

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #905

DATE: February 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, March 17, 2015

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #905

February 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: Long Term Guest Teachers, Interim Principal, Instructional Assistant III, Sign Language, Campus Supervisor Sub

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
2. Remarks from Board Members
3. Remarks from Student Board Member
4. Remarks from Superintendent
5. Remarks from School Site Councils
6. Report from Facilities Planning Committee
7. 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 January 20, 2015](#)
- b. [Public Employee/Employment Changes 01CL22642-01CL22670 & 01CE067121-01CE07156](#)
- c. [Approve Purchase Orders –January 1 - 31, 2015](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Spring Athletic Teams Who Qualify for CIF Play-Off and Post Season Competition](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High School Technology Student Association Club – March 20-21, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- f. [Approve Overnight Trip for Oak Park High School Health Occupations Students of America Club – March 26-29, 2015](#)
Board Policy 6153 requires Board approval for student overnight trips
- g. [Approve Overnight Trip for Oak Park High School Boys' Volleyball Team -](#)
Board Policy 6153 requires Board approval for student overnight trips
- h. [Approve Overnight Trip for Oak Park High School Varsity Baseball Team -](#)
Board Policy 6153 requires Board approval for student overnight trips
- i. [Approve Overnight Trip for Oak Park High School](#)
Board Policy 6153 requires Board approval for student overnight trips
- j. [Approve Notice of Completion, Project 13-12R, Building 100 Modernization at Brookside Elementary School – Bamboo Flooring Installation](#)
Board approval required for Notice of Completion

ACTION

2. BUSINESS

- a. [Approve Measure C6 Bond Fund Purchase of Musical Instruments for Medea Creek Middle School](#)
Board is required to approve purchases made from Measure C6 Bond Funds
- b. [Approve Process for Recruitment and Appointment of Oak Park Citizens' Oversight Committee Members](#)
Board is required to approve process for recruitment and appointment of members to the Citizens' Oversight Committee
- c. [Approve Acceptance of Donations](#)
Board approval required for donations to the District
- d. [Approve Enrollment Projections of New Interdistricts for 2015-2016](#)
Board approval required for number of new interdistricts proposed to enter the District for 2015-2016
- e. [Discuss Governor's 2015-16 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
- f. [Approve Resolution #15-06 Friends of Oak Park Schools to Offer a Fee-Based Summer School Program for 2015](#)
Board approval required for Summer School program offered by Friends of Oak Park Schools

3. HUMAN RESOURCES

- a. Approve Authorization to Establish Classified Position – Behavior Specialist**
Board approval required to establish a new classified position
- b. Approve 2014-2015 Single Plans for Student Achievement**
Board approval required for 2014-2015 Single Plans for Student Achievement
- c. Approve 2013-2014 School Accountability Report Cards (SARCs)**
Board approval required for 2013-2014 School Accountability Report Cards
- d. Approve Resolution #15-01 Release Temporary Certificated Teachers #1-#17**
Board approval is required to release temporary Certificated employees
- e. Approve Resolution #15-04 Reduction in Particular Kinds of Service for 2015-2016**
Board approval is required to reduce particular kinds of service for the 2015-2016 school year
- f. Approve Resolution #150-05 Determination of Seniority Among Employees with the Same Seniority Date (“Tie Breaker Resolution”)**
Board approval is required for setting “tie breakers” for employees with same seniority dates

4. BOARD

- a. Approve 2015 California School Boards Association Delegate Assembly Election of Candidates**
Board is asked to vote on candidates running for Delegate Assembly Election
- b. Review Moral Imperatives and Goals Progress**
Board will review progress that has been made toward Moral Imperatives and Goals

5. BOARD POLICIES

- a. Approve Amendment to Board Policy 1312.3 – Uniform Complaint Procedures – Second Reading**
This mandated policy is being updated to expand the scope of the uniform complaint procedures to include complaints regarding a district’s failure to comply with legal requirements related to the implementation of the local control and accountability plan and to reflect new Title 5 Regulations (Register 2013, No. 38) regarding noncompliance with state law prohibiting the charging of student fees.
- b. Approve Amendment to Board Policy 5131.2 – Bullying – Second Reading**
Policy updated to provide for an informal, site-level reporting process leading to investigation of any bullying complaint pursuant to the uniform complaint procedures and to clarify when suspension and expulsion may be used as corrective action for a student who commits an act of bullying.
- c. Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – Second Reading**
Mandated policy revised to specify that discrimination includes disparate treatment and to provide for an informal, site-level reporting process leading to investigation pursuant to the uniform complaint procedures.
- d. Approve Amendment to Board Policy 5145.7 – Sexual Harassment - Second Reading**
Mandated policy revised to provide for the use of the uniform complaint procedures to investigate and resolve sexual harassment complaints and to add language for disciplining any employee who commits sexual harassment against a student. Additionally, language formerly in policy regarding confidentiality has been moved to the regulation.
- e. Approve Amendment to Board Policy 7131 – Naming Facilities – First Reading**
The District is considering renaming one of its schools and wishes to update this policy to reflect current conditions in the community.

VII. INFORMATION ITEMS

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

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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

X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

1. [Brookside Elementary School Report](#)
2. [Oak Hills Elementary School Report](#)
3. [Red Oak Elementary School Report](#)
4. [Medea Creek Middle School Report](#)
5. [Oak Park High School Report](#)
6. [Oak View High School/Oak Park Independent School](#)
7. [Oak Park Neighborhood School](#)

MINUTES OF REGULAR BOARD MEETING 1-20-15 #904
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the regular meeting to order at 5:32 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 5:33 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, reconvened the regular meeting to order at 6:02 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

Julie John led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Dr. Knight reported the Board of Education took no action in Closed Session.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education adopted the agenda as presented except to table item B.2.j. and move item B.3.a. after the Lottery. Motion carried Aye: Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0,

PUBLIC SPEAKERS

None

PRESENTATIONS

The Board of Education presented the Partners in Education Award to Julie John

The Board of Education presented Certificates of Recognition to Oak Park High School students Ashawarya Srinivas and Shruti Aggarwal recognizing them as National Finalists for the NCWIT Women in Computing Award

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen reported he attended the Rancho Simi Recreation and Parks meeting and attended a performance of *Evita* at OPHS. Board Member Denise Helfstein reported she attended an Hour of Code at BES, toured OPHS and visited OPIS and OVHS. She attended the Kindercott Awards at BES, the Tri-County GATE and the GATE DAC meetings. Board Member Derek Ross reported he meet with the principals at OPHS, BES, ROES and OPIS. He also attended the EEAC meeting. Board Member Drew Hazelton wished everyone Happy New Year. He reported he went to the Facilities Planning Meeting and will be attending CSBA's new board member training at the end of the month as well as beginning the Master In Governance training along with the other new board members.

REPORT FROM STUDENT BOARD REP

Jake Whealen reported that finals are this week at OPHS. ASB is planning the next dance and rally and are still deciding whether to hold a carnival again this year.

REPORT FROM SUPERINTENDENT

Dr. Knight reported that both MCMS and OPHS completed and sent in their Gold Ribbon applications. He invited everyone to attend the Super Saturday Sustainability Fair on January 31, 2015 at OPHS.

The Board received SSC Reports from BES, OHES, MCMS, OVHS and OPIS.

Report from Facilities Planning Committee – Martin Klauss reported the Board will be hearing more about the work the FPC has been working on later in the meeting.

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 Organizational Board Meeting December 9, 2014](#)
- b. [Public Employee/Employment Changes 01CL22630-01CL22641 & 01CE067102-01CE07120](#)
- c. [Approve Purchase Orders –November 1 – December 31, 2014](#)
- d. [Approve Quarterly Report on Williams Uniform Complaints – January 2015](#)
- e. [Approve and Accept 2014-2015 First Period Attendance Report](#)
- f. [Approve Denial of Claim #15-01 for Alleged Damages](#)
- g. [Approve Disposal of Obsolete Personal Property](#)

ACTION

2. BUSINESS

- a. [Approve the Lottery Process for District of Choice Admission into Oak Park Unified School District for 2015-16](#)

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the Lottery Process for District of Choice Admission into Oak Park Unified School District for 2015-15. Motion carried Aye - Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0

- b. [Conduct District of Choice Lottery](#)

Random.org program created a random number list of District of Choice applicants for siblings and for non-siblings. These lists will be posted on the District website tonight.

3. CURRICULUM

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

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the Incentive Program, Hours and Name Change, subject to Board Policy review. Motion carried Aye - Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0.

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education agreed to move Item B.2.d. before B.2.c. Motion carried Aye – Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0.

2. BUSINESS

d. Approve Annual Audit Reports for Fiscal Year 2013-2014, Including Bond Measures R and C6

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Annual Audit Reports for Fiscal Year 2013-14, Including Bond Measures R and C6. Motion carried Aye - Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0.

c. Discuss and Approve Enrollment Projections and District Capacity for 2015-2016

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the Enrollment Projections and District Capacity for 2015-2016. Motion carried Aye - Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0.

e. Approve Measure R Facility Master Plan 2015 Update

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Measure R Facility Master Plan 2015 Update. Motion carried Aye - Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0.

f. Approve Authorization of District Committee to Develop Capital Needs Plan

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved authorizing the Superintendent to form a broad-based District Committee for the purpose of generating a comprehensive on-going District needs assessment plan with recommendations in the areas of facilities, technology, student safety, energy conservation and environmental concerns. Motion carried Aye – Helfstein, Hazelton, Laifman, Rosen, Ross, No – 0.

g. Approve Change Order, Project 13-12R, Building 100 Modernization at Brookside Elementary School

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved Change Order, Project 13-12R, Building 100 Modernization at Brookside Elementary School. Motion carried Aye – Helfstein, Hazelton, Laifman, Rosen, Ross, No -0.

h. Approve Change Order 2, Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved Change Order 2, Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School. Motion carried Aye – Helfstein, Hazelton, Laifman, Rosen, Ross, No -0.

i. Approve Notice of Completion for Project 13-15R, Building A (Gymnasium) Modernization at Oak Park High School

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Notice of Completion for Project 13-15R, Building A (Gymnasium) Modernization at

Oak Park High School. Motion carried Aye – Helfstein, Hazelton, Laifman, Rosen, Ross, No -0.

j. Approve Renewal Agreement for Use of Oak View High School Facilities by Westlake-Agoura Girls Softball Association

Tabled.

k. Approve Purchase of Equipment from Measure C6 Bond Fund – Technology Equipment

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

l. Approve Acceptance of Donations

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the acceptance of donations. Motion carried Aye – Helfstein, Hazelton, Laifman, Rosen, Ross, No -0.

m. Discuss Governor’s 2015-16 Budget Proposal for K-12 Education

Mr. Klaus presented information to the Board on the Governor’s 2015-2016 Budget Proposal for K-12 Education and how it will effect OPUSD.

n. Discuss Development of 2015-16 Local Control Accountability Plan

Dr. Heilbron presented information to the Board about the development and timeline of the 2015-2016 Local Control Accountability Plan.

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education agreed to table the Board Policies until the next meeting. Motion carried Aye – Helfstein, Hazelton, 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: FEBRUARY 17, 2015
SUBJECT: B.1.c. APPROVE OF PURCHASE ORDERS - JANUARY 1-31, 2015

CONSENT

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

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

ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

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

PO Number	Vendor Name	Description	Location	Fund	Account	Amount
B15-00042	Office Depot Customer Service Center	Open PO for office supplies	Medea Creek Middle School	010		11,225.00
B15-00056	Southwinds Transportation	DON: Bus Transportation for Outdoor Ed	Medea Creek Middle School	010		12,610.80
B15-00118	Office Depot Customer Service Center	2014-2015 Office Supplies for District Office	Business Administration	010		8,000.00
B15-00155	Pacific Coast Environmental	Bio Ball Supplies for Waterless Urinals at OPHS	Business Administration	010		1,900.00
B15-00228	Safe-T-Proof	Open PO for Earthquake Strapping Supplies	Business Administration	010		7,500.00
B15-00248	Southwest School Supply	Open PO for Custodial Supplies	Business Administration	010		500.00
B15-00252	COSTCO WHOLESALE	Membership Renewal 2013-2014	Business Administration	010		110.00
B15-00253	Regency Enterprises, Inc	Light bulbs for site	Red Oak Elementary School	010		300.00
B15-00254	American Reprographics (ARC)	Proj 13-12R Plan Copies Bldg 100 Mod BES	Business Administration	213		327.52
B15-00255	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	DON: Open PO for bus transportation	Medea Creek Middle School	010		500.00
B15-00256	Southwest School Supply	Open PO for Custodial supplies	Medea Creek Middle School	010		1,500.00
B15-00257	Southwest School Supply	Custodial/mat & supp	Oak Park High School	010		10,000.00
P14-00778	Balfour Beatty Construction	Proj 14-25R Lease/Classroom Replacement OPHS	Business Administration	213		232,682.31
				213		1,512,758.70
P15-00456	Therapy In Action	OT IEE - SpEd Student	District-wide	010		1,210.00
P15-00529	B4 A Disaster	Site Maps & District Boundary Map	Business Administration	010		7,275.60
P15-00554	CTE CAL, Inc.	Proj 13-12R DSA Inspector Bldg 100 Mod BES	Business Administration	213		15,180.00
P15-00558	CASBO	CUPCCAA Training Workshop 2.11.15 for 7 employees	Accounting & Payroll	010		1,435.00
P15-00559	JKF Construction	Emergency Post Replacement at OHES	Business Administration	010		3,600.00
P15-00560	Cambium Learning Technologies Sopris West Educational Svs	Multisyllabic workbook and guide	Pupil Services/Special Ed.	010		232.53
P15-00561	JKF Construction	Library Bookshelf Installation at MCMS	Business Administration	010		685.00
P15-00562	Handwriting Without Tears	OT Supply - SpEd	District-wide	010		40.72
P15-00564	Premier Carpet, Inc.	Proj 13-12R Flooring installation Bldg 100 BES	Business Administration	213		40,537.00
P15-00565	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRA	Donation field trip	Brookside School	010		1,224.00
P15-00566	FInn Scientific, Inc	Science/PFA Don/mat & supp	Oak Park High School	010		651.60
P15-00567	GKSS Internet, INC	Blinds for rooms R1 to R-5	Home Independent Study Program	010		870.00

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**

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

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00568	Taft Electric Company	Pro 14-28F Install Test Fixtures at OPIS	Business Administration	010	520.00
P15-00569	City Of Ventura Parks & Rec.	2nd Grade Rock "N" Roll Geology	Oak Hills Elementary School	010	285.00
P15-00570	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Buses for Kindergarten field trip to Tree People	Oak Hills Elementary School	010	800.00
P15-00571	School Health Corporation	District Nurse - supplies	District-wide	010	306.31
P15-00572	Custom Modular Services Corp	Proj 14-28F Ramp Removal and Repairs OPIS	Business Administration	010	3,820.00
P15-00573	Us Bank Trust Nat'l Assn.	Admin Services GOB Election 2008 Series 2013B	Business Administration	010	800.00
P15-00574	Us Bank Trust Nat'l Assn.	Admin Fees GOB Election 2006, Series 2013A (C6)	Business Administration	212	800.00
P15-00575	VCOE	VCOE Lang & Acad Dev (LAD) Prelim Cred	Curriculum	010	1,600.00
P15-00576	Kids Connection Dev Therapy	OT services for SpEd Student	District-wide	010	18,800.00
P15-00577	Kids Connection Dev Therapy	OT Services - SpEd Student / 2014/15	District-wide	010	5,160.00
P15-00578	VCOE	8 th Annual Rtl Symposium/Leslie	Human Resources	010	95.00
P15-00579	Textbook Warehouse c/o AMEX	BES Novel The Mixed up files .. 2014-2015	Curriculum	010	973.69
P15-00580	Enhanced Landscape Mgmt, Inc	Proj 14-28F Install Irrigation at OPIS	Business Administration	010	7,710.00
P15-00581	Flinn Scientific, Inc	Science Lab Supplies	Home Independent Study Program	010	175.96
P15-00582	Nasco	Art History Supplies	Oak View High School	010	126.06
P15-00583	ABA Network	SpEd - Behavior Consult - NonPublic School/Agency	District-wide	010	714.00
P15-00584	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	781.20
P15-00585	Acom Media	Acom Advertising for OPNS	Neighborhood Pre-School Program	010	536.88
P15-00586	Kenneth Hui	Chinese Culture Night Performers	Curriculum	010	350.00
P15-00587	Community Educational Ent Ramo na Brandes	Parent funded field trip	Red Oak Elementary School	010	100.00
P15-00588	SAN DIEGO COUNTY OF EDUCATION	NGSS Leadership Conf - D. Hammill	Curriculum	010	100.00
P15-00590	Total Home Medical	District Nurse - supplies	District-wide	010	66.92
P15-00591	Purchase Power	Postage/mat & supp	Oak Park High School	010	499.83
P15-00592	Tobi Jo Greene Girls Empowerment Workshop	Girls Empowerment Workshop	Home Independent Study Program	010	479.15
P15-00593	Advantra Graphics	Poster Contest	District-wide	010	50.88
P15-00594	Main Street Tours	Donation Bus to Riley's Farm	Brookside School	010	5,280.00
P15-00595	CTE CAL, Inc.	Proj 14-25R Inspections Classrooms OPHS	Business Administration	213	1,210.00
P15-00596	CTE CAL, Inc.	Proj 13-12R Inspections Bldg 100 Mod BES	Business Administration	213	3,465.00

