

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #877

DATE: May 21, 2013

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

TIME: **5:00 p.m. Closed Session**  
**6:00 p.m. Open Session – G9**

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

**BOARD OF EDUCATION**

**Allen Rosen, President**  
**Mary Pallant, Vice President**  
**Sepideh Yeoh, Clerk**  
**Barbara Laifman, Member**  
**Jennifer von Schneidau, Member**  
**Matt Dods, Student Board Representative**

**EDUCATING TOMORROW'S LEADERS**

**ADMINISTRATION**

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

**COPY OF ENTIRE AGENDA ON WEB SITE**  
**[WWW.OAKPARKUSD.ORG](http://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](mailto: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**

**Monday, June 17, 2013**

**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](http://www.oakparkusd.org)

# **OAK PARK UNIFIED SCHOOL DISTRICT**

## **AGENDA – REGULAR BOARD MEETING #877**

**May 21, 2013**

**CALL TO ORDER - Followed by Public Comments/ 5:00 p.m.**

**CLOSED SESSION: 5:00 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: Instructional Assistants I, Campus Supervisor Subs, Food Services Sub, Guest Teachers**

**C. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

**D. SUPERINTENDENT EVALUATION**

**E. SUPERINTENDENT CONTRACT**

**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. Recognition of Ventura County Fair Science Winners

2. Recognition of Medea Creek Middle School History Day Winners

3. Recognition of 2013 Ideas to Impact Winners

4. Recognition of 2013 Retirees, Marion Morris, Patti Kolb, Dave Nelson, Patti Pawloski, and Lou Tabone

5. Remarks from Board Members

6. Remarks from Student Board Rep

5/10/2013

7. Remarks from Superintendent
8. Report from School Site Councils
9. Report from Facilities Planning Committee
10. Report from Technology Committee

**B. DISCUSSION ITEMS** (No Action required. If Action required, item will be brought to a future meeting as an Action Item)

- 1. Update on School Safety**
- 2. Governor's May Review – 2013-14 Budget Proposal**

**C. BUSINESS SESSION:**

*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 April 9, 2013 and Special Board Meeting April 18, 2013](#)
- b. [Public Employee/Employment Changes 01CL22114-01CL22126 & 01CE06076-01CE06118](#)
- c. [Approve Purchase Orders –April 1 – April 30, 2013](#)  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. [Approve Overnight Trip for Oak Park High School Boys' Basketball Team – June 28-30, 2013](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. [Approve Quarterly Report on Williams Uniform Complaints – October 2012](#)  
*Education Code 35185 requires Board approval of each quarterly report regarding complaints against the District by the public regarding textbooks and instructional materials, teacher vacancy or misassignment or facility conditions*
- f. [Approve Out of State Travel for Certificated Employees to Attend the Writing Summer Institute at Teachers College, Columbia University in New York City – June 24-28, 2013 and August 5-9, 2013](#)  
*Board approval required for out of state travel for employees*
- g. [Approve 2013-2014 Designation of CIF Representatives to League](#)  
*CIF By-laws require Board approval of District/School Level Representatives to CIF Leagues*
- h. [Approve Out of State Travel for Certificated Employees to Attend the Green Ribbon School Award Ceremony in Washington D.C. – June 2-4, 2013](#)  
*Board approval required for out of state travel for employees*
- i. [Approve Contract Renewal for 2013-13 All City for Crossing Guards](#)  
*Board Policy 3312 requires Board approval for contract for services*
- j. [Approve Renewal Agreement with School Innovations & Achievement for Mandated Cost Services](#)  
*Board Policy 3312 requires Board approval for contract for services*
- k. [Approve Facility Use by Religious Organization-Chabad of Oak Park](#)  
*Board approval required for Facility Use by religious organizations*
- l. [Approve 2012-13 Second Period Attendance Report](#)  
*Board policy requires Board approval of enrollment and attendance reports*
- m. [Approve Overnight Trip for Oak Park High School Girls' Basketball Team – July 18-21, 2013](#)  
*Board Policy 6153 requires Board approval for student overnight trips*

## **ACTION**

### **2. BUSINESS SERVICES**

- a. [Approve Award of Bid #13-20R, Gymnasium Foyer Roof Replacement at Oak Park High School](#)

*Board Policy 3312 requires Board approval for contract for services*

- b. [Approve Revisions to the 2013 Measure R Master Plan Update](#)

*Board is asked to approve revisions to 2013 Measure R Master Plan Update*

- c. [Public Hearing and Approve Proposed Flexibility Transfer of 2013-14 Categorical Program Funds](#)

*Board approval required for transfer of Categorical Program Funds*

- d. [Approve Spending Plan for 2012-13 Education Protection Account Funds](#)

*Board approval required for spending plan*

- e. [Approve Authorization to Purchase Apple Computer Products and Services Pursuant to PCC Section 20118](#)

*Board policy 3312 requires Board approval for contracts for services*

- f. [Approve and Certify 2013-14 School Bell Schedules and Minimum Instructional Minutes](#)

*Education Code 46201 requires Board to certify the instructional minutes*

- g. [Approve Safe School Plans](#)

*Board approval required for Safe School Plans*

- h. [Approve Donations](#)

*Board Policy 3290 requires Board approval for donations to the District*

### **3. CURRICULUM**

- a. [Approve Change to Oak Park High School Honors at Graduation Recognition Program](#)

*Board approval required to modify student recognition programs*

- i. [Approve 2013-2014 Instructional Calendar](#)

*Board Policy 6011 requires Board approval of school year calendar*

- j. [Approve 2014-2015 Instructional Calendar](#)

*Board Policy 6011 requires Board approval of school year calendar*

- k. [Approve 2013-14 School Handbooks/Discipline Plans](#)

*Board approval required for school handbooks and discipline plans*

### **4. HUMAN RESOURCES**

- a. [Public Hearing and Receive the OPCA Proposal for 2013-2014 Negotiations and Approve the District's Initial Response for Collective Bargaining Negotiations with the Oak Park Classified Association](#) **44**

*Government Code 3547.5 requires public disclosure of the provisions of collective bargaining agreements*

- b. [Public Hearing and Receive OPTA Proposal for 2013-14 Negotiations and Approve the District's Initial Response for Collective Bargaining Negotiations with the Oak Park Teacher's Association](#) **47**

*Government Code 3547.5 requires public disclosure of the provisions of collective bargaining agreements*

### **5. BOARD**

- a. [Approve Date Changes for Board Meetings in June](#) **51**

*CSBA Region/Subregion 11B requests the Board to vote on two open seats to the Delegate Assembly from the three candidates submitted*

- b. [Evaluate Goals and Action Plans for 2012-2013 Moral Imperatives](#) **51**

*Board will evaluate the goals and action plans for 2012-13 Moral Imperatives*

**VII. INFORMATION ITEMS**

1. [Monthly Measure R Bond Fund Status Report](#)
2. [Monthly Cash Flow Report](#)
3. [Monthly Enrollment and Attendance Report](#)

**VIII. OPEN DISCUSSION**

**IX. ADJOURNMENT:**

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

**X SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS**

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

**MINUTES OF REGULAR BOARD MEETING      4-9-13      #875**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education Vice President, Mary Pallant, called the regular meeting to order at 5:18 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Mary Pallant, Vice President, Ms. Sepideh Yeoh, Clerk, Ms. Barbara Laifman, Member, and Ms. Jennifer von Schneidau, Member

**BOARD ABSENT**

Mr. Allen Rosen, President

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

The Board adjourned to Closed Session at 5:19 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education Vice President, Mary Pallant, called the regular meeting to order at 6:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Mary Pallant, Vice President, Ms. Sepideh Yeoh, Clerk, Ms. Barbara Laifman, Member, Ms. Jennifer von Schneidau, Member, and Matt Dods, Student Rep

**BOARD ABSENT**

Mr. Allen Rosen, President

**STAFF PRESENT**

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

**FLAG SALUTE**

led the Pledge of Allegiance to the Flag

**REPORT ON CLOSED SESSION**

The Board took no action in Closed Session held this evening.

**ADOPTION OF AGENDA**

On motion of Mary Pallant, seconded by Sepideh Yeoh, the Board of Education adopted the agenda except to move the discussion on the bond until the specialist arrives. Motion carried 4-0-1 Absent.

**PUBLIC SPEAKERS**

None

**PRESENTATION**

The Board presented Certificates of Recognition to OPHS students Ben Porat and Shivani Shikha for their accomplishments in computer science.

## **REPORT FROM BOARD MEMBERS**

Board Member Barbara Laifman reported she attended the OPHS Open House, DELAC Meeting, California Distinguished School wrap up meeting at OPHS, and reminded everyone that Big Sunday is May 5. Board Member Jennifer von Schneidau reported she attended the OPHS Open House, California Distinguished School wrap up meeting at OPHS, Big Sunday Committee meeting, Wellness Council and Curriculum Council. Board Member Sepideh Yeoh stated the International Gala is May 3 at OPHS Pavilion and every school will be represented. She reported she participated in the Great Race on Marie Panec Memorial team, attended the 6<sup>th</sup> Grade Parent Information Night, the OPIS WASC Exit meeting, the California Distinguished School wrap up meeting at OPHS and had the opportunity for the first time to paper screen for the Director of Technology position. Board Member Mary Pallant reported she attended Senator Pavely's state budget meeting, the OPIS WASC Exit meeting, the MAC meeting, the California Distinguished School breakfast and wrap up meeting at OPHS and also paper screened for the Director of Technology position.

## **REPORT FROM STUDENT BOARD REP**

Matt Dods reported ASB elections are next week. He will be running for Treasurer and a new student will be elected to be the Student Board Rep for next school year.

## **REPORT FROM SUPERINTENDENT**

Dr. Knight reported *Les Mes* will begin playing this weekend at the high school and the OPHS Rocket Team is off to NASA in Huntsville, Alabama next week.

## **Report from Facility Planning Committee**

Dennis Kuykendall reported on the continuing work of the Facility Planning Committee.

## **C.1. CONSENT AGENDA**

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Consent Agenda. Motion carried 5-0.

- a. Approve Minutes of Special Board Meeting and Closed Session March 4, 2013, Regular Board Meeting March 12, 2013 and Special Closed Session March 15, 2013
- b. Public Employee/Employment Changes 01CL22085-01CL22113 & 01CE06040-01CE06073
- c. Approve Purchase Orders –March 1 – March 31, 2013
- d. Approve Disposal of Obsolete Equipment
- e. Approve Rancho Simi Recreation and Park District Agreement
- f. Approve Quarterly Report on Williams Uniform Complaints – October 2011, January 2013 and April 2013
- g. Approve Overnight Trip for Oak Park High School Solar Cup Club – May 16-19-2013
- h. Approve Student Teaching Agreement with CSU Channel Islands
- i. Approve Overnight Trip for Oak Park High School Future Business Leaders of America – April 18-21, 2013

## **ACTION**

### **2. BUSINESS SERVICES**

#### **a. Approve Ratification of Award of Bid #13-01R, Building 200 Modernization at Brookside Elementary School**

On motion of Sepideh Yeoh, seconded by Jennifer von Schneidau, the Board of Education approved the rejection of all bids received for Award of Bid #13-01R, Building 200 Modernization at Brookside Elementary School and authorization staff to rebid this project that will be brought to the Board for their approval at a Special Board meeting on April 18, 2013. Motion carried 4-0-1 Absent.

**b. Approve Ratification of Award of Bid #13-03R, Building C Modernization at Oak Park High School**

On motion of Jennifer von Schneidau, seconded by Sepideh Yeoh, the Board of Education tabled the ratification of Award of Bid #13-03R, Building C Modernization at Oak Park High School to a Special Meeting on April 18, 2013. Motion carried 4-0-1 Absent.

**c. Approve Ratification of Award of Bid #13-05R, ADA Field Improvements at Oak Park High School**

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved, on advise of counsel, to deny the bid protest submitted by SBS Corporation and waive the bidder deviation from the requirements of both Specification Section 01030 and Section 00900 as minor irregularities, and ratify the Award of Base Bid and Alternative Bid #13-05R, ADA Field Improvements at Oak Park High School to Waisman Construction in the amount of \$405,000, as lowest responsive and responsible bidder. Motion carried 4-0-1 Absent.

**d. Approve Ratification of Award of Bid #13-13R, Roof Replacement at Oak Hills Elementary School and Medea Creek Middle School**

On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the ratification of Award of Bid #13-13R, Roof Replacement at Oak Hills Elementary School and Medea Creek Middle School to Channel Islands Roofing in the amount of \$70,310, as lowest responsive and responsible bidder. Motion carried 4-0-1 Absent.

**e. Approve Award of Bid #13-19R, Concrete Walkway Repairs at Oak Park High School**

On motion of Jennifer von Schneidau, seconded by Sepideh Yeoh, the Board of Education approved the Award of Bid #13-19R, Concrete Walkway Repairs at Oak Park High School to Hughes General Engineering, Inc. in the amount of \$87,497, as lowest responsive and responsible bidder. Motion carried 4-0-1 Absent.

**f. Approve Medea Creek Middle School Amphitheatre Facilities Project**

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Medea Creek Middle School Amphitheatre Facilities Project as recommended. Motion carried 4-0-1 Absent.

**g. Approve Resolution #13-08, Participation in CSBA California School Cash Reserve Program**

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved Resolution #13-08, Participation in CSBA California School Cash Reserve Program. Motion carried 4-0-1 Absent.

**h. Approve American Express Agreement**

On motion of Jennifer von Schneidau, seconded by Sepideh Yeoh, the Board of Education approved the American Express Agreement. Motion carried 4-0-1 Absent.

**i. Approve Acceptance of Donations**

On motion of Jennifer von Schneidau, seconded by Sepideh Yeoh, the Board of Education approved the Acceptance of Donations. Motion carried 4-0-1 Absent.

**3. HUMAN RESOURCES**

**a. Approve Authorization to Establish a New Administrative Position – Dean of Students-Middle School**

On motion of Sepideh Yeoh, seconded by Jennifer von Schneidau, the Board of Education approved the Authorization to Establish a new administrative position – Dean of Students – Middle School. Motion carried 4-0-1 Absent.

**4. BOARD**

**a. Approve Resolution #13-09 – Local Control Funding Program**

On motion of Sepideh Yeoh, seconded by Jennifer von Schneidau, the Board of Education did not approve Resolution #13-09 – Local Control Funding Program at this time and to join the California School Finance Reform (CSFR) Coalition of school districts who will be lobbying to take this funding program out of the budget process and put it into policy discussion during this next school year and to advocate for improvements to the proposed Local Control Funding Formula. Motion carried 4-0-1  
Absent.

**5. BOARD POLICIES**

**a. Approve Amendment to Board Policy 6174 – Education for English Language Learners – First Reading**

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the amendment to Board Policy 6174 – Education for English Language Learners. Motion carried 4-0-1  
Absent.

**VII. INFORMATION ITEMS**

**VIII. OPEN DISCUSSION**

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

**IX. ADJOURNMENT:**

There being no further business before this Board, the Regular meeting is declared adjourned at 9:10 p.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
President of the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk or Secretary of the Board

**MINUTES OF SPECIAL CLOSED SESSION  
BOARD OF EDUCATION**

**4-18-13**

**#876**

**CALL TO ORDER/MEETING PLACE**

The Board of Education Vice President, Ms. Mary Pallant, called the special meeting to order at 8:50 a.m. at Oak Park Unified School District Office Conference Room, 5801 E. Conifer Street, Oak Park.

**BOARD PRESENT**

Ms. Mary Pallant, Vice President, Ms. Barbara Laifman, Member, and Jennifer von Schneidau, Member

**BOARD ABSENT**

Mr. Allen Rosen, President, and Ms. Sepideh Yeoh, Clerk

**STAFF PRESENT**

Mr. Martin Klauss, Assistant Superintendent, Dr. Leslie Heilbron, Assistant Superintendent, and Ms. Linda Sheridan, Executive Assistant

**STAFF ABSENT**

Dr. Tony Knight, Superintendent

**FLAG SALUTE**

Jennifer von Schneidau led the Pledge of Allegiance to the Flag

**PUBLIC SPEAKERS**

None

**ACTION**

**C.1. CONSENT AGENDA**

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved the Consent Agenda. Motion carried 3-0-2 Absent.

- a. Approve Notice of Completion, Project 11-14R, Relocatable Restroom Building at Oak View High School
- b. Approve Notice of Completion, Project 12-08R, Building E Administration Modernization at Oak Park High School
- c. Approve Overnight Trip for Oak Park High School Journalism Club – April 25-28, 2013

**C.2 BUSINESS SERVICES**

**a. Award of Bid #13-01R, Building 200 Modernization at Brookside Elementary School**

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the award of Bid #13-01R, Building 200 Modernization at Brookside Elementary School to SBS Corporation for \$672,203. Motion carried 3-0-2 Absent.

**b. Award of Bid #13-03R, Building C Modernization at Oak Park High School**

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved the advice of counsel to deny the bid protest submitted by SBS Corporation and waive the use of the Waisman representative’s initials rather than his surname next to a correction on the bid proposal as a minor irregularity, and award the Base Bid, Alternative Bid #1 and Alternate Bid #2 to Waisman Construction for \$1,485,500. Motion carried 3-0-2 Absent.

**c. Approve Resolution #13-09 – In Support of California School Finance Reform**

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved Resolution #13-09 – In Support of California School Finance Reform. Motion carried 3-0-2 Absent.

**d. Approve Establishment of New Administrative Position – Director of Educational Technology and Information Systems**

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved the establishment of new administrative position, Director of Educational Technology and Information Systems. Motion carried 3-0-2 Absent.

**e. Approve Public Employee/Employment Changes 01CE06003-01CE06004**

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board approved Public Employee/Employment Changes 01CE06003-01CE06004. Motion carried 3-1-2 Absent.

There being no further business before this Board, the Board adjourned the Special Meeting at 9:25 a.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: MAY 21, 2013**  
**SUBJECT: C.1.c. APPROVE PURCHASE ORDERS ISSUED APRIL 1-30, 2013**

CONSENT

**ISSUE:** Shall the Board approve the purchase orders issued April 1-30, 2013?

**BACKGROUND:** This agenda went to press before the end of the March reporting period; consequently, this month's Purchase Order Report will be provided to Board under separate cover. The Report will list all purchase orders issued during the reporting period, and all orders will have been approved by an administrator as a necessary expense and included in the Board-approved operating budget.

