at OPIS. We should be getting the results back in the next couple of months.

InVEST CURRICULUM

Susan Allen and I have been working with Derek Ross and the InVEST Insurance Educational Program. We have received the free books to start implementing this class into our curriculum for our new JOBS class next year. We are very excited about the addition of this program. It has already educated almost 20,000 high school and college students nationwide. The goal is to introduce information about insurance, risk management, and financial services. We hope that our students will leave this class with knowledge to encourage them pursue careers in the insurance and financial industries.

VC INNOVATES

I went to the VC Innovates Leadership meeting with Erik Amerikaner and I was able to meet Dr. Morse who oversees the entire program for the County. This program will help us establish interns, job shadowing, field trips and guest speakers. OVHS teachers are very excited about the opportunity to bring these programs to our school in the upcoming years. We have recently written to Dr. Morse to see if we can also include Pathways (classes) on Education, Mental and Behavioral Health and Patient Care at OVHS.

MACBOOK AIRS

We have recently submitted a request to the Technology Committee for Susan Allen to obtain 20 new MacBook laptops (1 COW) next year. She is currently still using her COW that was one of the first ones to be issued in the district. She uses these laptops on a daily basis in all of her classes. They will also be very valuable for our Yearbook class.

ALUMNI SURVEY

OVHS has created an Alumni Survey that we will be sharing through our Oak View High School Facebook page. This is also one of our WASC goals, which is to gather data from former students to see how they are doing since they have graduated. This data will help us see what programs made a difference in our students' lives and my hope is that they are very honest because they have graduated.

GOOGLE TRAINING

At the beginning of February, Jessica Kudlacek (TOSA) trained the entire Oak View staff on Google Docs. Since that time, all of our staff meetings are run through and shared through Google Docs. With our teachers learning this program now, it will help when we are implementing the new Technology Standards to our students for next year.

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: March 17, 2015

SUBJECT: Monthly Board Report

We are already into March—I can hardly believe it! We have been very busy since we returned from our Holiday Break, and January and February have flown by.

We have enrolled eight new students since January and have three who want to begin in April. We had two families who moved and one child who went to DK at Brookside. Our enrollment is 47. We will be advertising and promoting the preschool through social media. Our goal is to have 60 students for the fall.

On February 28th, we had our annual Snow Carnival. After much deliberation about cancelling the event because of rain, we decided to go ahead with the carnival. It rained hard during the night of the 27th, and I did not sleep well, but the morning was clear and beautiful. We had a perfect carnival, with 712 people attending, clear to cloudy skies, and no rain until 5:30 p.m.; exactly the time we finished cleaning up. We made \$6,213!! We have a couple more small fundraisers that will bring us closer to our goal of \$10,000 for our Outdoor Classroom/Playground. We are hoping to begin phase 1 over Spring Break.

The children have been busy weeding our garden boxes and preparing them for planting. They have written a story play about gardening and the plants being eaten. It is very interesting and will be performed for their parents on March 26th at 6:00 p.m. We would like to invite all of you to come; it will be very fun.

Finally, March 20th is Mr. Rogers' birthday. Mr. Rogers was one of the few people on television that truly understood children; their fears, their likes, their sense of self, their needs, and their need for independence and dependence. He was able to translate child development theory into stories that helped children grow. In honor of his birthday, please wear your cardigan on March 20th.

Feel free to visit OPNS anytime: We love to show off our school!

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent

"When I was a boy I used to think that strong meant having big muscles, great physical power; but the longer I live, the more I realize that real strength has much more to do with what is not seen. Real strength has to do with helping others."~~Fred Rogers