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**

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

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P15-00597	Carter Fence Co., Inc.	Pro 14-36F Install OPHS Softball Field Fence	Business Administration	010	9,980.00
P15-00598	Pacificom	Proj 14-28F Cabling Relocatable Classrooms OPIS	Business Administration	010	14,265.00
P15-00599	NWN Corporation	Insurance - Rain Damaged Server MCMS	Business Administration	010	9,184.18
P15-00600	Main Street Architects, Inc.	Architectural Services F & Measure R Projects	Business Administration	010	32,450.00
				213	75,850.00
P15-00601	Trees & Things	Fertilizer/Mulch for OPHS Main Entrance Oak Tree	Business Administration	010	470.00
P15-00602	Enhanced Landscape Mgmt, Inc	Clean V-Ditch at OPHS Lower Fieldup	Business Administration	010	975.00
P15-00603	CTE CAL, Inc.	Proj 14-35F Inspections Ball Wall ROES	Business Administration	010	1,320.00
P15-00604	CTE CAL, Inc.	Proj 14-28F Inspections Classrooms OPIS	Business Administration	010	2,200.00
P15-00605	CTE CAL, Inc.	Proj 14-29F Inspections Solar Panels OPHS	Business Administration	010	12,320.00
P15-00606	Jim Martin Construction, Inc.	Proj 13-12R Door Modification Bldg 100 BES	Business Administration	213	2,969.00
P15-00607	Hughes General Engineering	Replace Damaged Railing at OPHS	Business Administration	010	4,850.00
P15-00608	VCOE	purchase of cum folders and health jackets	Medea Creek Middle School	010	172.00
P15-00609	Riverside Publishing	SpEd Protocol Order - Elementary	District-wide	010	177.43
P15-00610	ETS	14-15 CAHSEE Testing Pre-ID	Curriculum	010	500.50
P15-00611	Ferguson Enterprises	Hand Air Dryers At OHES (PTA Donation)	Business Administration	010	3,232.83
P15-00612	McGraw-Hill Education c/o American Express	OPHS Textbooks Health - replace	Curriculum	010	4,630.65
P15-00613	Lucky's Glass, Inc.	Proj 14-25F Glass Replacement Classrooms OPHS	Business Administration	010	2,880.00
P15-00614	Que Attn: K Wetherell, Treasurer	Registration for Laura Almada for Que Users Exp	Technology Coordinator	010	250.00
T15-00041	Collaboration Solutions	Proj 13-12R Install Projector MPR BES	Technology Coordinator	213	6,447.39
T15-00042	Scott Electric	Blanket PO for replacement bulbs (LCD Projectors)	Technology Coordinator	010	2,500.00
T15-00043	Oliver Worldclass Labs	SMARTboard Notebook License Subscription 3Yrs	Technology Coordinator	212	7,812.00
T15-00044	Collaboration Solutions	OHES Multi Purpose Room Projector Installation	Oak Hills Elementary School	010	11,568.66
T15-00045	CDW GOVERNMENT INC	SAT Program/Lott/mat & supp	Oak Park High School	010	141.18
T15-00046	PCMG, Inc.	Dell Chromebook11's - qty168 for Refresh/SBAC	Technology Coordinator	212	55,608.00
TB15-00010	Blue Label Power, Inc.	Blanket PO for replacement batteries (MacBooks)	Technology Coordinator	010	2,100.00

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
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Page 3

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

PO Number	Vendor Name	Description	Location	Fund	Account Amount
			Total Number of POs	78	
				Total	2,193,115.48

Fund Recap

Fund	Description	PO Count	Amount
213	Measure R FACILITIES Bond Fund	1	232,682.31
		Total Fiscal Year 2014	232,682.31
010	General Fund	67	237,468.56
212	Measure C6 Technology Bond Fun	3	64,220.00
213	Measure R FACILITIES Bond Fund	9	1,658,744.61
		Total Fiscal Year 2015	1,960,433.17
		Total	2,193,115.48

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**

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL SPRING ATHLETIC TEAMS WHO QUALIFY FOR CIF PLAY-OFF AND POST SEASON COMPETITION
CONSENT

ISSUE: Shall the Board approve overnight trips for Oak Park High School Spring Athletic Team(s) who qualify for CIF Play-offs?

BACKGROUND: Principal, Kevin Buchanan, requests approval for any/all spring sports team(s) (Girls/Boys Lacrosse, Baseball, Softball, Track, Boys' Tennis, Golf, & Volleyball) that might qualify for CIF play-offs or post-season play and require overnight travel and accommodations due to distance. Details of specific trips will be updated as they occur. 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 trips as presented.
 2. Do not approve overnight trips as presented.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

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: FEBRUARY 17, 2015
SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL TECHNOLOGY STUDENT ASSOCIATION CLUB – MARCH 20-21, 2015

CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Technology Student Association club members?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the TSA Club to attend the California TSA conference scheduled for March 20-21, 2015 in Bakersfield, CA. Approximately 12 students, one OPHS teacher/advisor and two parent chaperones will travel by district approved drivers in private vehicles. They will depart the afternoon of Friday, March 20 and return Saturday, March 21 in the evening. Students and chaperones will stay at the Homewood Suites in Bakersfield. Students will pay approximately \$60 to cover the cost of conference and lodging. Meals will be extra. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.1.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL HEALTH OCCUPATIONS STUDENTS OF AMERICA CLUB – MARCH 26-29, 2015

CONSENT

ISSUE: Shall the Board approve an overnight trip for Oak Park High School Health Occupations Students of America Club to attend a leadership conference?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this conference scheduled for March 26-29, 2015 in Sacramento, CA. Approximately five male or female students, one OPHS teacher advisor and one parent (male) chaperone will travel by a district approved driver in a private vehicle. They will depart on Thursday, March 26 and return the evening of Sunday, March 29. Participants of the conference are being put up either at the Hyatt Regency Sacramento or the Sheraton Grand Sacramento. Students will pay approximately \$250 to cover the cost of conference, 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 Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.1.g APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL BOYS' VOLLEYBALL TEAM – MARCH 13-14, 2015
CONSENT

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

BACKGROUND: Principal, Kevin Buchanan, requests approval for this tournament scheduled for March 13-14, 2015 at Alliant University in San Diego, CA. Approximately 14 athletes, two team coaches and two parent volunteer chaperones will travel by district approved drivers in private vehicles. Team and chaperones will depart from the school at 10:30 a.m. on March 13th and return early evening of March 14th. They will be staying at Courtyard Marriott in Rancho Bernardo. The cost will be approximately \$100 per athlete to cover the cost of tournament, transportation, meals 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 Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.1.h. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL VARSITY BASEBALL TEAM – APRIL 6-8, 2015
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Varsity Baseball Team?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the Atascadero Spring Baseball tournament scheduled for April 6-8, 2015 in San Luis Obispo, CA. Approximately 14 players, four coaches and four parent chaperones will travel by district approved drivers in private vehicles. They will depart on Monday morning and return Wednesday evening. They will stay at the Holiday Inn Express & Suites Atascadero. Students will pay approximately \$150 per student to cover the cost of 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 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: FEBRUARY 17, 2015
SUBJECT: B.1.i. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL FUTURE BUSINESS LEADERS OF AMERICA CLUB – APRIL 9-12, 2015

CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Future Business Leaders of America Club?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the FBLA Club to attend this regional conference scheduled for April 9-12, 2015 in Santa Clara, CA. Approximately 40 students, one OPHS teacher chaperone and three adult volunteers will stay at Hyatt Regency in Santa Clara. Students will pay approximately \$250-\$300 to cover cost of conference, lodging and transportation. Group will travel by a district-approved driver in district & private vehicles. They will depart morning of April 9 and return April 12 by 5 p.m. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: FEBRUARY 17, 2015

SUBJECT: B.1.j. APPROVE NOTICE OF COMPLETION, PROJECT 13-12R, BUILDING 100 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL - BAMBOO FLOORING INSTALLATION

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Project 13-12R, Building 100 Modernization at Brookside Elementary School - Bamboo Flooring Installation, contracted with Premier Carpet, Inc.?

BACKGROUND: On December 16, 2014, the District entered into a contract with Premier Carpet, Inc., of Chatsworth, California for Project 13-12R, Building 100 Modernization at Brookside Elementary School - Bamboo Flooring Installation.

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

ALTERNATIVES:

1. Approve the Notice of Completion for the Notice of Completion for Project 13-12R, Building 100 Modernization at Brookside Elementary School - Bamboo Flooring Installation, contracted with Premier Carpet, Inc., of Chatsworth, California.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Notice of Completion

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

Description: Brookside Elementary School, 65 N. Satinwood Avenue, Oak Park, CA 91377

That on or about December 16, 2014 the said Oak Park Unified School District of Ventura County entered into a contract with Premier Carpet, Inc., of Chatsworth, California, for Project 13-12R, Building 100 Modernization at Brookside Elementary School - Bamboo Flooring Installation on certain real property hereinbefore described: that said building and improvements were actually completed on January 9, 2015: that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

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

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

Anthony W. Knight, Ed.D., Superintendent

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.2.a. APPROVE MEASURE C6 BOND FUND PURCHASE OF MUSICAL INSTRUMENTS AND EQUIPMENT FOR MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board of Education approve the purchase of musical instruments and equipment for Medea Creek Middle School from the Measure C6 bond fund?

BACKGROUND: Medea Creek Middle School is requesting approximately \$67,000 in Measure C-6 funding for its instrumental music program for the 2014-15 school year. As outlined in the attached narrative, the total cost of acquiring the instruments, equipment, and facilities improvements is estimated at \$100,000. In addition to the \$67,000 requested from C-6 funding, MCMS is also seeking \$33,000 in funds donated by MCMS PFC, Friends of Oak Park Schools, Oak Park Instrumental Music Alliance, and MCMS Associated Student Body. A breakdown of the equipment, costs, and funding sources is attached for the Board’s information This investment in performing arts is essential to provide students with the appropriate instruments, equipment, and facilities necessary to accommodate the growing MCMS music program.

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

ALTERNATIVES:

1. Approve the purchase of musical instruments as itemized in the attachment, in the amount of \$67,000, to be funded from the Measure C6 bond fund.
2. Do not approve the purchase.

RECOMMENDATION: Alternative No. 1

Prepared by: Brad Benioff, Principal, Medea Creek Middle School
 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	_____	_____	_____	_____

MCMS MUSIC PROGRAM

FACILITIES AND INFRASTRUCTURE

With significantly increased enrollment in music courses over the past few years, it is necessary to restructure the existing facilities in order to provide students with an appropriate and safe learning environment. The remodeling of the MCMS instrumental facilities will allow for its conversion to two functioning classrooms, which will be absolutely necessary in order to accommodate an extra section of band for the 2014/15 school year.

AcoustiCabinets:

- Individual instrument lockers allow for increased storage capacity, and increased security of school instruments and student private instruments. (These are the same as those just purchased for OPHS). We often encounter the following scenario from students, "I can't find my instrument in the storage room, I think someone else might have taken it by accident." In most instances another student did in fact take their instrument by accident!
- Long-term investment, transferrable to any new facility in the future if needed.
- Will disperse daily instrument storage and assembly across two rooms, reducing the two-way traffic of students through the corridor between the two rooms. With the increased number of students, instrument longevity becomes a concern as 60—120 students try to navigate through one corridor with large expensive objects in their hands.
- These lockers will allow for the current "storage" room to function/operate as an additional classroom (an imminent need for the coming school year).

Music Library Cabinets:

- Much more efficient and practical way for storing the music library. These will help us eliminate a number of storage cabinets that are spread out across the storage room.
- Long-term investment, transferrable to a new facility in the future.
- These cabinets will allow for the current "storage" room to function/operate as an additional classroom (an imminent need for the coming school year).

Music Stands/Stand Carts:

- The 6th grade band consists of around 120 students.
- We currently have around 50 music stands.
- The stand carts are essential for efficient storage and transport

Musician Chairs/Chair Carts:

- Needed to accommodate significantly increased enrollment.
- Carts allow for efficient storage and transportation.
- We currently have around 75 chairs.

-Musician chairs are designed to encourage and reinforce optimum performance posture for playing a wind instrument. They also serve to create a unified and professional look for concerts.

Back Pack Hooks:

-Students are currently required to leave their backpacks outside during their band class. It would be nice for them to have a dedicated spot (as opposed to on the ground or on the lunch benches). PE uses backpack hooks and that seems to work well, and is much more aesthetically appealing for the school. The hooks would be placed outside the band room, underneath the buildings overhang (which will also help protect student belongings from getting damaged in the event of rain). The students cannot currently store their backpacks underneath said overhang because there is shrubbery lining the front outside wall of the band room—the bushes would be removed and replaced with hooks on the wall.

INSTRUMENTS

All instruments are long-term investments. The instruments indicated are part of the standard concert band instrumentation. Attaining an appropriate and well-balanced instrumentation, in any ensemble, is what creates the foundation for a meaningful educational experience, one that provides students with the opportunity to learn and perform music of the highest quality—it's like cooking with all the proper ingredients and proportions thereof (how does the cake turn out if you have no eggs? Or, the cookies that call for a pinch of salt and instead you substitute a CUP of salt?). Our ability to perform much of our standard repertory (curriculum) depends upon a complete and balanced instrumentation. Most students are expected to provide their own instruments if they are playing smaller, less expensive and more attainable instruments (flutes, clarinets, trumpets, alto saxophones, trombones). It is necessary for the department to own and provide larger and/or more expensive instruments that complete the required concert band instrumentation (oboes, bassoons, bass clarinets, tenor & baritone saxophones, French horns, baritones/euphoniums, tubas and most percussion equipment). Having these instruments available to be used by interested and motivated students promotes an ongoing and appropriate balance/instrumentation.

Tubas (2):

- Utilized in all concert band classes
- Students are already sharing instruments—up to 3 students per tuba in some instances.
- We currently have 4, we need a total of 6.
- Immediate need.

Tenor Saxophones (2):

- Utilized in all concert groups AND jazz band—jazz band instrumentation is very specific and calls for a minimum of TWO tenor saxophone players.
- We currently have 2, we need a minimum of 2 more.
- There are students currently playing their privately owned alto saxophones, awaiting the arrival of more school tenor saxophones.
- Immediate need.