**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,

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Anthony W. Knight, Ed.D.  
Superintendent

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes 04/01/2013 - 04/30/2013

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B13-00265	Regency Enterprises, Inc	Lights	Oak View High School	010	200.00
B13-00266	Regency Enterprises, Inc	Light bulbs for site	Red Oak Elementary School	010	150.00
FS13-00055	Thomas Pumping	Open PO for pumping grease traps	Food Services	130	1,025.00
P13-00535	Santa Barbara Zoo	donation -- 2nd grade S.B. Zoo	Brookside School	010	1,379.00
P13-00536	Music in the Parks	DON:Music in the Parks Festival Registration	Medea Creek Middle School	010	9,939.00
P13-00537	TEACHERS COLLEGE READING & WRITING PROJECT	Columbia Writing/Angela Folendorf	Curriculum	010	700.00
P13-00538	Guided Discoveries Inc.	DON:AstroCamp 2013-14 deposit	Medea Creek Middle School	010	4,480.00
P13-00539	Guided Discoveries Inc.	DON: CIMI Cherry Cove 2013-14 deposit	Medea Creek Middle School	010	4,800.00
P13-00540	Guided Discoveries Inc.	DON: CIMI Fox 2013-14 deposit	Medea Creek Middle School	010	6,080.00
P13-00541	Riley's American Heritage Farm dba Colonial Chesterfield	Donation 5th grade field trip	Brookside School	010	84.00
P13-00542	Leader Carpet	Proj 13-01R Replace Tile 200 Build BES	Business Administration	213	476.00
P13-00543	VCOE	OththopedicImpairment Added Auth - Oswaks	Curriculum	010	1,100.00
P13-00544	Southwinds Transportation	Donation 2nd grade and 3rd grade field trips	Brookside School	010	1,837.40
P13-00545	Gym Tek, Inc.	OPHS Sound & Light Board Rm	Business Administration	010	5,800.00
P13-00546	Team Nissan	2013 Nissan Van Maintenance	Business Administration	212	34,493.53
P13-00547	Spectra Company, Inc.	Proj 13-18 Column Replacement OPHS	Business Administration	213	3,200.00
P13-00548	VENTURA COUNTY STAR	STAR Scholar Banquet	Oak View High School	010	150.00
P13-00549	Department of Industrial Relations(Accounting)	Proj 12-08R, 12-07R, 12-10R, 12-06R CMU Monitoring	Business Administration	213	2,916.63
P13-00550	Martha Abbey Miller	DON: 7th Gr 1rst Person Perform Anne Frank	Medea Creek Middle School	010	200.00
P13-00551	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	731.20
P13-00552	County of Ventura-Public Works	Sidewalk Repairs Oak Hills Drive	Business Administration	010	1,110.00
P13-00553	Mark Smith	Proj RDSA DSA Closeout Modular Bldg OPHS	Business Administration	213	400.00
P13-00554	Jones School Supply Co. Inc.	DON: History Day (4/29/12) Awards & Certificates	Medea Creek Middle School	010	67.48
P13-00555	UNDERWOOD FAMILY FARMS AT TIER RA REJADA	1st Grade Field Trip Underwood Farms	Oak Hills Elementary School	010	1,380.00
P13-00556	Disneyland Ticket Services DLR	DON: Culmination Disneyland Trip Tickets	Medea Creek Middle School	010	26,290.00

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

ESCAPE ONLINE

Page 1

Includes 04/01/2013 - 04/30/2013					
PO Number	Vendor Name	Description	Location	Fund	Account Amount
P13-00557	Karen Kennedy dba Camino Real Naturalist & Historical Interp	Parent funded field trip	Red Oak Elementary School	010	800.00
P13-00558	Leader Carpet	OHES Repair Replace Tiles MPR	Business Administration	010	500.00
P13-00559	Security Plus Door Co., Inc.	Proj 13-17R Door Replacement MCMS	Business Administration	213	1,800.28
P13-00560	Home Depot	Proj 12-19R Supplies HVAC Portables	Business Administration	213	190.34
P13-00561	Southwinds Transportation	5th Grade Field Trip to Ronald Reagan Library	Oak Hills Elementary School	010	1,321.80
P13-00562	VCOE	VPSS Science @VCOE Dan O'Brien/Craig Moore	Curriculum	010	600.00
P13-00563	VCOE	Mini Math Workshop - VCOE - Paula Franco	Curriculum	010	15.00
P13-00564	VCOE	EDCAL ad for AP @ OPHS	Human Resources	010	390.00
P13-00565	Thompson Publishing Group Inc.	2013 Education Code Books	Superintendent	010	216.08
P13-00566	Blackboard Inc	Connect Ed/Blackboard All Call System	Business Administration	010	10,000.00
P13-00567	Pali Institute	25% dep due Pali Outdr Ed trip 2013-14	Medea Creek Middle School	010	5,000.00
P13-00568	Guided Discoveries Inc.	DON: CIMI Cherry Cove 2013-14 Dep - 2nd trip	Medea Creek Middle School	010	2,440.00
P13-00569	G & I Enterprises Inc.	DirectTV/AdminDisc/Rpr	Oak Park High School	010	250.00
P13-00570	Compuwave Inc.	Fuser for color printer	Oak View High School	010	265.90
P13-00571	SYNLawn of So CA Inc.	OHESurf Play Area	Business Administration	010	6,732.99
P13-00572	ENCORP	Proj 13-01R & 13-03R Asbestos Testing OPHS & BES	Business Administration	213	2,500.00
P13-00573	IDS Mechanical Engineers	Proj 12-19R Engineering Services HVAC OVHS / DO	Business Administration	213	5,000.00
P13-00574	Promote Marketing Concepts	DON: new indoor floor mat	Medea Creek Middle School	010	323.13
P13-00575	Follett Educational Services	OHES Number Talks	Curriculum	010	291.62
P13-00576	KPI Architects, Inc.	Architectural Services Amphitheater MCMS	Business Administration	010	2,300.00
P13-00577	VCOE	CHEP Workshop - Safe School Plan	Pupil Services/Special Ed.	010	25.00
P13-00578	Western Psychological Services	2013/14 - Protocols Order - Psychs	Pupil Services/Special Ed.	010	127.71
P13-00579	PEARSON ASSESSMENTS ORDER PROC ESSING	2013/14 - Protocols Order - Psychs	Pupil Services/Special Ed.	010	3,487.19
P13-00580	Pro-Ed	2013/14 - Protocol Order - Psychs	Pupil Services/Special Ed.	010	108.79
P13-00581	Aseba	2013/14 - Protocols Order - Psychs	Pupil Services/Special Ed.	010	413.88
P13-00582	Therapro	2013/14 - Protocols Order - Psychs	Pupil Services/Special Ed.	010	642.10

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

ESCAPE ONLINE

Page 2

Includes 04/01/2013 - 04/30/2013

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P13-00583	PEARSON ASSESSMENTS	2013/14 - Protocols Order - S/L	Pupil Services/Special Ed.	010	332.28
P13-00584	PEARSON ASSESSMENTS	2013/14 - Protocols & Tests Order - S/L	Pupil Services/Special Ed.	010	1,488.77
P13-00585	Linguisystems	2013/14 - Protocols Order - S/L	Pupil Services/Special Ed.	010	411.22
P13-00586	Achievement Products	2013/14 - Protocols Order - OT	Pupil Services/Special Ed.	010	192.78
P13-00587	Abilitations MB Unit 67-3106	2013/14 - Protocols Order - OT	Pupil Services/Special Ed.	010	164.41
P13-00588	PEARSON ASSESSMENTS	2013/14 - Protocol Order - OT	Pupil Services/Special Ed.	010	349.55
P13-00589	Riverside Publishing	2013/14 - Protocols Order - OPHS	Pupil Services/Special Ed.	010	413.28
P13-00590	Pro-Ed	2013/14 - Protocols Order - OPHS	Pupil Services/Special Ed.	010	345.29
P13-00591	Pro-Ed	2013/14 - Protocols Order - MCMS	Pupil Services/Special Ed.	010	208.12
P13-00592	PEARSON ASSESSMENTS	2013/14 - Protocols Order - MCMS	Pupil Services/Special Ed.	010	527.40
P13-00593	Riverside Publishing	2013/14 - Protocols Order - BES/OHES/ROES	Pupil Services/Special Ed.	010	413.28
P13-00594	Las Virgenes School Dist	Instructional Aide Training - Las Virgenes	Pupil Services/Special Ed.	010	550.00
T13-00047	Compuwave Inc.	Printer BES Lab	Technology Coordinator	212	693.38
T13-00048	Spectrum Industries, Inc.	iPad cart- already delivered	Technology Coordinator	212	2,246.73
T13-00049	PCMG Inc,	Scanners for Office Managers	Technology Coordinator	212	3,341.10
T13-00050	Compuwave Inc.	Printers/PFC Don/mat & supp	Oak Park High School	010	405.28
<b>Total Number of POs</b>			<b>67</b>	<b>Total</b>	<b>166,813.92</b>

## Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	54	108,530.93
130	Cafeteria Fund	1	1,025.00
212	Measure C6 Technology Bond Fun	4	40,774.74
213	Measure R FACILITIES Bond Fund	8	16,483.25
		<b>Total</b>	<b>166,813.92</b>

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

ESCAPE ONLINE

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**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL BOYS' BASKETBALL TEAM – JUNE 28-30, 2013**

CONSENT

**ISSUE:** Shall the Board approve a field trip for the Oak Park High School Boys' Basketball Team – June 28-30, 2013?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for the Oak Park High School Boys' Basketball team to attend Westmont College Summer Tournament scheduled for June 28-30, 2013 in Santa Barbara, CA. Approximately 12-15 athletes and two OPHS coaches will travel by district approved drivers in private and/or district vehicles. The group will depart the afternoon of June 24<sup>th</sup> and return Wednesday afternoon. Team and chaperones will stay on the Westmont campus in the residence halls/dorms and eat their meals in the Westmont Dining Commons. The cost will be approximately \$150 per athlete to cover the cost of 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 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.e. APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS – OCTOBER 2012**

Consent

**ISSUE:** Shall the Board of Education approve the Quarterly Report on Williams Uniform Complaints – October 12?

**BACKGROUND:** As a result of a lawsuit filed against the State of California, the State Legislature passed several bills that codified the negotiated settlement to the suit. One of the many requirements of this legislation is for school districts to establish a uniform complaint process to allow parents or member of the public to register written complaints regarding textbook/instructional materials sufficiency, teacher vacancy or missassignment, and hazardous conditions of school facilities.

Education Code 35186 requires the Superintendent or designee report summarized date on the nature and resolution of all Williams Uniform Complaints on a quarterly basis to the Board of Education and the County Office of Education. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting.

These two Quarterly Reports were never completed or approved by the Board. In order to keep the files up to date, we are requesting the Board approve these reports to be turned into the County Office of Education\

- ALTERNATIVES:**
1. Approve the Quarterly Report on Williams Uniform Complaints – October 2012
  2. Do not approve the Quarterly Report on Williams Uniform Complaints October 2012

**RECOMMENDATION:** Alternative #1.

**RATIONALE:** It is the policy of the district to comply with federal and state laws and regulations governing education programs or activities which receive state or federal funding.

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

**Board Action:** On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:  
**VOTE:**            **AYES**    **NOES**    **ABSTAIN**    **ABSENT**

<b>Laifman</b>	_____	_____	_____	_____
<b>Pallant</b>	_____	_____	_____	_____
<b>Rosen</b>	_____	_____	_____	_____
<b>von Schneidau</b>	_____	_____	_____	_____
<b>Yeoh</b>	_____	_____	_____	_____
<b>Student Rep.</b>	_____	_____	_____	_____



**<sup>1</sup>TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.1.f APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES TO ATTEND THE WRITING SUMMER INSTITUTE AT TEACHERS COLLEGE, COLUMBIA UNIVERSITY IN NEW YORK CITY – JUNE 24-28, 2013 AND AUGUST 5-9, 2013 FUNDED BY FEDERAL GRANT – TITLE IIA Consent**

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**ISSUE:** Shall the Board of Education approve the out of state travel for the certificated employees to attend Writing Summer Institute at Teachers College on June 24-28 and August 5-9, 2013?

**STATEMENT:** According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. The following teachers will attend the Conference in June: Theresa Gray and Sarah Landis; and in August: Stacy Reisman and Angela Folendorf.

- ALTERNATIVES:**
1. Approve the out of state travel for certificated employees to attend the Writing Summer Institute at Teachers College June 24-28 and August 5-9, 2013.
  2. Do not approve the out of state travel for certificated employees to attend the Writing Summer Institute at Teachers College June 24-28 and August 5-9, 2012.

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

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<sup>1</sup> CS June

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.g APPROVE DESIGNATION OF THE 2013-2014 DISTRICT/  
 SCHOOL REPRESENTATIVES TO CALIFORNIA  
 INTERSCHOLASTIC FEDERATION LEAGUES**

Consent

**ISSUE:** Shall the Board of Education appoint a representative and alternates for Oak Park High School to the California Interscholastic Federation (CIF) Leagues for the 2013-2014 school year?

**BACKGROUND:** Education Code 33353(a)(1) requires the Board of Education to approve the appointment of individuals and alternates by name or by title who will be school representatives to the athletic leagues for the upcoming year. If a governing board does not take appropriate action to designate representatives, CIF is required to suspend voting privileges for the affected schools.

- ALTERNATIVES:**
1. Approve appointment of Kevin Buchanan as representative for Oak Park High School to California Interscholastic Federation (CIF) Leagues for the 2013-2014 school year.
  2. Do not approve appointment Kevin Buchanan as representative for Oak Park High School to California Interscholastic Federation (CIF) Leagues for the 2013-2014 school year.
  3. Board of Education can approve appointment of an alternative representative of their choice.

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**2013-2014 Designation of CIF Representatives to League**

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than July 2, 2013.**

Oak Park Unified School District/Governing Board at its May 21, 2013 meeting,  
(Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2013-2014 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Oak Park High School  
NAME OF REPRESENTATIVE Kevin Buchanan POSITION Principal  
ADDRESS 899 N. Kanan Road CITY Oak Park ZIP 91377  
PHONE 818-735-3300 FAX 818-707-7970 E-MAIL kbuchanan@oakparkusd.org

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Anthony W. Knight Signature \_\_\_\_\_

Address 5801 E. Conifer Street City Oak Park Zip 91377

Phone 818-735-3206 Fax 818-879-0273

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.  
SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.**

## **CIF SECTION OFFICES**

### **CIF CENTRAL SECTION**

Jim Crichlow, Commissioner  
P.O. Box 1567  
Porterville, CA 93258  
Phone: (559) 781-7586  
Fax: (559) 781-7033

### **CIF OAKLAND SECTION**

Russell White, Commissioner  
900 High Street  
Oakland, CA 94601  
Phone: (510) 434-3341  
Fax: (510) 434-3351

### **CIF CENTRAL COAST SECTION**

Nancy Lazenby Blaser, Commissioner  
6830 Via Del Oro, Suite 103  
San Jose, CA 95119  
Phone: (408) 224-2994  
Fax: (408) 224-0476

### **CIF SAC-JOQUIN SECTION**

Pete Saco, Commissioner  
P.O. Box 289  
Lodi, CA 95241  
Phone: (209) 334-5900  
Fax: (209) 334-0300

### **CIF LOS ANGELES SECTION**

Barbara Fiege, Commissioner  
333 S. Beaudry Ave., Suite B216  
Los Angeles, CA 90017  
Phone: (213) 241-5847  
Fax: (213) 241-5846

### **CIF SAN DIEGO SECTION**

Jerry Schniepp, Commissioner  
2131 Pan American Plaza  
San Diego, CA 92101  
Phone: (858) 292-8165  
Fax: (858) 292-1375

### **CIF NORTH COAST SECTION**

Gil Lemmon, Commissioner  
5 Crow Canyon Court, Suite 209  
San Ramon, CA 94583  
Phone: (925) 263-2110  
Fax: (925) 263-2120

### **CIF SAN FRANCISCO SECTION**

Don Collins, Commissioner  
555 Portola Drive, Room 250  
San Francisco, CA 94131  
Phone: (415) 920-5185  
Fax: (415) 920-5189

### **CIF NORTHERN SECTION**

Elizabeth Kyle, Commissioner  
2241 St. George Lane, Suite 2  
Chico, CA 95926  
Phone: (530) 343-7285  
Fax: (530) 343-5619

### **CIF SOUTHERN SECTION**

Rob Wigod, Commissioner  
10932 Pine Street  
Los Alamitos, CA 90720  
Phone: (562) 493-9500  
Fax: (562) 493-6266

**<sup>1</sup>TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.h. APPROVE OUT OF STATE TRAVEL FOR EMPLOYEES TO ATTEND THE GREEN RIBBON AWARD CEREMONY IN WASHINGTON D.C. – JUNE 2-4, 2013**

Consent

**ISSUE:** Shall the Board of Education approve the out of state travel for the Oak Park employees to attend the Green Ribbon Award Ceremony in Washington D.C. – June 2-4, 2013?

**STATEMENT:** According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. Dr. Knight, Debby West, Katie Cohen and Julie Suarez will be attending this ceremony to receive the award on behalf of the Oak Park Unified School District.

- ALTERNATIVES:**
1. Approve the out of state travel for employees to attend the Green Ribbon Award Ceremony in Washington D.C. – June 2-4, 2013.
  2. Do not approve the out of state travel for employees to attend the Green Ribbon Award Ceremony in Washington D.C. – June 2-4, 2013.

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

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<sup>1</sup> CS June

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.i. APPROVE CONTRACT RENEWAL FOR 2013-14 CROSSING GUARD SERVICES**

CONSENT

**ISSUE:** Shall the Board approve an amendment to All City Management Services, Inc. agreement for crossing guard services for the 2013-14 school year?

**BACKGROUND:** All City Management, Inc. has provided crossing guard services for Oak Park Schools since October 1993. The District pays All City for these services, and the Oak Park Municipal Advisory Council (MAC), through the County of Ventura, reimburses the District for the expense. All City has proposed an amendment to extend its current contract with Oak Park schools for the 2013-14 school year, maintaining current levels of service with a 3% rate increase. The anticipated annual cost of \$67,381 has been reviewed and approved by the MAC at its April meeting, and has authorized the reimbursement to the District for the 2013-14 school year. The District is satisfied with the service, and staff is recommending approval.

**ALTERNATIVES:**

1. Approve the proposed amendment with All City Management Services, Inc. for the 2013-14 school year.
2. Do not approve the amendment.

**RECOMMENDATION:** Alternative No. 1.

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

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

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



## ALL CITY MANAGEMENT SERVICES

March 12, 2013

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

Dear Martin Klauss:

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement with the Oak Park Unified School District for Crossing Guard Services through the 2013-2014 fiscal year.

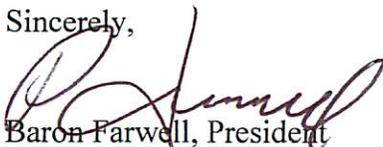
As a contract provider All City Management Services (ACMS) is keenly aware of the difficult economic times faced by many of our clients. Agencies across the nation are re-examining their budgets against the need to maintain critical services and provide for public safety. While we are certainly fiscally mindful of the budgetary ramifications facing many Agencies we are ultimately tasked with balancing this with our own financial survival.

For the past two years we have experienced cost increases in most facets of our operations. While conversely the budgets of our clients demanded that we maintain our pricing levels for that same period of time. This year we must request a 3% increase in our pricing. This adjusts your hourly rate to \$15.30 per hour.

To facilitate the calculation of the annual cost of your Crossing Guard program we have developed and included with this letter a Client Worksheet. This Worksheet is our best estimation of the hours and cost of your program as it exist currently.

While we remain committed to providing a safe, cost-effective and professional School Crossing Guard Program we hope you will find this new pricing acceptable. If you have any questions or need additional information please contact me at (800) 540-9290. Take care.

Sincerely,



Baron Farwell, President

*"The Crossing Guard Company"*



# ALL CITY MANAGEMENT SERVICES

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

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

1. **Item #1** The District and the Contractor agree to extend the term of this Agreement for the 2013 - 2014 school year beginning July 1, 2013 through June 30, 2014.
2. **Item #17** The District agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Fifteen Dollars and Thirty Cents (\$15.30) per hour of guard service provided. It is understood that the cost of providing Four Thousand, Four Hundred and Four (4,404) hours of service shall not exceed Sixty-Seven Thousand Three Hundred and Eight-One Dollars (\$67,381.00).
3. Except as provided for in Item #1 and Item #17, all other terms and conditions of the original Agreement and Amendments thereto between the District and the Contractor remain in effect.

**Oak Park Unified School District**

**All City Management Services, Inc.**

By \_\_\_\_\_  
Signature

By   
Demetra Farwell, Corporate Secretary

\_\_\_\_\_  
Print Name and Title

Date \_\_\_\_\_

Date March 25, 2013

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.j. APPROVE RENEWAL AGREEMENT WITH SCHOOL INNOVATIONS & ACHIEVEMENT FOR MANDATED COST SERVICES**

CONSENT

**ISSUE:** Shall the Board approve a three-year renewal agreement with School Innovations & Achievement (SI&A) for mandated cost services?

**BACKGROUND:** The District has historically contracted with SI&A for consulting services for the preparation and filing of claims for reimbursement of mandated costs. Attached for the Board's review is a renewal contract with SI&A for these services for fiscal years 2013-14 through 2015-16. The District will have the option in each year of the contract to select one of two levels of service. The first is the traditional MandatePrep, managing each individual mandate at a cost of \$12,000 annually. The second option is the new Mandate Block Grant Services, which manages only those mandates outside the block grant, for an annual fee of \$10,200. A comparison of the two options is attached for the Board's information.

The services provided have been vital in keeping the District compliant with mandate requirements and in recovering reimbursable costs. Although unclear when payment will be received, the District currently has \$930,000 in mandate reimbursement claims filed with the State. Approval of the attached renewal contract will allow SI&A to file reimbursement claims on the District's behalf.

**ALTERNATIVES:**

1. Approve the renewal agreement with School Innovations & Achievement for mandated cost services for fiscal years 2013-14 through 2015-16.
2. Do not approve the agreement.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



**MANDATE SERVICES AGREEMENT**  
**Between**  
**SCHOOL INNOVATIONS & ACHIEVEMENT, INC.**  
**And**  
**OAK PARK UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT, dated May 21, 2013 (the "Agreement") is made by and between Oak Park Unified School District ("District"), and School Innovations & Achievement, Inc., a California corporation ("SI&A"), each being a "Party" and collectively the "Parties."

**RECITALS**

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California ("State"), as well as an assessment of compliance practices in place as it relates to the Mandated Cost Program, and SI&A is qualified to perform such services;

WHEREAS, services related to the Mandate Reimbursement Process Program are referred to herein as "MandatePrep® Services" and services related to the Mandated Cost Program are referred to herein as "Mandate Block Grant Services"; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services;

**AGREEMENT**

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Period.** The Agreement period begins July 1, 2013 (the "Effective Date") and will automatically expire on June 30, 2016 (the "Expiration Date"). The Agreement period consists of three (3) District fiscal years (July 1, 2013 through June 30, 2014; July 1, 2014 through June 30, 2015; and July 1, 2015 through June 30, 2016) (the "Agreement Period"). Each fiscal year within the Agreement Period is an "Agreement Year."

2. **Services.**

**2.1 Description of Services.** SI&A agrees to provide District the following consulting services ("Services") during the Agreement Period:

(a) **Prepare and file (based on the District's Participation Status, with information provided by the District):**

(i) For Agreement Year 2013/2014:

If District selects MandatePrep® Services:

- (1) 2012/2013 reimbursement claims;
- (2) Late and amended 2011/2012 reimbursement claims; and
- (3) Newly claimable programs approved by the Commission on State Mandates (“Commission”) if the filing deadline is within the Agreement Period.

If District selects Mandate Block Grant Services:

- (1) 2012/2013 reimbursement claims outside the block grant;
- (2) Late and amended 2011/2012 reimbursement claims; and
- (3) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period and the claim is not included in the existing block grant.

(ii) For Agreement Year 2014/2015:

If District selects MandatePrep® Services:

- (1) 2013/2014 reimbursement claims;
- (2) Late and amended 2012/2013 reimbursement claims, but only if District chose mandate reimburse and not mandate block grant for the claim year; and
- (3) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period.

If District selects Mandate Block Grant Services:

- (1) 2013/2014 reimbursement claims outside the block grant;
- (2) Late and amended 2012/2013 reimbursement claims, but only claims outside the block grant if District chose mandate block grant for the claim year; and
- (3) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period and the claim is not included in the existing block grant.

(iii) For Agreement Year 2015/2016:

If District Selects MandatePrep® Services:

- (1) 2014/2015 reimbursement claims;

- (2) Late and amended 2013/2014 reimbursement claims, but only if District chose mandate reimbursement and not mandate block grant for the claim year; and
- (3) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period.

If District selects Mandate Block Grant Services:

- (1) 2014/2015 reimbursement claims outside the block grant;
  - (2) Late and amended 2013/2014 reimbursement claims, but only claims outside the block grant if District chose mandate block grant for the claim year; and
  - (3) Newly claimable programs approved by the Commission if the filing deadline is within the Agreement Period and the claim is not included in the existing block grant.
- (b) Hold training sessions for District's staff during the Agreement Period, as necessary or appropriate (as reasonably determined by SI&A);
  - (c) Monitor District's mandated cost tracking systems for each Agreement Year;
  - (d) Research and assist District with data collection for test claims approved by the Commission during the Agreement Period;
  - (e) Serve as a liaison with the State Controller's Office and Commission regarding (i) statewide cost estimate request responses, and (ii) general questions from the State Controller's Office; and
  - (f) Provide representation of District with respect to any State audit of mandate reimbursement claims that were prepared and submitted with SI&A's assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns.

2.2 Selection of Services. No later than October 1 within each Agreement Year, District shall provide written notice to SI&A of District's selection of either MandatePrep® Services or Mandate Block Grant Services for that Agreement Year.

### 3. District's Obligations.

3.1 District Responsibilities and Obligations. District shall be responsible for the following: (a) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and (b) maintaining original supporting documents for a period of four (4) years after the State's first payment of the claim; and (c) District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District's personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A's inquiries,

the documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, or responding to audits or investigations.

3.2 **Claim Approval.** Upon presentation of a claim for District's approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct; or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.

3.3 **For Mandate Block Grant Services.** The District acknowledges and agrees that the Compliance Advisory Services provided by SI&A in connection with potential audit matters consists of providing recommendations and support with forms and back-up documentation collected and that it is the District's responsibility to ensure the District's compliance with all mandate block grant requirements

4. **California False Claims Act.** District acknowledges that reimbursement claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et seq.) ("False Claims Act") and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims, or who "knowingly" make or cause to be made false records or statements in support of a claim. Under the False Claims Act, "knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

5. **Payment of Fees.**

5.1 **Fees.** For Services provided pursuant to the terms of this Agreement, District agrees to pay SI&A **\$12,000**, annually, for MandatePrep® Services or **\$10,200**, annually, for Mandate Block Grant Services based on the District's Participation Status for the claim year, (the "Fee") for the fiscal years 2013/14, 2014/15 and 2015/16.

5.2 **Payment Plan.** The Fee is payable in annual or semi-annual installments as indicated below. District must clearly mark one payment plan below. If a plan is not clearly identifiable by SI&A, then District agrees to pay the Fee on an annual basis.

3 annual payments due July 1, 2013, 2014 and 2015.

6 semi-annual payments due July 1, 2013, 2014 and 2015, and January 1, 2014, 2015 and 2016.

5.3 **Travel; Lodging Expenses.** If SI&A reasonably determines that travel to District's site is necessary, SI&A and District shall schedule mutually convenient dates and times for such

meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

6. **Entire Agreement.** This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
7. **Exhibits.** All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
8. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.

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

**SI&A:**

**SCHOOL INNOVATIONS  
& ACHIEVEMENT, INC.**

**DISTRICT:**

**OAK PARK UNIFIED SCHOOL  
DISTRICT**

Signature:   
Date Signed: 3/26/13  
Print Name: Jeffrey C. Williams  
Title: Chief Executive Officer  
Company: School Innovations & Achievement  
Address: 5200 Golden Foothill Parkway  
El Dorado Hills, CA 95762  
Phone: (800) 487-9234  
Fax: (888) 487-6441

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

## EXHIBIT A - STANDARD TERMS AND CONDITIONS

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Period, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The Parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than thirty (30) days prior to expiration of the current Agreement Year within the Agreement Period. The effective date of termination shall be the expiration of such current year of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 2, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 2.
3. **Termination Due to Changes in State Law.** If Legislation is enacted that eliminates or suspends K-12 education mandates, thereby making the filing of mandate reimbursement claims impossible or futile, District may immediately terminate this Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. All other terminations shall be subject to the terms and conditions set forth in Section 2, above.
4. **Notice.** All Agreement notices must be in writing, directed to the Party's address set forth below such Party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A Party may change the address stated in the Agreement by giving notice to the other Party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Period, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assurances.** Upon request of the other Party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Period, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each Party agrees to defend, hold harmless, and indemnify the other Party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying Party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a Party by reason of any claim or demand discussed in this Section 10, upon notice from the Party, the indemnifying Party shall defend the action or proceeding at the indemnifying Party's expense, through counsel reasonably satisfactory to the other Party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying Party's obligations under this Section 10 shall apply regardless of whether the other Party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other Party.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. **BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT.** All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both Parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other Party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
15. **Force Majeure.** A Party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other Party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.



Mandate or Block Grant

## Mandate Service Model

Here's how we'll ensure continuity of service; we'll file all your mandates outside of the block grant & help you maintain a defensible audit position. Our service is second to none!

**SiteServ** is your time-saving, site-level claims support team.

### MandatePrep<sup>®</sup>

Sept 2012	<b>First 2012 Visit</b> Collect any outstanding docs for 11/12 claims File new mandates: <ul style="list-style-type: none"> <li>• Developer Fees</li> <li>• Pupil Expulsions</li> </ul> Provide mandate updates File late and amended claims Clarify issues in existing documentation ▶ SSP School site administrative training
Jan 2013	<b>Claims Filing</b> File mandate programs for 11/12 Scanning and archiving documentation
May 2013	<b>Revenue Opportunity Report</b> Spring ROR to highlight findings Info gathering for future mandate claims ▶ SSP Further training and collection at site level
June 2013	<b>Second 2012 Visit</b> Begin work for 12/13 claim year Collection of logs & documentation Train district staff
July 2013	
Aug 2013	
Sept 2013	<b>First 2013 Visit</b> Collect any outstanding docs for 12/13 claims File any new mandates Provide mandate updates File late and amended claims Clarify issues in existing documentation ▶ SSP School site administrative training
Feb 2014	<b>Claims Filing</b> Print & mail claims Scanning and archiving documentation

### MBG Compliance Advisory

Sept 2012	<b>First 2012 Visit</b> Collect any outstanding docs for 11/12 claims File new mandates: <ul style="list-style-type: none"> <li>• Developer Fees</li> <li>• Pupil Expulsions</li> </ul> Provide mandate updates File late and amended claims Clarify issues in existing documentation ▶ SSP School site administrative training
Jan 2013	<b>Claims Filing</b> File mandate programs for 11/12 Scanning and archiving Begin analysis of claims impacted by the MBG
May 2013	<b>Revenue Opportunity Report</b> Highlight findings for upcoming MBG compliance Info gathering for future mandate claims ▶ SSP Further training and collection at site level
June 2013	<b>Second 2012 Visit</b> Collection & interviews within MBG Collect necessary docs for MBG Conduct interviews with key staff
July 2013	<b>MBG Data Collection Starts</b>
Aug 2013	<b>Compliance Status Summary Report</b> Process reviews & provide findings for corrections
Sept 2013	<b>First 2013 Visit</b> Train district staff on mandates within the MBG Prepare and collect docs for mandates outside the MBG ▶ SSP Training site staff on mandates within the MBG
Feb 2014	<b>Claims Filing</b> Print & mail claims <i>outside the MBG</i> Scanning and archiving documentation

*We're always here for you*

- Audit support
- Monitor upcoming mandates
- Live Help Desk

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.k. APPROVE FACILITY USE BY RELIGIOUS ORGANIZATION – CHABAD OF OAK PARK**

CONSENT

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

**BACKGROUND:** As a provision of its Conditional Use Permit (CUP) required by the County of Ventura, the Chabad of Oak Park has requested to continue their use of the Support Services Center parking lot for the 2013-14 school year. The Chabad has agreed to abide by all District rules and regulations regarding use of facilities. The applicant will pay all applicable charges, including the use of 27 specified parking spaces as required by the CUP.

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

- ALTERNATIVES:**
1. Authorize the use of the parking lot at the Support Services Center by Chabad of Oak Park, effective July 1, 2013-June 30, 2014, under the following conditions:
    - a) Applicant abides by all District rules and regulations regarding Facility use.
    - b) Scheduled use is as stated on the application for use.
    - c) Applicable fees will be based on current Board-approved facility use rates, and will include the use of 27 specified parking spaces.
    - d) The applicant will pay all applicable fees in advance of the use.
  2. Do not authorize this use of facilities.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: on motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

13-14

Oak Park Unified School District  
APPLICATION FOR USE OF SCHOOL FACILITIES

Application No. \_\_\_\_\_

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

PLEASE PRINT

Application is hereby made for the use of facilities at OPUSD Parking Lot

Facility Requested: 27 Parking Spaces #15-41  
Building Room Other

Date Requested: From: 7/1/2013 Day: (S) (M) (T) (W) (T) (F) (S) From: \_\_\_\_\_ a.m./p.m.  
To: 6/30/2014 Day: Su M T W T F S To: \_\_\_\_\_ a.m./p.m.

Scheduled Activity (list speaker, topic, or type of meeting): See attached Calendared Schedule

Will food be served?  Yes  No If yes, what type?  Beverages  Refreshments  Pot-Luck  Prepared Meal

Will admission be charged or any monies collected?  Yes  No If yes, how will the proceeds be used? \_\_\_\_\_

Equipment Requested: Number of Chairs \_\_\_\_\_ Number of Tables \_\_\_\_\_ Other \_\_\_\_\_

Organization Information

Name of Organization Chabad - Oak Park

Designated Representative Rabbi Yisroel Levine Title Director of Development

Billing Address 30345 Canwood St Agoura Hills, CA 91301  
Street City Zip

Insurance Company Accord Church & Casualty Insurance Policy No. 0200106-02-439616

Certification

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

Signature Yisroel Levine Date 4/29/13

Name (please print) Yisroel Levine Title Rabbi

Address 5998 Conifer St. Oak Park, CA 91377 Day Phone 818-929-4265  
Street City Zip

— THIS SECTION FOR OFFICE USE ONLY —

Approval

Estimated custodial time required: Regular Hours \_\_\_\_\_ Overtime Hours \_\_\_\_\_ Additional personnel time required: \_\_\_\_\_ Hours

This application is approved for scheduled time and date \_\_\_\_\_  
Building Principal Date

Estimated Charges

Rental \_\_\_\_\_  Free\*  Direct Costs  Fair Rental Value

Custodial \_\_\_\_\_

Cafeteria \_\_\_\_\_

Other \_\_\_\_\_

TOTAL \_\_\_\_\_

This is not an invoice. You will be billed for any legal charges related to this use of facilities after the date of actual use (or quarterly, if year-round use.)

\*Donations to cover all or part of the listed direct costs will be gratefully accepted on behalf of the students of our district.