French horns (2):

- Should be utilized in all concert band classes.
- It is standard practice to transition some trumpet players over to French horn in their 2nd year. It is vitally important to have the instruments available for students to use/learn as they head in to their 2nd year.
- Immediate need for the 2014/15 school year.

Vibraphone (1):

- A standard mallet percussion instrument utilized in the concert and jazz bands.
- We simply do not have one.

Oboes:

- Should be utilized in all concert band classes.
- It is standard practice to transition some flute and/or clarinet players over to the oboe in their 2nd or 3rd years. It is vitally important to have the instruments available for students to use/learn if they are to be motivated to help fulfill proper instrumentation.
- Immediate need for the 2014/15 school year.

Tuba/Trombone Cases:

- Immediate need (see photos)
- Without properly functioning cases the integrity and longevity of our existing inventory becomes compromised.

Guitar Amp:

- Utilized in jazz band.
- We currently own a bass amp; we do not own a guitar amp.
- Jazz instrumentation calls for the use of electric guitar, which will not be heard without an appropriate amplifier.



Oak Park Instrumental Music

AT MCMS

Number of Expected Students

Instrumental Music Students

Grade	2015	2016	2017	2018
6	124	120	120	120
7	59	118	114	114
8	58	56	112	108
Total MCMS	241	294	346	342

42 % increase
over 4 years

MCMS

Instrumental Music Needs to support increased number of students

Middle School Instrumental Music Needs				
		Cost	Units	Total
Measure C6	Acoustic Cabinets	\$50,000	1	50,000
	Music library cabinets	\$9,000	1	9,000
	Storage Sheds	\$4,000	2	8,000
				\$67,000.00
PFA	Music Stands	\$50	50	2,500
	Music stand Carts	\$450	3	1,350
	Tenor Sax	\$1,200	2	2,400
	Tuba	\$3,000	2	6,000
				\$12,250.00
ASB	Tuba Cases	\$500	2	1,000
				\$1,000.00
Friends of Oak Park	Vibraphone	3,150	1	3,150
	French horns	3,500	2	7,000
				\$10,150.00
OPIMA	Oboe	3,500	2	7,000
	Trombone Cases	150	4	600
	Guitar Amp	2,000	1	2,000
				\$9,600.00
Grand Total				\$100,000.00

MCMS

Possible Sources of Funding

Possible Sources of Funding	
Measure C6 Bond Fund	67,000
Friends of Oak Park	10,150
MCMS ASB	1,000
OPIMA	9,600
MCMS PFC	12,250
Total	100,000

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.2.b. APPROVE PROCESS FOR RECRUITMENT AND APPOINTMENT OF OAK PARK CITIZENS' OVERSIGHT COMMITTEE MEMBERS

ACTION

ISSUE: Shall the Board of Education discuss and approve a process for appointment of members to the Oak Park Citizen's Oversight Committee (OPCOC)?

BACKGROUND: There are currently two membership vacancies on the 12-member Oak Park Citizen's Oversight Committee (OPCOC). On June 30, 2015, three OPCOC members will be concluding their second and final term of service. Six additional members will be reaching the end of their first term. These members have been asked to consider serving a second two-year term; responses were not available as this agenda was going to press. The Board is asked to discuss the process it wishes to use to select the replacement members for the next two-year term, which begins on July 1, 2015.

In its most recent process for recruitment and appointment, the Board elected to create an application for membership and advertize for qualified candidates. A Board sub-committee was appointed to paper-screen and interview candidates, and to return a recommendation for OPCOC appointments to the full Board for its action. Both effective and efficient, the Board may want to adopt this selection process for the next two-year term. Alternatively, after discussion, the Board may identify a different process. The precise timing of the recruitment and selection will be discussed at this evening's meeting, with a goal of appointing the new members not later than the Board's May meeting.

ALTERNATIVES:

1. Approve the creation of an application for membership and advertize for qualified candidates.
2. Appoint a Board sub-committee to paper-screen and interview candidates, and return a recommendation for OPCOC appointments for Board action.
3. After discussion, identify and implement an alternate recruitment and selection process.

RECOMMENDATION: Alternative Nos. 1 and 2

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: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.2.c. APPROVE ACCEPTANCE OF DONATIONS

ACTION

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

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

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
MCMS	300 Pens/Kim Nguyen	\$ 150.00
ROES	Wurlitzer Console Piano/Seven Oaks Physical Therapy/Teresa Fleckenstein	\$ 1,580.00
OPHS	Out of District Parcel Tax Donation/Staci and Eric Wyner	\$ 250.00

RECOMMENDATION: Accept the donations with thanks.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.2.d. APPROVE ENROLLMENT PROJECTIONS OF NEW INTERDISTRICTS FOR 2015-16

ACTION

ISSUE: The board will receive a report from staff related to district capacity and a recommendation regarding the number of inter-district students that may be enrolled into Oak Park Unified for the 2015-16 School.

BACKGROUND: At the January 20th board meeting the board approved a district capacity and an overall projected enrollment number of 4641 for the 2015-16 school year. During the first week of February registration of all known new resident students took place at each of our schools and these numbers have been taken into account in the recommendation for accepting new inter-district students.

Most of the new inter-district students that will be enrolled for next year will be selected from the District of Choice lottery that was held at last month's board meeting. The projected vacancies and the number of new inter-district students that can be enrolled at each grade level for school year 2015-16 are shown in Table 1. These numbers will be adjusted throughout the spring as we become aware of new resident students. Typically, the number of new resident students arriving during the summer is offset by the attrition of students who decide not to attend for a variety of reasons.

The staff will provide additional background information for the board to consider in discussing this issue.

ALTERNATIVES:

1. Approve the 2015-16 new inter-district numbers shown in Table 1.
2. Do not approve the 2015-16 new inter-district numbers shown in Table 1.
3. Revise the 2015-16 new inter-district numbers shown in Table 1.

RECOMMENDATION: The staff recommends Alternative 1.

Respectfully submitted,

 Anthony E. 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
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Hazelton	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.2.e. 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 meeting, 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. 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: FEBRUARY 17, 2015

RE: B.2.f. APPROVE RESOLUTION #15-06 FRIENDS OF OAK PARK SCHOOLS TO OFFER A FEE-BASED SUMMER SCHOOL PROGRAM FOR 2015

ACTION

ISSUE: To review and approve Resolution #-15 approving the continuation of a fee-based summer school program through Friends of Oak Park Schools Education Foundation and to accept credits for high school courses taken by students.

BACKGROUND: For the past four years funding for summer school programs within the state has been a part of the Tier III flexibility funding category. As a result, this money was freed up to be used for other general education programs. Oak Park, along with most other districts in the state, was able to redirect the summer school funding to offset reductions in other programs during the recent financial downturn. Under the LCFF plan for funding school districts, the Tier III and categorical hourly programs have been eliminated and replaced with new funding mechanisms. However, the result is the same in that there are no separate funds available for summer programs. In the past the district has been required to provide programs beyond the normal school year for 1) students who are not meeting standards and are at risk of retention; 2) students who are going to be retained; 3) seniors in need of credits for graduation; 4) students who need to repeat courses required for graduation; 5) eligible special education students in an extended school year setting.

Many school districts are again considering no summer programs, or a much reduced summer school that will only offer classes for seniors in need of credits for graduation. Others are turning over their programs to private foundations or schools to run. All districts are still required to run a program for their eligible special education students in an extended school year setting based on their IEP's and Oak Park will continue to run this program through the special education department.

Four years ago, with the board's endorsement, Friends of Oak Park Schools agreed to offer a fee-based summer program for their general education students. The program has been very successful at both the middle and high schools, but enrollment at the elementary level has not been high enough to warrant running a program. After two years of attempting to run the elementary program, Friends decided to focus on the middle and high school in future years.

Friends of Oak Park Schools is preparing to move forward with this year's program again and seeks the board's approval to offer this program. Since Friends is not an accredited educational entity it is necessary for the governing board of the Oak Park Unified School District to approve a resolution that states OPUSD will accept the credits for the courses taught in the high school summer program administered by Friends. This resolution was first approved three years ago and staff endorses the renewal of the resolution at tonight's board meeting.

- ALTERNATIVES:
1. Approve Resolution #-15 Friends of Oak Park Schools Education Foundation to Offer A Fee-Based Summer School Program.
 2. Do not approve Resolution #-15 Friends of Oak Park Schools Education Foundation to Offer A Fee-Based Summer School Program.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE: AYES NOES ABSTAIN ABSENT

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 15-06

FRIENDS OF OAK PARK SCHOOLS EDUCATION FOUNDATION
TO OFFER A FEE-BASED SUMMER SCHOOL PROGRAM

Whereas, the Oak Park Unified School District has determined that a district-operated summer school program is not fiscally viable under current state funding levels, and;

Whereas, the Oak Park Unified School District desires to contract with the Friends of Oak Park Schools Education Foundation for summer school services to continue to provide the greatest opportunities for students within the district, and;

Whereas, the Friends of Oak Park Schools Education Foundation has offered to provide these services for the benefit of students and the Foundation, and;

Whereas, the Board of Education policy requires a specific board action to accept course work from non-accredited institutions.

NOW, THEREFORE, BE IT RESOLVED that the Oak Park Unified School District Board of Education shall accept any academic course work offered by the Friends of Oak Park Schools Education Foundation as a course for credit toward the Oak Park High School diploma provided the Foundation follows district curriculum and utilizes qualified certificated personnel in the delivery of such programs.

PASSED and APPROVED this 17th day of February, 2015

Aye _____ Noes _____ Abstain _____ Absent _____

President
Board of Education

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.3.a. APPROVE AUTHORIZATION TO ESTABLISH A CLASSIFIED POSITION - BEHAVIOR SPECIALIST

ACTION

ISSUE: Shall the Board approve the authorization of the establishment of a classified service position, Behavior Specialist?

BACKGROUND: Staff is recommending that the Board establish a new position, Behavior Specialist. This person would provide consultation and services related to positive behavior support. A copy of the proposed job description is attached for the Board's review.

- ALTERNATIVES:**
1. Approve the establishment of a new classified service position and job description for a Behavior Specialist
 2. Do not approve the establishment of a new classified position and job description for a Behavior Specialist

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

JOB DESCRIPTION

BEHAVIOR SPECIALIST

Brief Description of the Position:

This individual provides direct services and consultation services to students, school staff and parents/guardians related to positive behavior support. Duties will include observing, collecting and analyzing data for a Functional Behavioral Assessment (FBA), assisting with development of Behavior Intervention Plans, consulting with district school psychologists, teachers and other support staff, and attending IEP meetings. Duties may also include training district staff on the philosophy and principles of Positive Behavior Support and Applied Behavior Analysis.

Directly Responsible To:

The Director of Pupil Services

Major Duties and Responsibilities:

- Understand and relate to special education students.
- Establish and maintain cooperative and effective working relationships with staff and families.
- Conduct behavior assessments with specific students.
- Develop and monitor Behavior Intervention Plans.
- Provide direct behavior intervention strategies with students.
- Provide consultation to staff conducting or implementing Behavior Intervention Plan.
- Monitor and evaluate student progress, including the development of data-driven goals.
- Maintain routine records, collect and analyze data in a variety of settings and ways.
- Provide consultation to staff in conducting data collection on behavioral issues.
- Communicate effectively orally in both small and large groups.
- Communicate effectively in writing, including assessment reports, Behavior Intervention Plans, memos and letters.
- Participate in IEP meetings.
- Read, interpret, apply and explain district policies and special education rules, regulations and procedures.
- Work independently with little direction. Plan and organize workload and utilize time effectively.

- Operate a variety of technology devices, including computers and office productivity software, internet communications and systems.
- Prepare for, conduct and participate in in-service trainings on the philosophy of Applied Behavior Analysis and Positive Behavior Support.
- Must have a valid California driver's license and operate a car regularly and frequently between appointments.
- Operate standard office equipment.

Knowledge of:

- The philosophy and principles of Applied Behavior Analysis (ABA), positive behavior support, and evidence-based practices.
- Non-violent crisis prevention/intervention techniques.
- Various special education disabilities including characteristics and relevant teaching approaches.
- IEP (individualized Education Program) process and law.
- Data collection, case management, and record-keeping techniques.
- Correct English usage, grammar, spelling, punctuation and vocabulary.
- Effective collaboration skills and oral and written communication skills.

Required Qualifications:

Minimum: BA/BS Degree in Psychology, Education, Educational Psychology, Social Work, Behavioral Psychology, or other related field.

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

BCBA preferred.

Must also **have at least one** of the following:

- Pupil Personnel Services credential that authorizes school counseling or school psychology.
- Credential authorizing the holder to deliver Special Education instruction.
- License as a Psychologist issued by a licensing agency within the Department of Consumer Affairs.
- License as an Educational Psychologist issued by a licensing agency within the Department of Consumer Affairs.
- License as a Marriage, Family, Child Counselor issued by a licensing agency within the Department of Consumer Affairs.

Other Qualifications:

Preferred: Masters Degree in Psychology, Education, Educational Psychology, Social Work, Behavioral Health or related field, currently a Board Certified Behavior Analyst (BCBA).

Experience:

Persons having experience in a school setting implementing Positive Behavior Supports for at least two years will be given preference.

Physical Abilities:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.3.b. APPROVE 2014-2015 SINGLE PLANS FOR STUDENT ACHIEVEMENT

ACTION

ISSUE: Shall the Board of Education approve the 2014-2015 Single Plans for Student Achievement?

BACKGROUND: California *Education Code* sections 41507, 41572, and 64001 and the federal Elementary and Secondary Education Act (ESEA) require each school to consolidate all school plans for programs funded through the School and Library Improvement Block Grant, the Pupil Retention Block Grant, the Consolidated Application, and ESEA Program Improvement into the Single Plan for Student Achievement. The Single Plan for Student Achievement serves as a guide for continuous development, implementation, and monitoring cycle of various programs. It is a collection and analysis of student performance data, setting priorities for program improvements, rigorous use of effective solution strategies, and ongoing monitoring of results.

ALTERNATIVES:

1. Approve the Single Plan for Student Achievement for each site.
2. Do not approve the Single Plan for Student Achievement for each site.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.3.c. APPROVE 2013-2014 SCHOOL ACCOUNTABILITY REPORT CARDS

ACTION

ISSUE: Shall the Board of Education approve the School Accountability Report Cards for 2013-2014?

BACKGROUND: In November 1988, California voters passed Proposition 98, also known as The Classroom Instructional Improvement and Accountability Act. This ballot initiative provides California’s schools with a source of funding. In return, all public schools in California are required annually to prepare SARC’s and disseminate them to the public. SARC’s are intended to provide the public with important information about each public school and to communicate a school’s progress in achieving its goals.

In the years since the passage of Proposition 98, additional requirements for school accountability reporting and dissemination have been established through legislation. Most SARC requirements are codified in California Education Code 33126 and 33126.1

ALTERNATIVES: 1. Approve the SARC reports.
 2. Do not approve the SARC reports.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.3.d. APPROVE RESOLUTION #15-01 - RELEASE TEMPORARY CERTIFICATED EMPLOYEES #1 THROUGH # 17
ACTION

ISSUE: Should the Board of Education approve Resolution #15-01 Release Temporary Certificated Employees #1 through #17?

BACKGROUND: In considering needs for the 2015-2016 school year, it has been determined that, at this time, staffing must be reduced. In order to comply with Education Code Section 44955 temporary employees must be released pursuant to Education Code Section 44954. The Resolution authorizes staff to proceed with the release process for employees on temporary contracts.

- ALTERNATIVES:**
1. Approve Resolution #15-01 Release Temporary Certificated Employees #1 through #17
 2. Do not approve Resolution #15-01 Release Temporary Certificated Employees #1 through #17

RECOMMENDATION: Alternative #1

Respectfully Submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

**BEFORE THE BOARD OF EDUCATION OF THE
OAK PARK UNIFIED SCHOOL DISTRICT
COUNTY OF VENTURA, STATE OF CALIFORNIA
RESOLUTION NO. 15-01**

**RESOLUTION REGARDING NON-REELECTION AND RELEASE FROM
EMPLOYMENT OF TEMPORARY CERTIFICATED EMPLOYEES**

On motion of member _____, seconded by member _____, the following resolution is adopted.