— SUBMIT TO SCHOOL OFFICE FOR APPROVAL —

White Copy — Principal Yellow Copy — Business Office Pink Copy — Maintenance Goldenrod Copy — Organization (after approval)

**Oak Park Unified School District  
Use of District Office Parking Lot  
Chabad 2013 - 2014**

<b>School</b>	<b>Time</b>		<b>Total</b>
	<b>Hours</b>	<b>Cost/Per Hour</b>	
Saturdays	204	\$9.25	\$1,887.00
Friday & Saturday Evenings	51	\$9.25	\$471.75
Holidays	68	\$9.25	\$629.00
Utilities	67	\$15.00	\$1,005.00
Processing Fee	1	\$15.00	\$15.00
*Custodial Services	0	\$30.00	\$0.00
Notes:			
<b>Totals</b>	<b>323</b>		<b>\$4,007.75</b>

Saturday's (Approved)				
day	Dates	Hours	Cost	Total Cost
Saturday	Saturday, July 06, 2013	4	\$9.25	\$37.00
Saturday	Saturday, July 13, 2013	4	\$9.25	\$37.00
Saturday	Saturday, July 20, 2013	4	\$9.25	\$37.00
Saturday	Saturday, July 27, 2013	4	\$9.25	\$37.00
Saturday	Saturday, August 03, 2013	4	\$9.25	\$37.00
Saturday	Saturday, August 10, 2013	4	\$9.25	\$37.00
Saturday	Saturday, August 17, 2013	4	\$9.25	\$37.00
Saturday	Saturday, August 24, 2013	4	\$9.25	\$37.00
Saturday	Saturday, August 31, 2013	4	\$9.25	\$37.00
Saturday	Saturday, September 07, 2013	4	\$9.25	\$37.00
Saturday	Saturday, September 21, 2013	4	\$9.25	\$37.00
Saturday	Saturday, September 28, 2013	4	\$9.25	\$37.00
Saturday	Saturday, October 05, 2013	4	\$9.25	\$37.00
Saturday	Saturday, October 12, 2013	4	\$9.25	\$37.00
Saturday	Saturday, October 19, 2013	4	\$9.25	\$37.00
Saturday	Saturday, October 26, 2013	4	\$9.25	\$37.00
Saturday	Saturday, November 02, 2013	4	\$9.25	\$37.00
Saturday	Saturday, November 09, 2013	4	\$9.25	\$37.00
Saturday	Saturday, November 16, 2013	4	\$9.25	\$37.00
Saturday	Saturday, November 23, 2013	4	\$9.25	\$37.00
Saturday	Saturday, November 30, 2013	4	\$9.25	\$37.00
Saturday	Saturday, December 07, 2013	4	\$9.25	\$37.00
Saturday	Saturday, December 14, 2013	4	\$9.25	\$37.00
Saturday	Saturday, December 21, 2013	4	\$9.25	\$37.00
Saturday	Saturday, December 28, 2013	4	\$9.25	\$37.00
Saturday	Saturday, January 04, 2014	4	\$9.25	\$37.00
Saturday	Saturday, January 11, 2014	4	\$9.25	\$37.00
Saturday	Saturday, January 18, 2014	4	\$9.25	\$37.00
Saturday	Saturday, January 25, 2014	4	\$9.25	\$37.00
Saturday	Saturday, February 01, 2014	4	\$9.25	\$37.00
Saturday	Saturday, February 08, 2014	4	\$9.25	\$37.00
Saturday	Saturday, February 15, 2014	4	\$9.25	\$37.00
Saturday	Saturday, February 22, 2014	4	\$9.25	\$37.00
Saturday	Saturday, March 01, 2014	4	\$9.25	\$37.00
Saturday	Saturday, March 08, 2014	4	\$9.25	\$37.00
Saturday	Saturday, March 15, 2014	4	\$9.25	\$37.00
Saturday	Saturday, March 22, 2014	4	\$9.25	\$37.00
Saturday	Saturday, March 29, 2014	4	\$9.25	\$37.00
Saturday	Saturday, April 05, 2014	4	\$9.25	\$37.00
Saturday	Saturday, April 12, 2014	4	\$9.25	\$37.00
Saturday	Saturday, April 19, 2014	4	\$9.25	\$37.00
Saturday	Saturday, April 26, 2014	4	\$9.25	\$37.00
Saturday	Saturday, May 03, 2014	4	\$9.25	\$37.00
Saturday	Saturday, May 10, 2014	4	\$9.25	\$37.00
Saturday	Saturday, May 17, 2014	4	\$9.25	\$37.00
Saturday	Saturday, May 24, 2014	4	\$9.25	\$37.00
Saturday	Saturday, May 31, 2014	4	\$9.25	\$37.00
Saturday	Saturday, June 07, 2014	4	\$9.25	\$37.00
Saturday	Saturday, June 14, 2014	4	\$9.25	\$37.00
Saturday	Saturday, June 21, 2014	4	\$9.25	\$37.00
Saturday	Saturday, June 28, 2014	4	\$9.25	\$37.00
<b>51</b>	<b>51</b>	<b>204</b>		<b>\$1,887.00</b>

Friday and Saturday Evenings Approved					
day	Dates	Hours	Cost	Total Cost	
Friday	Friday, July 05, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, July 06, 2013	1	\$9.25	\$9.25	
Friday	Friday, July 12, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, July 13, 2013	1	\$9.25	\$9.25	
Friday	Friday, July 19, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, July 20, 2013	1	\$9.25	\$9.25	
Friday	Friday, July 26, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, July 27, 2013	1	\$9.25	\$9.25	
Friday	Friday, August 02, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, August 03, 2013	1	\$9.25	\$9.25	
Friday	Friday, August 09, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, August 10, 2013	1	\$9.25	\$9.25	
Friday	Friday, August 16, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, August 17, 2013	1	\$9.25	\$9.25	
Friday	Friday, August 23, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, August 24, 2013	1	\$9.25	\$9.25	
Friday	Friday, August 30, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, August 31, 2013	1	\$9.25	\$9.25	
Friday	Friday, September 06, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, September 07, 2013	1	\$9.25	\$9.25	
Friday	Friday, September 20, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, September 21, 2013	1	\$9.25	\$9.25	
Friday	Friday, September 27, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, September 28, 2013	1	\$9.25	\$9.25	
Friday	Friday, October 04, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, October 05, 2013	1	\$9.25	\$9.25	
Friday	Friday, October 11, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, October 12, 2013	1	\$9.25	\$9.25	
Friday	Friday, October 18, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, October 19, 2013	1	\$9.25	\$9.25	
Friday	Friday, October 25, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, October 26, 2013	1	\$9.25	\$9.25	
Friday	Friday, November 01, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, November 02, 2013	1	\$9.25	\$9.25	
Friday	Friday, November 08, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, November 09, 2013	1	\$9.25	\$9.25	
Friday	Friday, November 15, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, November 16, 2013	1	\$9.25	\$9.25	
Friday	Friday, November 22, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, November 23, 2013	1	\$9.25	\$9.25	
Friday	Friday, November 29, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, November 30, 2013	1	\$9.25	\$9.25	
Friday	Friday, December 06, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, December 07, 2013	1	\$9.25	\$9.25	
Friday	Friday, December 13, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, December 14, 2013	1	\$9.25	\$9.25	
Friday	Friday, December 20, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, December 21, 2013	1	\$9.25	\$9.25	
Friday	Friday, December 27, 2013	1	\$9.25	\$9.25	
Saturday	Saturday, December 28, 2013	1	\$9.25	\$9.25	
Friday	Friday, January 03, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, January 04, 2014	1	\$9.25	\$9.25	
Friday	Friday, January 10, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, January 11, 2014	1	\$9.25	\$9.25	
Friday	Friday, January 17, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, January 18, 2014	1	\$9.25	\$9.25	
Friday	Friday, January 24, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, January 25, 2014	1	\$9.25	\$9.25	
Friday	Friday, January 31, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, February 01, 2014	1	\$9.25	\$9.25	
Friday	Friday, February 07, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, February 08, 2014	1	\$9.25	\$9.25	
Friday	Friday, February 14, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, February 15, 2014	1	\$9.25	\$9.25	
Friday	Friday, February 21, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, February 22, 2014	1	\$9.25	\$9.25	
Friday	Friday, February 28, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, March 01, 2014	1	\$9.25	\$9.25	
Friday	Friday, March 07, 2014	1	\$9.25	\$9.25	
Saturday	Saturday, March 08, 2014	1	\$9.25	\$9.25	

Holiday's & Other Approved					
Dates	Hours	Cost	Total Cost		
Wednesday, September 04, 2013	2	\$9.25	\$18.50		
Thursday, September 05, 2013	2	\$9.25	\$18.50		
Wednesday, September 18, 2013	2	\$9.25	\$18.50		
Thursday, September 19, 2013	4	\$9.25	\$37.00		
Thursday, September 19, 2013	2	\$9.25	\$18.50		
Friday, September 20, 2013	4	\$9.25	\$37.00		
Wednesday, September 25, 2013	2	\$9.25	\$18.50		
Thursday, September 26, 2013	4	\$9.25	\$37.00		
Friday, September 27, 2013	4	\$9.25	\$37.00		
Monday, April 14, 2014	2	\$9.25	\$18.50		
Tuesday, April 15, 2014	4	\$9.25	\$37.00		
Tuesday, April 15, 2014	2	\$9.25	\$18.50		
Wednesday, April 16, 2014	4	\$9.25	\$37.00		
Wednesday, April 16, 2014	2	\$9.25	\$18.50		
Sunday, April 20, 2014	2	\$9.25	\$18.50		
Monday, April 21, 2014	4	\$9.25	\$37.00		
Monday, April 21, 2014	2	\$9.25	\$18.50		
Tuesday, April 22, 2014	4	\$9.25	\$37.00		
Tuesday, April 22, 2014	2	\$9.25	\$18.50		
Tuesday, June 03, 2014	2	\$9.25	\$18.50		
Wednesday, June 04, 2014	4	\$9.25	\$37.00		
Wednesday, June 04, 2014	2	\$9.25	\$18.50		
Thursday, June 05, 2014	4	\$9.25	\$37.00		
Thursday, June 05, 2014	2	\$9.25	\$18.50		
<b>24</b>	<b>68</b>		<b>\$629.00</b>		
		\$50.00	x	37.00%	\$18.50

**Saturday's (Approved)**

day	Dates	Hours	Cost	Total Cost
Friday	Friday, March 14, 2014	1	\$9.25	\$9.25
Saturday	Saturday, March 15, 2014	1	\$9.25	\$9.25
Friday	Friday, March 21, 2014	1	\$9.25	\$9.25
Saturday	Saturday, March 22, 2014	1	\$9.25	\$9.25
Friday	Friday, March 28, 2014	1	\$9.25	\$9.25
Saturday	Saturday, March 29, 2014	1	\$9.25	\$9.25
Friday	Friday, April 04, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 05, 2014	1	\$9.25	\$9.25
Friday	Friday, April 11, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 12, 2014	1	\$9.25	\$9.25
Friday	Friday, April 18, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 19, 2014	1	\$9.25	\$9.25
Friday	Friday, April 25, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 26, 2014	1	\$9.25	\$9.25
Friday	Friday, May 02, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 03, 2014	1	\$9.25	\$9.25
Friday	Friday, May 09, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 10, 2014	1	\$9.25	\$9.25
Friday	Friday, May 16, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 17, 2014	1	\$9.25	\$9.25
Friday	Friday, May 23, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 24, 2014	1	\$9.25	\$9.25
Friday	Friday, May 30, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 31, 2014	1	\$9.25	\$9.25
Friday	Friday, June 06, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 07, 2014	1	\$9.25	\$9.25
Friday	Friday, June 13, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 14, 2014	1	\$9.25	\$9.25
Friday	Friday, June 20, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 21, 2014	1	\$9.25	\$9.25
Friday	Friday, June 27, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 28, 2014	1	\$9.25	\$9.25
<b>51</b>	<b>51</b>	<b>51</b>	<b>\$471.75</b>	<b>\$471.75</b>

**Holiday's & Other Approved**

day	Dates	Hours	Cost	Total Cost
Friday	Friday, March 14, 2014	1	\$9.25	\$9.25
Saturday	Saturday, March 15, 2014	1	\$9.25	\$9.25
Friday	Friday, March 21, 2014	1	\$9.25	\$9.25
Saturday	Saturday, March 22, 2014	1	\$9.25	\$9.25
Friday	Friday, March 28, 2014	1	\$9.25	\$9.25
Saturday	Saturday, March 29, 2014	1	\$9.25	\$9.25
Friday	Friday, April 04, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 05, 2014	1	\$9.25	\$9.25
Friday	Friday, April 11, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 12, 2014	1	\$9.25	\$9.25
Friday	Friday, April 18, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 19, 2014	1	\$9.25	\$9.25
Friday	Friday, April 25, 2014	1	\$9.25	\$9.25
Saturday	Saturday, April 26, 2014	1	\$9.25	\$9.25
Friday	Friday, May 02, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 03, 2014	1	\$9.25	\$9.25
Friday	Friday, May 09, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 10, 2014	1	\$9.25	\$9.25
Friday	Friday, May 16, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 17, 2014	1	\$9.25	\$9.25
Friday	Friday, May 23, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 24, 2014	1	\$9.25	\$9.25
Friday	Friday, May 30, 2014	1	\$9.25	\$9.25
Saturday	Saturday, May 31, 2014	1	\$9.25	\$9.25
Friday	Friday, June 06, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 07, 2014	1	\$9.25	\$9.25
Friday	Friday, June 13, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 14, 2014	1	\$9.25	\$9.25
Friday	Friday, June 20, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 21, 2014	1	\$9.25	\$9.25
Friday	Friday, June 27, 2014	1	\$9.25	\$9.25
Saturday	Saturday, June 28, 2014	1	\$9.25	\$9.25
<b>51</b>	<b>51</b>	<b>51</b>	<b>\$471.75</b>	<b>\$471.75</b>

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.1.1. 2012-13 SECOND PERIOD ATTENDANCE REPORT**

CONSENT

**ISSUE:** Shall the Board receive and review the Second Period (P-2) Attendance Report on the status of the District's Average Daily Attendance (ADA) ending with the seventh school month?

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

**RECOMMENDATION:** None - information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**Report of School District Attendance**

County: Ventura

Fiscal Year: 2012-13

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: C6883609

Regular Elementary and High School ADA		Elementary	High School
Kindergarten	A-1	234.63	
Grades 1 - 3	A-2	820.82	
Grades 4 - 6	A-3	978.94	
Grades 7 - 8	A-4	748.18	
Grades 9 - 12	A-5		1,529.18
Continuation Education	A-6		44.49
Opportunity Schools and Full-Day Opportunity Classes	A-7	0.00	0.00
Home and Hospital	A-8	0.00	1.58
Special Education - Special Day Class	A-9	2.83	2.89
Special Ed - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)]	A-10	0.92	3.57
Special Ed - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-11	0.00	0.00
<b>Community Day School (Divisor 70/135/180)</b>			
Mandatory Expelled Pupils ADA	A-12	0.00	0.00
All Other Pupils ADA	A-13	0.00	0.00
<b>Extended Year ADA (Divisor 175)</b>			
Extended Year Special Education [E.C. 56345(b)(3)]	A-14	1.37	1.08
Extended Year Special Ed - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)]	A-15	0.11	0.34
Extended Year Special Ed - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-16	0.00	0.00
<b>Regional Occupational Centers/Programs (Divisor 85/135/175)</b>			
Classes for Adults ADA (Divisor 85/135/175)			
Concurrently Enrolled Secondary Students	B-2		0.00
Adults Enrolled, State Apportioned	B-3		0.00
Students 21 Years or Older and Students 19 years or Older Not continuously Enrolled Since Their 18th Birthday, Participating in Full-Time Independent Study	B-4		0.00
Adults in Correctional Facilities	B-5		0.00

**Report of School District Attendance**

County: Ventura

Fiscal Year: 2012-13

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: C6883609

ADA Totals (Sum of A-1 through B-5)	B-6	2,787.80	1,583.13
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ADA for Students in Full-Time Independent Study included in Section A (Lines A-1 through A-7, and A-9)	C-1	52.62	118.63
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ADA Not Eligible for Funding Generated through Independent Study not included in Section A (Lines A-1 through A-7, and A-9)	C-2	0.00	0.00
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ADA for Students in Transitional Kindergarten Pursuant to E.C. 46300 included in Section A (Lines A-1 and A-8 through A-16, First Year ADA Only)	C-3	16.98	██████████
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ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 included in Line B-1	C-4	██████████	0.00
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ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 included in Lines B-3 and B-4	C-5	██████████	0.00
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Apprentice Hours Pursuant to Section 3074 of the Labor Code	C-6	██████████	0
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**Community Day School - Additional Funds (Divisor 70/135/180)**

**Mandatory Expelled Pupils - [E.C. 48915(d)]**

5th Hour ADA	C-7	0.00	0.00
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6th Hour ADA	C-8	0.00	0.00
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**All Other Community Day School Pupils**

5th Hour ADA	C-9	0.00	0.00
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6th Hour ADA	C-10	0.00	0.00
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**After-School Supervised Attendance**

Pupil Hours for 7th Hour	C-11	0	0
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Pupil Hours for 8th Hour	C-12	0	0
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**Certification**

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County: Ventura

Fiscal Year: FY 2012-13

District: Oak Park Unified

P-2

CDS CODE 56 73874

C6883609

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**Report of Attendance for Pupils Residing in the District**

I hereby certify that, to the best of my knowledge and belief, this report is true and correct and all data have been compiled and reported in accordance with state and federal laws and regulations and the instructions for this report.

School District Superintendent: \_\_\_\_\_



Date: 04.18.13

County Superintendent of Schools: \_\_\_\_\_

Date: \_\_\_\_\_

Any inquiries concerning this report should be directed to:

**CONTACT NAME** Barbara Dickerson

**PHONE** (818) 735-3215 \*

**FAX** (818) 865-8467

**E-Mail** bdickerson@oakparkusd.org

Certification

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

Fiscal Year: FY 2012-13  
P-2  
04430D96

Report of Regular Day Classes and Enrollment for Kindergarten and  
Elementary Grades and Special Instruction

I hereby certify that, to the best of my knowledge and belief, this report is true and correct and all data have been compiled and reported in accordance with state and federal laws and regulations and the instructions for this report.

School District Superintendent:  Date: 04.18.13

County Superintendent of Schools: \_\_\_\_\_ Date: \_\_\_\_\_

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara Dickerson  
PHONE (818)735-3215 \*  
FAX (818)865-8467  
E-Mail bdickerson@oakparkusd.org

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.1.m. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL GIRLS' BASKETBALL TEAM – JULY 18-21, 2013**  
**CONSENT**

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

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for the Oak Park High School Girl's Basketball team to attend a tournament scheduled for July 18-21, 2013 in San Diego, CA. Approximately 12 athletes, two OPHS coaches and four parent volunteer chaperones will travel by district approved drivers in private and vehicles. The team and chaperones will depart at 1 p.m. on Thursday, July 18<sup>th</sup> and return by 5 p.m. on Sunday, July 21<sup>st</sup>. They will stay at either the Sheraton La Jolla or the Country Inn & Suites in San Diego. The cost will be approximately \$200 per athlete to cover the cost of 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
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.a. APPROVE AWARD OF BID 13-20R, GYMNASIUM FOYER ROOF REPLACEMENT AT OAK PARK HIGH SCHOOL**

ACTION

**ISSUE:** Shall the Board award Bid 13-20R, Gymnasium Foyer Roof Replacement at Oak Park High School?

**BACKGROUND:** In its approval of the District’s Facility Master Plan in December 12, 2012, the Board authorized the repair of the deteriorating gymnasium foyer roof at Oak Park High School. The budget established for this project is \$30,000 for direct construction, with a 19.36% contingency of \$5,808, for a total budget of \$35,808. On April 17, 2013, two bids were received in response to the District’s call for bids for this project. The following is a recap of the bids received; bid amounts are Base Bid only, no alternates were requested:

Contractor	Total Base Bid
Best Contracting Services, Inc.	\$ 47,152.00
Channel Islands Roofing, Inc.	\$ 59,465.00

The bids for this work have been reviewed and analyzed by Balfour Beatty Construction, the Facility Planning Subcommittee, and District staff, who recommend the award of bid to Best Contracting Services, Inc., in the amount of \$47,152.00, as lowest responsive and responsible bidder.

- ALTERNATIVES:**
1. Award Bid 13-20R, Gymnasium Foyer Roof Replacement at Oak Park High School to Best Contracting Services, Inc., in the amount of \$47,152.00, as lowest responsive and responsible bidder.
  2. Reject all bids received and direct staff to re-bid the project.

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.b APPROVE REVISIONS TO 2013 MEASURE R MASTER PLAN**

ACTION

**ISSUE:** Shall the Board of Education approve revisions to the 2013 Measure R Master Plan?

**BACKGROUND:** At its meeting on December 11, 2012, the Board approved the 2013 Measure R Master Plan. As this agenda was going to press, District staff, the Facility Planning Committee, and construction manager Balfour Beatty Construction, were preparing proposed revisions to the plan for the Board’s review and action. The proposed revisions will be forwarded to the Board under separate cover upon completion of the documents.

**ALTERNATIVES:**

1. Approve the proposed revisions to the 2013 Measure R Master Plan as presented.
2. After discussion, provide direction to staff to modify the revisions.
3. Do not approve revisions to the 2013 Measure R Master Plan.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21 2013**  
**SUBJECT: C.2.c. PUBLIC HEARING AND APPROVE PROPOSED FLEXIBILITY  
TRANSFER OF 2013-14 TIER III CATEGORICAL PROGRAM FUNDS**

PUBLIC HEARING/ACTION

**ISSUE:** Shall the Board conduct a public hearing on the proposed flexibility transfer of 2013-14 Tier III categorical funds for unrestricted purposes, as required by Education Code Section 42605?

**BACKGROUND:** Budget trailer bill SBX3-4, enacted in 2009, gives local school agencies the authority to transfer funds received from the State for specified restricted categorical programs into the unrestricted General Fund. This transfer may be used for "any educational purpose, to the extent permitted by federal law." The flexibility to transfer funds from these programs is authorized through fiscal year 2014-15. Prior to implementing this flexibility, EC 42605(c)(2) requires that a public hearing be held at a regularly scheduled meeting, and testimony from the public shall be taken, after which the Board may discuss and approve or disapprove the proposed transfer, and make explicit the purposes for which the funds will be used. As amended by SB 189 in 2012, the regularly scheduled public hearing must be held prior to and independent of a meeting where the governing board of the school district adopts a budget.

Staff is recommending that the Board exercise this flexibility to transfer funds from Tier III programs into the unrestricted General Fund in order to maintain fiscal solvency in 2013-14. The precise programs and amounts of the transfers, including amounts and proposed uses, are attached for the Board's review.

- ALTERNATIVES:**
1. Conduct a public hearing and take testimony from the public.
  2. Conduct a Board discussion on the programs and uses of the proposed transfers.
  3. Approve the proposed transfers as recommended by staff.
  4. Do not approve the proposed transfers as recommended by staff.

**RECOMMENDATION:** Alternative Nos. 1, 2, and 3.

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

Respectfully submitted,

\_\_\_\_\_  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT  
Fiscal Services Department

Board of Education Meeting - May 21, 2013

**AB 189 PUBLIC HEARING OF POTENTIAL CLOSED FLEXIBILITY CATEGORICAL PROGRAM FUNDS**

A public hearing will be held for the purpose of taking testimony from the public, discussing the proposed receipt and use of the Tier III categorical funds, identifying closed programs, and approve or disapprove the proposed use of funding from the 39 programs identified in E.C. 42605.

Program	Tier III Estimated Revenue 2013-14	Use of Funding	Active	Partial	Closed
California High School Exit Exam	7,895	CAHSEE Supplies and Stipends for test administration		X	
Arts & Music Block Grant	52,945	Certificated Salaries & Benefits; preserve smaller class size		X	
School Counseling Program	109,056	Certificated Salaries & Benefits; preserve smaller class size	X		
Gifted & Talented Education	22,679	Certificated Salaries & Benefits; preserve smaller class size		X	
Instructional Materials Block Grant	205,443	Instructional Materials; textbooks	X		
Morgan-Hart CSR Grade 9	124,719	Certificated Salaries & Benefits; preserve smaller class size		X	
Physical Education Incentive Grant	29,350	Certificated Salaries & Benefits; preserve smaller class size		X	
Peer Assistance & Review	15,998	Certificated Salaries & Benefits; preserve smaller class size		X	
Pupil Retention Block Grant	228,736	Certificated Salaries & Benefits; preserve smaller class size	X		
Professional Development Block Grant	171,234	Certificated Salaries & Benefits; preserve smaller class size		X	
School & Library Improvement Block Grant	196,148	Certificated Salaries & Benefits; preserve smaller class size		X	
School Safety & Violence Prevention	28,270	Safe Kids; Safe School Ambassadors	X		
Deferred Maintenance	131,148	Maintenance salaries & facility repairs	X		
Math & Reading (Including English Learners)	14,033	Math aides and materials		X	
Supplemental Hourly Programs	108,307	Remedial support		X	
Administrator Training	2,425	Administrator Training		X	
Oral Health Assessment	1,354	School health and safety materials		X	

Full Flexibility is allowed for these programs in Fiscal Years 2008/09 through 2014/15. Full Flexibility means that the funds from these programs can be used for any educational purpose. It is the intent of the Oak Park Unified School District to utilize flexibility to support student programs and lower class size.

Oak Park Unified School District  
Fiscal Services Department

**2012-13 SPENDING PLAN - EDUCATION PROTECTION ACCOUNT**  
**Board Meeting, May 21, 2013**

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

The 2012-13 EPA spending plan for the Oak Park Unified School District appears below:

**Proposed Expenditures through 6/30/13**  
**For Fund 010, Resource 1400 Education Protection Account**

<b>Amount Available for this Fiscal Year</b>		
<b>ESTIMATED EPA REVENUE</b>	<b>\$</b>	<b>4,541,358</b>
<b>Expenditures</b>		
<b>SALARIES:</b>		
1110 CLASSROOM TEACHER SALARIES	\$	3,466,450
<b>STATUTORY COSTS ASSOCIATED WITH SALARIES:</b>		
3101 STRS	\$	285,960
3301 MEDICARE	\$	50,265
3401 HEALTH BENEFITS	\$	613,792
3501 STATE UNEMPLOYMENT	\$	38,109
3601 WORKERS COMP	\$	86,782
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$</b>	<b>4,541,358</b>
<b>BALANCE (Total Available minus Total Expenditures)</b>		<b>0</b>

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.d. APPROVE SPENDING PLAN FOR 2012-13 EDUCATION PROTECTION ACCOUNT FUNDS**

ACTION

**ISSUE:** Shall the Board review and discuss the proposed spending plan for the 2012-13 Education Protection Account funds as required by Proposition 30?

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

The Administration has prepared the attached the proposed spending plan for the 2012-13 Education Protection Account for the Board's review and action.

**ALTERNATIVES:**

1. Approve the proposed 2012-13 EPA Spending Plan as presented.
2. After discussion, direct the Administration to make specified revisions to the proposed 2012-13 EPA Spending Plan.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.e. APPROVE AUTHORIZATION TO PURCHASE APPLE COMPUTER PRODUCTS AND SERVICES PURSUANT TO PCC SECTION 20118**

ACTION

**ISSUE:** Shall the Board authorize the purchase of Apple Computer products, services and related products under the cooperative purchase provision of Glendale Unified School District Bid No. P13-08/09, pursuant to the provisions of Public Contract Code (PCC) Section 20118?

**BACKGROUND:** At this evening’s meeting, the Board is asked to approve the District’s three-year technology plan. The plan provides for the purchase of technology equipment, including Apple computers and associated hardware. In order to receive the most favorable pricing, and to conform to the bidding requirements of PCC 20111-20118, staff is recommending that the Board authorize the purchase of Apple computers and related components and services through the cooperative purchase provision of Glendale Unified School District Bid No. P13-08/09. The Glendale Board of Education has authorized the extension of this contract through November 5, 2013. The contract contains a provision commonly referred to as a “piggyback” clause, authorized by PCC Section 20118, which allows school districts to utilize the bids of other public agencies, thereby saving time, effort and money.

**ALTERNATIVES:**

1. Approve the purchase of Apple Computer products, services and related products utilizing Glendale Unified School District Bid No. P13-08/09.
2. Do not approve the purchase of Apple Computer products.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

GLENDALE UNIFIED SCHOOL DISTRICT

November 1, 2011

CONSENT CALENDAR NO. 8

TO: Board of Education

FROM: Dr. Richard M. Sheehan, Superintendent

SUBMITTED BY: Eva Lueck, Chief Business and Financial Officer

PREPARED BY: Mike Lee, Controller

SUBJECT: **Extension of Bid Number P-13 08/09 for Apple Computer Products, Services, and Related Items**

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Excerpt from the Minutes of the Glendale Board of Education meeting held on November 1, 2011. It was moved by Mr. Krikorian and seconded by Mrs. Boger that Consent Calendar No. 8 be accepted. The motion was approved unanimously.

The Superintendent recommends that the Board of Education extend Bid Number P-13 08/09 for Apple Computer products, services, and related items with Apple Computer Corporation (Campbell) and approve purchases, lease-purchases, or leases as needed from Apple Computer Corporation.

Apple Computer Corporation, like Hewlett-Packard, Dell, and other technology companies serving the needs of public education, markets its products directly to educational institutions. School districts purchase products from the manufacturer (Apple) and are serviced either through the company or an approved dealer which provides certain product support services.

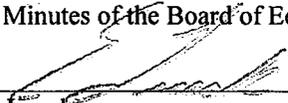
This bid may be used by school and community college districts throughout California by virtue of its "piggyback" clause (Public Contract Code 20118, 20652) and may be extended for an additional 1 (one) year (through November 5, 2013, total 5 years from award date) by mutual consent of the District and Apple Computer Corporation (Education Code 39644).

The pricing structure for this bid is based on the current government and educational price list for Apple Computer Corporation products which is published several times each year. A "Technology Clause" which allows product and component upgrades that meet the general technical requirements of school districts was included as a part of the bid document.

Most items will be purchased from general, categorical, and Measure S funds.

Bid details are available for review in the Purchasing Department.

I hereby certify that this is a true and exact copy of an excerpt from the Minutes of the Board of Education Meeting held on November 1, 2011.

  
Eva Rae Lueck  
Chief Business and Financial Officer

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.f. APPROVE AND CERTIFY 2013-14 SCHOOL BELL SCHEDULES AND MINIMUM INSTRUCTIONAL MINUTES**

ACTION

**ISSUE:** Shall the Board of Education approve the 2013-14 school bell schedules and certify compliance with the minimum number of instructional minutes as required by Education Code (EC) Section 46201?

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

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

The District’s audit firm, as a part of the financial audit, reviews compliance with the instructional time requirement annually. There are severe financial penalties for programs with less than the required minimum number of instructional minutes. The bell schedules submitted by each school site for the 2013-14 were under review for accuracy and compliance by the Business Office as this agenda was going to press. Upon completion of the review, the proposed bell schedules will be forwarded to the Board under separate cover.

**ALTERNATIVES:**

1. Approve the 2013-14 school bell schedules and certify compliance with the minimum number of instructional minutes as required by EC 46201.
2. Modify the 2013-14 school bell schedules.
3. Do not approve the 2013-14 school bell schedules as submitted.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.g. APPROVE SAFE SCHOOL PLANS**

ACTION

**ISSUE:** Shall the Board review and approve the Safe School Plan for each District school as required by Education Code 35294.2?

**BACKGROUND:** The Oak Park Unified School District must annually review and update its Safe School Plans in order to remain in compliance with EC 35294.2. This year the each of the District’s schools has updated their plans, providing specific site information to update the District master copy. These updates include specific names and responsibilities in the event of disaster or emergency. EC 35294.2 requires that the revised plans be approved by the Board of Education and be available for public display each school year. Each site’s updated plan and certification of compliance will be provided to the Board under separate cover prior to this evening’s meeting and each school will have their plan displayed in a prominent place at their site for public review upon the Board’s approval.

**ALTERNATIVES:**

1. Approve the amended Safe School Plans as presented.
2. Do not approve the amended Safe School Plans.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Lou Tabone, Director, Alternative Education  
 Julie Suarez, Director, Business Operations  
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.2.h 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>
BES	Donation to Library Remodel/Jennifer & Mitchell Willet	\$ 1,500.00
MCMS	Model Rockets/Liza Roberts	\$ 208.53

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.3.a APPROVE CHANGE TO OAK PARK HIGH SCHOOL HONORS AT GRADUATION RECOGNITION PROGRAM**

ACTION

**ISSUE:** Should the Board of Education approve Oak Park High School’s change in Honors at Graduation Recognition Program?

**BACKGROUND:** Honors at Graduation was approved by the Board on October 21, 2008.

**Historical Perspective:**

The Honors at Graduation changes were approved by the Board effective with the class of 2010. This became our new “Honors at Graduation” program and replaced the concept of salutatorian and valedictorian. The rationale for this change was to adopt a form of recognition that is used by most colleges and universities to acknowledge their most successful students. Additionally, we wanted to provide recognition to more of our outstanding seniors than the current valedictorian/salutatorian programs allowed.

However, each school year a few students do not qualify for any recognition based on their cumulative GPA as of the 3<sup>rd</sup> quarter of their senior year (i.e. below a 3.5 unweighted GPA) Additionally, some students do qualify for the program, but perhaps at a lower level based on their cumulative GPA as of the 3<sup>rd</sup> quarter of their senior year. The proposal is that both categories of these students, upon submission of a written request accompanied by a final transcript, would be able to return after fourth quarter grades are finalized to receive a revised gold seal on their diploma that would reflect their revised Cum Laude status. Gold cords could also be given to those students who have achieved such status after their final grades are in. This is expected to affect 10-15 students each year and give them the recognition. This amendment would be retroactive to the class of 2010 when the Governing Board approved initial recognition program.

This proposal has been approved by the School Site Council and Oak Park High School staff and is being brought to the Board for their approval.

- ALTERNATIVES:**
1. Approve Oak Park High School’s proposed change to the Honors Designation at Graduation.
  2. Do not approve Oak Park High School’s proposed change to the Honors Designation at Graduation

**RECOMMENDATION:** Alternate #1.

Respectfully submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

**Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:**

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Laifman</b>	_____	_____	_____	_____
<b>Pallant</b>	_____	_____	_____	_____
<b>Rosen</b>	_____	_____	_____	_____
<b>von Schneidau</b>	_____	_____	_____	_____
<b>Yeoh</b>	_____	_____	_____	_____
<b>Student</b>	_____	_____	_____	_____

# OAK PARK UNIFIED SCHOOL DISTRICT

## July 2013 - June 2014 – Student/Teacher Calendar

### July 2013

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

4 - Independence Day

### January 2014

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

1 - 3 – Winter Break  
20 - Martin Luther King Day  
24 – Elementary Staff Development (Optional Buy Back)  
Secondary Prep

### August 2013

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

26 – K-12 Staff Development Day (Mandatory Buy Back)  
27 – Teacher Prep Day  
28 – First Day of School

### February 2014

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

22 - Washington's Birthday

### September 2013

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

2 - Labor Day  
5 – Local Holiday

### March 2014

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

5 – Second Trimester End  
17 – K-12 Staff Development – Optional Buy Back

### October 2013

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

### April 2014

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

18- Local Holiday  
21-25 – Spring Break

### November 2013

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

1 – Secondary Staff Development (Optional Buy Back) Elementary Prep  
11 - Veterans' Day  
14 – First Trimester End  
28 - Thanksgiving Day  
29 - Local Holiday (Lincoln's Day Observed)

### May 2014

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

26 - Memorial Day

### December 2013

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

23 – 31 – Winter Break

### June 2014

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

12 – Last Day of School

# Denotes School Holiday  
# Denotes Beginning and Ending of School and End of Semester/Trimester

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.3.b APPROVE AMENDED DISTRICT INSTRUCTIONAL CALENDAR FOR SCHOOL YEAR 2013-2014**

Action

**ISSUE:** Shall the Board of Education approve the amended district instructional calendar for 2013-2014?

**BACKGROUND:** A calendar committee met this spring to discuss the instructional calendar for the 2013-14. The committee consisted of certificated, classified, parent, board and administrative representation. Consensus was reached on two calendar options. The recommended calendars were sent to the Oak Park Teacher’s Association and Oak Park Classified Association for a membership vote. Upon further reflection, the date for the semester break was reconsidered to be changed in order for each semester to have even number of days after factoring testing dates, etc.