WHEREAS, Education Code Section 44954 requires a governing board to notify certain temporary employees before the end of the school year of the District's decision to not reelect the employee for the next succeeding year;

WHEREAS, the individuals listed below are presently employed as temporary certificated employees by the Oak Park Unified School District and the Board of Education desires to not reelect these employees for the next succeeding school year in any certificated position within this District.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the following employees are not be reelected for employment for the next succeeding school year;

1- 17

BE IT FURTHER RESOLVED AND ORDERED that the Superintendent or designee, provide notice to each of the above-named individuals in accordance with the Education Code that the Board has determined to release and to not reelect him or her for the 2015-2016 school year and that his or her employment is thereby ended upon the close of this current 2014-2015 school year, and that the notification be provided on or before March 15, 2015.

BE IT FURTHER RESOLVED that the Superintendent, or designee, is delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

The foregoing Resolution was adopted by the Board of Education of the Oak Park Unified School District on the 17 day of February 2015 by the following vote:

AYES: _____
NOES: _____
ABSTAIN: _____
ABSENT: _____

President, Board of Education of the
Oak Park Unified School District

I, _____, Clerk of the Board of Education of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on February 17, 2015.

Clerk, Board of Education of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.3.e. APPROVE RESOLUTION #15-04 REDUCING OR DISCONTINUING PARTICULAR KINDS OF SERVICE ACTION

ISSUE: Should the Board of Education approve Resolution #15-04 Reducing or Discontinuing Particular Kinds of Service?

BACKGROUND: In considering needs for the 2015-2016 school year, it has been determined that, at this time, staffing must be reduced.

ALTERNATIVES: 1. Approve Resolution #15-04 Reducing or Discontinuing Particular Kinds of Service?
 2. Do not approve Resolution #15-04 Reducing or Discontinuing Particular Kinds of Service?

RECOMMENDATION: Alternative #1

Respectfully Submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION OF INTENTION TO DISMISS
CERTIFICATED EMPLOYEES

Resolution Number: 15-04

WHEREAS, the Governing Board of the Oak Park Unified School District ("District") has determined that it shall be necessary to reduce or discontinue the particular kinds of services of the District as itemized in Exhibit "A" at the close of the current school year; and

WHEREAS, it shall be necessary at the end of the 2014-2015 school year to terminate the employment of certain certificated employees of the District as a result of this reduction or discontinuance in particular kinds of services;

THEREFORE, BE IT RESOLVED that the Superintendent is directed to send appropriate notices to all employees whose services shall be terminated by virtue of this action. Nothing herein shall be deemed to confer any status or rights upon temporary or categorically funded project certificated employees in addition to those specifically granted to them by statute;

BE IT FURTHER RESOLVED that, for the purposes of assignment and reassignment effectuated as a result of this reduction of services, it is necessary to retain certificated employees competent and qualified to teach alternative education. Thus, in order for a certificated employee to displace a less senior certificated employee currently serving in an alternative education setting, the certificated employee must have served the District for one in the last five school years in an alternative education setting. Service during the 2014-2015 school year shall constitute one year of service relative to this criteria.

BE IT FURTHER RESOLVED that, for the purposes of assignment and reassignment effectuated as a result of this reduction of services, it is necessary to retain certificated employees competent and qualified to teach physical education. Thus, in order for a certificated employee to displace a less senior certificated employee currently serving as a physical education teacher, the certificated employee must have served the District for one complete school year in the last five school years as a physical education teacher. Service during the 2014-2015 school year shall constitute one year of service relative to this criteria.

Adopted by the Governing Board of the Oak Park Unified School District this 17 day of February, 2015.

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

OAK PARK UNIFIED SCHOOL DISTRICT
GOVERNING BOARD

President, Governing Board

EXHIBIT A

Recommended Reduction in 2015-2016 programs/services for the Oak Park Unified School District

The Superintendent recommends that the Governing Board adopt a resolution to reduce the programs and services for 2015-2016 school year as follows:

<u>Services</u>	<u>Number of Full-time Equivalent Positions</u>
High School French	.6 FTE
High School Dance	.2 FTE
Total Full-Time Equivalent Reduction:	.8 FTE

00536-00004/720862.1

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.3.f. APPROVE RESOLUTION #15-05 - DETERMINATION OF SENIORITY AMONG EMPLOYEES WITH THE SAME SENIORITY DATE (“TIE BREAKER RESOLUTION”)

ACTION

ISSUE: Should the Board of Education approve Resolution #15-05 - Determination of Seniority for Employees with the same Seniority Date (“Tie Breaker Resolution”)?

BACKGROUND: In order to determine seniority among employees with the same first day of paid service in a probationary position, the attached resolution has been prepared by staff and legal counsel to determine the seniority of certificated staff having the same first day of paid service in a probationary position with the district.

ALTERNATIVES: 1. Approve Resolution #15-05 - Determination of Seniority for Employees with the same Seniority Date (“Tie Breaker Resolution”).
 2. Do not approve Resolution #15-05 - Determination of Seniority for Employees with the same Seniority Date (“Tie Breaker Resolution”).

RECOMMENDATION: Alternative #1

Respectfully Submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

**BEFORE THE GOVERNING BOARD OF THE
OAK PARK UNIFIED SCHOOL DISTRICT
COUNTY OF VENTURA, STATE OF CALIFORNIA**

RESOLUTION NO. 15-05

**DETERMINATION OF SENIORITY AMONG CERTIFICATED EMPLOYEES WITH THE SAME
SENIORITY DATE (“Tie-Breaker Resolution”)**

WHEREAS, pursuant to Education Code Section 44955, the Board is required, as between employees who first rendered paid service to the District on the same date, to determine the order of termination solely on the basis of the needs of the District and its students; and

WHEREAS, Education Code Section 44955 requires that upon the request of any employee whose order of termination is determined as stated above, the governing board shall furnish in writing no later than five days prior to the commencement of the hearing held in accordance with Section 44949, a statement of the specific criteria used in determining the order of termination and the application of the criteria in ranking each employee relative to the other employees in the group.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. That this Board determines that the needs of the District and the students of this District are best served by resolving seniority ties within the meaning of Education Code Sections 44955, subdivision (b) (third paragraph) and Section 44846, by applying the criteria set forth in paragraphs 4 through 21 below;
2. That as between employees who first rendered paid service to the district in a probationary position on the same date, the order of termination of said employees shall be determined by reference to the criteria which follow and the application thereof to each employee;
3. That the criteria set forth in paragraphs 4 through 21 below are listed in priority order and each criterion shall be used only if the preceding criteria do not delineate the order of termination;
4. As between certificated employees possessing the same seniority date as defined in Education Code Section 44845, and who possess a clear professional, standard, or general teaching credential, as opposed to employee’s possessing only a preliminary credential, intern credential, a short-term staff permit (STSP), a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential, the employees possessing a clear professional, standard, or general teaching credential, will be regarded as having greater seniority for purposes of determining seniority order;
5. Assuming that the preceding paragraph does not resolve all ties between employees having the same seniority date, then employees only possessing a preliminary credential will be regarded as having greater seniority for purposes of determining seniority order than employees possessing only an intern credential, a short-term staff permit (STSP), a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential;
6. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only an intern credential, will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a short-term staff permit (STSP), a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential;

7. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only a short-term staff permit (STSP), will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a Provisional Intern Permit (PIP), a waiver, or a designated subject career technical education credential;
8. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only a Provisional Intern Permit (PIP), will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a waiver, or a designated subject career technical education credential;
9. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing only a waiver, will be regarded as having greater seniority for purposes of determining seniority order than certificated employees currently holding only a designated subject career technical education credential;
10. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing a designated subject career technical education credential, will be ranked lower than employees possessing the credential documents set forth in paragraphs 4 through 9.
11. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees who are No Child Left Behind (NCLB) compliant in the subject matter they are teaching, if applicable, will be regarded as having greater seniority for purposes of determining seniority order than certificated employees who are not NCLB compliant. NCLB can be achieved by exam, coursework or High Objective Uniform State Standard of Evaluation (HOUSSE);
12. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing the appropriate English Language (EL) authorization to teach English Language Learners will be regarded as having greater seniority for purposes of determining seniority order than certificated employees not having certification/authorization to teach English Language Learners;
13. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees possessing multiple subject matter authorizations and supplemental authorization on credentials will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only multiple subject matter authorizations (ranked by number of subject matter authorizations). Similarly, certificated employees possessing multiple authorizations on credentials will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only single authorization credentials and multiple supplemental authorizations. Similarly, certificated employees possessing single authorization credentials and multiple supplemental authorizations will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only a single authorization and single supplemental authorizations. Similarly, certificated employees possessing a single authorization and single supplemental authorization will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having only a single authorization on credentials.
14. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with the following subject matter authorizations, in order of preference, will be regarded as having greater seniority for purposes of determining seniority order:

- (a) Speech and Language
- (b) Special Education with mild to moderate and moderate to severe authorizations
- (c) Special Education with mild to moderate authorization
- (d) Special Education with moderate to severe authorization
- (e) Mathematics
- (f) Chemistry
- (g) Physics
- (h) Geosciences
- (i) Biological sciences
- (j) Foreign Languages
- (k) Fine Arts
- (l) English
- (m) Social Sciences/Social Studies
- (n) History
- (o) Business/Computer Education
- (p) Multiple Subjects
- (q) Physical Education
- (r) Designated Subjects Vocational Education
- (s) Pupil Personnel Services - Counseling
- (t) Pupil Personnel Services - Psychologist
- (u) Early Childhood Education Specialist
- (v) Pupil Personnel Services, Nursing
- (w) Librarian

15. Assuming that the preceding paragraphs do not resolve all ties between certificated employees having the same seniority date, then certificated employees will be ranked by verified years of certificated employee experience as determined by actual step placement on the District Certificated Salary Schedule(s) starting with the greatest number of years to the least number of years.
16. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with a Ph.D. /Ed.D from an accredited institution of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a master's degree from an accredited institution of higher education. Similarly, employees with a master's degree from an accredited institution of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing two bachelor's degrees. Similarly, employees with two bachelor's degrees from an accredited institution of higher education will be regarded as having greater seniority for purposes of determining seniority than employees possessing a single bachelor's degree from an accredited institution of higher education.
17. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with double majors on their transcripts from accredited institutions of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a single major and a two minors on their transcripts from accredited institutions of higher education. Similarly, employees with a single major and two minors on their transcripts from accredited institutions of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a single major and single minor on their transcripts from an accredited institution of higher education. Similarly, employees with a single major and single minor on their transcripts from accredited institutions of higher education will be regarded as having greater seniority for purposes of determining seniority order than employees possessing a single major on their transcripts from an accredited institution of higher education.

18. Assuming that the preceding paragraphs do not resolve all ties between certificated employees having the same seniority date then certificated employees will be ranked by total semester credits earned at an accredited institution of higher education starting with the greatest number of credits to the least number of credits.
19. Assuming that the preceding paragraphs do not resolve all ties between certificated employees having the same seniority date then certificated employees will be ranked by total semester credits earned at an accredited institution of higher education after earning a bachelor's degree starting with the greatest number of credits to the least number of credits.
20. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then employees with demonstrated experience supervising or being responsible for school sponsored extra curricular activities will be regarded as having greater seniority for purposes of determining seniority order than certificated employees having no experience supervising school sponsored extra curricular activities.
21. Assuming that the preceding paragraphs do not resolve all ties between employees having the same seniority date, then certificated employees with undergraduate majors in the following subject matter areas, in order of preference, will be regarded as having greater seniority for purposes of determining seniority order:
 - (a) Speech and Language
 - (b) Special Education with mild to moderate and moderate to severe authorizations
 - (c) Special Education with mild to moderate authorization
 - (d) Special Education with moderate to severe authorization
 - (e) Mathematics
 - (f) Chemistry
 - (g) Physics
 - (h) Geosciences
 - (i) Biological sciences
 - (j) Foreign Languages
 - (k) Fine Arts
 - (l) English
 - (m) Social Sciences/Social Studies
 - (n) History
 - (o) Business/Computer Education
 - (p) Multiple Subjects
 - (q) Physical Education
 - (r) Designated Subjects Vocational Education
 - (s) Pupil Personnel Services - Counseling
 - (t) Pupil Personnel Services - Psychologist
 - (u) Early Childhood Education Specialist
 - (v) Pupil Personnel Services, Nursing
 - (w) Librarian

Such criteria shall be applied to rank the order of individuals for purposes of layoff and reemployment, subject to exceptions allowed by law.

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 17th day of February, 2015 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Governing Board of the
Oak Park Unified School District

I, Drew Hazelton, Clerk of the Governing Board of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its special meeting held on February 17, 2015.

Clerk, Governing Board of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.4.a. APPROVE 2015 CSBA DELEGATE ASSEMBLY ELECTION OF CANDIDATES

ACTION

ISSUE: Shall the Board of Education elect four representatives to CSBA's Delegate Assembly?

STATEMENT: There are two vacancies for the 2015 Delegate Assembly Ballot Region/Subregion 11B and there are three candidates as follows. OPUSD may vote for two of the three candidates on one ballot and it must be returned to CSBA postmarked on or before March 16, 2015. Voting instructions, ballot, and biographical sketches for each of the candidates are attached.

Kelsey Stewart (Santa Paula USD)
 Christina Urias (Santa Paula USD)*
 John B. Walker (Ventura USD)*
 *denotes incumbent

The names of newly elected delegates will be published and disseminated to the membership by April 1.

ACTION: Move to cast our vote for _____, and _____, as representatives to the CSBA Delegate Assembly for Region/Subregion 11B.

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 School Boards Association

**TIME SENSITIVE, REQUIRES BOARD ACTION
DEADLINE MONDAY, MARCH 16, 2015**

January 30, 2015

MEMORANDUM

To: All Board Presidents and Superintendents
CSBA Member Boards of Education

From: Jesús M. Holguín, President

Re: 2015 CSBA Delegate Assembly Election
U.S. Postmark Deadline – Monday, March 16, 2015

Enclosed is the ballot material for election of your region's or subregion's representative to CSBA's Delegate Assembly. The material consists of the ballot (on red paper), required candidate biographical sketch form, and if submitted, a résumé. In addition, you will find a "copy" of the ballot on white paper so that it may be included in your board agenda packet, if you choose to include it. **Only the ballot on red paper is to be completed and returned to CSBA.**

The board as a whole may vote for up to the number of vacancies in the region or subregion as indicated on the ballot. For example, if there are three vacancies in the region or subregion, the board may vote for up to three individuals. Regardless of the number of vacancies, each board may cast no more than one vote for any one candidate. (The ballot also contains a provision for write-in candidates; their name and district must be clearly printed in the space provided.)

The ballot must be signed by the Superintendent or Board Clerk and returned in the enclosed envelope; if the envelope is misplaced, you may use your district's stationery. Please write **DELEGATE ELECTION** prominently on the envelope with the region or subregion number on the bottom left corner. **Ballots must be postmarked by the U.S. Post Office on, or before, Monday, March 16, 2015. No late ballots will be accepted.**

Election results will be available on CSBA's website no later than Wednesday, April 1. If there is a tie vote, a run-off election will be held. All re-elected and newly elected Delegates will serve two-year terms beginning April 1, 2015 – March 31, 2017. The next meeting of the Delegate Assembly is on Saturday, May 16 – Sunday, May 17 at the Hyatt Regency in Sacramento.

Please do not hesitate to contact the Leadership Services Department at (800) 266-3382 should you have any questions. Thank you.