- ALTERNATIVES:**
1. Approve the 2013-2014 school year calendar as presented.
  2. Do not approve the 2013-2014 school year calendar as presented.

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.3.c APPROVE DISTRICT INSTRUCTIONAL CALENDAR FOR SCHOOL YEAR 2014-2015**

**Action**

---

**ISSUE:** Shall the Board of Education approve the district instructional calendar for 2014-2015?

**BACKGROUND:** A calendar committee met this spring to discuss the instructional calendar for the 2014-15. The committee consisted of certificated, classified, parent, board and administrative representation. Consensus was reached on two calendar options. The recommended calendars were sent to the Oak Park Teacher’s Association and Oak Park Classified Association for a membership vote. The 2014-2015 Instructional Calendar is the option voted on by both associations and is submitted for Board approval and will be provided to the Board under separate cover.

- ALTERNATIVES:**
1. Approve the revised 2014-2015 school year calendar as presented.
  2. Do not approve the revised 2014-2015 school year calendar as presented.

**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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student	_____	_____	_____	_____

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: C.3.d. APPROVE 2013-2014 SCHOOL HANDBOOKS/DISCIPLINE PLANS**

ACTION

**ISSUE:** Shall the Board of Education review and approve the Handbooks/  
 Discipline Plans for all sites?

**BACKGROUND:** Education Code 35291.5 requires each public school to adopt rules and procedures on school discipline applicable to the school. In developing the rules and procedures, each school is to solicit the participation, views, and advice of parents, teachers, school administrators, and in some cases, students.

Each year the schools review their handbooks to make sure they match practices and that there is uniformity within the District. (Copies were sent to the Board under separate cover.)

- ALTERNATIVES:**
1. Review and approve 2013-2014 Handbook/Discipline Plans as presented.
  2. Do not approve 2013-2014 Handbook/Discipline Plans.

**RECOMMENDATION:** Alternative # 1.

Respectfully Submitted:

\_\_\_\_\_  
 Anthony W. Knight, Ed.D.  
 Superintendent

**Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:**

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Laifman</b>	_____	_____	_____	_____
<b>Pallant</b>	_____	_____	_____	_____
<b>Rosen</b>	_____	_____	_____	_____
<b>Von Schneidau</b>	_____	_____	_____	_____
<b>Yeoh</b>	_____	_____	_____	_____
<b>Student Rep.</b>	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.4.a. PUBLIC HEARING AND RECEIVE THE OPCA PROPOSAL FOR 2013-2014 NEGOTIATIONS AND APPROVE THE DISTRICT'S INITIAL RESPONSE FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK CLASSIFIED ASSOCIATION**

**PUBLIC HEARING/ACTION**

**ISSUE:** Should the Board receive the Oak Park Classified Association's (OPCA) initial proposal for collective bargaining for 2013-2014 and adopt the Oak Park Unified School District's initial response to the proposal and authorize the Superintendent to initiate negotiations on behalf of the Board?

**BACKGROUND:** The current three year Contract of Agreement between the Oak Park Unified School District and Oak Park Classified Association expires on June 30, 2013. As a result, the entire contract is open to negotiations and each side is required to sunshine the articles that it proposes to open for discussion. Pursuant to California Government Code 3547, the Board of Education must formally receive the OPCA proposal, conduct a public hearing to receive input from the community on the proposal, and adopt the District's initial response to the teacher's proposal prior to the initiation of negotiations.

**RATIONALE:** A copy of the OPCA proposal and the Oak Park Unified School District's initial response to the 2013-2014 proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial response to the OPCA proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

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

**RECOMMENDATION:** Approve Alternative #1.

Respectfully submitted

\_\_\_\_\_  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
<b>VOTE:</b>	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____

Student Rep

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# Oak Park Classified Association

President Virginia Standring



Oak Park Classified Association for Sunshine Proposal for Successor Agreement to the Current Contract that will expire on June 30, 2013.

1. Article 11 – Salaries

- a. Discuss current compensation based upon the upcoming state budget

2. Article 12 – Health and Welfare Benefits

- a. Discuss current health benefits package as it relates to the recommendations of the Health Benefits Committee.

OAK PARK UNIFIED SCHOOL DISTRICT  
OFFICE OF HUMAN RESOURCES

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

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2013-2014 Negotiations

Date: May 7, 2013

The District proposes to discuss the following articles during the 2013-2014 negotiations with the Oak Park Classified Association.

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

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

Cc:

Virginia Standing, OPCA President and Negotiations Chair

Dr. Anthony Knight, Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.4.b. RECEIVE THE OPTA PROPOSAL FOR 2013-14 NEGOTIATIONS AND APPROVE THE DISTRICT'S INITIAL RESPONSE FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK TEACHER'S ASSOCIATION**

**PUBLIC HEARING/ACTION**

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**ISSUE:** Should the Board receive the Oak Park Teacher Association's (OPTA) initial proposal for collective bargaining for 2013-14 and adopt the Oak Park Unified School District's initial response to the proposal and authorize the Superintendent to initiate negotiations on behalf of the Board?

**BACKGROUND:** The current three year Contract of Agreement between the Oak Park Unified School District and the Oak Park Teachers Association expires on June 30, 2013. As a result, the entire contract is open to negotiations and each side is required to sunshine the articles that it proposes to open for discussion. Pursuant to California Government Code 3547, the Board of Education must formally receive the OPTA proposal, conduct a public hearing to receive input from the community on the proposal, and adopt the District's initial response to the teacher's proposal prior to the initiation of negotiations.

**RATIONALE:** A copy of the OPTA proposal and the Oak Park Unified School District's initial response to the 2013-14 proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial response to the OPTA proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

**ALTERNATIVES:**

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

**RECOMMENDATION:** Approve Alternative #1.

Respectfully submitted

\_\_\_\_\_  
Anthony W. Knight  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



President Russ Peters  
[rpeters@opusd.k12.ca.us](mailto:rpeters@opusd.k12.ca.us)

To: Oak Park Unified School District and Leslie Heilbron

From: Russ Peters, OPTA President  
Tim Roesner, Bargaining Chair

Date: March 28, 2013

Oak Park Teachers Association Sunshine Proposal for 2013-2014 Negotiations

Article 9 - Salaries and Compensation Regulations

Article 10 - Health and Welfare Benefits - Improvements/amendments to the current Health Benefits package.

Article 11 - Work Year and Working Hours - Elementary prep time.

Article 14 - Leaves of Absence - Bereavement leave

Article 19 - Transfers and Reassignments - Discuss current language and possible changes.

Article 24 - Special Education - Discuss current language concerning general education teachers serving special education students with full day instructional aid support.

Article 25 - Counselors and Psychologists - Case loads.

Article 26 - Retirement - Retirement incentives.

OAK PARK UNIFIED SCHOOL DISTRICT  
OFFICE OF HUMAN RESOURCES

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

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2013-2014 Negotiations

Date: May 7, 2013

The District proposes to discuss the following articles during the 2013-2014 negotiations with the Oak Park Teacher's Association.

Article 9 – Salaries and Compensation Regulations – The District proposes to discuss the issue of salaries reflecting the current state and district financial conditions.

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

Cc:

Russ Peters, OPTA President

Tim Roesner, OPTA Negotiations Chair

Dr. Anthony Knight, Superintendent

**TO: BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

**SUBJECT: C.5.a. APPROVE DATE CHANGES FOR JUNE BOARD MEETINGS ACTION**

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**ISSUE:** Shall the Board approve date changes for the Board Meetings in December, 2012?

**BACKGROUND:** The Superintendent has requested the Board reschedule the two June Board Meetings to accommodate a schedule conflict. Staff is recommending changing the Budget Study Session to Wednesday, June 5, 2013 and the Regular Board Meeting to Monday, June 17, 2013.

- ALTERNATIVES:**
1. Approve the date changes for the June Board Meetings.
  2. Do not approve the date changes for the June Board Meetings
  2. Choose another date in for the June Board Meetings.

**RECOMMENDATION:** Alternative #1

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:		AYES	NOES	ABSTAIN	ABSENT
Iceland	—	—	—	—	—
Pallant	—	—	—	—	—
Rosen	—	—	—	—	—
von Schneidau	—	—	—	—	—
Yeoh	—	—	—	—	—
Student	—	—	—	—	—

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: AUGUST 21, 2012**  
**SUBJECT: C.5.b EVALUATE AND REVIEW 2012-2013 MORAL IMPERATIVES, GOALS AND ACTION PLANS**  
**ACTION**

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**ISSUE:** Shall the Board of Education evaluation and review the 2012-2013 Moral Imperatives, Goals and Action Plans?

**BACKGROUND:** On March 6, 2012 the Board of Education revised the 2012-2013 Moral Imperatives and Goals. On August 17, 2012, the District Leadership Team revised the action plans. At this time we would like to evaluate and review how these action plans have been going during this school year. The 2012-13 Moral Imperatives, Goals and Action Plans will be provided to the Board under separate cover.

- ALTERNATIVES:**
1. Evaluate and review the 2012-2013 Moral Imperatives, Goals and Action Plans.
  2. Do not evaluate and review the 2012-2013 Moral Imperatives, Goals and Action Plans.

**RECOMMENDATION:** At Board's discretion.

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
 Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	—	—	—	—
Pallant	—	—	—	—
Rosen	—	—	—	—
von Schneidau	—	—	—	—
Yeoh	—	—	—	—
Student Rep.	—	—	—	—

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**

**DATE: MAY 21, 2013**

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

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**ISSUE:** Shall the Board receive and review a status report on Measure R Fund income and expenditures through April 30th of the 2012-13 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 attached Measure R Bond Fund Status Report, which will provide the Board with the most current budget and expenditure information available. This report will be updated and reported to the Board every month at its regular meeting, accompanied by staff analysis of the information.

**RECOMMENDATION:** None. Information only.

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

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**SUBJECT: VII.2. MONTHLY CASH FLOW REPORT**

DISCUSSION

**ISSUE:** Shall the Board receive and review a status report on District's actual and projected cash flow through April of the 2012-13 school year?

**BACKGROUND:** The State's funding appropriation schedule for school districts is always challenging, but never more so than now with more than 20% of the current year cash being deferred to the subsequent fiscal year. As a consequence, this condition has created significant issues in the management of the District's cash flow. Given this critical period in school district finance, budget, and cash management, the Business Office has developed the attached cash flow report as an ongoing tool to assist the Administration and Board in analyzing and managing its cash and remaining cash-solvent. This report is updated monthly to reflect actual receipts and disbursements and to update projections based on the latest information.

**RECOMMENDATION:** None. Information only.

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

Respectfully submitted,

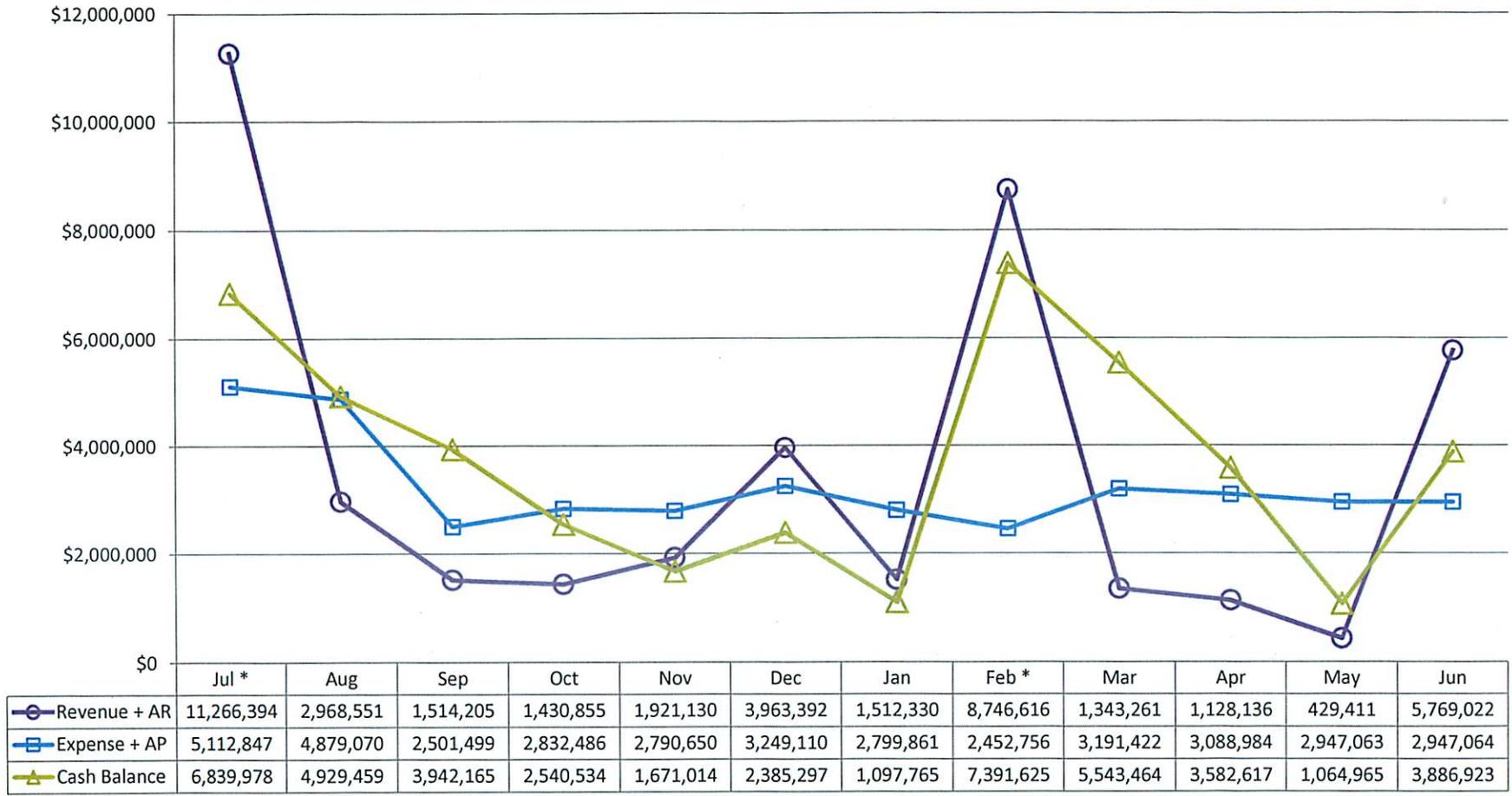
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Anthony W. Knight, Ed.D.  
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW								
Year: 2012-13 Budget								
Budget Used: 2nd Interim Budget								
ACTUAL POSTINGS THROUGH APRIL 30, 2013								
	Object	July	August	September	October	November	December	January
<b>A. BEGINNING CASH</b>	9110	\$686,431	\$6,839,978	\$4,929,459	\$3,942,165	\$2,540,534	\$1,671,014	\$2,385,297
<b>B. RECEIPTS</b>								
Revenue Limit Sources								
Property Taxes	8020-8079	26,445	46,766	0	8,766	394,494	4,494,061	120,700
Principal Apportionment	8010-8019	0	169,475	1,068,153	408,032	743,298	1,435,658	743,298
Miscellaneous Funds	8080-8099	2,125	437	3,597	3,584	3,679	3,874	3,612
Federal Revenue	8100-8299	11,265	-11,265	1,175	0	0	15,265	31,983
Other State Revenue	8300-8599	318,569	-191,189	31,391	518,584	247,902	26,235	408,110
Other Local Revenue	8600-8799	2,714	56,569	386,703	484,814	531,757	984,542	205,337
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	0
Other Receipts/Non-Revenue		6,700,000	0	0	0	0	-3,350,000	
<b>TOTAL RECEIPTS</b>		<b>7,061,118</b>	<b>70,793</b>	<b>1,491,019</b>	<b>1,423,781</b>	<b>1,921,130</b>	<b>3,609,636</b>	<b>1,513,040</b>
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	1000-1999	111,729	524,777	1,516,242	1,542,499	1,564,974	1,612,038	1,539,079
Classified Salaries	2000-2999	134,307	220,111	377,172	390,860	414,648	413,572	367,838
Employee Benefits	3000-3999	46,581	117,507	605,181	625,864	682,030	650,726	622,306
Books, Supplies	4000-4999	728	35,504	72,609	131,111	119,690	51,906	83,879
Services	5000-5999	40,206	555,551	87,640	297,818	203,870	288,261	274,871
Other Outgo - Excess Costs	7000-7499	0	14,332	0	0	0	0	0
Interfund Transfers Out	7600-7629	0	0	0	0	0	0	0
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		2,634,500	2,155,550	0	0	0	0	0
<b>TOTAL DISBURSEMENTS</b>		<b>2,968,051</b>	<b>3,623,331</b>	<b>2,658,843</b>	<b>2,988,152</b>	<b>2,985,212</b>	<b>3,016,504</b>	<b>2,887,973</b>
<b>D. PRIOR YEAR TRANSACTIONS</b>								
Accounts Receivable	9200	4,205,276	2,897,758	23,186	7,074	0	353,756	-710
Accounts Payable	9500	2,144,796	1,255,738	-157,344	-155,666	-194,563	232,606	-88,112
<b>TOTAL PRIOR YEAR TRANSACTIONS</b>		<b>2,060,480</b>	<b>1,642,019</b>	<b>180,529</b>	<b>162,741</b>	<b>194,563</b>	<b>121,150</b>	<b>87,402</b>
<b>E. NET INCREASE/DECREASE (B-C+D)</b>		<b>6,153,547</b>	<b>-1,910,519</b>	<b>-987,295</b>	<b>-1,401,631</b>	<b>-869,519</b>	<b>714,283</b>	<b>-1,287,532</b>
<b>F. ENDING CASH (A+E)</b>		<b>6,839,978</b>	<b>4,929,459</b>	<b>3,942,165</b>	<b>2,540,534</b>	<b>1,671,014</b>	<b>2,385,297</b>	<b>1,097,765</b>
<b>G. ENDING CASH, PLUS ACCRUALS</b>								

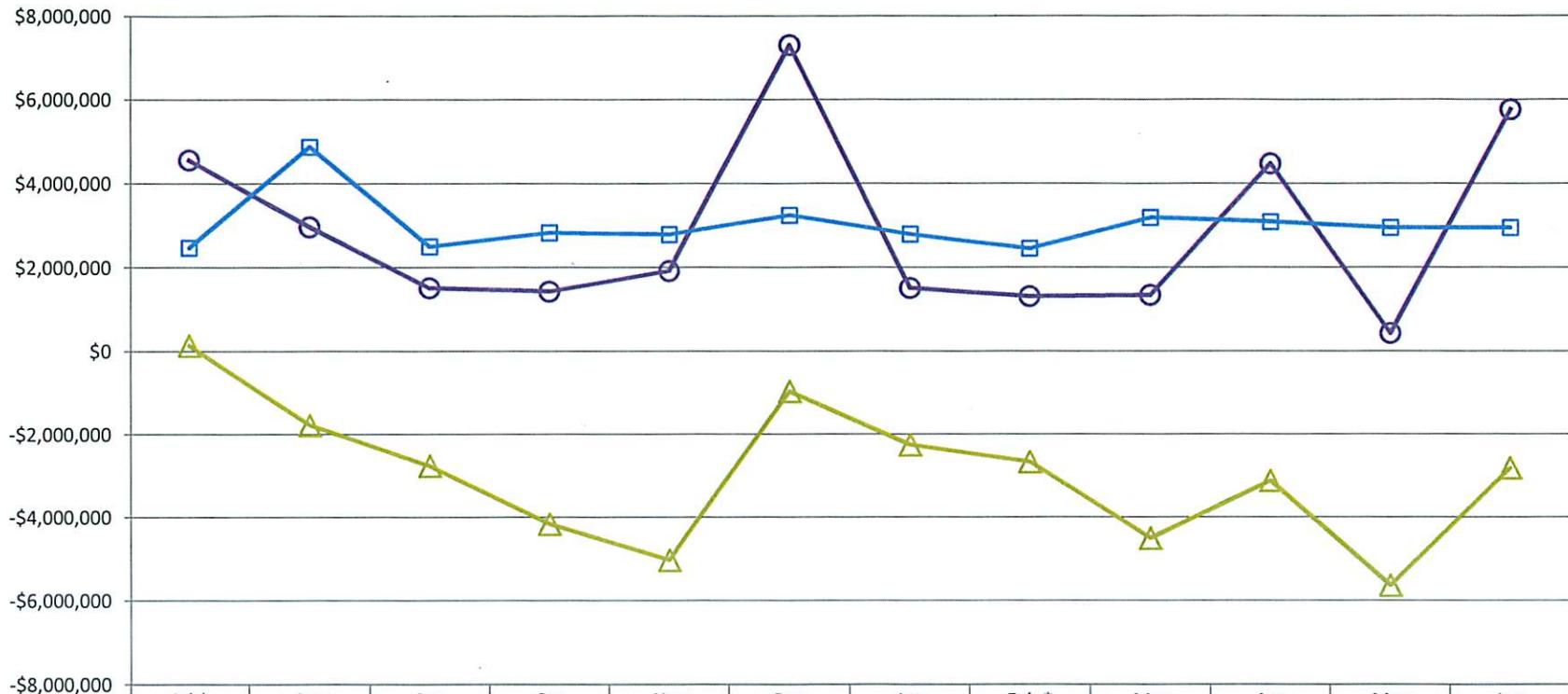
OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW								
Year: 2012-13 Budget								
Budget Used: 2nd Interim Budget								
	Object	February	March	April	May	June	Accruals	Total
<b>A. BEGINNING CASH</b>	9110	\$1,097,765	\$7,391,625	\$5,543,464	\$3,582,617	\$1,064,965		
<b>B. RECEIPTS</b>								
Revenue Limit Sources								
Property Taxes	8020-8079	64	16,378	3,319,821	76,307	312,211	0	8,816,013
Principal Apportionment	8010-8019	1,313,573	410,547	-119,273	0	4,422,281	4,042,489	14,637,531
Miscellaneous Funds	8080-8099	3,691	3,654	3,645	3,783	6,274	-439,927	(397,973)
Federal Revenue	8100-8299	0	445,639	83,444	0	374,810	96,258	1,048,573
Other State Revenue	8300-8599	335,194	244,182	267,687	219,669	300,599	309,857	3,036,791
Other Local Revenue	8600-8799	240,155	208,289	734,462	264,614	352,847	522,332	4,975,136
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	0
Other Receipts/Non-Revenue		7,435,000	0	-3,350,000	0	0	-7,435,000	0
<b>TOTAL RECEIPTS</b>		<b>9,327,676</b>	<b>1,328,688</b>	<b>939,786</b>	<b>564,373</b>	<b>5,769,022</b>	<b>-2,903,991</b>	<b>32,116,071</b>
<b>C. DISBURSEMENTS</b>								
Certificated Salaries	1000-1999	1,579,438	1,586,632	1,567,967	1,567,268	1,567,271	206,246	16,486,160
Classified Salaries	2000-2999	408,990	404,587	393,522	400,197	400,197	63,698	4,389,699
Employee Benefits	3000-3999	633,507	673,296	629,968	630,451	630,449	48,456	6,596,322
Books, Supplies	4000-4999	42,419	31,150	49,451	96,524	96,524	133,082	944,577
Services	5000-5999	176,489	252,623	452,514	252,623	252,623	204,469	3,339,558
Other Outgo - Excess Costs	7000-7499	-54,885	0	77,814	0	0	172,714	209,975
Interfund Transfers Out	7600-7629	0	0	0	0	0	0	0
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	4,485	4,794,535
<b>TOTAL DISBURSEMENTS</b>		<b>2,785,958</b>	<b>2,948,288</b>	<b>3,171,236</b>	<b>2,947,063</b>	<b>2,947,064</b>	<b>833,150</b>	<b>31,966,291</b>
<b>D. PRIOR YEAR TRANSACTIONS</b>								
Accounts Receivable	9200	-581,060	14,573	188,351	-134,962	0	0	6,973,241
Accounts Payable	9500	-333,202	243,134	-82,252	0	0	0	2,865,135
<b>TOTAL PRIOR YEAR TRANSACTIONS</b>		<b>-247,858</b>	<b>-228,561</b>	<b>270,603</b>	<b>-134,962</b>	<b>0</b>	<b>0</b>	<b>9,838,376</b>
<b>E. NET INCREASE/DECREASE (B-C+D)</b>		<b>6,293,860</b>	<b>-1,848,161</b>	<b>-1,960,847</b>	<b>-2,517,652</b>	<b>2,821,958</b>	<b>-3,737,141</b>	<b>9,988,156</b>
<b>F. ENDING CASH (A+E)</b>		<b>7,391,625</b>	<b>5,543,464</b>	<b>3,582,617</b>	<b>1,064,965</b>	<b>3,886,923</b>	<b>-3,737,141</b>	<b>\$9,988,156</b>
<b>G. ENDING CASH, PLUS ACCRUALS</b>							<b>149,782</b>	

## OPUSD - Cashflow Actuals thru April 30, 2013



\* NOTE: TRAN loan proceeds included in Revenue and Cash Balance lines: July \$6,700,000; February \$7,435,000.  
 TRAN repayment included in Expense and Cash Balance lines: July \$2,634,500; August \$2,155,550; December \$3,350,000; April \$3,350,000.

### OPUSD - Cashflow without TRAN Actuals thru April 30, 2013



	Jul *	Aug	Sep	Oct	Nov	Dec	Jan	Feb *	Mar	Apr	May	Jun
Revenue + AR	4,566,394	2,968,551	1,514,205	1,430,855	1,921,130	7,313,392	1,512,330	1,311,616	1,343,261	4,478,136	429,411	5,769,022
Expense + AP	2,478,347	4,879,070	2,501,499	2,832,486	2,790,650	3,249,110	2,799,861	2,452,756	3,191,422	3,088,984	2,947,063	2,947,064
Cash Balance	139,978	-1,770,541	-2,757,835	-4,159,466	-5,028,986	-964,703	-2,252,235	-2,658,375	-4,506,536	-3,117,383	-5,635,035	-2,813,077

**\* NOTE:** TRAN loan proceeds not included in Revenue and Cash Balance lines: July \$6,700,000; February \$7,435,000.  
TRAN repayment not included in Expense and Cash Balance lines: July \$2,634,500; August \$2,155,550; December \$3,350,000; April \$3,350,000.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: MAY 21, 2013**  
**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 8 of the 2012-13 school year?

**BACKGROUND:** As student enrollment and attendance plays a key factor in 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 report will be updated and reported to the Board each month at its regular meetings,

**RECOMMENDATION:** None. Information only.

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

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
Superintendent

**MONTHLY REPORT OF ENROLLMENT AND ADA**

Board Meeting, May 21, 2013

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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
<b>BES</b>										
K	95	88.68	89	87.06	90	86.74	91	87.33	92	87.06
1	83	80.58	84	82.63	84	81.00	84	82.11	83	81.17
2	102	97.49	100	98.50	100	96.42	99	97.39	100	95.61
3	111	105.76	110	109.44	109	103.89	109	105.72	107	102.61
4	120	115.64	117	115.25	118	114.95	120	116.72	120	114.39
5	96	92.9	97	96.25	97	94.16	97	93.00	96	93.00
SDC	1	0.99	1	1.00	1	1.00	1	1.00	1	1.00
Total	608	582.04	598	590.13	599	578.16	601	583.27	599	574.84
ADA % **		96.42%		98.16%		96.55%		96.96%		95.82%
<b>OHES</b>										
K	78	74.55	78	76.56	79	75.11	79	76.39	79	76.56
1	83	76.25	74	73.38	77	73.95	77	74.94	79	75.44
2	81	79.78	84	81.69	83	80.79	83	81.56	82	79.67
3	85	83.77	87	84.81	87	84.42	87	84.56	86	84.06
4	94	90.11	93	92.50	92	90.37	91	89.56	92	89.00
5	120	116.63	123	119.81	121	118.53	121	116.78	120	114.50
SDC	0	-	0	-	0	-	0	-	0	-
Total	541	521.09	539	528.75	539	523.17	538	523.79	538	519.23
ADA % **		96.49%		98.09%		97.10%		97.18%		96.58%
<b>ROES</b>										
K	76	71.86	75	73.63	76	73.16	76	70.28	76	71.44
1	112	104.11	107	105.50	107	103.53	107	102.56	107	101.44
2	80	78.87	82	80.88	83	80.37	82	79.83	82	78.72
3	111	107.47	111	109.19	111	108.32	113	109.50	113	107.44
4	95	92.03	95	92.94	95	91.84	94	91.67	95	89.33
5	95	89.74	92	89.75	93	90.37	93	90.56	93	89.72
SDC	0	-	0	-	0	-	0	-	0	-
Total	569	544.08	562	551.89	565	547.59	565	544.40	566	538.09
ADA % **		96.28%		98.19%		97.16%		96.41%		95.33%
<b>MCMS</b>										
6	378	364.89	378	371.56	378	365.26	378	370.56	378	362.50
7	384	370.65	388	379.50	388	371.79	387	374.22	385	369.33
8	364	349.71	364	357.50	364	350.26	362	353.89	362	347.22
SDC	2	1.86	2	2.00	2	1.95	2	1.78	2	1.72
Total	1128	1,087.11	1132	1,110.56	1132	1,089.26	1129	1,100.45	1127	1,080.77
ADA % **		96.28%		98.25%		96.24%		97.35%		95.78%
<b>OPHS</b>										
9	389	378.73	388	382.69	389	378.58	389	379.17	389	375.56
10	381	374.1	385	381.44	385	377.37	384	375.28	384	372.44
11	340	337.1	356	350.38	354	345.89	352	339.11	349	336.22
12	326	318.53	330	325.88	329	321.84	329	320.72	328	319.72
SDC	3	2.9	3	3.00	3	2.89	3	2.89	3	2.94
Total	1439	1,411.36	1462	1,443.39	1460	1,426.57	1457	1,417.17	1453	1,406.88
ADA % **		97.18%		98.58%		97.55%		97.24%		96.73%
<b>OVHS</b>										
10-12	47	44.49	46	39.81	47	44.17	48	45.73	49	45.12
ADA % **		94.66%		86.54%		93.98%		95.27%		92.08%
<b>OPIS</b>										
K-12	186	172.44	162	151.19	172	166.95	173	168.44	176	168.50
ADA % **		98.18%		96.64%		98.94%		97.81%		96.59%
Other ***	5	8.95	5	7.15	5	7.63	5	7.62	5	7.90
<b>TOTALS</b>										
K-12	4523	4,371.56	4506	4,422.87	4519	4,383.50	4516	4,390.87	4513	4,341.33
ADA % **		96.65%		98.16%		97.00%		97.17%		96.20%

\* Enrollment is as of last day of school month.

\*\* % of Attendance by Site is from Zangle Attendance Month calculation.

\*\*\* Other is HH, NPS, Ext Yr

**MONTHLY REPORT OF ENROLLMENT AND ADA**  
 Board Meeting, May 21, 2013

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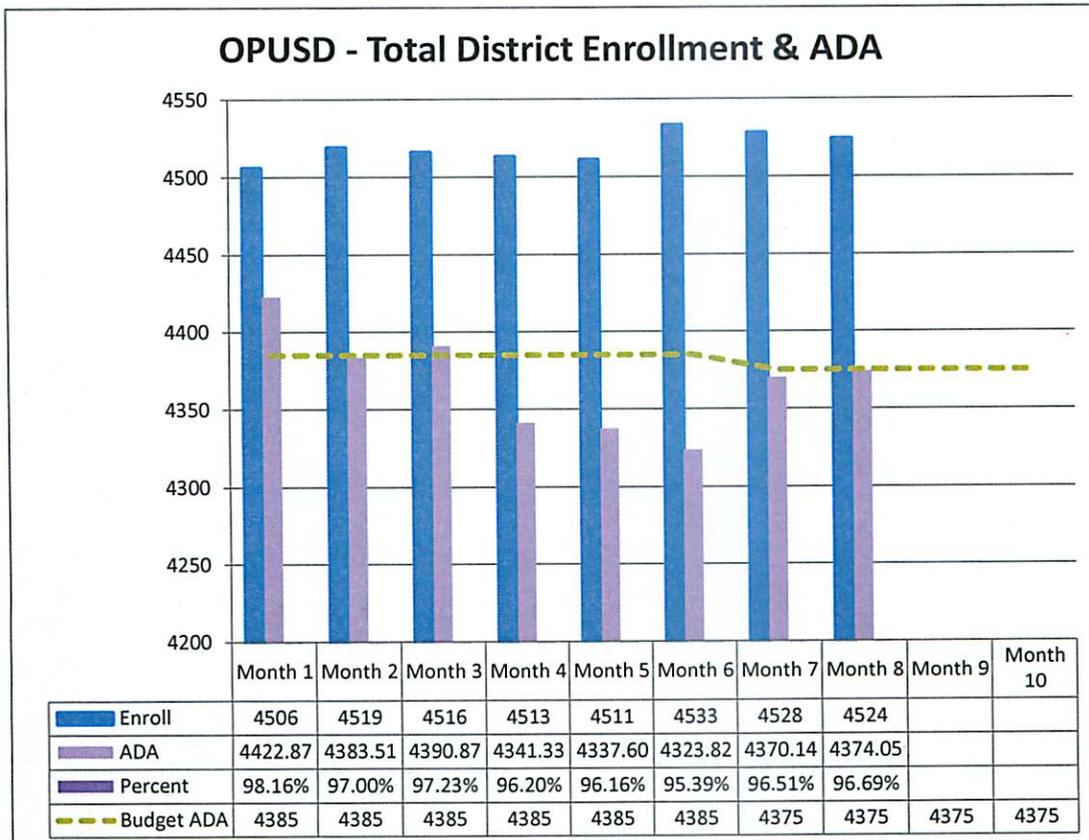
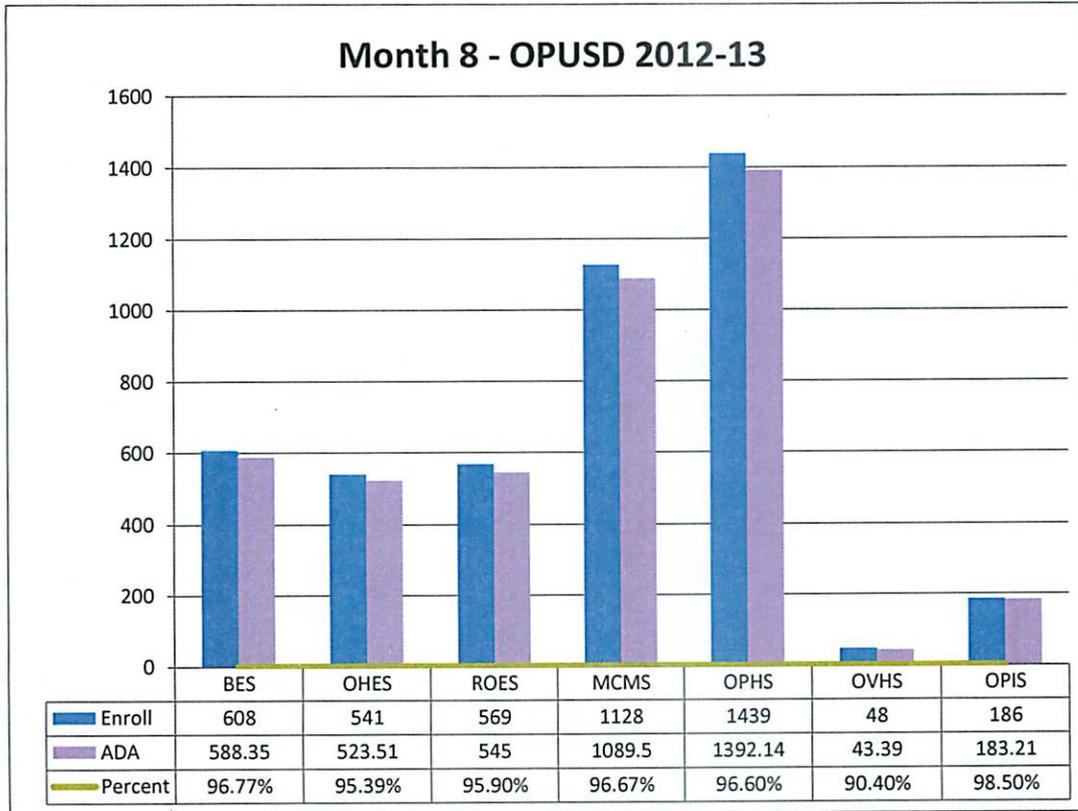
Site/ Grade	Month 5 ENRL	ADA	Month 6 ENRL	ADA	Month 7 ENRL	ADA	Month 8 ENRL	ADA	Month 9 ENRL	ADA	Month 10 ENRL	ADA
<b>BES</b>												
K	95	89.39	96	88.68	95	91.90	95	91.14				
1	83	79.94	83	78.16	83	79.60	83	79.93				
2	102	96.72	102	97.32	102	98.55	102	99.71				
3	110	104.28	111	106.00	111	106.55	111	107.79				
4	120	115.83	120	114.37	120	116.40	120	116.14				
5	96	91.83	96	90.42	96	92.15	96	92.64				
SDC	1	1.00	1	0.95	1	1.00	1	1				
Total	607	578.99	609	575.90	608	586.15	608	588.35				
ADA % **		96.03%		94.66%		96.29%		96.77%				
<b>OHS</b>												
K	79	73.5	79	74.79	79	67.80	78	75.86				
1	81	77.78	81	77.58	81	77.65	83	79.29				
2	82	77.89	82	77.95	81	79.05	81	79.07				
3	86	83.17	86	82.42	86	83.40	85	83.29				
4	92	88.28	94	88.11	94	92.05	94	91.21				
5	122	115.89	121	116.21	120	116.10	120	114.79				
SDC	0	-	0	-	0	-	0	-				
Total	542	516.51	543	517.06	541	516.05	541	523.51				
ADA % **		95.57%		95.12%		95.39%		96.78%				
<b>ROES</b>												
K	76	70.61	76	71.58	76	72.10	76	71.64				
1	107	100.56	110	103.74	111	107.95	112	107.79				
2	81	76.78	81	78.32	81	78.45	80	76.93				
3	111	105.06	111	106.79	111	107.05	111	105.57				
4	96	92.22	96	91.05	96	92.90	95	92.5				
5	93	88.39	94	87.79	95	90.95	95	90.57				
SDC	0	-	0	-	0	-	0	-				
Total	564	533.62	568	539.27	570	549.40	569	545.00				
ADA % **		94.66%		95.39%		96.56%		95.90%				
<b>MCMS</b>												
6	377	362.5	377	355.63	378	365.10	378	363.07				
7	385	366.11	385	363.11	384	368.90	384	370.93				
8	364	343.83	364	338.21	365	353.90	364	353.5				
SDC	2	1.78	2	1.68	2	2.00	2	2				
Total	1128	1,074.22	1128	1,058.63	1129	1,089.90	1128	1,089.50				
ADA % **		95.26%		93.82%		96.60%		96.67%				
<b>OPHS</b>												
9	390	376.44	394	380.95	392	378.050	389	378.14				
10	382	372.5	382	371.05	381	371.150	381	370.00				
11	342	337.83	340	329.79	340	327.700	340	330.57				
12	327	319.17	326	314.84	326	315.350	326	310.43				
SDC	3	2.67	3	2.84	3	3.000	3	3.00				
Total	1444	1,408.61	1445	1,399.47	1442	1,395.25	1439	1,392.14				
ADA % **		97.15%		96.77%		96.67%		96.60%				
<b>OVHS</b>												
10-12	45	42.25	50	44.19	47	43.74	48	43.39				
ADA % **		93.89%		88.38%		93.06%		90.40%				
<b>OPIS</b>												
K-12	176	175.06	185	180.68	186	180.70	186	183.21				
ADA % **		97.91%		98.54%		97.15%		98.50%				
Other ***	5	8.34	5	8.62	5	8.95	5	8.95				
<b>TOTALS</b>												
K-12	4511	4,337.60	4533	4,323.82	4528	4,370.14	4524	4,374.05				
ADA % **		96.16%		95.39%		96.51%		96.69%				