This complete, **ORIGINAL** Ballot must be **SIGNED** by the Superintendent or Board Clerk and returned in the enclosed envelope postmarked by the post office No later than **MONDAY, MARCH 16, 2015**. Only ONE Ballot per Board. Be sure to mark your vote "X" in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR LATE BALLOT WILL NOT BE VALID.*

OFFICIAL 2015 DELEGATE ASSEMBLY BALLOT
SUBREGION 11-B
(Ventura County)

Number of vacancies: 2 (Vote for no more than 2 candidates)

Delegates will serve two-year terms beginning April 1, 2015 – March 31, 2017

**denotes incumbent*

- Kelsey Stewart (Santa Paula USD)
- Christina Urias (Santa Paula Union HSD)*
- John B. Walker (Ventura USD)*

Provision for Write-in Candidate Name

School District

Provision for Write-in Candidate Name

School District

Signature of Superintendent or Board Clerk

Title

School District/COE Name

Date of Board Action

See reverse side for a current list of all Delegates in your Region.

Region 11 – Suzanne Kitchens, Director (Pleasant Valley SD)
9 Delegates (9 elected)

Below is a list of all the current Delegates from this Region.

Subregion A

Jack C. Garvin (Santa Maria Joint Union HSD), elected term expires 2016
Janet Zilli (Orcutt Union ESD), elected term expires 2015

Subregion B

Gregory Barker (Moorpark USD), elected term expires 2016
Rob Collins (Simi Valley USD), elected term expires 2016
Christina Urias (Santa Paula Union HSD), elected term expires 2015
John Walker (Ventura USD), elected term expires 2015

Vacant, elected term expires 2016

Vacant, elected term expires 2016

County Delegate

Mark Lisagor (Ventura COE), elected term expires 2015

Counties

Santa Barbara (Subregion A)
Ventura (Subregion B)

Delegate Assembly Candidate Biographical Sketch Form



DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3382.

Name: <u>Kelsey Stewart</u>	CSBA Region: <u>11</u>
District or COE: <u>Santa Paula Unified School District</u>	Years on board: <u>Two</u>
Contact Number: <u>805-204-7810</u>	E-mail: <u>kstewart@santapaulaunified.org</u>
Are you a continuing Delegate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how long have you served as a Delegate? _____	

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association. I believe funding is the key to public education and that funding should be a priority of not only the State, but also on a National level. Bringing the voice of the community and district stakeholders at the local level to the State is my first priority.

California has a large number of EL students and re-designation at the elementary level has proven to better a student's achievement. Re-designation of our students at an early age is my second priority.

Music and the Arts have always given our students the ability to express their creative talents as well as help with particular subjects like Math and Language Arts. I believe that giving our students these outlets will only help with critical thinking and problem solving enabling them to be confident in their learning making Creative Arts my third priority.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.

I served as the District Representative to the County Office of Education for SPUSD from 2012-2013 attending meetings at the COE and casting votes for the Board as a whole.

SPUSD formed a joint committee with the community for LCFF implementation in the 2013-2014 school year. I served on this committee attending every meeting, working with parents and stakeholders to create an effective out-of-the-box plan to bring innovative programs and much needed student services to our schools.

I work closely with our middle school to bring book fairs to the students. Living in a small town with limited resources for purchasing books to create a home library, I am passionate about bringing books and literacy awareness to our community

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

I enjoyed the Masters in Governance program immensely and after completion I began to research how can be more involved which lead me to choose to run for the Delegacy. I am an avid researcher who is not satisfied until I have every bit of information I need to understand this complex system of public education. I have the ability to communicate with my constituents as well as listen to their ideas and concerns. I believe that our communities have the ability to shape the future through our students and educators so bringing their voices to the table is very important to me. I was elected to represent my community and I serve with pride, and I hope to bring the same determination to CSBA that has served me so well in my own community.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Kelsey Stewart

Date: 1-2-2014



Delegate Assembly Candidate Biographical Sketch Form

DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3382.

Name: <u>Christina Urias</u>	CSBA Region: <u>11-B</u>
District or COE: <u>Santa Paula Unified</u>	Years on board: <u>12</u>
Contact Number: <u>805 794-6136</u>	E-mail: <u>curias@santapaulaunified.org</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>6 years</u>	

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

A linked learning approach in high schools is a major focus of high school reform. There is something for everybody with linked learning whether a student's goal is college, career, or just learning more in high school with meaningful curriculum and more fun. STEAM (Science, Technology, Arts, Engineering, Math) classes need to be increased as early as the middle school level. Common core implementation and its funding is crucial. In order to accomplish this, our teachers will need professional development and new materials will need to be purchased. Our technological infrastructure will need updating and funding must be secured to keep up with continual technological requirements. Teacher quality is a top priority and defining quality teachers and principals is what our students deserve. The recent Vergara vs. California decision empowers educational leaders to improve educational outcomes for every child regardless of race, economic standing, geography, or circumstance. The power of a teacher's influence on a child is undeniable. A quality education will uplift families and communities which will drive economic and social success.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/Involvement or interests in your local district, county and/or CSBA committees, etc.

I am currently serving as the 1st Vice President of Programs for the Ventura County School Board Association (VCSBA). I served as secretary for VCSBA for two years prior to becoming 1st Vice President. I am a 2005 graduate of the California School Board Association Masters of Governance Program. I am currently enrolled in the newly developed Masters of Governance Program and intend to become a 2015 graduate! Our school district recently unified and I served as its first President. As President and thereafter, I have worked tirelessly with my board for the implementation of the brand new school district. I worked closely with the county superintendent and an interim superintendent during our first year of implementation. I currently serve as treasurer of the Santa Paula Latino Hall (SPLTH), a non-profit community group. SPLTH has made significant financial contributions to the schools in the form of youth empowered seminars teaching students how to succeed in school. Every year for the past 18 years, SPLTH has held an annual awards program in recognition of outstanding youth from the community.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

As an active delegate, I have served on three CSBA committees. I have served on the nominating committee, the linked learning committee, and most recently the planning committee for the Annual Education Conference. Each committee experience has enriched my scope as to the important resources CSBA provides its members. Additionally, as a delegate I have volunteered to validate three Golden Bell schools in Ventura and Santa Barbara counties. As a validator one sees firsthand accomplishments of our local schools' programs and how their successes can be duplicated in one's own district.

My experiences as a delegate has propelled me to continue to serve enthusiastically as a delegate.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Christina Urias

Date: 12/16/14



Delegate Assembly Candidate Biographical Sketch Form

DUE: Wednesday, January 7, 2015

Mail to: CSBA | Attn: Leadership Services | 3251 Beacon Blvd., West Sacramento, CA 95691 | or fax (916) 371-3407

Please complete, sign and date this required one-page candidate biographical sketch form. An optional, one-page, single-sided, résumé may also be submitted; both will be copied exactly as received. Please do not state "see résumé" and please do not re-type this form. Any additional page(s) exceeding this one-page candidate form will **not** be accepted. It is the candidate's responsibility to confirm that all nomination materials have been received by the CSBA Leadership Services department by January 7 postmarked by the U.S.P.S. Late submissions will not be accepted. If you have any questions, please contact Charlyn Tuter in Leadership Services at ctuter@csba.org or (800) 266-3281.

Name: <u>John B. Walker</u>	CSBA Region: <u>11B</u>
District or COE: <u>Ventura Unified School District</u>	Years on board: <u>24</u>
Contact Number: <u>805-844-2456</u>	E-mail: <u>johnbwalker@sbcglobal.net</u>
Are you a continuing Delegate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, how long have you served as a Delegate? <u>14</u>	

CSBA's Delegate Assembly sets the general education policy direction for the Association. As a member of the Delegate Assembly, please describe what your top three educational priorities would be, and why they are important to the Association.

Major issues facing public education in California today are complex, numerous and intertwined with each other. At the forefront this year, and seemingly always with us is (1) Adequacy of Funding. California is one of the lowest in spending per pupil, one of the highest in class size ratios, but yet one of the highest per capita in personal income. Clearly, as a state we have not yet found the common balance for education expenditures. Secondly, we continue to have a clear problem with the (2) Achievement Gap. This is again a complex issue, related to funding, demographics, language and cultural differences. I believe CSBA should continue to advocate for children of all backgrounds on this issue. Thirdly, and perhaps at one of the most defining issues of our time is the role of California schools in a world economy. We are in a rapidly growing period of (3) Globalization of Education. Our children will compete in a world job market. We need to prepare them to be both multicultural and multilingual. If I could briefly add a fourth issue, it is the (4) Image of Public Schools. We can and must do better as an Association.

Another responsibility of Delegates is to communicate the interests of local boards to CSBA's Board of Directors, Executive Committee and staff. Please describe your activities/involvement or interests in your local district, county and/or CSBA committees, etc.

I have been very involved over the last 24 years with our public schools, serving as a board member, board president, Ventura County School Board's Association leadership (including VCSBA President for several years), CSBA Delegate Assembly and on the CSBA Board of Directors for five years. I am currently our local board's representative to our (a) District English Learner Advisory Committee (DELAC), (b) City, College, School District Liaison Committee and (c) Ventura Chamber of Commerce. I have also served as a past representative to many organizations including the Ventura County Commission on Children and Family Services and the Ventura County Workforce Investment Board. Outside the direct purview of board activities I also serve with the 1st Memorial Honors Detail, providing Military Honors to Veteran funerals. I am an active member of Kiwanis, a member of the Ventura PD Volunteers in Policing and secretary to the Ventura County Vietnam Veterans organization. I have also served on the Native American Indian Inter-tribal Association of Ventura County (board member) and the VC American Red Cross.

Why are you interested in becoming a Delegate and what contribution do you feel you would make as a member of the Delegate Assembly?

While I have served many years, it is my desire to continue to serve my community and country in the way I have always believed. Having served in the Marine Corps during Vietnam, I am endowed with the belief that we should serve, it is our duty and our responsibility. Fortunately, I do enjoy making this contribution to our communities, their children and their parents. I have enjoyed serving the board members of Ventura and Santa Barbara Counties while on the CSBA Board of Directors. My professional experience in the corporate world (34 years) then as a public school district employee (ten years), as well as a continuing delegate and past CSBA Board of Director will provide me with the experience and tools needed to move our mutual goals forward. It is my desire to continue to serve. I would appreciate your vote.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: John B Walker

Date: 12-5-2014

John B. Walker

358 Ford Avenue ♦ Ventura, CA 93003 ♦ 805-844-2456 ♦ johnbwalker@sbcglobal.net

Region 11B
Ventura Unified School District
ADA: 17,500

Professional Experience

- Verizon Communications 34 years, retiring as General Manager
- Retired Director of Human Resources/Risk Management (10 years) for the Ojai Unified School District

CSBA Activities/Experience

- CSBA Governmental Relations Chair
- CSBA Legislative Network
- CSBA Delegate Assembly
- CSBA Policy Platform Committee
- CSBA Budget Committee
- CSBA AEC Committee
- CSBA Board of Directors (seven years)

Local School District Activities

- Board Member since 1989, serving as Board President six times
- City of Ventura/Ventura USD Long Range Executive Planning Committee
- Board/City Liaison Executive Committee
- Bond oversight committee
- County committee on school district organization
- Past President, Ventura County School Board's Association
- Gang Prevention Task Force
- District ELAC board representative (past four years)

Education

- Masters in Business Administration (MBA), Pepperdine University, Malibu, CA
- Bachelor of Science in Economics, California State University, Long Beach, CA

Credentials

- California Community College Lifetime Teaching Credential
- California Certified Tax Preparer License

Community Activities

- Commissioner, Ventura County Commission on Children and Families
- Volunteer Police Officer (VIP program, Ventura PD)
- Vietnam Veterans of Ventura County - Secretary
- Kiwanis Active Member
- First Memorial Honor Guard Active Member (military funerals)
- Ventura County Workforce Development Board – Youth Council
- Past PTA President (twice)
- Native American Intertribal Association of Ventura County (CA Indian Education Center)
- Board of Directors, American Red Cross of Ventura County
- Industry Education Council of California – Blue Ribbon Committee on Technology
- Board of Directors, Hope in the City (San Diego based Community Development Program)
- Greater Ventura Chamber of Commerce

Professional and Individual Recognition

- CTA California Distinguished School Board Member of the Year - Gold Coast Region (1997 & 2006)
- Verizon Individual Excellence Award for Innovation
- Verizon Presidential Leadership Award
- Verizon Citizen of the Year – California Region
- California PTA Honorary Life Service Award
- Recipient, National Freedom's Foundation, Meritorious Military Honoree
- USMC Marine of the Year – 2nd MarDiv

Personal

Married, two adult married daughters. Spouse is retired Elementary School Office Manager and one daughter is Assistant Superintendent of Business Hueneme School District. Daughter number two is financial analyst.

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.4.b. 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	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~DECEMBER 9, 2014~~ JANUARY 20, 2015 FEBRUARY 17, 2015

SUBJECT: B.5.a. APPROVE AMENDMENT TO BOARD POLICY 1312.3 – UNIFORM COMPLAINT PROCEDURES - ~~First~~ Second Reading

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

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

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(a)

Uniform Complaint Procedures

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

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

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

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

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

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

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BP 1312.3(b)

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

(cf. 5131.2 – Bullying)

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

(cf. 3260 – Fees and Charges)

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

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

(cf. 0460 – Local Control and Accountability Plan)

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

7. Any other complaint as specified in a district policy

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

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

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

(cf. 5125 – Student Records)

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BP 1312.3(c)

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

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

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

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

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

(cf. 3580 – District Records)

Non-UCP Complaints

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

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

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

(cf. 1312.4 – Williams Uniform Complaint Procedures)

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BP 1312.3(d)

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

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

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

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

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

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

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

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BP 1312.3(e)

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

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

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

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

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

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

18100-18179 School libraries

32289 School safety plan, uniform complaint procedure

35186 Williams uniform complaint procedure

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

41500-41513 Categorical education block grants

48985 Notices in language other than English

49010-49013 Student fees

49060-49079 Student records

49490-49590 Child nutrition programs

52060-52077 Local control and accountability plan, especially

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

52160-52178 Bilingual education programs

52300-52499.6 Career-technical education

52500-52616.24 Adult schools

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BP 1312.3(f)

52800-52870 School-based coordinated programs

~~54000-54041 Economic impact aid programs~~

~~54100-54145 Miller-Unruh Basic Reading Act~~

54400-54425 Compensatory education programs

54440-54445 Migrant education

54460-54529 Compensatory education programs

56000-56885 Special education programs

59000-59300 Special schools and centers

64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.55 Hate crime; definition

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX of the Education Amendments of 1972

6301-6577 Title I basic programs

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

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

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

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

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

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

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

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

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability, complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

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

104.7 Designation of responsible employee for Section 504

106.8 Notification of nondiscrimination on basis of sex

110.25 Notification of nondiscrimination on basis of age

Management Resources:

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

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

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

Dear Colleague Letter: Sexual Violence, April 2011

Dear Colleague Letter: Harassment and Bullying, October 2010

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

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BP 1312.3(g)

WEB SITES

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

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

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

Adopted 2-16-93

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: ~~DECEMBER 9, 2014~~ ~~JANUARY 20, 2015~~ FEBRUARY 17, 2015
SUBJECT: B.5.b. APPROVE AMENDMENT TO BOARD POLICY 5131.2 – BULLYING- ~~First~~ Second Reading

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

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

ALTERNATIVES:

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

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

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BP 5131.2(a)

Bullying

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

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

(cf. 5131 – Conduct)

(cf. 5136 – Gangs)

(cf. 5145.3 – Nondiscrimination/Harassment)

(cf. 5145.7 – Sexual Harassment)

(cf. 5145.9 – Hate-Motivated Behavior)

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

(cf. 5145.2 – Freedom of Speech/Expression)

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

(cf. 0420 – School Plans/Site Councils)

(cf. 0450 – Comprehensive Safety Plans)