\* Enrollment is as of last day of school month.

\*\* % of Attendance by Site is from Zangle Attendance Month calculation.

\*\*\* Other is HH, NPS, Ext Yr

## OAK PARK USD - ATTENDANCE



**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: Debra A. Burgher, Principal. Brookside Elementary School**

**DATE: May 21, 2013**

**SUBJECT: Brookside Elementary School, Monthly Board Report**

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**JUNIOR ACHIEVEMENT:** In May and June, Brookside students in grades 1-5 will participate in Junior Achievement. Junior Achievement is the world's largest organization dedicated to educating students about workforce readiness, entrepreneurship and financial literacy through experiential, hands-on programs. Parent volunteers from the community deliver the curriculum in classrooms while sharing their experiences with students. Students put these lessons into action and learn the value of contributing to their communities. They can make a difference in the world.

**FIELD TRIPS:** Kindergarteners will pick fruit and veggies at Tierra Rejada Farm. First graders explored technology at the Apple Store. Second graders will visit the Santa Barbara Zoo. Fourth grade students will relive history at the Olivas Adobe and the Gold Rush Simulation at Arroyo Park.

**SCIENCE:** The kindergarten Science Olympiad will be on May 22<sup>nd</sup> at 9:00 am. That day, the students will explore air and water pressure, bubble making, live snails, snail races, and mixing fizzy liquids. The Brookside Science Fair is June 6 in the MPR.

**BIG SUNDAY AT BROOKSIDE:** School and community volunteers worked on a variety of Brookside projects on Big Sunday, May 5. The old kindergarten shed was removed and the flooring for the new shed was completed. The new shed will be installed on May 10<sup>th</sup>. Interior painting was done in the administration building in the copy room and workroom. A dead camphor tree was replaced. New plants were added to planters and all areas were weeded and mulched. Wooden benches at the front of the school were sanded and prepped for paint. Painting will be completed by the end of May. A special thank you to Julie John, BES Project Manager.

**HAPPENINGS:**

May 22	Kindergarten Science Olympiad
May 30	Chorus Concert 6:30 p.m. in MPR
June 1	Brookside Camp Out

Respectfully Submitted:

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Anthony W. Knight, Ed.D.  
Superintendent

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

**FROM: Erik Warren, Principal, Oak Hills Elementary School**

**DATE: May 21, 2013**

**SUBJECT: Monthly Board Report**

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Our 5<sup>th</sup> grade students have completed the Smarter Balanced pilot test. The students and staff learned a great deal about what these new assessments will be like in the future. Once again, we owe a big thank you to Linda O’Gara and the District Technology team for their support and assistance with this project.

All 2<sup>nd</sup> through 5<sup>th</sup> graders have completed their STAR tests. The students worked very hard to show how much they have learned. We are very proud of their accomplishments and most of all for putting forth their very best effort.

To celebrate the end of STAR Testing, Oak Hills has planned a Family Fun Night! The PTA will be holding a silent auction that will include the ever-popular teacher and outings and teacher for the day. The proceeds from this auction will be combined with the Friends grant to go to bring back a dedicated, monthly art program to Oak Hills this coming fall. After the bidding, a photo-booth and some good food, we will show the original Willy Wonka and the Chocolate Factory on a huge 26-foot screen under the stars.

We had a tremendous turnout for Super Sunday and the volunteers accomplished a great deal. We completely renovated the four planter boxes outside of each grade-level pod, and added to our collection of prehistoric Cycad plants. We repaired the walkway from the cafeteria to the playground and repainted the red curbs and handball backboards. We also replanted two trees, including a new Oak Tree at the main entrance to the campus.

Our 5<sup>th</sup> grade Botanical Society harvested nearly all our winter crops, and has now planted flowers to help beautify our graduation ceremony. In addition, they have planted several pumpkin plants that will hopefully produce large pumpkins by next Halloween. This is a nice way to hand over our garden tradition to the next class to take over in the fall.

Oak Hills hosted a group of Chinese student visitors. The students had an opportunity to tour many of our classrooms and share the similarities and differences between growing up in China and in Oak Park. Our students did a great job hosting these visitors and teaching them all sorts of games at recess and lunch.

The Student Council has been working hard on creating a student-run Talent Show. We had about 70 acts sign up for auditions and Mrs. Rossiter, Mr. Waldman, and Mr. Warren were recruited to view each performance. We were impressed by the amazing talent and courage these students displayed at the auditions, as well as the organization and student leadership demonstrated by the student organizers. The event will be held May 30<sup>th</sup>.

Respectfully Submitted;

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Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: May 21, 2013**

**SUBJECT: Monthly Board Report**

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**California Geography Bee**

Our eighth annual Fourth Grade Geography Bee was on Friday, April 12 in our Multi-purpose Room. Students answered questions specifically about California Geography. Instead of one winner, students were deemed “Finalists” if they could answer a set number of questions correctly. We had the most Finalists ever this year. Sixteen students were Finalists. They received certificates and some small gifts at a morning assembly.

**Volunteer Brunch**

To thank our parent and community volunteers, our Red Oak staff invited them to a brunch on Wednesday, April 19. The brunch had a Hollywood celebrity theme and featured a variety of wonderful foods. The staff sang an original song of thanks to all the volunteers at our Morning Assembly.

**Track and Field Day**

On April 26, at recess and lunch we had our annual Track and Field Day for third, fourth and fifth grade students. Students signed up to race in individual distance and/or team relay races. The races were divided and run by grade level. Their fellow students cheered on all participating students and our students showed that Red Oak has a lot of fast students. Ribbons were awards to students on that day.

**International Gala**

On Friday, May 3, we held our fourth annual International Gala. Sepideh Yeoh and a small group of dedicated helpers organized the Gala. This year the event was held at Oak Park High School in their pavilion. This venue provided a larger stage and better viewing for the performances. It continues to be bigger and better each year. In addition to Red Oak students, participation was expanded to include students from other district schools particularly from OPIS where many of their Disney TV performers played a role. The event celebrated the many different cultures of the world. This event featured songs, dancing, music, a fashion show and food from about 15 different countries. Most of the materials for this event are shared from the backgrounds of our Red Oak community.

Respectfully Submitted:

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Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL**  
**DATE: MAY 21, 2013**  
**SUBJECT: MONTHLY SCHOOL REPORT**

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**Softball at Lindero May 2, 2013:** 8<sup>th</sup> graders played off in their annual meeting.

**MCMS Band Festival May 4th at Universal Studios:** Saturday May 4th, at the Music in the Parks Festival, the Choir, Jazz Band and Advanced Concert Band gave adjudicated performances at Walter Reed Middle School before heading on to enjoy a day at Universal Studios. At the end of the day, all of the different schools competing in the festival met for the awards ceremony. All groups were given a score (averaged between all judges) and a rating (superior, excellent, good, or fair). All three groups from Medea received Superior ratings and brought home 1st place trophies in each of their divisions. The Advanced and Jazz Bands also each brought home Best Overall trophies for their respective categories. Additionally, two Medea students brought home Best Overall Soloist awards for the Jazz and Vocal categories. Grace Orriss was awarded the Overall Vocalist Medal and Daniel Aviezer was awarded the Overall Jazz Soloist Medal. Thanks and appreciation to Zachary Borquez, beautifully filling in for Elana Levine, Band Director, who is on maternity leave. Outstanding job, Zach!

**Congratulations to our students who went on to the State Science Faire!** They are: Ziv Batscha, Olivia Chang, Stephanie Chang, Michelle Deyski, Billy Follett, Abigail King, Aaron Lin, Ritesh Malpani, Kate Murray, William Sanchez, Colin Taketa, Mellanie Wert, and Matt Yerich. Thanks to Ms. Ligeti for her encouragement and hard work helping to make this event happen, along with Marta Graves, Roger Newell, Katie Cohen and Kelly Johnson science teachers, 7<sup>th</sup> and 8<sup>th</sup> grades.

**STAR Testing May 7-9<sup>th</sup>:** MCMS will have minimum days (12:35 dismissal) on these days of State academic testing.

**Culmination Photographs 7th-9th:** 8<sup>th</sup> graders will have their pictures taken after school on these days, after school. Pictures are free by LifeTouch and will appear, with the Culmination Certificate, in a beautiful folio at Culmination in June.

**May 13<sup>th</sup>: MCMS will be honored at a luncheon in Burbank for becoming, once again, A State Distinguished School!**

**Open House May 24<sup>th</sup> 6:30-8:00:** Come for dinner and other treats, visit classrooms and behold the fruits of joyful learning!!

**Chinese Class Curricular Trip to May 28th:** Our Chinese language students will be taking a walking tour of Chinatown for a dose of heritage, culture and food, led by teacher Helen Yapp.

**Read 180 Orientation Meeting May 29<sup>h</sup> 3:00 p.m. in Room C-3:** Parents of students who have been recommended to this program will have the chance to see the Reading Lab, meet the teacher and see some students demonstrating what they do in the class.

**Spring Band/Chorus Concert May 30th 6:00-7:00 (Lab Band and Chorus) 7:00-8:00 (Intermediate, Advanced and Jazz band):** Our annual spring musical treat, conducted by our Guest Band Director, Zachary Borquez

**May 31<sup>st</sup> 1:00-2:15: 5<sup>th</sup> Grade Orientation:** Our elementary schools and their teachers are hosted by MCMS ASB for their first tour of their new campus!

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
Superintendent



**TO: Members of the Oak Park Unified Board of Education**

**FROM: Kevin Buchanan, Principal, Oak Park High School**

**DATE: May 21, 2013**

**SUBJECT: Monthly Board Report**

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**NATIONAL MERIT SCHOLARSHIP**

Fifteen Oak Park High School juniors were recently informed that they had achieved high enough scores on the PSAT exam to qualify for the next round in the competition for a 2014 National Merit Scholarship. These students are among the top 50,000 highest-scoring participants of over one million that took the test. Students will be notified during the month of September as to their status as either a commended student or a semi-finalist student.

**2013 RONALD REAGAN PRESIDENTIAL FOUNDATION SCHOLAR**

Bronwyn Callero is one of the finalists of the 2013 Ronald Reagan Presidential Foundation Scholars Program. This distinction is bestowed upon students in recognition of their academic achievement, leadership ability and outstanding character. She will be honored at a special dinner on May 15 at the Ronald Reagan Presidential Library.

**STAR TESTING**

OPHS 9<sup>th</sup>-11<sup>th</sup> grade students participate in the STAR tests on May 17 through May 22. Special events were held for our seniors. Bryan Martin organizes the testing sessions with help from Cheryl DiSpaltro and Ellen Kinberg. This year the OPHS English, science, and math departments have agreed to continue to participate in the "Bump it Up" STAR test incentive program where students may raise their grades in the requisite CP classes if they score Advanced or improve a performance level on this year's tests.

**WESTLAKE VILLAGE ART GUILD SENIOR ART SHOW WINNERS**

Congratulations to ALL of our OPHS Artists who proudly displayed their Art work in the Westlake Art Show this past Friday, May 4. Congratulations to Harrison Pagliagulo and Orr Amran who received ribbons and cash prizes for their drawings and paintings, and a special BIG honor to Allen Barooni who won BEST IN SHOW over all the Conejo Valley High Schools

**OPHS PROM and SENIOR ACTIVITIES**

This year's prom will be held at the Vibiana (the old Los Angeles Cathedral) in Los Angeles on Friday May 17<sup>th</sup>. Senior activities begin that day and continue through the end of STAR testing.

Respectfully Submitted:  
Dr. Tony Knight, Superintendent

**TO: Members of the Oak Park Unified Board of Education**

**FROM: Lou Tabone, Principal, Oak View High School/Oak Park Independent School**

**DATE: May 21, 2013**

**SUBJECT: Monthly Board Report**

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Oak View and Independent School

We are continuing the re-enrollment process for returning OPIS students and for enrolling new students. We had great success last year by doing this now, rather than later in the year. We have over 70 potential new students at this time. All are invited to attend our Information Meeting for New Families on June 6<sup>th</sup>.

Oak View continues to enroll new students, from both Oak Park High and outside districts.

Students enjoyed a Clean Teen Luncheon at Free Birds Restaurant on April 6<sup>th</sup>. On April 19<sup>th</sup>, Oak View students traveled to the Hope of the Valley Mission to serve lunch to over 100 homeless people.

On April 23<sup>rd</sup>, we treated our clerical staff to a very nice luncheon at the Lakeview Gardens Chinese Restaurant. We have such a wonderful clerical staff!

Both alternative schools held the annual Open House event on May 2<sup>nd</sup> and May 7<sup>th</sup>. The turnout was quite good for both meetings.

On May 3<sup>rd</sup>, Oak View conducted a Lock Down Drill in coordination with the district office staff. We always learn ways to improve the procedures.

STAR and PE testing are underway for both schools.

Oak View seniors enjoyed our annual Senior Breakfast at IHOP, chaperoned by Randi and myself.

Professional Development events included the CCEA Conference attended by Oak View teachers and the Common Core Math Training presented by Vicki Vierra, VCOE, attended by all teachers in both schools.

All OPIS students, parents and staff enjoyed the International Gala. Kudos to everyone in OPIS and beyond. Congratulations, Sepideh, for coordinating an outstanding event! Lots of fun...

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
Superintendent

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

**FROM: Kim Gregorchuk, Director, Oak Park Neighborhood School**

**DATE: May 21, 2013**

**SUBJECT: Monthly Board Report**

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Our biggest fundraiser, OPNS Big Top Carnival, was Saturday, May 4, 2013. The parents, teachers, and children worked busily to prepare items for the silent auction, create game booths, and organize the entertainment. We had roaming circus performers, magic shows, pony rides, train rides, over 50 game booths, a live DJ, and a silent auction with many great items. It was a lot of fun.

We also had a Big Sunday project happening at the preschool. We had an area behind a portable classroom cleaned up, leveled, and made usable by Sunday afternoon. We will use the area for our Parent/Toddler classes.

The teachers are busy with assessments and parent/teacher conferences. We have twenty-four students going on to kindergarten.

We held our Mother's Day Tea, May 8<sup>th</sup> and 9<sup>th</sup>, from 9:30 to 10:30am. This is a beautiful event and the children are always very excited to pamper their mothers.

Finally, our end of the school year concert is on June 12<sup>th</sup> at 9:15am. We would love to have you attend.

Respectfully Submitted;

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Anthony W. Knight, Ed.D.  
Superintendent