(cf. 0460 – Local Control and Accountability Plan)

(cf. 1220 – Citizen Advisory Committees)

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

(cf. 6020 – Parent Involvement)

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

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

(cf. 1020 – Youth Services)

Bullying Prevention

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

(cf. 5137 – Positive School Climate)

(cf. 6164.2 – Guidance/Counseling Services)

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

(cf. 6162.8 – Comprehensive Health Education)

(cf. 6142.94 – History-Social Science Instruction)

(cf. 6163.4 – Student Use of Technology)

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

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

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

Intervention

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

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

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

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

Complaints and Investigation

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

(cf. 1312.3 – Uniform Complaint Procedures)

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

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

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

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

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

Discipline

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

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

(cf. 5138 – Conflict Resolution/Peer Mediation)

(cf. 5144 – Discipline)

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

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

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

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

(cf. 4117.3 – Dismissal)

(cf. 4118 – Suspension/Disciplinary Action)

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

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

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

32282 Comprehensive safety plan

32283.5 Bullying; online training

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

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BP 5131.2(e)

48900-48925 Suspension or expulsion

48985 Translation of notices

52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime

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

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

653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

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

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

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

Management Resources:

CSBA PUBLICATIONS

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

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

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

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

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

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

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

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

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

Bullying at School, 2003

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

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

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

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

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

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

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

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

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

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

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

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

Adopted: 8-21-12

Amended: 4-13

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~DECEMBER 9, 2014~~ ~~JANUARY 20, 2015~~ FEBRUARY 17, 2015

**SUBJECT: B.5.c. APPROVE AMENDMENT TO BOARD POLICY 5145.3 –
NONDISCRIMINATION/HARASSMENT – ~~First~~ Second
Reading**

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

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

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

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

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BP 5145.3(a)

Nondiscrimination/Harassment

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

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

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

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5145.9 - Hate-Motivated Behavior)

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

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

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

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

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(b)

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

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

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

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

Legal Reference:

EDUCATION CODE

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

CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(c)

PENAL CODE

422.55 Interference with constitutional right or privilege

422.6 Crimes, harassment

CODE OF REGULATIONS, TITLE 5

432 Student record

4600-4687 Uniform Complaint Procedures

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

UNITED STATES CODE, TITLE 20

1681-1688 Title IX of the Education Amendments of 1972

12101-12213 Title II equal opportunity for individuals with disabilities

UNITED STATES CODE, TITLE 29

794 Section 504 Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

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

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

6101-6107 Age Discrimination Act of 1975

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

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

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

106.9 Notification of nondiscrimination on basis of sex

COURT DECISIONS

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

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

Management Resources:

CSBA PUBLICATIONS

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

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

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

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

FIRST AMENDMENT CENTER PUBLICATIONS

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

NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS

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

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

Dear Colleague Letter: Harassment and Bullying, October 2010

Notice of Non-Discrimination, January, 1999

WEB SITES

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

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

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

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

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

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

Adopted: 10-15-80

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~DECEMBER 9, 2014~~ JANUARY 20, 2015 FEBRUARY 17, 2015

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

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

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

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.7(a)

Sexual Harassment

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

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

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

(cf. 1312.3 – Uniform Complaint Procedures)

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

(cf. 5131 – Conduct)

(cf. 5131.2 – Bullying)

(cf. 5137 – Positive School Climate)

(cf. 5141.4 – Child Abuse Prevention and Reporting)

(cf. 5145.3 – Nondiscrimination/Harassment)

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

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

(cf. 1312.3 – Uniform Complaint Procedures)

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

Instruction/Information

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.7(b)

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

2. A clear message that students do not have to **endure** tolerate sexual harassment **under any circumstance**

3. Encouragement to report observed instances of sexual harassment, even where the **alleged** victim of the harassment has not complained

4. **A clear message that student safety is the district's primary concern, and that any separate rule violation involving an alleged victim or any other person reporting a sexual harassment incident will be addressed separately and will not affect the manner in which the sexual harassment complaint will be received, investigated, or resolved**

5. Information about the district's procedure for investigating complaints and the person(s) to whom a report of sexual harassment should be made

6. Information about the rights of students and parents/guardians to file a **civil or** criminal complaint, as applicable

Complaint Process

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

~~(cf. 1312.1—Complaints Concerning District Employees)~~

~~(cf. 5141.4—Child Abuse Prevention and Reporting)~~

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

Disciplinary Actions

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.7(c)

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

(cf. 5144 – Discipline)

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

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

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

(cf. 4117.4 – Dismissal)

(cf. 4117.7 – Employment Status Report)

(cf. 4118 – Suspension/Disciplinary Action)

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

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

Confidentiality and Record-Keeping

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

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

~~*(cf. 5125 – Student Records)*~~

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

(cf. 3580 – District Records)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

48900 Grounds for suspension or expulsion

48900.2 Additional grounds for suspension or expulsion; sexual harassment

48904 Liability of parent/guardian for willful student misconduct

48980 Notice at beginning of term

CIVIL CODE

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

1714.1 Liability of parents/guardians for willful misconduct of minor

GOVERNMENT CODE

12950.1 Sexual harassment training

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform Complaint Procedures

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.7(d)

UNITED STATES CODE, TITLE 20

1221 Application of laws

1232g Family Educational Rights and Privacy Act

1681-1688 Title IX, Discrimination

UNITED STATES CODE, TITLE 42

1983 Civil action for deprivation of rights

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

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

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

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

COURT DECISIONS

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

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

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

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

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

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

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

Management Resources:

CSBA PUBLICATIONS

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

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

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

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

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

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

Dear Colleague Letter: Sexual Violence, April 4, 2011

Sexual Harassment: It's Not Academic, September 2008

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

WEB SITES

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

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

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

Adopted: 3-2-93

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: B.5.e. APPROVE AMENDMENT TO BOARD POLICY 7310 – NAMING OF FACILITY – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 7310 – Naming of Facility?

BACKGROUND: Board Policy 7310 is being revised at the request of the Board. Board Policy 7310 is being submitted with recommended changes from staff.

ALTERNATIVES:

1. Approve the amendment to Board Policy 7310 – Naming of Facility.
2. Do not amend Board Policy 7310 – Naming of Facility.
3. Adopt a modified version of the amendment to Board Policy 7310 – Naming of Facility.

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 7000

Facilities

BP 7310(a)

Naming of School or Facility

It is the intent of the Governing Board that a name be selected for each ~~new~~ school early in the planning process. The Board of Education will make its selection from names suggested by students, *staff members, parents, and Oak Park community members*.

~~All names shall~~ *Names may* relate to the geography, ecology, anthropology, or history of the Oak Park area *and/or on the focus of the school, with the intent to choose a name that brings meaning to the Oak Park Unified School District and the Oak Park community*. ~~The following criteria should also be considered in the selection of a name:~~

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

~~The Governing Board places the following limitations on names suggested, and will not accept any suggested names which violate these limitations:~~

- ~~1. No school will be named for a living person.~~
- ~~2. No school will be given the name of a commercial development unless the name existed in the area prior to the development.~~

Dedication of School or Facility

There shall be a formal public dedication of all new schools and major additions to existing schools.

Any name adopted for any new school may not be so similar to the name of any existing district school as to result in confusion to members of the community.

Before adopting any proposed name, the Board shall ~~hold a public hearing at which members of the public will be given an opportunity to provide input.~~ *take input from the public at a regular board meeting.*

(cf. 9320 – Meetings and Notices)

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 7000

Facilities

BP 7310(b)

Memorials

Upon request, the Board may consider planting commemorative trees, erecting monuments, or dedicating building, parts of buildings, athletic fields, gardens, or other district facilities, in memory of deceased students, staff members, community members, and benefactors of the district.

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

Adopted: 11-16-77

Amended: 2-2-83, 9-4-84, 3-16-93, 3-20-01, 9-17-02, 3-20-12, 12-11-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: FEBRUARY 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 January 31st of the 2014-15 fiscal year?

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

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

**Measure C6 Summary
BOND EXPENDITURES
Through 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	379,151.02
CABLING	Cabbling		920,543.22				1,052.00				921,595.22
	Optional F427	Network Cabbling								42,466.90	42,466.90
CHILD NUTRITION COMPUTERS	Child Nutrition - Equipment	10,508.29			5,315.71						15,824.00
	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	112,023.34	888,890.13
	Optional C412	Support Staff Computers								11,107.00	11,107.00
		iPad Beta Test							194,352.77		194,352.77
LOCAL AREA NETWORK [LAN] MMTCE & OPERATIONS [M&O]	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
	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
	M&O Equip			8,565.47	19,899.43	(1,091.12)					27,373.78
	Service Utliity Vehicles	9,470.18			27,993.61			34,493.53			71,957.32
Optional C404	Vehicle Maintenance								35,327.25	35,327.25	
MISC HARDWARE/SOFTWARE	Student Transportation		137,054.36								137,054.36
	AV+Digital Cameras	1,246.93	712.39		3,967.06	(649.50)					5,276.88
	AV+Digital Video Cameras				6,391.08						6,391.08
	AV+Microphones+ USB				1,933.17						1,933.17
	Desktop Mgmt	4,164.00	25,550.00								29,714.00
	Docking Stations			16,891.88		2,778.14					19,670.02
	Hard Covers		3,204.55	9,184.80		3,517.30		3,096.74			19,003.39
	Keyboard Covers		777.94	3,859.66							4,637.60
	Keyboards				1,280.88				278.85		1,559.73
	Mice				1,788.55				501.93		2,290.48
	Misc./Other		822.42	1,821.07	2,580.36	4,405.10	15,584.90		6,013.25		31,227.10
	Monitors				15,467.59				1,171.17		16,638.76
	Printers	3,941.45	4,549.92		15,925.75	5,224.16		5,876.77			35,518.05
	Probes					9,907.44					9,907.44
	Scanners				4,600.63				3,341.10		7,941.73

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	45,012.95	179,648.21
	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	1,066,725.14	11,831,383.80

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 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 January 31st of the 2014-15 fiscal year?

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

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

**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	379,151.02	442,547.08
CABLING	Cabbling		920,543.22				1,052.00				921,595.22	
	Optional F427	Network Cabbling								42,466.90	42,466.90	
CHILD NUTRITION COMPUTERS	Child Nutrition - Equipment	10,508.29			5,315.71						15,824.00	
	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	112,023.34		888,890.13
	Optional C412	Support Staff Computers								11,107.00		11,107.00
		iPad Beta Test							194,352.77			194,352.77
LOCAL AREA NETWORK [LAN] MMTCE & OPERATIONS [M&O]	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	
	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	
	M&O Equip			8,565.47	19,899.43	(1,091.12)					27,373.78	
	Service Utility Vehicles	9,470.18			27,993.61			34,493.53			71,957.32	
Optional C404	Vehicle Maintenance								35,327.25		35,327.25	
MISC HARDWARE/SOFTWARE	Student Transportation		137,054.36								137,054.36	
	AV+Digital Cameras	1,246.93	712.39		3,967.06	(649.50)					5,276.88	
	AV+Digital Video Cameras				6,391.08						6,391.08	
	AV+Microphones+ USB				1,933.17						1,933.17	
	Desktop Mgmt	4,164.00	25,550.00								29,714.00	
	Docking Stations			16,891.88		2,778.14					19,670.02	
	Hard Covers		3,204.55	9,184.80		3,517.30		3,096.74			19,003.39	
	Keyboard Covers		777.94	3,859.66							4,637.60	
	Keyboards				1,280.88				278.85		1,559.73	
	Mice				1,788.55				501.93		2,290.48	
	Misc./Other		822.42	1,821.07	2,580.36	4,405.10	15,584.90		6,013.25		31,227.10	
	Monitors				15,467.59				1,171.17		16,638.76	
	Printers	3,941.45	4,549.92		15,925.75	5,224.16		5,876.77			35,518.05	
	Probes					9,907.44					9,907.44	
	Scanners				4,600.63				3,341.10			7,941.73

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	45,012.95	179,648.21
	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	1,066,725.14	11,831,383.80

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 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 5 of the 2014-15 school year?

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

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

MONTHLY REPORT OF ENROLLMENT AND ADA

Board Meeting, February 17, 2015

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Site/ Grade	YEAR TO DATE		Month 1		Month 2		Month 3		Month 4	
	ENRL*	ADA	ENRL*	ADA	ENRL*	ADA	ENRL	ADA	ENRL	ADA
BES										
K	93	90.76	96	94.41	94	92.94	93	91.61	93	88.18
1	81	78.50	81	79.65	81	78.63	81	79.50	81	78.00
2	85	83.80	87	87.18	86	83.79	86	85.00	86	82.53
3	104	101.41	104	102.88	104	101.05	104	102.39	104	100.65
4	127	122.34	125	123.24	125	121.63	126	123.11	126	120.94
5	128	123.06	127	124.06	126	121.95	127	123.72	127	123.47
SDC	2	1.99	2	2.00	2	2.00	2	1.94	2	2.00
Total	620	601.86	622	613.42	618	601.99	619	607.27	619	595.77
ADA % **		97.07%		98.62%		97.41%		98.11%		96.25%
OHES										
K	86	85.86	88	86.88	91	87.11	90	88.44	89	84.29
1	79	75.37	77	75.53	77	75.21	78	75.06	78	74.41
2	80	78.60	81	78.94	82	79.58	81	79.00	81	78.18
3	82	80.77	84	82.06	84	81.58	83	82.28	82	78.35
4	95	92.40	94	92.06	94	92.32	95	92.11	95	92.35
5	96	93.39	96	93.18	96	93.74	96	94.11	96	93.12
SDC	1	0.97	1	0.94	1	0.89	1	1.00	1	1.00
Total	519	507.36	521	509.59	525	510.43	524	512.00	522	501.70
ADA % **		97.76%		97.81%		97.22%		97.71%		96.11%
ROES										
K	116	109.13	112	108.00	114	110.21	114	110.78	114	108.06
1	110	107.26	112	109.41	111	108.58	109	107.50	108	105.06
2	84	79.97	81	78.06	84	80.47	84	81.00	85	80.35
3	112	108.29	112	110.59	113	109.37	112	108.17	113	107.65
4	95	92.26	94	92.59	95	93.16	96	92.44	96	92.12
5	123	118.83	123	120.53	122	120.21	122	118.33	123	118.76
SDC	0	0.61	1	0.88	1	0.89	1	0.89	0	0.41
Total	640	616.35	635	620.06	640	622.89	638	619.11	639	612.41
ADA % **		96.30%		97.65%		97.33%		97.04%		95.84%
MCMS										
6	385	373.33	385	377.00	386	375.47	385	374.11	385	372.24
7	356	350.49	364	355.24	362	353.26	361	353.61	360	345.00
8	382	372.16	385	378.41	384	372.05	384	373.06	381	370.29
SDC	5	4.71	5	4.24	5	4.74	5	4.94	5	4.71
Total	1128	1,100.69	1139	1,114.89	1137	1,105.52	1135	1,105.72	1131	1,092.24
ADA % **		97.58%		97.88%		97.23%		97.42%		96.57%
OPHS										
9	408	398.68	408	402.35	407	399.32	408	397.89	408	395.65
10	372	361.38	376	366.47	377	364.16	373	361.83	372	356.65
11	380	363.78	381	370.47	380	364.84	378	361.11	379	360.53
12	367	355.12	372	362.18	371	356.68	369	354.28	369	353.12
SDC	6	4.79	6	4.88	6	4.79	6	4.89	6	4.76
Total	1533	1,483.75	1543	1,506.35	1541	1,489.79	1534	1,480.00	1534	1,470.71
ADA % **		96.79%		97.62%		96.68%		96.48%		95.87%
OVHS										
10-12	29	25.12	24	21.71	25	24.27	26	24.71	27	25.04
ADA % **		86.62%		90.46%		97.08%		95.04%		92.74%
OPIS										
K-12	224	210.66	206	200.53	213	208.79	220	210.94	221	214.88
ADA % **		94.04%		98.42%		98.02%		95.88%		97.23%
Other ***	2	4.65	1	3.24	1	3.43	1	3.65	2	3.49
TOTALS										
K-12	4695	4,550.44	4691	4,589.79	4700	4,567.11	4697	4,563.40	4695	4,516.24
ADA % **		96.92%		97.84%		97.17%		97.16%		96.19%

* Enrollment is as of last day of school month.

** % of Attendance is ratio of ADA generated during the period divided by last day enrollment.

*** Other is Home Hospital, Non Public Schools, and Extended Year

MONTHLY REPORT OF ENROLLMENT AND ADA

Board Meeting, February 17, 2015

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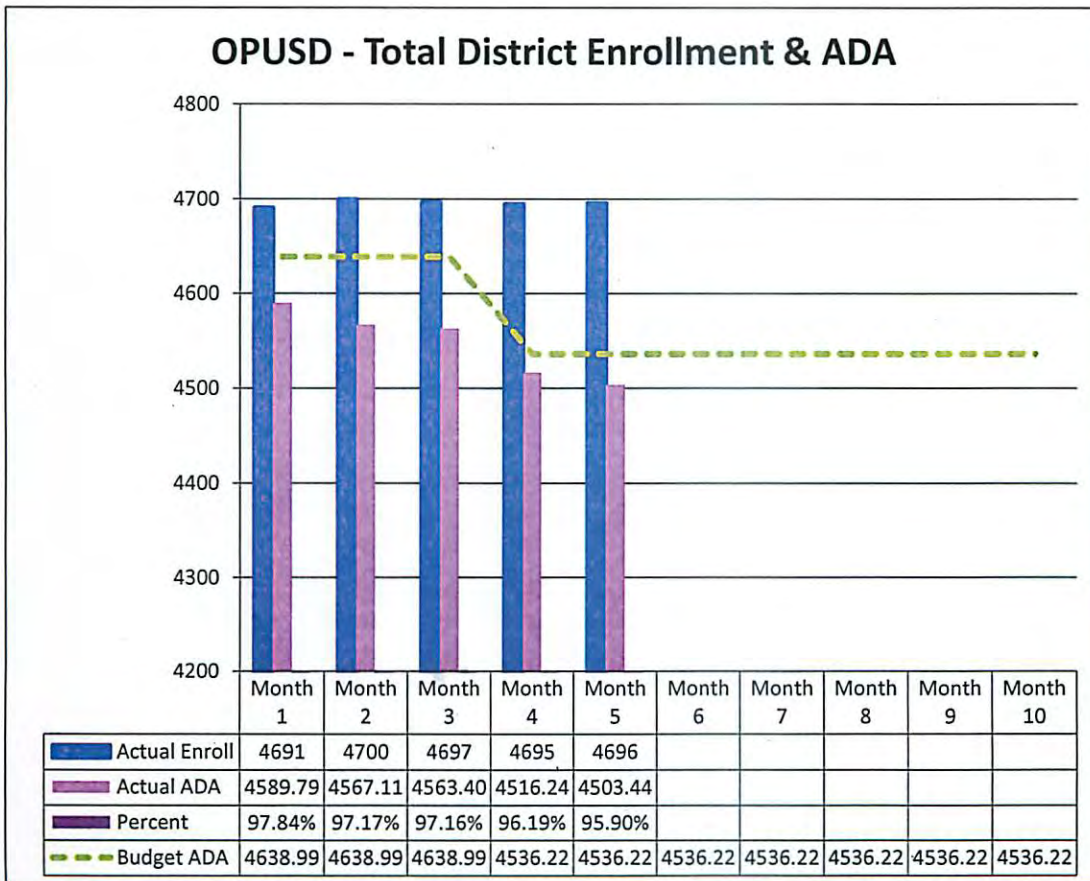
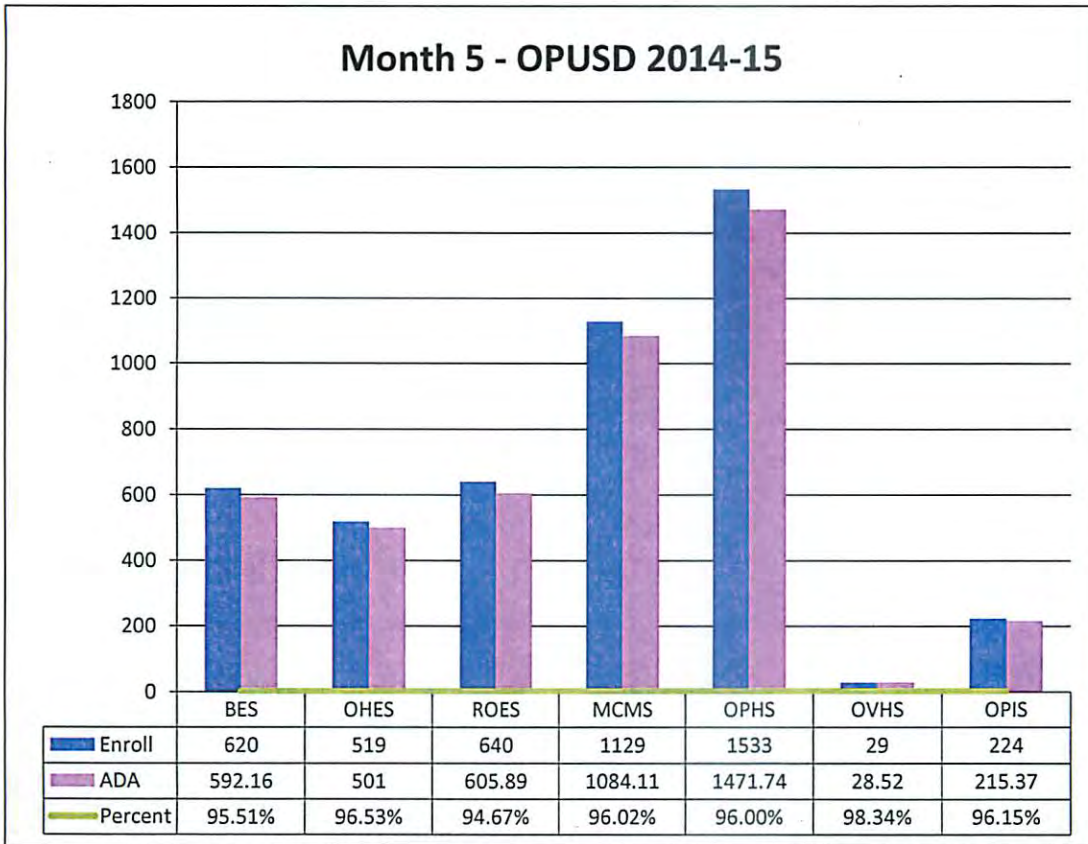
Site/ Grade	Month 5		Month 6		Month 7		Month 8		Month 9		Month 10	
	ENRL	ADA	ENRL	ADA	ENRL	ADA	ENRL	ADA	ENRL	ADA	ENRL	ADA
BES												
K	93	86.80										
1	81	76.84										
2	85	81.68										
3	104	99.79										
4	127	122.79										
5	128	122.26										
SDC	2	2.00										
Total	620	592.16										
ADA % **		95.51%										
OHES												
K	86	81.57										
1	79	75.89										
2	80	77.32										
3	82	79.53										
4	95	93.11										
5	96	92.58										
SDC	1	1.00										
Total	519	501.00										
ADA % **		96.53%										
ROES												
K	116	108.00										
1	110	105.00										
2	84	79.84										
3	112	105.58										
4	95	91.00										
5	123	116.47										
SDC	0	-										
Total	640	605.89										
ADA % **		94.67%										
MCMS												
6	385	367.21										
7	357	345.42										
8	382	366.59										
SDC	5	4.89										
Total	1129	1,084.11										
ADA % **		96.02%										
OPHS												
9	408	397.53										
10	372	357.63										
11	380	362.11										
12	367	349.84										
SDC	6	4.63										
Total	1533	1,471.74										
ADA % **		96.00%										
OVHS												
10-12	29	28.52										
ADA % **		98.34%										
OPIS												
K-12	224	215.37										
ADA % **		96.15%										
Other ***	2	4.65										
TOTALS												
K-12	4696	4,503.44										
ADA % **		95.90%										

* Enrollment is as of last day of school month.

** % of Attendance is ratio of ADA generated during the period divided by last day enrollment.

*** Other is Home Hospital, Non Public Schools, and Extended Year

OAK PARK USD - ATTENDANCE



TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 17, 2015
SUBJECT: VII.4. MONTHLY CASH FLOW REPORT

DISCUSSION

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

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

RECOMMENDATION: None. Information only.

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

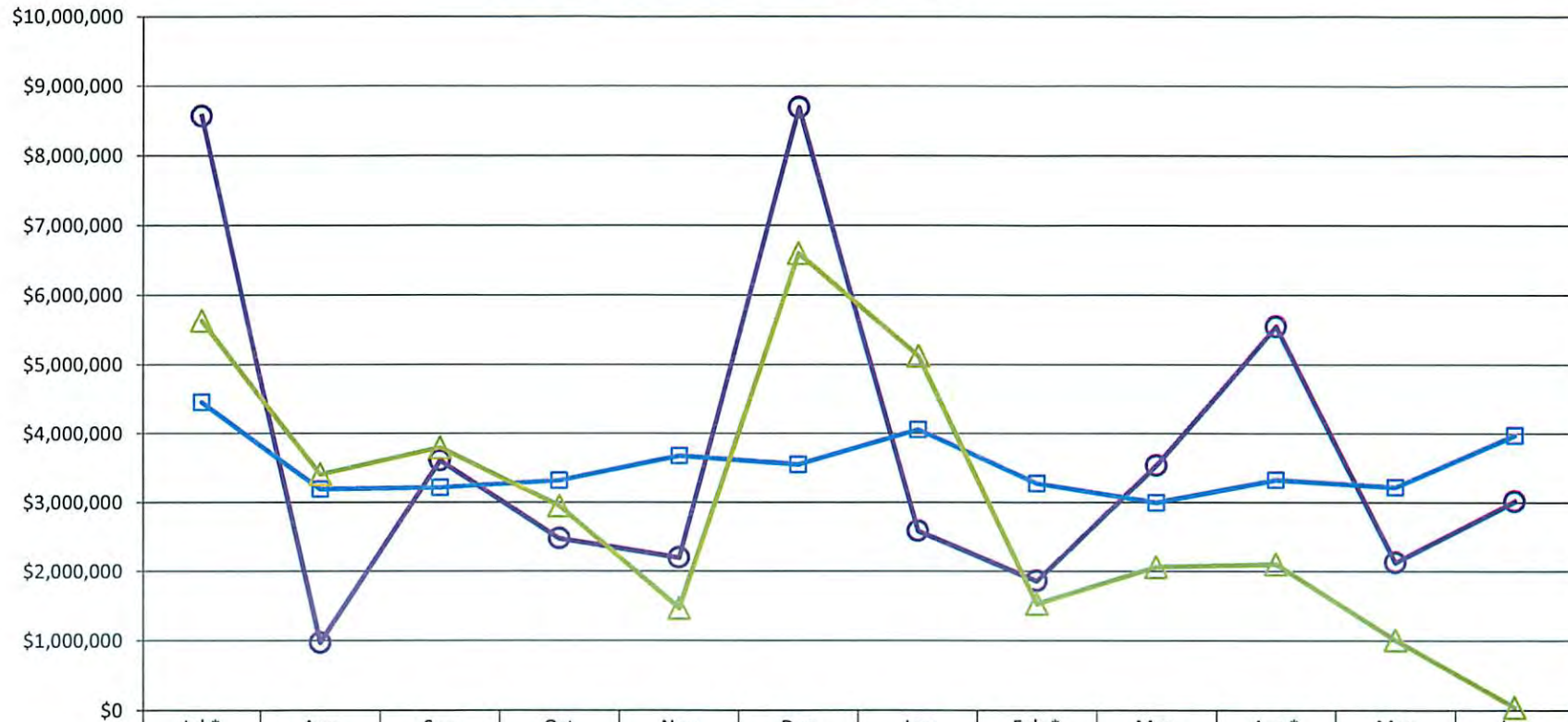
Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW										
Year: 2014-15 Budget										
Budget Used: 1st Interim Budget										
ACTUAL POSTINGS THROUGH JANUARY 2015										
	Object	July	August	September	October	November	December	January	February	March
A. BEGINNING CASH	9110	\$1,526,307	\$5,639,268	\$3,412,568	\$3,801,934	\$2,955,068	\$1,468,736	\$6,607,854	\$5,131,395	\$1,535,124
B. RECEIPTS										
Revenue Limit Sources										
Principal Apportionment	8010-8019	782,116	782,116	2,712,851	1,407,808	1,407,808	2,712,852	1,407,808	1,417,165	2,736,907
Property Taxes	8020-8079	0	56,894	0	29,185	15,171	5,123,934	66,890	204	23,856
Miscellaneous Funds	8080-8099	0	0	0	0	0	0	0	0	0
Federal Revenue	8100-8299	0	0	88,577	30,154	0	0	3,474	0	7,381
Other State Revenue	8300-8599	1,090	0	174,022	-165,214	446,078	0	226,405	687	818
Other Local Revenue	8600-8799	173,567	112,155	396,287	460,532	326,749	880,662	300,859	468,270	794,049
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	580,713	0	0
Other Receipts/Non-Revenue		0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS		956,773	951,165	3,371,737	1,762,464	2,195,805	8,717,448	2,586,149	1,886,326	3,563,011
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	135,288	1,595,706	1,624,727	1,625,128	1,996,103	1,713,565	1,701,061	1,776,627	1,758,933
Classified Salaries	2000-2999	155,275	254,298	438,302	441,876	565,968	478,232	448,811	469,086	468,426
Employee Benefits	3000-3999	49,351	249,401	646,541	647,826	714,414	667,774	666,363	685,681	677,392
Books, Supplies	4000-4999	3,046	83,957	100,623	127,583	188,448	75,469	235,687	66,841	38,376
Services	5000-5999	51,823	477,998	336,124	292,586	286,980	598,677	322,739	193,639	76,328
Capital Outlay	6000-6599	4,710	73,284	229,194	117,289	16,354	114,371	640,223		
Other Outgo - Excess Costs	7000-7499	0	0	0	33,604	-6,000	0	14,518	106,015	0
Interfund Transfers Out	7600-7629	0	0	0	0	0	0	0	0	0
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS		399,494	2,734,643	3,375,512	3,285,892	3,762,268	3,648,087	4,029,402	3,297,889	3,019,456
D. BALANCE SHEET TRANSACTIONS										
Accounts Receivable	9200	3,265,993	16,545	237,613	711,378	600	-24,347	-121	-26,965	-26,965
Accounts Payable	9500	-1,265,312	-459,766	155,527	-34,815	79,530	94,105	-33,086	17,258	17,258
Current Loans (Cross Yr TRAN)	9640	-2,795,000	0	0	0	0	0	0	0	0
Current Loans (Current Yr TRANS)	9640	4,350,000	0	0	0	0	0	0	-2,175,000	
TOTAL PRIOR YEAR TRANSACTIONS		3,555,681	-443,221	393,140	676,562	80,130	69,757	-33,207	-2,184,707	-9,707
E. NET INCREASE/DECREASE (B-C+D)		4,112,960	-2,226,699	389,365	-846,865	-1,486,333	5,139,118	-1,476,459	-3,596,270	533,848
F. ENDING CASH (A+E)		5,639,268	3,412,568	3,801,934	2,955,068	1,468,736	6,607,854	5,131,395	1,535,124	2,068,972
G. ENDING CASH, PLUS ACCRUALS										

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW						
Year: 2014-15 Budget						
Budget Used: 1st Interim Budget						
	Object	April	May	June	Accruals	Total
A. BEGINNING CASH	9110	\$2,068,972	\$2,111,413	\$1,013,525		
B. RECEIPTS						
Revenue Limit Sources						
Principal Apportionment	8010-8019	1,417,165	1,417,165	2,264,519	544,266	21,010,545
Property Taxes	8020-8079	3,264,525	85,599	332,174	55,523	9,053,955
Miscellaneous Funds	8080-8099	0	0	0	0	0
Federal Revenue	8100-8299	0	237,638	3,680	578,365	949,270
Other State Revenue	8300-8599	195,513	412	0	394,239	1,274,049
Other Local Revenue	8600-8799	401,256	412,867	444,699	242,176	5,414,128
Interfund Transfers In	8910-8929	300,000	0	0	0	300,000
All Other Financing Sources	8930-8979	0	0	0	0	580,713
Other Receipts/Non-Revenue		0	0	0	0	0
TOTAL RECEIPTS		5,578,458	2,153,681	3,045,072	1,814,569	38,582,660
C. DISBURSEMENTS						
Certificated Salaries	1000-1999	1,752,747	1,736,949	1,993,465	48,214	19,458,514
Classified Salaries	2000-2999	432,215	432,215	594,106	84,538	5,263,348
Employee Benefits	3000-3999	681,504	742,471	741,536	69,392	7,239,644
Books, Supplies	4000-4999	90,102	88,247	98,587	1,867	1,198,832
Services	5000-5999	394,743	227,463	432,553	200,540	3,892,195
Capital Outlay	6000-6599					1,195,425
Other Outgo - Excess Costs	7000-7499	0	14,518	98,990	193,354	455,000
Interfund Transfers Out	7600-7629	0	0	42,153	0	42,153
All Other Financing Sources	7630-7699	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0
TOTAL DISBURSEMENTS		3,351,310	3,241,862	4,001,390	597,906	38,745,111
D. BALANCE SHEET TRANSACTIONS						
Accounts Receivable	9200	-26,965	-26,965	-26,966	0	4,072,835
Accounts Payable	9500	17,258	17,258	17,257		(1,377,529)
Current Loans (Cross Yr TRAN)	9640	0			0	(2,795,000)
Current Loans (Current Yr TRANS)	9640	-2,175,000			0	0
TOTAL PRIOR YEAR TRANSACTIONS		-2,184,707	-9,707	-9,709	0	-99,694
E. NET INCREASE/DECREASE (B-C+D)		42,440	-1,097,888	-966,027	1,216,664	(262,145)
F. ENDING CASH (A+E)		2,111,413	1,013,525	47,498	1,216,664	(262,145)
G. ENDING CASH, PLUS ACCRUALS					1,264,161	

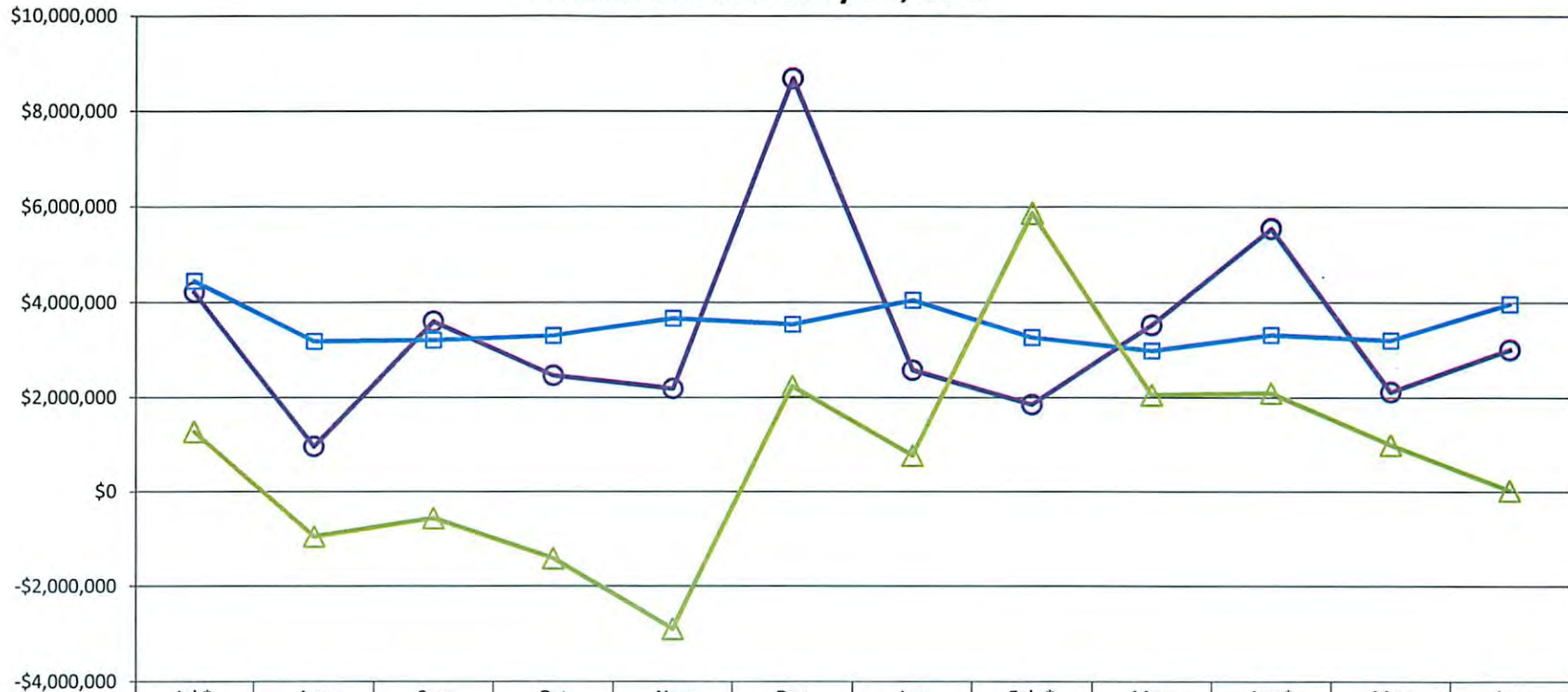
OPUSD - Cashflow Actuals thru January 31, 2015



	Jul *	Aug	Sep	Oct	Nov	Dec	Jan	Feb *	Mar	Apr *	May	Jun
Revenue + AR	8,572,767	967,710	3,609,350	2,473,842	2,196,405	8,693,101	2,586,029	1,859,361	3,536,046	5,551,493	2,126,716	3,018,106
Expense + AP	4,459,806	3,194,409	3,219,985	3,320,707	3,682,738	3,553,982	4,062,488	3,280,632	3,002,198	3,334,052	3,224,604	3,984,133
Cash Balance	5,639,268	3,412,568	3,801,934	2,955,068	1,468,736	6,607,854	5,131,395	1,535,124	2,068,972	2,111,413	1,013,525	47,498

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

OPUSD - Cashflow without TRAN Actuals thru January 31, 2015



	Jul *	Aug	Sep	Oct	Nov	Dec	Jan	Feb *	Mar	Apr *	May	Jun
Revenue + AR	4,222,767	967,710	3,609,350	2,473,842	2,196,405	8,693,101	2,586,029	1,859,361	3,536,046	5,551,493	2,126,716	3,018,106
Expense + AP	4,459,806	3,194,409	3,219,985	3,320,707	3,682,738	3,553,982	4,062,488	3,280,632	3,002,198	3,334,052	3,224,604	3,984,133
Cash Balance	1,289,268	-937,432	-548,066	-1,394,932	-2,881,264	2,257,854	781,395	5,885,124	2,068,972	2,111,413	1,013,525	47,498

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

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

PROFESSIONAL LEARNING:

- Three teachers and Mrs. Ahl will attend the California Association for the Gifted (CAG) annual conference on February 28, 2015.
- Ten Brookside teachers will continue their work with UCLA’s Critical Thinking Institute on February 17, 2015.

SCHOOL EVENTS:

- We are proud to report that we have been officially designated a “Kindness Certified School” because of our participation in the Great Kindness Challenge. Brookside Tigers joined millions of students across the world in a global kindness movement by performing as many acts of kindness as possible during the week of January 26, 2015. We believe that this helps to promote a culture of kindness on our campus and that we have the power to increase tolerance, unity and respect for all. It was a great week at Brookside!
- Brookside teachers, Erik Squire and Michelle Varju, along with counselor, Deborah King, presented at the VCOE Distinguished Schools Showcase / RtI Symposium on January 28, 2015. They joined presenters from OHES and ROES in the presentation of distinguished programs and initiatives in OPUSD.
- The Brookside Spelling Bee brought great competition between many of our super spellers. We congratulate 5th grader, Emma Chau, who will be competing in the Scripps Area Spelling Bee at CSU Channel Islands on March 7, 2015.
- Several Brookside Tigers were awarded for their artwork, which was judged and displayed as part of the Super Saturday Sustainability Fair. We commend them for their creativity and hard work!
- We are so proud of our Brookside garden and the work that our garden volunteer, Debra Leith, has spearheaded this year. We congratulate all involved for our “Best in Show” award at this year’s Sustainability Fair!
- Our 1st grade classes attended the Chinese Acrobats performance at the Thousand Oaks Performing Arts Plaza on January 22nd.
- All of our 4th grade classes visited the San Buenaventura Mission the week of February 2nd.
- The 5th Grade production of “SHREK The Musical” was a hit on January 29th and 30th!
- The Ability Awareness Fair comes to Brookside on February 9-11, 2015. Students will be given the opportunity to experience some of the challenges that individuals with special needs and/or disabilities face every day.



SCHOOL SITE COUNCIL:

Brookside School Site Council meets on February 10, 2015.

CALENDAR HIGHLIGHTS:

February 26	2 nd Grade Musical Performance – MPR – 2:00pm
March 2 – 6	Health Warrior Week
March 2 – 6	Women in History
March 9 – 13	Fitness Warrior Week
March 13	Jog-A-Thon

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: February 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 class competed by earning points based upon knowledge, participation and acting performance. This event occurred on February 2 and 3.

Scholastic Book Fair

Our school library hosted the Scholastic Book Fair from January 29 to February 3. The Book Fair was open to students at lunch and after school. Students and parents also used evening and weekend times for viewing. The theme of the Book Fair was “Book Fair Under the Sea: Explore an Ocean of Books.” A giant yellow submarine was created as a prop for this event, but stealing the show was a donated aquarium. A local business set up a living reef aquarium in the library with colorful plants and fish. They donated the use of the aquarium for the event. Our superintendent, Dr. Knight, gave a scuba demonstration to students on Saturday. This event raised money to add books to both our school and classroom libraries.

Parenting Classes

Parenting classes began in January and continue on each Tuesday night through March. Parents are welcome to join at any time. The classes begin at 6:30 and end at 8:00 in the Red Oak Library. Elementary School Counselor, Deborah King is the facilitator and together the parents learn about ways to help successfully deal with the many challenges they face in raising well-rounded children.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: FEBRUARY 17, 2015

SUBJECT: MONTHLY SCHOOL REPORT

Jazz Band Visits OPUSD Elementary Schools to Highlight MCMS Possibilities February 2nd, 9th and 12th: As part of our extensive articulation with 5th grade, our outstanding Jazz band will be visiting and playing at our elementary schools.

Shelter In Place Drill February 5th: MCMS will practice emergency protocols for this annual drill.

ASB Assembly, Huston Kraft February 10th: Once per year ASB selects and sponsors a motivation speaker to inspire and challenge students to be their best. ASB students were most impressed by Mr. Kraft when they heard him speak at the CADA conference last fall.

Demonstration Day at MCMS February 18th: This is MCMS teachers' implementation of Inquiry-Based Learning. Teachers who are taking part in the CTI workshops have been experimenting, anywhere from a couple of months to over a year, in their classrooms with what they are learning. On this day teachers are coordinating their experimentation efforts to take place on the same day for colleagues and the community to observe. Teachers are incorporating inquiry thinking (often student generated) and problem solving into larger themes or units of study, as examples.

MCMS V. Lindero February 19th @ 3:00: Our 8th graders meet again at Medea for a great game! Thanks to coach Kegley and the MCMS P.E. department.

California Association of Gifted Conference February 27th-March1st: Several MCMS teachers are looking forward to attending this annual conference.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park High School Site Council

FROM: Kevin Buchanan, Principal, Oak Park High School

DATE: February 17, 2015

SUBJECT: Monthly Site Council Report

CAHSEE

The California High School Exit Exam In English Language Arts and Mathematics was given to all OPHS tenth graders on February 3-4. This important graduation requirement is administered three times each year. Traditionally, 98-99% of tenth grade students pass the exam the first time they take it but make-ups are held for absent students and students who have not yet passed it.

National Merit Finalists

We are still waiting to hear if all six of our National Merit Semi finalists have been named National Merit Finalists. 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. The Semifinalist and a high school official must submit a detailed scholarship application, which includes the student's essay and information about the Semifinalist's participation and leadership in school and community activities.

Advanced Placement Exams

Advanced Placement Exam Registration begins on February 17 and ends on March 20 @ Lunch. Students may purchase exams in the Student Store by check or cash at nutrition, lunch or after school. Or they may be purchased online. Mandatory Pre-administration sessions will be held April 28 – May 2.

Academic Decathlon

The Ventura County Academic Decathlon awards ceremony is held on Monday Feb 9th and at the time of writing we do not know how our team fared.

The Tempest and A Chorus Line

We are currently have two productions in rehearsal and pre-rehearsal. William Shakespeare's last play *The Tempest* is the tale of a shipwrecked father, the enigmatic Prospero, and his meek and passive daughter Miranda, who spend their time on the island embroiled with spirits and magic while trying to restore their former glories. *A Chorus Line* is the famous Broadway hit loaded with memorable musical numbers that explore the seedy side of making it on the big stage.

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Stewart McGugan, Director of Alternative Education

DATE: February 17, 2015

SUBJECT: Monthly Board Report



OPIS/OVHS



WASC

We are reviewing for our WASC visit in 2016. We are currently working on our Mission statement and the parent, staff, and student surveys. We will be looking to form parent groups shortly, and reviewing our critical academic needs based on the survey results. We feel we are in a great place at OVHS and are looking forward to working through the process over the rest of this year and into the beginning of next year. Now that we have a clear vision and focus for next year with an emphasis on transitioning into a school focused on linking part of its curriculum to focus on careers, internships, job placement, and implementing courses with the help of Ventura County Innovates, we can begin to make decisions with this goal in mind.

GIRLS EMPOWERMENT WORKSHOP – (OPIS/OVHS)

Tobi Jo Greene from the Girls Empowerment Group came to our school and gave a speech to our student body. We wanted to give our girls a place to speak freely and to feel empowered, as well as to provide an environment where they can express their feelings in a safe forum. We wanted them to think about their own self-respect while gaining a voice to communicate their true feelings. We were able to have Tobi run two sessions, which included students from mostly OVHS, but we also gave students from OPIS (four students) the opportunity to attend. Some topics that they talked about were:

- Diversity, Sensitivity & Bullying
- Media Literacy
- Body Image, Eating Disorders & Self Care
- Depression, Self-Injury & Suicide
- Sexuality, Sex Education, Safer Sex & Abstinence
- Sexual Assault Awareness
- Healthy Relationships & Communication

POETRY OUT LOUD CONTEST

This past week, we held our Poetry Out Loud contest at OVHS where students recited a poem that is taken from poems provided by the Poetry Out Loud organization or an Anthology, which is updated yearly. Students are not allowed to wear costumes or have notes from which to recite. The poem cannot be any longer than 25 lines. We had four students participate. Our guest judges were Dr. Knight, Dr. Heilbron, and a former student, Chris Weiner. It was absolutely amazing to see the students present and to see the joy and respect that their audience had for them. Susan Allen led this group and should be recognized for her great work with her students. Two of the students will be representing OVHS at the County level.

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent