

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #856

DATE: April 17, 2012

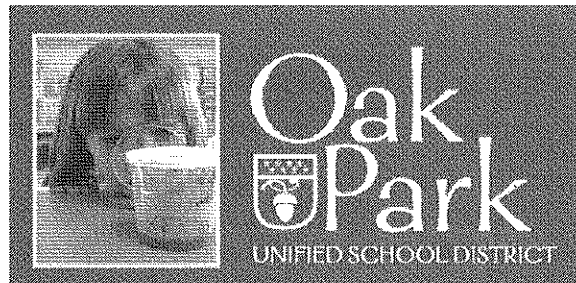
PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

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

Jan Iceland, President
Allen Rosen, Vice President
Mary Pallant, Clerk
Barbara Laifman, Member
Sepideh Yeoh, Member
Erica Rosenberg, 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
Jane Mintz, Director, Educational Technology
Susan Roberts, Director, Pupil Services
Cliff Moore, Consultant

COPY OF ENTIRE AGENDA ON WEB SITE
WWW.OAKPARKUSD.ORG

4/5/2012

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: lsheridan@oakparkusd.org.

Welcome to a meeting of the Oak Park Unified School District Board of Education. Routine items are placed under the Consent Calendar and are approved by a single vote of the Board. When the agenda is adopted, a member of the Board may pull an item from the Consent Calendar and transfer the item to an appropriate place on the agenda for discussion.

The President of the Board shall inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the closed session agenda, regular session agenda, or on any issue within the subject matter jurisdiction of the Governing Board. The speaker cards are available in the Board Room and must be completed and handed to Linda Sheridan, Executive Assistant, prior to the beginning of the meeting. All comments for either agenda items or non-agenda items must be limited to three minutes or less.

Your comments are greatly appreciated. However, the Board cannot enter into a formal discussion at this time, nor can a decision be made. Matters warranting discussion will be placed on a future agenda. The information on the speaker card is voluntary but will assist the Board President in conducting the meeting. Thank you for your cooperation and compliance with these guidelines

All Board Actions and Discussion are electronically recorded and maintained for thirty days.

Interested parties may review the recording upon request.

Agenda and supporting documents are available for review prior to the meeting at the District Office located at 5801 E. Conifer Street, Oak Park, CA 91377

NEXT REGULAR MEETING

Tuesday, May 15, 2012

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #856
April 17, 2012

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

CLOSED SESSION: 5:00 p.m.

RECONVENE OPEN SESSION: 6:00 p.m. (approximate)

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: Clerical Sub, Custodian Sub

C. SUPERINTENDENT EVALUATION

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

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park Presentation Room – G-9 at 6:00 p.m.**, Oak Park, California

V. CALL TO ORDER: _____ p.m.

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VII. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation to MCMS Ventura County Science Fair Winners
2. Presentation to Ideas to Impact Participants
3. Presentation to QuikSCience Participants
4. Presentation of Partners in Education Award
5. Remarks from Board Members
6. Remarks from Student Board Representative
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)
- C. BUSINESS SESSION:**
- 1. CONSENT AGENDA**
Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.
At the request of any member of the Board, any item on the Consent Agenda shall be removed and given individual consideration for action as a regular agenda item.
 - a. **Approve Minutes of Regular Board Meeting March 20, 2012**
 - b. **Public Employee/Employment Changes 01CL21829-01CL21833 & 01CE05539-01CE05551** 1
 - c. **Approve Purchase Orders – March 1 – March 31, 2012** 3
Board Policy 3300 requires Board approval of Purchase Orders
 - d. **Approve Disposal of Obsolete or Surplus Instructional Materials, Books, and or Library Books** 8
Board Policy
 - e. **Ratify Out of State Travel for Certificated Employees and an Administrator to Attend Daily Five/Daily Café Training in Phoenix, Arizona – March 17-18, 2012** 10
Board approval required for out of state travel for employees
 - f. **Approve Overnight Trip for Oak Park High School Rocket Team – May 11-13, 2012** 11
Board Policy 6153 requires Board approval for student overnight trips
 - g. **Approve Contract Renewal for 2012-13 Crossing Guard Services** 12
Board Policy 3312 requires Board approval for contracts for services.
 - h. **Approve 2012-13 Transportation Agreement with Tumbleweed Transportation** 15
Board Policy 3312 requires Board approval for contracts for services.
 - i. **Approve Facility Use by Religious Organization** 23
Board approval required for facility use agreements
 - j. **Ratify Overnight Trip for Oak Park High School Whale Team – April 15-17, 2012** 24
Board Policy 6153 requires Board approval for student overnight trips
 - k. **Approve Overnight Trip for Oak Park High School Girls' Basketball Team – July 19-22, 2012** 25
Board Policy 6153 requires Board approval for student overnight trips
 - l. **Approve Out of State Travel for Pupil Service Administrator to Attend National Special Education Institute – May 6-9, 2012** 26
Board approval required for out of state travel for employees

ACTION

- 2. BUSINESS SERVICES**
 - a. **Approve Award of Bid #12-02, Relocatable Ramp Repairs** 27
Board Policy 3312 requires Board approval for contracts for services.
 - b. **Approve Award of Bid #12-07, Building 300 Modernization at Brookside Elementary School** 29
Board Policy 3312 requires Board approval for contracts for services.
 - c. **Approve Award of Bid #12-10, Building M and N Restroom Modernization at Oak Park High School** 31
Board Policy 3312 requires Board approval for contracts for services.
 - d. **Approve Award of Bid #12-25, Building E Roof Repair and Replacement at Medea Creek Middle School** 33
Board Policy 3312 requires Board approval for contracts for services.

- e. **Approve Proposal for Soils Engineering Services at Medea Creek Middle School 35**
Board Policy 3312 requires Board approval for contracts for services.
- f. **Approve Project to be Paid from Measure R Bond Funds – Domestic Water Main Repair at Red Oak Elementary School 41**
Board asked to approve projects using Measure R funds not previously designated
- g. **Approve Resolution #12-09 Authorizing Emergency Repairs at Oak Hills Elementary School 45**
Board Policy 3312 Requires Board approval for contract for services
- h. **Approve Safe School Plans 53**
The District must annually review and update the Safe School Plans in order to remain in compliance with Education Code 35294.2
- i. **Approve Donations 55**
Board Policy 3290 requires Board approval for donations to the District
- 3. **HUMAN RESOURCES**
 - a. **Public Hearing and Approval of Collective Bargaining Agreement Between the District and Oak Park Classified Association 57**
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
 - b. **Public Hearing and Approval of Collective Bargaining Agreement Between the District and Oak Park Teacher Association 63**
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
 - c. **Approve the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Teachers Association 69**
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
 - d. **Approve the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Classified Association 71**
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
 - e. **Approve Revised Classified Holiday Calendar for School Year 2012-13 73**
Board Policy 6111 requires Board approval of School Year Calendar
- 4. **BOARD POLICIES**
 - a. **Approve Amendment to Board Policy 5022 – Student and Family Privacy Rights – Second Reading 75**
This mandated Board Policy is revised and reorganized to address certain privacy issues related to students and/or their parents/guardians, including the administration of surveys and physical exams/screenings, parent/guardian rights to inspect instructional materials, and the collection of personal information for marketing purposes.
 - b. **Approve Amendment to Board Policy 3100 – Budget – Second Reading 79**
Updated policy expands section on "Fund Balance" to include sample policy statements, in compliance with Governmental Accounting Standards Board Statement 54, related to 1) how funds will be committed by the board to the "committed fund balance," 2) delegation of the authority to assign funds to the "assigned fund balance," 3) the order in which fund balances will be spent when multiple fund balance types are available for an expenditure, and 4) the minimum level of unrestricted fund balances that will be maintained in the general fund. Policy also reflects new law (SB 70) which extends the timeline for restoring the level of reserves to the level specified in state relations and new law (AB 114) which requires

districts, for the 2011-12 fiscal year, to base their budget on the same level of state revenues in the 2010-11 fiscal year.

- c. Approve Amendment to Board Policy 4140, 4240 – Bargaining Units – 1st Reading 85**
Updated policy reflects new law AB 501 which expands the definition of “exclusive representative” to allow employees who are neither certificated nor classified employees to be represented and expands the definition of “public school employer” to include certain joint powers agencies so that employees of the JPA may be represented.
- d. Approve Amendment to Board Policy 5111 – Admission – First Reading 91**
Policy revised to make the timeline for students to enroll in the school in their attendance area consistent with the timeline for intradistrict open enrollment established pursuant to BP5116.1. Policy also reflects new Federal guidance clarifying that district may not adopt enrollment procedures based on the actual or perceived citizenship or immigration status of students or their parents/guardians.
- e. Approve Amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments – First Reading 95**
Mandated policy is updated to renumber legal cites pursuant to new law (SB 1080, 2010), effective January 1, 2012. Policy also deletes material specifying the term of the suspension or expulsion of students who violate this policy, which is repeated in AR5144.1 – Suspension and Expulsion/Due Process.
- f. Approve Amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – First Reading 99**
Policy updated to reflect new law (SB 161) which authorizes districts to train volunteer, nonmedical district employees to provide emergency anti-seizure medication to students suffering from epileptic seizures when licensed health care professionals are not available on site.
- g. Approve Amendment to Board Policy 6143 – Courses of Study – First Reading 103**
Mandated policy includes expanded language on the articulation of courses of study across grade levels and with postsecondary institutions, and clarifies requirement to offer secondary students a course of study that prepares them to meet the prerequisites for college admission and to attain entry-level employment skills. Material regarding notifications to students in grades 9-12 moved to AR.
- h. Approve Amendment to Board Policy 6145.2 – Athletic Competition – 1st Reading 107**
Policy updated to reflect new law (AB 25) which requires districts to distribute information on concussions and head injuries to student athletes and their parents/guardians and requires that a student athlete who is suspected of sustaining a concussion be immediately removed from the athletic activity and not allowed to return until a health care provider provides written clearance. Policy also reflects new court decision regarding liability for failure to provide equivalent athletic opportunities for males and females even if females did not provide notice to disadvantageous treatment and new law (SB 107) which extends the operation of CIF until 2017 and CIF bylaws related to student eligibility for interscholastic athletic programs.
- i. Approve Adoption of Board Policy 6170.1–Transitional Kindergarten–1st Reading 113**
New policy reflects new law (SB 1381, 2010) which requires districts to establish “transitional kindergarten” programs beginning in the 2012-13 school year for children whose admission to kindergarten is delayed due to changes in law affecting the age criterion for admission to kindergarten. Policy addresses student eligibility for the program, curriculum and instruction, staffing and student’s continuing to kindergarten at the completion of the transitional kindergarten program.

VIII. INFORMATION ITEMS

IX. OPEN DISCUSSION

X. ADJOURNMENT:

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

SCHOOL REPORTS

1. Brookside Elementary School Report	119
2. Oak Hills Elementary School Report	120
3. Red Oak Elementary School Report	121
4. Medea Creek Middle School Report	122
5. Oak Park High School Report	124
6. Oak View High School/Oak Park Independent School	125
7. Oak Park Neighborhood School	

**MINUTES OF REGULAR BOARD MEETING
BOARD OF EDUCATION**

3-20-12

#855

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Jan Iceland, called the regular meeting to order at 5:34 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Jan Iceland, President, Mr. Allen Rosen, Vice President, Ms. Mary Pallant, Clerk, Ms. Barbara Laifman, Member and Ms. Sepideh Yeoh, Member

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:35 p.m.

CALL TO ORDER/MEETING PLACE

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

BOARD PRESENT

Ms. Jan Iceland, President, Mr. Allen Rosen, Vice President, Ms. Mary Pallant, Clerk, Ms. Barbara Laifman, Member and Ms. Sepideh Yeoh, Member

STAFF PRESENT

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

PUBLIC SPEAKERS

None

FLAG SALUTE

Peter Kristensen led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

At the Closed Session held this evening, the Board took no action.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education adopted the agenda as presented. Motion carried 5-0.

PUBLIC SPEAKERS

None

PRESENTATIONS

1. Presentation to Vanessa Heller, GATE Teacher Certification

REPORT FROM BOARD MEMBERS

Board Member Barbara Laifman reported she attended the Brookside Elementary 1st grade performance of folk songs, the spring sports meeting at Oak Park High, EEAC meeting, Oak Park High Open House, Awareness Week activities, Medea Creek Middle School Pi games and science fair and the Community Outreach Committee. Board Member Allen Rosen reported he attended the GATE DAC meeting by phone, the Oak Park High semi-final Basketball game, and met with Fran Pavley. Board Member Sepideh Yeoh congratulated Jane Mintz for her appointment to State Technology Committee. She reported she served as a crossing guard at Medea Creek Middle School, met with students at Oak View High to ask them to help with the Red Oak Elementary International Gala which will be held on May 18. Ms. Yeoh also attended the Brookside Elementary 1st grade performance, and Awareness Week activities at Oak Park High. Board Member Mary Pallant reported she attended the Medea Creek Middle School Science Fair and Pi day. Board Member Jan Iceland reported she met with Fran Pavley and Julia Brownley and attended the Facilities Planning Committee. She reminded the Board about the VCSBA Dinner Meeting in April.

REPORT FROM STUDENT BOARD REPRESENTATIVE

Erica Rosenberg reported last Monday ASB held a car wash that earned \$500, ASB Junior class will hold a Jamba Juice fundraiser on Wednesday, Powder Puff game is Monday, Senior Pageant is on Thursday, ASB elections are being held in two weeks. She reported the Awareness Week went smoothly and they received positive feedback.

REPORT FROM SUPERINTENDENT

Dr. Knight reported he attended the Medea Creek Middle School Science Fair and was very impressed with the projects presented. He stated he and Jan met with Fran Pavley and Julia Brownley to discuss our concern about the weighted student formula. Dr. Knight feels that it will not move forward as there is not enough support for it. It appears the State will have only two initiatives on the November ballot instead of three as the PTA backed initiative and the Governor's initiative may combine. He also reported that the Friends of Oak Park Schools subcommittee, Our Children Our Future, are initiating a legacy brick fundraiser to help offset the cuts that are going to have to be made.

Report from School Site Councils

The Board received School Site Council report from Edward Branigan representing Medea Creek Middle School.

Report from Facilities Planning Committee

Peter Kristensen reported on the continuing work of the Facilities Planning Committee

C.1. CONSENT AGENDA

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

- a. Approve Minutes of Regular Board Meeting February 21, 2012 and Special Meeting March 6, 2012
- b. Public Employee/Employment Changes 01CL21823-01CL21828 & 01CE05533-01CE05538
- c. Approve Purchase Orders – February 1 – February 29, 2012
- d. Approve Overnight Trip for Oak Park High School Robotics Club – April 18-21, 2012
- e. Approve Overnight Trip for Medea Creek Middle School Band – April 27-29, 2012
- f. Approve Overnight Trip for Oak Park High School Dance Team – March 30-April 1, 2012
- g. Approve Overnight Trip for Oak Park High School Boy's Baseball Team – April 7-12, 2012
- h. Approve Renewal of SI&A Mandated Cost Agreement
- i. Approve Quarterly Report on Williams Uniform Complaints – January 2012

ACTION

2. BUSINESS SERVICES

a. Approve Authorization to Purchase Compuwave Computer Products, Services and Related Products, Utilizing Provisions of Public Contract Code 20118

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the authorization to purchase Compuwave computer products, services and related products, utilizing provisions of Public Contract Code 20118. Motion carried 5-0.

b. Approve Equipment Purchase Utilizing Measure C6 Bond Funds – Sound Equipment for Oak Park High School Pavilion

On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education approved the equipment purchase utilizing Measure C6 Bond funds – Sound Equipment for Oak Park High School Pavilion. Motion carried 5-0.

c. Approve Equipment Purchase Utilizing Measure C6 Bond Funds – Scissor Lift and Utility Trailer

On motion of Mary Pallant, seconded by Allen, the Board of Education approved the equipment purchase utilizing Measure C6 Bond Funds - Scissor Life and Utility Trailer. Motion carried 5-0.

d. Approve Equipment Purchase Utilizing Measure C6 Bond Funds-Cafeteria Freezer Replacement at Red Oak Elementary School

On motion of Sepideh Yeoh, seconded by Allen Rosen, the Board of Education approved the equipment purchase utilizing Measure C6 Bond Funds – Cafeteria Freezer Replacement at Red Oak Elementary School. Motion carried 5-0.

e. Approve Resolution #12-07, Participation in CSBA California Cash Reserve Program

On motion of Allen Rosen, seconded by Mary Pallant, the Board of Education approved Resolution #12-07, Participation in CSBA California Cash Reserve Program. Motion carried 5-0.

f. Approve Friends of Oak Park Schools 2012 Summer School for Grades K-12

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved Friends of Oak Park Schools 2012 Summer School for Grades K-12. Motion carried 5-0.

3. HUMAN RESOURCES

a. Approve Resolution #12-08 Reducing or Discontinuing Particular Kinds of Service for Classified Employees

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved Resolution #12-08 Reducing or Discontinuing Particular Kinds of Service for Classified Employees. Motion carried 5-0. The Board expressed they approve this Resolution with a heavy heart in reducing these positions.

4. BOARD

a. Approve Board Member Attendance at NSBA Conference in April

On motion of Mary Pallant, seconded by Sepideh Yeoh, the Board of Education approved Board Member attendance at NSBA Conference in April. Motion carried 4 Yes: Iceland, Pallant, Rosen, Yeoh – 1 No: Laifman.

b. Approve Board Attendance at CSBA Conference Every Other Year

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education tabled this item to discuss further at the Board Retreat. Motion carried 5-0.

5. BOARD POLICIES

a. Approve Amendment to Board Policy 3290 – Gifts, Grants, and Bequests – Second Reading

On motion of Allen Rosen, seconded by Mary Pallant, the Board of Education approved the amendment to Board Policy 3290 – Gifts, Grants, and Bequests. Motion carried 5-0.

b. Approve Amendment to Board Policy 5145.11 – Questioning and Apprehension – Second Reading

On motion of Allen Rosen, seconded by Mary Pallant, the Board of Education approved the amendment to Board Policy 5145.11 – Questioning and Apprehension. Motion carried 5-0.

c. Approve Amendment to Board Policy 6111 – School Calendar – Second Reading

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 6111 – School Calendar. Motion carried 5-0.

d. Approve Amendment to Board Policy 7310 – Naming of Facility – Second Reading

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the amendment to Board Policy 7310 – Naming of Facility with one amendment. Motion carried 5-0.

e. Approve Amendment to Board Policy 6146.1 - High School Graduation Requirements – First Reading

On motion of Sepideh Yeoh, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 6146.1 – High School Graduation Requirements on First Reading. Motion carried 5-0.

f. Approve Amendment to Board Policy 5022 – Student and Family Privacy Rights – First Reading

On motion of Mary Pallant, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 5022 – Student and Family Privacy Rights to Second Reading. Motion carried 5-0.

g. Approve Amendment to Board Policy 3100 – Budget – First Reading

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the amendment to Board Policy 3100 – Budget to Second Reading. Motion carried 5-0.

h. Approve Amendment to Board Policy 0450 - Comprehensive Safety Plan – First Reading

On motion of Allen Rosen, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 0450 – Comprehensive Safety Plan on First Reading. Motion carried 5-0.

i. Approve Amendment to Board Policy 2121 – Superintendent's Contract – First Reading

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 2121 – Superintendent's Contract on First Reading. Motion carried 5-0.

j. Approve Amendment to Board Policy 4140, 4240 – Bargaining Units – First Reading

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education tabled the amendment to Board Policy 4140, 4240 – Bargaining Units for further information. Motion carried 5-0.

k. Approve Amendment to Board Policy 3553 – Free and Reduced Price Meals – First Reading

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 3553 – Free and Reduced Price Meals on First Reading. Motion carried 5-0.

l. Approve Amendment to Board Policy 5113 – Absences and Excuses – First Reading

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the amendment to Board Policy 5113 – Absences and Excuses on First Reading. Motion carried 5-0.

VII. INFORMATION ITEMS

The Board chose to hold their Board Retreat and Self-Evaluation in the summer. The Board agreed to hold a Special Meeting on May 3, 2012 at 5:00 p.m.

VIII. OPEN DISCUSSION

There being no further business before this Board, the Regular meeting is declared adjourned at 8:54 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, Superintendent

DATE: APRIL 17, 2012

**SUBJECT: C.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS
RECOMMENDED BY THE SUPERINTENDENT**

Consent

ISSUE: Approval/ratification of certificated personnel actions.

AUTHORIZATION TO EMPLOY

Number	Name	Classification	Start Date	Fund	Site/Grade

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
01CE05539	Russ Peters	JV & V Game Mgmt.	12/5/11-2/7/12	ASB	952.00	OPHS
01CE05540	Russ Peters	GBB Game Mgmt. CIF	2/15-3/7/12	ASB	100.00	OPHS
01CE05541	Brenda Pasqua	Ath. Trainer – Golf	3/12/12	ASB	150.00	OPHS
01CE05542	Brenda Pasqua	Ath. Trainer BLAX	Feb-April 2012	ASB	750.00	OPHS
01CE05543	Brenda Pasqua	Ath. Trainer GLAX	Feb- April 2012	ASB	750.00	OPHS
01CE05544	Kathy Rohlfs-Leggett	Slide Show Coord. O H	March 2012	ASB	270.00	OPHS
01CE05545	Kathy Rohlfs-Leggett	Slide Show Coord. Grad.	June 2012	ASB	270.00	OPHS
01CE05546	Rob Hall	BBB Game Mgmt.	11/11-2/8/2012	ASB	1428.00	OPHS
01CE05547	Rob Hall	BBB Game Mgmt. CIF	2/11-3/7/12	ASB	500.00	OPHS
01CE05548	Susan Allen	Math/Science Syllabus	3/12-6/15/12	Disc	500.00	OPIS
01CE05549	Randi Liepman	Math/Science Syllabus	3/12-6/15/12	Disc	500.00	OPIS

IN-SERVICE CHANGE

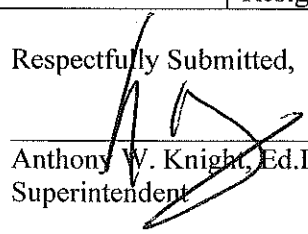
Number	Name	Change	Effective	Fund	Site

SEPARATION

Number	Name	Position	Separation	Effective Date	Site
01CE05550	Jackie Greenhill	Special Education	Resignation	6/16/12	MCMS
01CE05551	Matt Kracht	Science	Resignation	5/25/12	OPHS

Prepared by:
Leslie Heilbron, Ed.D.
Assistant Superintendent, HR

Respectfully Submitted,


Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

CONSENT

ISSUE: Approval/ratification of classified personnel actions.

AUTHORIZATION TO HIRE

Number	Name	Position	Salary	Fund	Start Date	Site
CL21829	Sandy Iwanoff	Clerical Sub.	\$11.90	General	12/13/11	DO
CL21830	Vicki Sullivan	Custodial Sub	\$12.90	General	3/20/12	DO

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
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IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Site
CL21831	Cindy LaHood	Move from BES to OHES	12/12/11	OHES
CL21832	Shannon Curtis	Temp. change in assignment 2.5 hrs. OPHS/3.5 hrs. MCMS	3/20/12-4/5/12	OPHS

SEPARATION

Number	Name	Position	Separation Type	Effective Date	Site
CL21833	Brie Pearson	Instructional Asst. II	Resignation	4/5/12	OPNS

Prepared by:
Leslie Heilbron Assistant Superintendent /Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.I.c. APPROVE PURCHASE ORDERS – MARCH 1-31, 2012

CONSENT

ISSUE: Shall the Board approve the purchase orders issued March 1-31, 2012?

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

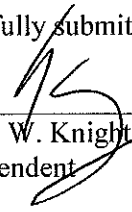
ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

ReqPay11c

Board Report with Fund

Includes 03/01/2012 - 03/31/2012

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B12-00170	House Sanitary Supply	Custodial supplies blanket purchase order	Red Oak Elementary School	010	5,359.50
B12-00236	Print Management Partners, Inc	Open PO 2011-2012 Payroll envelopes	Business Administration	010	300.00
B12-00237	Trane Glendale Parts Center	Open PO 2011/12 for HVAC Parts	Business Administration	010	600.00
B12-00238	Time Warner Cable	Internet Access/CM/Balfour Beatty	Business Administration	213	350.00
B12-00239	Compuwave Inc.	DON:Lamps for Ceiling Mounted Projectors	Medea Creek Middle School	010	1,957.31
B12-00240	C.A. Rasmussen, Inc.	Proj 12-01R Paving & Concrete Repairs BES	Business Administration	213	161,000.00
B12-00241	Ventura County Fire Protection	CPR/AED classes	Human Resources	010	250.00
FS12-00054	Wildflour Bakery & Cafe, LLC	Fresh Bread & Rolls	Food Services	130	500.00
FS12-00055	Wildflour Bakery & Cafe, LLC	Fresh Bread & Rolls	Food Services	130	500.00
FS12-00056	Wildflour Bakery & Cafe, LLC	Fresh Bread & Rolls	Food Services	130	500.00
FS12-00057	Wildflour Bakery & Cafe, LLC	Wheat Bread & Rolls / Medea Creek	Food Services	130	2,000.00
FS12-00058	Wildflour Bakery & Cafe, LLC	Wheat Bread & Rolls / OPHS & CAFE	Food Services	130	2,000.00
P12-00462	Sports Facilities Group	Proj 12-00R Misc -Replace Backboards at MCMS/OPHS	Business Administration	213	14,185.26
P12-00474	Advanced Cable Solutions	OPHS Concession Fiber & Copper Proj 11-12R & C6	Business Administration	212	1,052.00
P12-00488	Markstarr	Garden Bench/ PFC/Donation	Oak Park High School	010	517.12
P12-00496	Pali Institute	Pali Inst. Outdr Ed Addl dep 2012-13	Medea Creek Middle School	010	5,000.00
P12-00497	Demco	DISC: Library supplies	Medea Creek Middle School	010	84.28
P12-00498	Herff Jones	Diploma for 2010-11	Home Independent Study Program	010	13.47
P12-00499	Christine Brown	Consultant/Annual WASC reports	Oak View High School	010	1,600.00
P12-00500	Southwinds Transportation	donation	Brookside School	010	1,284.30
P12-00501	Coach Usa-Los Angeles	Bus Rental for CSULB	District-wide	010	897.75
P12-00502	ACSA Membership Processing	Additional Fee for Membership	School Site Salaries-NonTeach	010	20.40
P12-00503	REDWOOD BIOTECH	Drug Testing Kits	Medea Creek Middle School	010	75.48
P12-00504	Kramer's Pharmacy	Epi Pens for Schools	Business Administration	010	2,642.42
P12-00505	Schellenger, Inc.	Videos for Shark Week	District-wide	010	298.32
P12-00506	Santa Barbara Museum Of Natural History	Donation 2nd grade field trip	Brookside School	010	400.00
P12-00507	Temp. Co. Heating & Cooling	Service Call HVAC Condenser Coil Clean	Business Administration	010	135.00
P12-00508	Viola, Inc	Proj 11-01R Science Lab - Fire Alarm Service Call	Business Administration	213	188.00
P12-00509	Lloyd's Plumbing, Inc.	Insurance Claim - OPHS Sewage Backup	Business Administration	010	120.00
P12-00510	Southwinds Transportation	Gr 5 - Ronald Reagan Library Field Trip	Oak Hills Elementary School	010	428.10

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

ReqPay11c

Board Report with Fund

Includes 03/01/2012 - 03/31/2012

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P12-00511	Valley Crest Landscape	Proj 11-11R Irrigation Upgrade - Districtwide	Business Administration	213	14,625.00
P12-00512	Santa Barbara Museum Of Natural History	Parent funded field trip	Red Oak Elementary School	010	210.00
P12-00513	Houghton Mifflin Harcourt	Science Workbooks	Home Independent Study Program	010	137.18
P12-00514	VENTURA COUNTY STAR Attn: Star Scholar	Star Scholar Awards Dinner	Oak View High School	010	200.00
P12-00515	VCOE	Cyberbullying Workshop for Administrators	Human Resources	010	275.00
P12-00516	Bruce Wilkoff	Peer Counseling/ASB/oth exp	Oak Park High School	010	1,000.00
P12-00517	Compuwave Inc.	Toner cartridge for counselor's office	Red Oak Elementary School	010	68.64
P12-00518	Southwinds Transportation	DON: Science Fair Transportation	Medea Creek Middle School	010	901.20
P12-00519	Jones School Supply Co. Inc.	DON: HISTORY DAY (3/19/12) Awards/Certificates	Medea Creek Middle School	010	58.16
P12-00520	Music in the Parks	DON:Music Fest. Knott's Berry Farm 4/21/12	Medea Creek Middle School	010	5,375.00
P12-00521	WorldStrides Heritage Ed	DON:Heritage Fest Accomodations 4/27-4/29	Medea Creek Middle School	010	13,489.00
P12-00522	Matthew Boger	PC Presenter/PFC Don/oth exp	Oak Park High School	010	750.00
P12-00523	Pierres Welding & Maint.	Proj 12-00 R Misc-Doorway Entrance Canopy at OHES	Business Administration	213	700.00
P12-00524	VENTURA COUNTY STAR	Measure R - Legal Ad for Bids BES, MCMS, OPHS	Business Administration	213	2,737.02
P12-00525	Guided Discoveries Inc.	DON: 2012-13 Catalina Trip Deposit	Medea Creek Middle School	010	11,520.00
P12-00526	Enhanced Landscape Mgmt, Inc	Proj 11-14R Emergency Irrigation Repair at OVHS	Business Administration	213	1,743.00
P12-00527	Wayne Watson DBA Buena Concret	Proj 11-14R Irrigation Foundation at OVHS	Business Administration	213	870.00
P12-00528	Precision Plumbing	BES Replace roof pipe 100 bldg	Business Administration	010	715.00
P12-00529	Precision Plumbing	OPHS Emergency water supply repair	Business Administration	010	360.00
P12-00530	Stagecoach Inn Museum	Donation 4th grade field trip	Brookside School	010	492.00
P12-00531	VCOE	Administrator Training Program - Stew McGugan	Curriculum	010	2,250.00
P12-00532	VCOE	Administrator Training Common Core Standards	Curriculum	010	1,290.00
P12-00533	VCOE	FRISK Training for Administrators	Curriculum	010	945.00
P12-00534	Southwest School Supply	Supplies for Resource	Red Oak Elementary School	010	178.27
P12-00535	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	1,048.20
P12-00536	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	731.20
P12-00537	David Kelly dba D.J. Kelly Ent	Proj 12-08R Mod OPHS Bldg E Soffit Rep	Business Administration	213	2,271.00

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

ReqPay11c

Board Report with Fund

Includes 03/01/2012 - 03/31/2012

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P12-00538	David Kelly dba D.J. Kelly Ent	Proj 12-13R Lot/Playground-ROES Stucco Repair	Business Administration	213	690.00
P12-00539	Sports Facilities Group	Backstop Damage OPHS Replacement	Business Administration	010	10,066.12
P12-00540	Harland Technology	Scantron/Lott/mnt lse rpr	Oak Park High School	010	510.00
P12-00541	Environmental Heating And A/C	Proj 11-18R - AC Repair OPHS	Business Administration	213	377.00
P12-00542	Taft Electric Company	Proj 11-14R Electrical for Bathrooms at OVHS	Business Administration	213	9,265.76
P12-00543	Regents UCSD, Att: MDTP	Math Online Placement Testing/Lott/oth exp	Oak Park High School	010	80.00
P12-00544	Interstate Striping & Signs	Proj 12-12R Slurry/Stripe Basketball Court MCMS	Business Administration	213	11,443.00
P12-00545	Quality Paving	PROJ 12-12R Slurry/Stripe Fire Lane MCMS	Business Administration	213	12,652.00
P12-00546	HUMAN KINETICS	Fitnessgram manual PFT	Curriculum	010	188.33
P12-00547	Worthington Direct	Classroom Tables	Oak View High School	010	383.92
P12-00548	Martha Abbey Miller	DON:7th Gr 1st Person Perform Anne Frank	Medea Creek Middle School	010	200.00
P12-00549	VCOE	Administrator Training Program for Susan Roberts	Curriculum	010	3,000.00
P12-00550	VCOE	Common Core Assessment for teachers	Curriculum	010	630.00
P12-00551	Taft Electric Company	OHES Flood - Disconnect Electrical Feeds	Business Administration	010	1,115.00
P12-00552	Taft Electric Company	Proj 11-12R Conduit OPHS Athletic Field	Business Administration	213	690.00
P12-00553	Home Depot	Proj 11-11R Irrigation Supplies	Business Administration	213	178.55
P12-00554	Delta Mechanical	Proj 12-19R Replace HVAC Unit OPHS	Business Administration	213	5,595.00
P12-00555	Leader Carpet	OHES Carpet Replaced - Insurance - Rain Damage	Business Administration	010	18,979.00
P12-00556	Acorn Press	Advertisement/0 to 3 programs	Neighborhood Pre-School Progrm	010	201.28
P12-00557	Southwinds Transportation	DON: LA Times Fieldtrip for Panther Press	Medea Creek Middle School	010	565.60
P12-00558	Herff Jones	Oak View High Diplomas	Oak View High School	010	208.18
P12-00559	VENTURA COUNTY STAR	Proj 12-07 Legal Ad Bldg 300 Mod BES	Business Administration	213	969.54
P12-00560	Formal Fashions, Inc	DON: Choir Uniforms	Medea Creek Middle School	010	132.98
P12-00561	J.W. Pepper & Son Inc.	DON Scores for Fest. Int.&Con Bnd	Medea Creek Middle School	010	62.51
P12-00562	Lakeshore Learning Materials	OHES Rain Damage - Replace Library Carpet	Business Administration	010	573.35
P12-00563	Wayne Watson DBA Buena Concret	Proj 12-24R Drinking Fountain ROES	Business Administration	213	2,960.00
P12-00564	Precision Plumbing	Proj 12-24R Drinking Fountain Installation ROES	Business Administration	213	6,460.00
P12-00565	Home Depot	Proj 10-04R Door Lock Replacement OPHS	Business Administration	213	106.18

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

ReqPay11c

Board Report with Fund

Includes 03/01/2012 - 03/31/2012					
PO Number	Vendor Name	Description	Location	Fund	Account Amount
P12-00566	Herff Jones	OPIS Diplomas	Home Independent Study Program	010	497.37
P12-00567	Karen Kennedy dba Camino Real	Parent funded field trip	Red Oak Elementary School	010	520.00
P12-00568	Naturalist & Historical Interp Scholastic, Inc.	Science/Gen Ed/mat & supp	Oak Park High School	010	21.95
P12-00569	Ventura County office of Educa tion	Yr 14 VCedNet Internet Access	Accounting & Payroll	010	18,600.00
P12-00570	College Board Publications	SAT Rpt/mat & supp/LOTT	Oak Park High School	010	435.00
P12-00571	Main Street Tours	Parent funded field trip	Red Oak Elementary School	010	2,538.00
P12-00572	VCOE	Health/material & supp	Oak Park High School	010	135.00
T12-00029	Compuwave Inc.	Backup Solution- Ventura County #6500	Technology Coordinator	212	259,119.18
Total				93	639,348.38

Fund Summary			
Fund	Description	PO Count	Amount
010	General Fund	64	123,620.89
130	Cafeteria Fund	5	5,500.00
212	Measure C6 Technology Bond Fun	2	260,171.18
213	Measure R FACILITIES Bond Fund	22	250,056.31
Total		93	639,348.38

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

ESCAPE ONLINE

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.1.D APPROVE DISPOSAL OF OBSOLETE OR SURPLUS INSTRUCTIONAL MATERIALS, BOOKS, AND OR LIBRARY BOOKS

CONSENT

ISSUE: Should the Board of Education approve the disposal of obsolete or surplus instructional materials, books, and/or library books?

BACKGROUND: The District declares an inventory of library books, textbooks and/or instructional materials as obsolete, surplus, and no longer needed by teachers or students. Education Code requires the Board to declare that these books and/or materials are obsolete or surplus authorizing staff to sell, distribute, or otherwise dispose of them. This is one measure of ensuring that students have benefit of current quality materials that meet the specific rigorous criteria set by the Oak Park Unified School District.

ALTERNATIVES:

- 1) Approve declaring the inventory of instructional materials and library books obsolete and/or surplus.
- 2) Do not approve declaring the inventory of instructional materials and library books obsolete and / or surplus.

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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

Inventory of Surplus Or Obsolete

[illegible][illegible]

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.I.e. RATIFY OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES AND AN ADMINISTRATOR TO ATTEND THE DAILY FIVE/DAILY CAFÉ TRAINING IN PHOENIX, ARIZONA ON MARCH 17-18, 2012-FUNDED BY FEDERAL GRANT – TITLE IIA

Consent

ISSUE: Shall the Board of Education ratify the out of state travel for certificated employees and an administrator to attend the Daily Five/Daily Café Training in Phoenix, Arizona on March 17-18, 2012?

STATEMENT: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. Principal, Erik Warren, requests ratification for one teacher at 1st grade, and two teachers at 2nd grade, and one administrator (himself) to attend a two-day conference with the creators of the Daily 5 – Daily Café on March 17-18, 2012 in Phoenix, AZ. As part of ongoing efforts to implement the instructional strategies called for by our District's Moral Imparities, and maximize the effective use of strategies learned in previous professional development, a group of teachers of Oak Hills Elementary has been learning about this program. The program values student choice, builds independence, focuses on meaningful and authentic student work, facilitates the differentiation of instruction, and ensures timely and effective intervention. We have begun to implement some elements of this program over the past year and a half and have seen some significant improvements in student learning.

ALTERNATIVES:

1. Ratify the out of state travel to attend the Daily Five/Daily Café Training
2. Do not ratify the out of state travel to attend the Daily Five/Daily Café Training

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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yoeh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
**SUBJECT: C.1.f APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 ROCKET TEAM – MAY 11-13, 2012**

CONSENT

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

BACKGROUND: The Oak Park High School Rocket Team participates in the Team America Rocketry Challenge (TARC). This year, the team designed and built a rocket to compete in the national competition and have qualified as a national finalist. The announcement of the finalist teams will be made on April 8. The national fly-off will be held on May 12 in The Plains, VA, 50 miles from Washington, D.C. There are ten students on the OPHS Team. The Boeing Company has provided \$5,000 towards trip expenses. The team will travel by air to Washington, D.C. on Friday, May 11 and return on Sunday, May 13. Vehicles will be rented to drive to The Plains, VA. Accommodations at the Holiday Inn- Manassas Battlefield in Manassas, VA. Chaperones are Tony Knight, Superintendent, Kevin Buchanan, Principal and Ken Paulson, Teacher. Please 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.

Respectfully submitted



 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.1.g. APPROVE CONTRACT RENEWAL FOR 2012-13 CROSSING GUARD SERVICES

CONSENT

ISSUE: Shall the Board approve an amendment to the agreement with All City Management Services, Inc. for crossing guard services for the 2012-13 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 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 2012-13 school year, maintaining current levels of service with no rate increase. A copy of the proposed amendment is attached for the Board's review. The anticipated annual cost is \$64,998, which is within the \$70,000 budget approved by the County of Ventura. 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 2012-13 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



ALL CITY MANAGEMENT SERVICES

March 15, 2012

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 2012-2013 fiscal year.

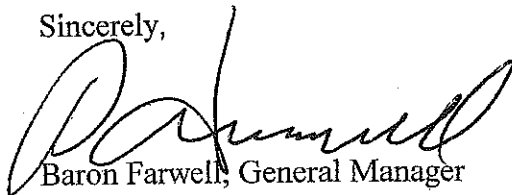
All City Management Services (ACMS) is keenly aware of the difficult economic times faced by many of our clients. Many Agencies continue to reassess their budgets against the need to maintain critical services and provide for public safety.

In light of these circumstances ACMS has placed a price freeze on our billing rate for the coming 2012-2013 fiscal year for the Oak Park Unified School District. The hourly billing rate will remain at Fourteen Dollars and Eighty-Five Cents (\$14.85) per hour.

We have taken the liberty of enclosing two (2) Amendments for the coming 2012-2013 fiscal year. If all meets with your approval please execute and return one of the original Amendments for our records.

We look forward to another safe and successful school year. If you have any questions, please feel free to contact us.

Sincerely,



Baron Farwell, General Manager

"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

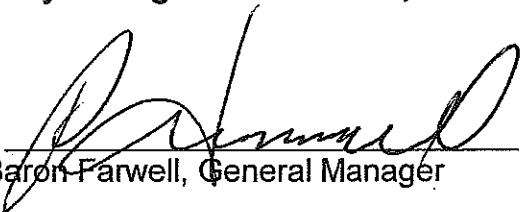
The Oak Park Unified School District hereinafter referred to as the "District", and All City Management Services, Inc., located at 10440 Pioneer Blvd., Suite 5, Santa Fe Springs, CA 90670, hereinafter referred to as the "Contractor", mutually agree to amend the existing Agreement entered into on September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

1. **Item #1** The District and the Contractor agree to extend the term of this Agreement for the 2012-2013 school year beginning July 1, 2012 through June 30, 2013.
2. **Item #17** The District agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Fourteen Dollars and Eighty-Five Cents (\$14.85) per hour of guard service provided. It is understood that the cost of providing Four Thousand, Three Hundred and Seventy-Seven (4,377) hours of service shall not exceed Sixty-Four Thousand Nine Hundred and Ninety-Eight Dollars (\$64,998.00).
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 
Baron Farwell, General Manager

Print Name and Title

Date _____

Date March 15, 2012

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.1.h. APPROVE 2012-13 TRANSPORTATION AGREEMENT WITH TUMBLEWEED TRANSPORTATION

CONSENT

ISSUE: Shall the Board of Education approve an agreement with Tumbleweed Transportation for transportation of Special Education students during the 2012-13 school year?

BACKGROUND: At its meeting in September 2011, the Board authorized a contract with Tumbleweed Transportation, a professional, licensed transportation contractor, to provide transportation services for Special Education students attending selected non-public school facilities outside of the District's boundaries. In addition to home-to-school transportation, the contract includes an on-board aide to provide supervision and ensure student safety. After a thorough review, the District's Pupil Services department has determined that these services will continue to be required next school year.

For the 2012-13 school year, Tumbleweed is proposing to provide the identical levels of service to the District at a 0% rate increase. Staff is recommending the renewal of this agreement. The cost for this service will be included in the 2012-13 Special Education budget. A copy of the proposed renewal contract is attached for the Board's review.

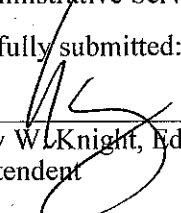
ALTERNATIVES:

1. Approve the agreement with Tumbleweed Transportation for Special Education transportation services for the 2012-13 school year.
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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



Tumbleweed Transportation

OAK PARK SCHOOL DISTRICT STUDENT TRANSPORTATION

This contract is made and entered into this 19th day of March, 2012 by and between Oak Park Unified School District, a California non-profit corporation, hereinafter called "Oak Park" or the "School," and Tumbleweed Educational Enterprises, Inc., a California corporation, hereinafter called the "Contractor." The parties do hereby contract and agree as follows:

Scope of Work

Contractor shall furnish transportation services for the School, including daily transportation for pupils and other persons designated within established boundaries, plus academic field trips to/from other points as directed. Said transportation shall be furnished at such times and places as specified by the School's Business Manager or the duly authorized representative in charge of transportation.

Period of Contract

This contract commences on September 4, 2012, and concludes on August 31, 2013.

Equipment

The Contractor shall provide one (1) school bus with a maximum capacity of twenty (20) elementary school passengers ("bus") throughout the period of this contract. Additional vehicles shall be made available for the School's use, with charges for same as set forth in more detail on page 5 hereof, if the School provides at least one hundred eighty (180) days advance written notice to the Contractor that additional equipment is required. Contractor reserves the right to substitute vehicles as necessary due to maintenance and equipment requirements, including using vehicles of a smaller capacity if the route on a given day or days has fewer than twenty (20) passengers.

All vehicles supplied under this contract shall be approved school buses as defined by applicable statutory or administrative codes, and must in addition meet with the approval of the School. The Contractor shall practice regular preventive maintenance as approved by the vehicle manufacturer on all vehicles. The Contractor shall clean all vehicles inside and out as necessary and make repairs to visible body damage inside or out immediately after such damage occurs.

The Contractor shall maintain spare vehicles of appropriate sizes which meet all of the above requirements so they may be substituted for the regularly assigned vehicle if needed without delay. Because breakdowns and unexpected events do occur in the transportation industry, the Contractor cannot be held responsible if unexpected events or circumstances beyond its control result in the late arrival of students to school or home. The Contractor will maintain continuous contact with the vehicle through two-way radios and will notify the School promptly if such events occur.

The School shall have the option of inspecting the condition of the Contractor's vehicles used for the School at any time during the term of the contract. Any expenses of this inspection shall be borne by the School. Should an inspection reveal, in the opinion of the School, that repairs of the vehicles are needed for safety or other reasons, the School reserves the right to reject this equipment for the School's use and require the Contractor to provide replacement equipment until the required repairs and/or service have been completed. Cost of such repairs and service and re-inspection of vehicles shall be the responsibility of the Contractor. At times requested by the School, the Contractor shall submit evidence satisfactory to the School that all vehicles used by the Contractor receive regular inspections, programmed preventive maintenance, and safety services.

Vehicles and all appurtenances must comply in all respects whether specifically mentioned or not with the California Motor Vehicle Code, regulations of the City and County of Los Angeles, California pertaining to passenger vehicles and buses, regulations of the California Highway Patrol pertaining to school buses, and with the provisions of the California State Board of Education regulations governing pupil transportation as published and in effect at the time of execution of this contract and thereafter.

Permits and Licenses

The Contractor, its employees, and its agents shall secure and maintain valid permits and licenses as required by law for the execution of this contract. The School requires that the Contractor shall not pay more than the fee required by §9102.5 VC to register the equipment supplied hereunder.

Insurance

Contractor shall maintain at its own expense automobile insurance as set forth below during the contract period. Upon request, Contractor shall furnish Certificates of Insurance to the School. Automobile liability insurance shall be maintained to protect the Contractor, and as additional insured, the School, its Board, Officers, Agents, and Employees from any claims for damages for personal injury or death and from damage to property which may arise from Contractor's operations under this contract. Such insurance shall have a combined single limit of \$5 Million. Worker's Compensation Insurance shall be maintained as required by law to protect the Contractor from claims which may arise from operations under this contract.

Hold Harmless Agreement

The Contractor shall hold harmless and indemnify the School, its Board, its Officers, and its Employees from every claim or demand which may be made by reason of:

- A. Any injury to person or property sustained by the Contractor or by any person, firm, or corporation employed directly or indirectly by the Contractor or in connection with its performance under the contract however caused.
- B. Any injury to person or property sustained by any person, firm, or corporation caused by any neglect, default, or omission of Contractor or of any person, firm, or corporation directly or indirectly employed by Contractor upon or in connection with its performance under this contract.

The Contractor at its own expense and risk shall defend any legal proceeding that may be brought against the School or the Board of the School for any such claim or demand and satisfy any judgment that may be rendered against the School or the Board of the School based thereon.

Safety Program

The Contractor shall provide at its own expense regular and continuous formal safety instruction for all of its operating personnel assigned to this contract. Said personnel shall attend regularly scheduled safety meetings at least two (2) times a year.

Assignments or Sub-contracting

The Contractor shall not assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this contract without the School's written consent, which shall not be unreasonably withheld. Notwithstanding the foregoing, the School hereby consents to the Contractor's assigning its rights hereunder for the purposes of obtaining business financing.

Independent Contractor

While engaged in carrying out and complying with the terms and conditions of this contract, the Contractor is an independent contractor and not an officer, agent, or employee of the School.

School Closing

Contractor shall not be obligated to perform services for the School on days when the School is closed.

Special Considerations

The School shall maintain sole responsibility for filling the vehicle to capacity. Both parties understand and agree that this vehicle shall run whether or not it is full.

Routing and Scheduling

Prior to the start of any service hereunder, the School and Contractor shall cooperatively establish the routes (which includes the schedule) conforming to the needs of the School. The School shall provide completed transportation forms to the Contractor not later than August 1 of each year so that the School and Contractor may establish the route and rider list. The School shall make no changes to the route during the first two weeks of school. Not less than two (2) weeks prior to the start of each school year, the Contractor will provide the School with a detailed information letter, including each child's route number, driver's name, and safety information, for distribution at the School's expense to participating families.

If at any time during the term of the contract except for the first two (2) weeks of school it is determined that service may be improved by revisions to routing, scheduling, or vehicle assignment, the School and Contractor shall plan and institute such changes jointly. Any revisions so adopted shall be deemed an ordinary part of this contract.

The route, schedule, and bus stops must be approved by the School and may not be revised without the School's authorization. Increased vehicle capacities or services necessitated by program changes may be authorized by the School, which increases shall be charged at the rates set forth in detail on page 5 hereof.

Transportation shall be organized into one (1) route Monday through Friday excluding school holidays. Pick-up in the morning shall be at such times necessary to arrive at school at 9:00 AM.

Travel Time

Contractor understands and agrees that students will not be on a vehicle for more than 70 minutes excepting incidents beyond Contractor's control while being transported between the meeting points and School. In addition, both parties shall make every effort to structure routes so that travel time can be kept to less than 60 minutes. The School understands that routes longer than 60 minutes exceed the length recommended by the California Department of Education, and it agrees to accept all liability and hold Contractor harmless for issues arising out of route lengths that exceed the recommended guidelines.

Contractor's Representative and Personnel

Contractor shall designate one person to act as supervisor of operations relative to this contract. This person shall be available during all working hours of school days for the purpose of handling routing, assignments, and discipline problems. All personnel assigned to perform under this contract shall be subject to approval by the mutual agreement of the School and Contractor.

Excused Performance

Contractor shall be excused from performance hereunder during the time and to the extent it is prevented from performing in the customary manner by acts of God, earthquake, fire, strike, lockout, civil disorder, war, commandeering by the government, or events beyond its control such as natural disasters. Satisfactory evidence thereof will be presented to the School upon request.

Record Keeping and Accident Reports

Upon request the Contractor shall provide daily or other operational records the School deems necessary. The Contractor shall notify the School of any reportable accidents, as defined by law, involving the Contractor's equipment or personnel while operating for the School. Injuries to students not involving acceleration, deceleration, or movement of the bus shall also be reported.

Contract Prices

This contract covers AM & PM student transportation for students to their School. Students authorized to participate in the transportation program shall be designated by the School, and transportation shall be furnished on such days as school is in session to/from points along and over the route scheduled by the School. Once all students have been assigned to the bus, the School shall provide Contractor with each student's name, home address and telephone number, plus an emergency name and telephone number.

- A. Base Rate for Route Service during the 2012-13 school year
- | | | | |
|---------------------------|---|------------------|---|
| Bus Capacity: | Up to 20 Elementary School Students | Quantity: | 1 |
| Daily Rate: | \$ 290.00 per bus (Includes 5 hours and 50 miles per day) | | |
| Onboard Aide Rate: | \$ 130.00 per day | | |
| Rate per Hour: | \$45.00 per hour over 6 hours each day | | |
| Rate per Mile: | \$1.50 per mile over 75 miles each day | | |
| Total Rate per Day | \$420.00 for route plus onboard aide | | |

*Please note that operating hours begin when the driver starts the daily pre-trip inspection and end when each bus returns to its base.

B. Trip Service using additional vehicles *not* included in this contract

Fees for field trips including events using the vehicle designated for purposes of this contract shall accumulate according to the price structure listed above. Excess fees shall only be charged once the 5 hour/50 mile limit has been met. Waiting time during field trips is included in the total trip time for billing purposes, and at all times, operating hours and mileage begin when the driver starts the daily pre-trip inspection and end when each bus returns to its base. The reduced price structure for additional vehicles referred to in Paragraph "D." on page 4 hereof shall be as follows:

Capacity:	20 Passengers (12 High School Students)
Trip Rate:	\$280.00 per bus (Includes 5 hours and 50 miles per day)
Rate per Hour:	\$40.00 per hour over 5 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Capacity:	48 Passengers (32 High School Students)
Trip Rate:	\$305.00 per bus (Includes 4 hours and 50 miles per day)
Rate per Hour:	\$40.00 per hour over 4 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Capacity:	72 Passengers (48 High School Students)
Trip Rate:	\$315.00 per bus (Includes 4 hours and 50 miles per day)
Rate per Hour:	\$40.00 per hour over 4 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Capacity:	84 Passengers (56 High School Students)
Trip Rate:	\$339.00 per bus (Includes 4 hours and 50 miles per day)
Rate per Hour:	\$48.00 per hour over 4 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Surcharge per Trip: \$19.00

C. Adjustment of Rates & Fuel Escalation Provision

Rates and surcharges shall be subject to increase annually corresponding to the increase in the Contractor's operating expenses. A "Surcharge" when applicable is a temporary additional charge that shall be effective for a specified period of time and discontinued if and when the additional charge is no longer necessary. The Base Rate for Route Service provided hereunder (Section "A" on Page 5) is fixed during the term of this contract. In the event Insurance Costs increase more than 5%, Contractor will assess a surcharge as required. When Insurance Costs decrease materially, the surcharge will be reduced or eliminated accordingly.

Contractor's fuel costs increased 37% since February 3, 2008 and rose over 60% compared to the average cost per gallon in the 2006-07 school year. Since Contractor cannot know when or how the current fuel price escalation will be resolved, it will invoice all clients retroactively for the extraordinary costs actually incurred. For purposes of this provision, the Fuel Baseline is established at the cost of the average fuel load during the 2007-08 school year of \$20,382. Contractor will continue to absorb all of the 30% increase compared to the prior year.

Effective March 1, 2008 until further notice, Contractor will retroactively invoice the School on a quarterly basis for its Proportionate Share of the increase that exceeds \$20,382 per fuel load. Immediately upon issuance of an invoice, the School agrees to pay the fuel escalation charge assessed. Whenever the cost of fuel loads returns to \$20,382 or less, this provision will be suspended. As an estimate for budgeting purposes only, Contractor acknowledges School's Proportionate Share is 1% and suggests an allowance of \$3,000 for 2008-09.

Compensation for all Trip Services provided hereunder (Section "B" on Page 5) may be adjusted annually starting each Subsequent Year. If any unusual circumstances beyond the Contractor's control arise such as a sharp increase in Insurance Costs, Fuel Costs, or Operating Expenses, the Contractor will notify the School about the need for a surcharge to these rates. The surcharge per trip for the contract year will be \$19.00.

Any increases shall take effect as of each August 15. Each invoice that includes any increase in the Base Rate or any Surcharge or both shall be conclusively binding upon the School unless the School (1) pays the Contractor when due the total amount of the invoice, and (2) within 30 days after such invoice is sent, sends a notice to the Contractor objecting to such invoice and specifying the reasons therefore. In the event of a dispute, the parties shall mutually agree upon a compromise adjustment and document the agreement in writing.

Payment for Service

On or about the fifth day of each month, the Contractor shall submit invoices in duplicate for all services to be performed during the upcoming month under this contract and all additional charges incurred in the immediately preceding month. Payment for such services shall be made within fifteen (15) days of billing or prior to the first day of the upcoming month, whichever comes first. All fees are due in advance for each month that service is to be provided under this contract and must be received in full by the Contractor on or before the first day of the month.

Termination of Contract

The School may not terminate this contract prior to June 30, 2013 unless all said students no longer require transportation due to school transfer. If the School wishes to extend the term of this contract, the School shall provide the contractor with written notice of its desire to do so prior to March 1, 2013. If notice is provided thereafter, the Contractor shall not be obligated to extend the term of the contract but will make every effort to do so.

General Provisions

In the event of any legal action arising out of this contract, or any portion thereof, the prevailing party therein shall be entitled to reasonable attorney's fees. This contract represents the entire agreement between the parties. Any modification of this contract will be effective only if it is in writing and signed by both parties. If any provision of this contract is held by a court of competent jurisdiction to be invalid, the remaining provisions shall nevertheless continue in full force. Failure of either party to insist on strict compliance with any of the terms and conditions hereof in one instance shall not be deemed a waiver of such term or condition thereafter. This contract shall be governed by and construed under the laws of the State of California.

Executed on March 19, 2012, at Los Angeles, California

SCHOOL:
Oak Park Unified School District,
By:

CONTRACTOR:
Tumbleweed Educational Enterprises, Inc.,
By:

Martin Klauss
Asst. Superintendant – Business &
Administrative Services

Erin L. Benfield
President

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.1.i. APPROVE FACILITY USE BY RELIGIOUS ORGANIZATION

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 the Conejo Valley?

BACKGROUND: As a provision of its Conditional Use Permit (CUP) required by the County of Ventura, the Chabad of the Conejo has requested to continue their use of the Support Services Center parking lot for the 2012-13 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 was being prepared as this agenda was going to press. The form and any supporting documentation will be provided to the Board prior to this evening's meeting.

- ALTERNATIVES:**
1. Authorize the use of the parking lot at the Support Services Center by Chabad of the Conejo, effective July 1, 2012-June 30, 2013, under the following conditions:
 - a) Applicant abides by all District rules and regulations regarding use of facilities
 - b) Scheduled use is as stated on the application for use, except any requested use on week days during school hours, which is denied.
 - 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.1.j RATIFY OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL WHALE TEAM – APRIL 15-17, 2012

CONSENT

ISSUE: Shall the Board ratify an overnight trip for the Oak Park High School Whale Team?

BACKGROUND: The Oak Park High School Whale Team have been invited by the EPA to attend the White House Summit on the Environment in Washington D.C. on April 16, 2012 to receive an award and a White House tour. We were only notified of this opportunity on March 29. There are six students on the team and three will be attended chaperoned by Dr. Tony Knight and two parent chaperones. Transportation to airport will be in District Vans, air and a local hotel has been booked.

ALTERNATIVES: 1. Ratify overnight trip as presented.
 2. Do not ratify overnight trip 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
**SUBJECT: C.1.k APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 GIRLS' BASKETBALL TEAM – JULY 19-22, 2012**
CONSENT

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

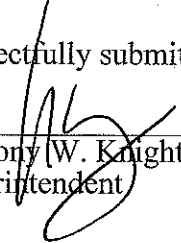
BACKGROUND: Principal, Kevin Buchanan, requests approval for this overnight trip to attend a tournament scheduled for July 19-22, 2012 in San Diego, CA. Approximately 12 athletes, two OPHS coaches and four parent volunteers will travel by district approved drivers in private and district vehicles. The team and chaperones will depart at 1 p.m. on Thursday, July 19th and return by 5 p.m. on Sunday, July 22nd. 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.1.1. APPROVE OUT OF STATE TRAVEL FOR PUPIL SERVICES ADMINISTRATOR TO ATTEND THE NATIONAL SPECIAL EDUCATION INSTITUTE ON MAY 6-9, 2012-FUNDED BY FEDERAL GRANT - TITLE IIA

Consent

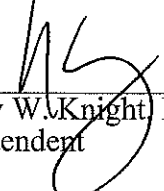
ISSUE: Shall the Board of Education approve the out of state travel for an administrator to attend National Special Education Institute May 6-9, 2012 in San Antonio, Texas?

STATEMENT: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. Pupil Services Administrator Susan Roberts requests approval to attend a three day conference in San Antonio, Texas. The Special Education Institute provides special education administrators with the most recent legal decisions and changes to federal legislation. The information is critical in order to maintain compliance and ensure effective and defensible special education programming. Information obtained from the Institute will be disseminated to special education teachers, school psychologists, and administrators

ALTERNATIVES: 1. Approve the out of state travel to attend the three-day Special Education Institute.
2. Do not approve the out of state travel to attend the three-day Special Education Institute.

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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yoeh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.a. APPROVE AWARD OF BID #12-02, RELOCATABLE RAMP REPAIRS
ACTION

ISSUE: Shall the Board award Bid #12-02, Relocatable Ramp Repairs?

BACKGROUND: In its approval of the District's Facility Master Plan on December 6, 2011, the Board authorized the repair and replacement of access ramps on relocatable classroom buildings throughout the District. As specified in the Master Plan, this project is necessary as the identified ramps have deteriorated and are in poor condition, and repair or replacement is necessary to ensure safety and proper maintenance.

Bids for this work were scheduled to be received and opened on March 28, 2012. After review and analysis of the bids by District staff and construction manager Balfour Beatty Construction, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

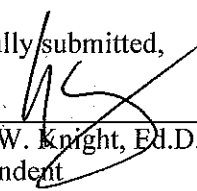
ALTERNATIVES:

1. Award Bid #12-02, Relocatable Ramp Repairs as recommended.
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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
**SUBJECT: C.2.b. APPROVE AWARD OF BID #12-07, BUILDING 300
 MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL**

ACTION

ISSUE: Shall the Board award Bid #12-07, Building 300 Modernization at Brookside Elementary School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 6, 2011, the Board authorized the modernization and upgrade of Building 300 at Brookside Elementary School, including classrooms, restrooms and workspaces. As specified in the Master Plan, this project is necessary as the structure, systems, and finishes of the 300 building, which dates back to the early 1970s, have deteriorated over time, and the upgrade is needed to ensure a modern, clean, and healthy learning environment.

Bids for this work were scheduled to be received and opened on April 12, 2012. After review and analysis of the bids by District staff and construction manager Balfour Beatty Construction, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

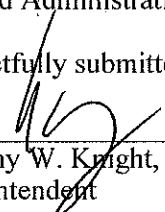
ALTERNATIVES:

1. Award Bid #12-07, Building 300 Modernization at Brookside Elementary School as recommended.
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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.c. APPROVE AWARD OF BID #12-10, BUILDINGS M AND N RESTROOM MODERNIZATION AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board award Bid #12-10, Buildings M and N Restroom Modernization at Oak Park High School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 6, 2011, the Board authorized the modernization and upgrade of the main student restrooms (buildings M and N) at Oak Park High School. As specified in the Master Plan, this project is necessary as the restroom structure, fixtures, and finishes are in excess of thirty years old, and the upgrade is needed to address health, safety, and maintenance concerns.

Bids for this work were scheduled to be received and opened on April 2, 2012. After review and analysis of the bids by District staff and construction manager Balfour Beatty Construction, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

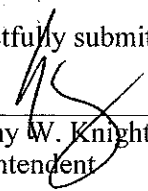
ALTERNATIVES:

1. Award Bid #12-10, Buildings M and N Restroom Modernization at Oak Park High School as recommended.
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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.d. APPROVE AWARD OF BID #12-25, BUILDING E ROOF REPAIR AND REPLACEMENT AT MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board award Bid #12-25, Building E Roof Repair and Replacement at Medea Creek Middle School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 6, 2011, the Board authorized the repair and replacement of the roof on Building E at Medea Creek Middle School. As specified in the Master Plan, this project is necessary as the roof has deteriorated and the warranty period has expired. The repair and replacement is to ensure the health and safety of students and staff, as well as for the preservation and maintenance of District facilities.

Bids for this work were scheduled to be received and opened on March 30, 2012. After review and analysis of the bids by District staff and construction manager Balfour Beatty Construction, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

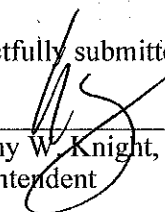
ALTERNATIVES:

1. Award Bid #12-25, Building E Roof Repair and Replacement at Medea Creek Middle School as recommended.
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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.e. APPROVE PROPOSAL FOR SOILS TESTING SERVICES AT MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board approve the proposal submitted by Construction Testing & Engineering, Inc. for soils testing services at Medea Creek Middle School?

BACKGROUND: At its meeting on December 6, 2011, the Board approved the District's updated Facilities Master Plan, which included repairs and improvements to the parking lot at Medea Creek Middle School to be funded from the Measure R bond fund. The proposed project must also address surface runoff water drainage and includes the installation of an infiltration system to fulfill this need. At the District's request, Construction Testing & Engineering, Inc. (CTE) has provided a proposal to perform a subsurface dispersion feasibility study. The scope of the proposal includes the study of existing soil conditions in the project area for percolation and permeability rates, and the feasibility of the proposed drainage system.

The cost of the study is \$5,000, and a copy of the CTE proposal outlining the scope, tasks, and related cost is attached for the Board's review.

ALTERNATIVES:

1. Approve the proposal received from Construction Testing & Engineering, Inc., for soils testing services Medea Creek Middle School.
2. Do not approve the proposal.

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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



CONSTRUCTION TESTING & ENGINEERING, INC.

1045 PACIFIC AVENUE, SUITE 107 | OXNARD, CA 93033 | 805.486.6475 | FAX 805.486.8816

March 15, 2012

CTE Proposal No. Ox-3439

Oak Park Unified School District
5801 East Conifer Street
Oak Park, CA 91377
Tel: (805) 581-6303
Cel: (805) 499-8841

C/o:
Attention: Mr. Dennis Kuykendall
Senior Project Manager
Barnhart Balfour Beatty
300 E. Esplanade Drive #350
Oxnard, CA 93036

Subject: Proposal and Cost Estimate for a Subsurface Dispersion Feasibility Study (Percolation and Permeability Testing) for a project known as: Parking Lot Infiltration System at Medea Creek Middle School, Oak Park, California.

Mr. Kuykendall:

Construction Testing and Engineering, Inc. (CTE) understands that your subcontractor has suggested constructing an infiltration system in the parking lot at the Medea Middle School in Oak Park, California. We understand that the proposed system will consist of new drainage catch basins to be constructed upstream of the existing catch basins within the existing gutters at approximately 6 locations across the paved parking and driving areas on the school campus. We understand that surface run-off water will be transported from the catch basins to a series of 24" diameter corrugated and perforated piping that will run parallel to the existing gutters beneath and just west of the existing curbs. We understand that water entering these corrugated pipes will then pass through a gravel matrix prior to being dispersed into the ground. We also understand that this project would not be subject to guidelines or specifications set forth by the Ventura Countywide Storm water Quality Management Program, the Ventura County Environmental Health Division, or the California Division of State Architecture. However, the methods and procedures proposed in this document are based on the Ventura Countywide Storm water Quality Management Program's "Technical Guidance Manual for Storm water Quality Control Measures," dated July 2002, and the Ventura County Environmental Health Division's "Onsite Wastewater Treatment System Technical Manual," dated February 28, 2006.

As such, we have prepared a cost estimate to study the existing soil conditions, permeability and percolation rates with regards to the feasibility for the proposed project.

The following is our cost estimate for the work to be performed.

SCOPE OF SERVICES – SUBSURFACE DISPERSION FEASIBILITY STUDY

The scope of our feasibility study will consist of surface reconnaissance, subsurface exploration, and collection of representative samples, analysis of the field and laboratory data, and review of available geologic literature. Our activities will include:

- Review of readily available geologic and soils reports pertinent to the site and adjacent areas
- A field investigation as described below
- Analysis of the field data, research and percolation test results
- Preparation of a Subsurface Dispersion Feasibility Report

Task I – Field Investigation: At a minimum of two days prior to any subsurface field work at the site, we will contact all public utility companies in request them to locate their underground utilities. As such, representatives of public utilities and possibly our office will likely be on site two days prior to any work performed at the site.

Following the locating of public utilities, field investigation activities and percolation testing will be conducted by an experienced geologist or engineer and require two consecutive days of access to the site during normal business hours.

We propose to drill a total of approximately 5 or 6 borings in the area of the proposed infiltration system with a truck-mounted drill rig. At least two of these borings will extend approximately 5 to 10 feet beyond the depth of the infiltration system or into groundwater, whichever occurs first, with 8" diameter hollow stem augurs. At least 3 of the borings will be relatively shallow, and extend slightly beyond the depths of the proposed infiltration system with 12" diameter hollow stem augurs. Once the relatively shallow borings have been drilled, they will be prepared for percolation test, which would occur on the following day. In all of the borings, we will obtain select samples of the soils exposed for later laboratory testing.

Following drilling and percolation testing, we will repair the paved parking and driveway areas with asphalt "cold patch."

We will coordinate with your office or with your subcontractor to perform the drilling and percolation testing on two consecutive days that are as least disruptive to the school's activities as practical.

Task II – Laboratory Testing: Task II – Laboratory Testing: Select samples obtained during our field investigation will be tested at our laboratory using guidelines set forth by the ASTM. Testing will likely include permeability, sieve (gradation) analysis, Atterburg Limit Testing, and moisture/density testing.

Task III – Subsurface Dispersion Feasibility Preparation: Our final reports will present field and analysis data, evaluation of site geology, and soil/formation properties. Our report will include a log of the borings, field data, and figures showing work performed and the location of the borings. The subsurface dispersion feasibility report will present the feasibility and design parameters for the proposed infiltration system in general accordance with the guidelines set forth by the County of Ventura.

Proposal and Cost Estimate for a Subsurface Dispersion Feasibility Study
Medea Creek Middle School
Oak Park, California
March 15, 2012

Page 3

CTE Proposal No. Ox-3439

TOTAL COST ESTIMATE: \$5000.00**SCHEDULE OF FEES**

Additional consulting services, including any responses to county report review comments, will be provided on a time and expense basis according to the schedule presented below unless a revised proposal is requested. Additional materials and subcontractor's fees (such as the drill rig) will be charged on a cost plus 20% basis.


Senior Engineer/Geologist	\$95.00/hour
Project Engineer/Geologist	\$85.00/hour
Staff Engineer/Geologist	\$85.00/hour
Secretarial support staff	\$45.00/hour

AUTHORIZATION

Should this scope of work, as described, meet with your approval, you may authorize the work to start by signing a copy of this proposal and returning it to our office. Upon receipt of the signed contract, work will begin based on the availability of equipment. Should you believe that a modified scope of work might better your current needs, please contact our office. The attached CTE Standard Terms and Conditions shall govern this agreement.

The opportunity to present this proposal is appreciated and we look forward to working with you.

Respectfully submitted,



CONSTRUCTION TESTING & ENGINEERING, INC.
Josh Myers, C.E.G.
Project Geologist

AUTHORIZATION FOR WORK TO BE PERFORMED FOR A PROJECT KNOWN AS:
Parking Lot Infiltration System at Medea Middle School, Oak Park, California.

Authorized Signature

Please Print Name

STANDARD TERMS & CONDITIONS

1. **SCOPE OF AGREEMENT:** CTE's written proposal along with these Terms and Conditions contain the entire agreement ("Agreement") between CTE and its client ("Client") relating to the project and the services provided by CTE for the project. Client may negotiate the modification or elimination of any of these Terms and Conditions with CTE prior to signing the Agreement. By signing the Agreement and/or agreeing to receive CTE's services as described in the proposal, Client agrees to be bound by these Standard Terms and Conditions. Client agrees that it has been provided a copy of, read, and agrees to these Standard Terms and Conditions. Any prior discussions, negotiations, or representations not expressly set forth in the written proposal and these Terms and Conditions are not part of the agreement. CTE requires that all modifications to the scope of the proposal and these Standard Terms and Conditions be in writing and signed by both CTE and Client. CTE's lack of enforcement of any term, condition, or covenant shall not constitute a waiver of any such unenforced term, condition, or covenant, or CTE's right to insist upon future strict compliance with these Standard Terms and Conditions. If any term, condition, or covenant of these Standard Terms and Conditions is held to be invalid, void, or unenforceable, the remaining provisions of these Standard Terms and Conditions shall be valid and binding on CTE.
2. **PAYMENT TERMS:** CTE shall submit monthly invoices for the work performed on the project to Client, and said invoices shall be due and payable upon receipt. No retention shall be held by Client. Client agrees that failure to timely pay these invoices is a material breach of the agreement. Client agrees that upon its failure to timely pay CTE invoices, CTE may suspend its work pending payment, and may elect to terminate without penalty the contract under which Client did not timely tender payment for services rendered. Client agrees that the periodic invoices are presumed to be correct, conclusive, and binding on Client unless Client notifies CTE in writing of alleged inaccuracies, discrepancies, or errors in the billing within ten (10) days after receipt of such invoices. Client agrees to pay a late charge of 1-1/2% per month on the unpaid balance commencing thirty (30) days after receipt of an invoice. In the event of any increase in the hourly rates charged for its testing, inspection, or engineering services specified by this agreement, CTE shall provide 30 days advance notice to Client of any such increase. Client shall have two (2) weeks in which to object to the increase, and any failure to timely object shall constitute an acceptance of the increase.
3. **CHANGES IN SCOPE OF WORK:** Client agrees that if it requests incidental or additional services not specified by the written proposal, it will pay CTE for such services based upon CTE's customary hourly or unit price rates for said testing, inspection, and engineering. In the event that changes are made to the plans and specifications for the project or Client modifies or alters the scope of its work, CTE shall be entitled to additional compensation to the extent that the change increases CTE's testing, inspection, or engineering services, or the duration of CTE's performance.
4. **TIME:** Client agrees that time is of the essence in connection with CTE's services, and that an extension or delay to CTE's performance duration shall result in increased costs to CTE. Client further agrees that any CTE extended performance duration or delay beyond that specified by the written proposal, and if none is specified by the proposal, by the initial approved construction schedule, shall justify additional compensation to CTE. Said additional compensation shall be based upon CTE's customary hourly, daily, or monthly rates or unit prices for its testing, inspection, and/or engineering services.
5. **PROJECT DELAY:** CTE is not responsible for project delay or damages resulting therefrom caused in whole or part by the activities of Client, contractor, or its subcontractors, or governmental agencies, or by factors beyond CTE's reasonable control, including but not limited to, delays caused by reason of strikes, accidents, acts of God, weather, or failure of Client to furnish timely information or approval of CTE's work. CTE shall not be responsible for any delays caused by the actions and/or omissions of governmental agencies including but not limited to the processing of building permits or Environmental Impact Reports. CTE shall only act as an advisor to its Client on any governmental relations or approvals.
6. **OWNERSHIP OF WORK-PRODUCT:** All documents, papers, drawings, testing data, or other work-product prepared by CTE, and copies thereof, shall remain the property of CTE and may not be used by Client or other third parties without CTE's express written consent. In the event that Client fails to pay CTE for the services rendered, Client agrees to return all documents, papers, drawings, testing data, or other work-product prepared by CTE and not to use, lend, or otherwise authorize the use of said documents without CTE's written consent.
7. **MUTUAL COOPERATION:** CTE and Client agree to cooperate with each other in every way necessary in order to effectuate the intent of this Agreement. Client shall make available to CTE all information regarding existing and proposed conditions at the site, including but not limited to plot plans, topographic surveys, hydrographic data, and soil data including borings, field and laboratory tests, and written reports. Client shall provide and/or ensure that free access is provided to the site for all necessary equipment and personnel.
8. **WARRANTY:** CTE warrants that it and its professionals are properly licensed to perform the services rendered. Client understands and agrees that CTE does not guarantee the completion, quality of work performed by others on the project, or that the construction work complies with the specifications, plans or building codes. CTE makes no warranty, either express or implied, to its findings, recommendations, testing or engineering results, or professional advice except that its testing, inspection, and/or engineering work was performed pursuant to generally accepted engineering standards within the industry in effect at the time of performance and within the geographic location in which the work was performed. CTE makes no representations concerning the nature of any subsurface soil condition unless specifically provided in writing.
9. **EXCLUSION OF IMPLIED WARRANTIES.** There are NO IMPLIED WARRANTIES OF MERCHANTABILITY and NO WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE included with any products or materials incorporated into and/or utilized in connection with work performed by CTE. CTE expressly disclaims all IMPLIED WARRANTIES OF MERCHANTABILITY and WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE.
10. **USE OF FINALIZED/APPROVED DOCUMENTS:** Client agrees not to use or permit the use by any other entity, any plans, drawings, or other construction documents prepared by CTE which are not signed by CTE or finalized. Client agrees to be liable and responsible for any such unauthorized use of unsigned plans, documents, or other construction documents not signed by CTE and waives all rights and claims against CTE for their unauthorized use.
11. **NO FIELD DIRECTION:** Client understands that CTE's field personnel provide technical assistance to Client at the project site, and that

Proposal and Cost Estimate for a Subsurface Dispersion Feasibility Study
Medea Creek Middle School
Oak Park, California
March 15, 2012

Page 5

CTE Proposal No. Ox-3439

CTE will not perform construction supervision, construction management, or otherwise direct or oversee construction or the work. Client shall inform all contractors and subcontractors that CTE is providing technical assistance and is not directing the work.

12. CONSTRUCTION STAKING: In the event that any construction staking provided by CTE is destroyed, damaged, or disturbed by Client, the contractor, its subcontractors, an act of God or any other party other than CTE, the cost of re-staking shall be paid for by Client as extra work.

13. SAFETY: Client agrees that in accordance with the generally accepted industry standards and practices, the construction contractor will assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property, that this responsibility shall apply continuously and not limited to normal work hours, and that Client agrees to defend, indemnify, and hold CTE harmless from any and all liability, loss, or damage, real or alleged, in connection with accidents or injury on this project except to the extent caused by the sole negligence or willful misconduct of CTE.

14. PROFESSIONAL LIABILITY: CTE agrees to perform its testing, inspection, and/or engineering services in accordance with the written proposal, these Standard Terms and Conditions, and the custom and practice in the industry in place at the time the services were rendered, and in the geographic local in which the work was performed. Client understands and agrees that CTE performs testing and inspection services upon request by Client, and that unless Client specifically notifies CTE that particular testing and inspection is required, CTE assumes no responsibility to insure that any particular testing or inspection services are needed or performed. Client agrees to limit CTE's liability to Client and to all contractors and subcontractors on the project, in total, due to alleged professional negligence, CTE's acts, errors, or omissions, and breaches of contract, to the sum of Ten Thousand Dollars (\$10,000) or CTE's total invoiced and paid fee on the project, whichever is greater.

15. CHOICE OF LAW/VENUE/DISPUTES: The Agreement between CTE and its Client shall be governed by and construed in accordance with the laws of the State of California. CTE and Client agree that any such action arising out of the services provided by CTE shall be brought in the Superior Court of the State of California, County of San Diego

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.1.f. APPROVE PROJECT TO BE PAID FROM MEASURE R BOND FUNDS – DOMESTIC WATER MAIN REPAIR AT RED OAK ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board approve an amendment to the Facilities Master Plan to add the repair of the domestic water main supply at Red Oak Elementary School?

BACKGROUND: Early in February, 2012, the main domestic water supply at Red Oak Elementary school ruptured, affecting the water supply to classrooms, restrooms, and the cafeteria. At the request of District staff, Precision Plumbing-Mechanical submitted a proposal to make the necessary repairs and was authorized to complete the work at a cost of \$2,762. The proposal, itemizing the repairs and the cost, is attached for the Board's review.

After review and discussion of the emergency repairs, District staff, construction manager Balfour Beatty and the Facility Planning Committee's subcommittee have found that the repairs were essential and recommend that the emergency plumbing repairs be funded from the Measure R bond fund. Measure R bond language authorizes use of bond funds to "Replace, repair or upgrade plumbing, piping, or drainage systems, including water supply..."

The emergency repairs to the domestic water main has been reviewed by the Facility Planning Committee, and by its subcommittee, as well as by District staff and construction manager Balfour Beatty in advance of this evening's meeting. It is recommended that the Board authorize the revision of the District's Facility Master Plan to incorporate this project, to be funded by Measure R bond funds.

ALTERNATIVES:

1. Authorize the use of Measure R bond funds for repair of the domestic water main supply at Red Oak Elementary School as specified and amend the Facilities Master Plan accordingly.
2. Do not authorize the recommended use of Measure R bond funds.

RECOMMENDATION: Alternative #1.

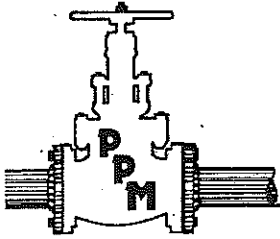
Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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



PRECISION Plumbing-Mechanical

5350 Gabbert Road • Moorpark, CA 93021 • (805) 529-4748 • fax (805) 529-5433

Proposal

Page No. of Pages

PROPOSAL SUBMITTED TO Oak Park USD - Oscar Jimenez		PHONE (818) 256-4010	DATE 2-14-12
STREET 5801 E. Conifer St.		JOB NAME Red Oak Elementary Domestic Water Main Repair	
CITY, STATE AND ZIP CODE Oak Park, CA 91377		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby propose to furnish in accordance with specifications below, or on attached pages, all labor and materials necessary to complete the following:

We propose to provide the labor and materials needed to replace a small section of 3" copper pipe between the domestic water backflow and regulators at the front of the school as discussed during our recent site meeting.

The following items are included in this proposal:

- Connection to existing 3" horizontal main below grade.
- Installation of new 3" type L copper vertical riser.
- Miscellaneous fittings required to connect to 2" and 1-1/4" pressure regulating stations above grade.
- Installation of new full port ball valves, unions, and male adapters upstream of regulators.
- All work is to be performed off hours, and will require a complete shutdown of school's domestic water supply.

The following item is excluded from this proposal:

- Backfill of open trenches.

SEE ATTACHED COST BREAKDOWN

WE PROPOSE hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Two Thousand Seven Hundred Sixty Two & NO/100 dollars (\$**2762.00**)

Payment to be made as follows:

100% upon completion; Net 15 days.

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

Authorized
Signature

John R. Bascom

John Bascom

Note: This proposal may be withdrawn by us if not accepted within **15** days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outline above.

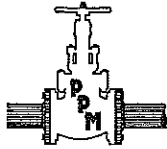
Signature

M. Russ

Date of Acceptance:

02.15.12

Signature



PRECISION PLUMBING-MECHANICAL

COST BREAKDOWN

JOB: Redoak Elementary Domestic Water Main

DATE: 2/14/2012

MATERIALS

QTY.	ITEM DESCRIPTION	COST EACH	TOTAL
1	3" Pro Press copper 90	\$107.50	\$107.50
1	3" copper 90	\$37.81	\$37.81
1	3" x 2" x 1 1/4" copper tee	\$116.40	\$116.40
1	1 1/4" copper 90	\$4.98	\$4.98
1	2" ball Valve	\$97.56	\$97.56
1	1 1/4" ball valve	\$50.56	\$50.56
1	2" copper union	\$51.30	\$51.30
1	1 1/4" copper union	\$22.87	\$22.87
1	2" copper male adapter	\$15.61	\$15.61
1	1 1/4" copper male adapter	\$8.03	\$8.03
3	1 1/4" copper pipe	\$5.65	\$16.95
1	2" copper pipe	\$13.29	\$13.29
8	3" copper pipe	\$22.70	\$181.60
1	vertical pipe support	\$85.00	\$85.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00

TAX 7.25%

\$58.69

OH/PROFIT 20%

\$173.63

MATERIAL TOTAL

\$1,041.78

SUBCONTRACTOR

SUBCONTRACTOR NAME	SERVICE	TOTAL

OH/PROFIT 10%

\$0.00

SUBCONTRACT TOTAL:

\$0.00

LABOR

HOURS	CLASSIFICATION	RATE	TOTAL
	Foreman	\$90.00	\$0.00
	Journeyman	\$84.00	\$0.00
	Apprentice	\$64.00	\$0.00
8	Foreman overtime	\$124.00	\$992.00
	Journeyman overtime	\$116.00	\$0.00
8	Apprentice overtime	\$91.00	\$728.00

LABOR TOTAL

\$1,720.00

JOB TOTAL

\$2,761.78

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.g. APPROVE RESOLUTION #12-09 AUTHORIZING EMERGENCY REPAIRS AT OAK HILLS ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board approve Resolution #12-09 authorizing emergency repairs at Oak Hills Elementary School due to wind-driven rain storm damage?

BACKGROUND: On March 17, 2012, a heavy, wind-driven, rain storm caused flooding in the multi-purpose room and the library at Oak Hills Elementary School. A roof drain plugged with leaves, and the overflow pipe intended to drain the collecting water was too tall. As a result, water pooled on the roof, seeping through roof flashing down a wall separating the multi-purpose room and library, causing damage to walls, floors, cabinetry, and books. Upon discovery of the damage, the District immediately engaged property damage and mold remediation experts Pacific Property Restoration, Inc. to correct the problem. As of April 2, 2012, all remediation was completed and the affected areas tested and declared free of mold and toxins by a certified industrial hygienist. Restoration of the multi-purpose room and library is scheduled to begin the week of April 2, 2012, and is expected to take 14 days to complete. The cost of repairs is estimated at \$50,000, exceeding the statutory \$15,000 bid limit specified by Public Contracts Code (PCC). PCC 20113 provides that upon unanimous consent of the Board, and subject to the approval of the County Superintendent of Schools, emergency contracts may be awarded without bids when any improvement or repair is necessary to permit the continuance of existing school classes. The Board is asked to approve Resolution #12-09, declaring that the presence of water damage and mold at Oak Hills Elementary School represents an emergency condition, and authorizing the award of a contract for appropriate repairs, remediation, and sanitation, to Pacific Property Restoration, Inc. in an amount not to exceed \$30,000, and to Pacific Carpet, for replacement of carpeting, in an amount not to exceed \$20,000, subject to approval by the County Superintendent of Schools. It is anticipated that all costs will be covered by the District's property insurance.

ALTERNATIVES: 1. Approve Emergency Resolution #12-09
 2. Do not approve Emergency Resolution #12-09

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #12-09
EMERGENCY RESOLUTION AUTHORIZING EMERGENCY REPAIRS
AT OAK HILLS ELEMENTARY SCHOOL
TO PERMIT CONTINUATION OF EXISTING CLASSES

WHEREAS, on March 17, 2012, a heavy, wind-driven, rain storm caused flooding in the multi-purpose room and the school library at Oak Hills Elementary School, and

WHEREAS, said flooding created mold and caused extensive damage to floors, walls, cabinetry and books in the multi-purpose room and the school library that posed a clear and imminent danger requiring immediate action to prevent or mitigate the impairment of life, health, property, or essential public services, and

WHEREAS, the District must contract with certified industrial hygienists, mold remediation and property restoration experts, and similar trades to return the affected areas to a safe and healthy environment for students and staff; and

WHEREAS, the cost of the of repairs to correct this emergency exceeded the statutory \$15,000 requirement for bidding of contracts specified by the Public Contracts Code (PCC); and

WHEREAS, time was of the essence and bidding for repairs specified by the Public Contracts Code (PCC) would have created significant delays in resolving the emergency conditions and prevented the continuance of existing school classes; and

WHEREAS, PCC Section 20113 provides upon unanimous consent of the governing board, and subject to the approval of the Ventura County Superintendent of Schools, for the award of emergency contracts without securing bids when any repair, alteration, work, or improvement is necessary to prevent or correct any condition that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services and to permit the continuance of existing school classes.

NOW, THEREFORE, The Board of Education of the Oak Park Unified School District by unanimous vote declares than an emergency exists, and approves and authorizes, subject to approval by the Ventura County Superintendent of Schools, the award of contract for appropriate repairs, remediation, and sanitation, at Oak Hills Elementary School to Pacific Property Restoration, Inc. in an amount not to exceed \$30,000, and to Leader Carpet, for replacement of carpeting, in an amount not to exceed \$20,000

ADOPTED this 17th day of April 2012, by the Board of Education of the Oak Pak Unified School District, in Ventura County, California.

AYES: _____

NOES _____

ABSENT: _____

CERTIFICATION: I declare under penalty of perjury that the foregoing is a true and correct copy of a resolution adopted by the above named school district.

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



License # 800431

PROPOSAL / ESTIMATE

March 26, 2012

York Insurance Services Group, Inc.
 Mr. Robert Powers
 C/O Oak Hills Elementary School
 1010 North Kanan Rd.
 Oak Park, CA. 91377
 Attn: Julie Suarez

Project Address:
 Oak Hills Elementary School
 1010 N. Kanan Rd.
 Oak Park, CA. 91377

Pacific Construction & Restoration, Inc. hereby submits the following proposal for the reconstruction at the above referenced location.

Reconstruction

Pacific will provide repairs, reconstruction, painting and finish carpentry per scope of work below:

Library:

- Install new drywall where removed during remediation in walls and soffits ;
 ○ Includes hanging, tape, mud, texture and prime only. \$1,810.00
- Construct and install new cabinet lower base/ toe kicks where removed during remediation (nine cabinets, lower cabinets only). \$1,120.00
- Reinstall all cabinets where remove and re-built – lower cabinets only. \$ 840.00
- Prep, skim coat and float all walls to smooth to allow for new finishes \$2,325.00
- Prime and Paint entire Library walls, soffits, window frames and doors (color to be match new color scheme provided)
 Paint to be Dunn Edwards 0% voc. \$2,220.00
- Dispose of all material and debris removed during repairs and clean-up.



Multi-purpose / Auditorium:

- Install new drywall where removed during remediation in walls and soffits ;
 ○ Includes hanging, tape, mud, texture and prime only. \$1,820.00
- Prep, skim coat and float all walls to smooth to allow for new finishes \$2,425.00
- Prep, prime and paint entire Multi-purpose / Auditorium Including; walls, ceilings, soffits, window frames and doors (color to match new color scheme provided) \$5,210.00
 Paint to be Dunn Edwards 0% voc.
- Dispose of all material and debris removed during repairs and clean-up.
- Environmental Inspection & Testing for clearance is done by a third party (ETA).
 It is included in our proposal and will be invoiced by Pacific for convenience.
 Includes: the environmental inspection, testing, lab results and report \$ 850.00
- Bond cost for payment bond required by Oak Park School District \$ 922.00

Total Contract Price per above Scope of Work: \$19,542.00

Exclusions:

Rubber base to be installed by flooring contractor and is not part of this pricing
 Carpeting to be installed by flooring contractor and is not part of this pricing.



Pacific Construction & Restoration, Inc. proposes to furnish material and labor complete in accordance with your specifications and plans.

Any alteration or deviation from original plans or specifications involving extra costs will be executed only upon written orders and will become an extra charge and will be billed as a change order to the original contract. All payments are due upon receipt of invoice. Pacific Construction & Restoration, Inc. does not assume any liability for work performed by others or any damage resulting from acts of god.

All material is guaranteed to be as specified. All work will be completed in a workman like manner according to standard practices.

Very truly yours,
Pacific Construction & Restoration, Inc.

Jim Noland
 Principal

Payment Terms to be agreed upon prior to the signing of this proposal.

The above prices, specifications and conditions are satisfactory and hereby accepted.

ACCEPTANCE OF PROPOSAL

Please sign:

 On Behalf of Oak Hills Elementary School

 Date

INSURANCE

Invoice



DATE	INVOICE #
3/27/2012	7201

BILL TO
Oak Park Unified School District Attn: Accounting Department 5801 East Conifer St. Oak Park, CA 91377

JOB SITE
Oak Hills Elementary School 1010 North Kanan Rd. Oak Park, CA 91377

JOB #	TERMS
120311-ES	Due on receipt

ITEM	DESCRIPTION	AMOUNT
	REMEDICATION & DRY-OUT THROUGH 3/28/2012 The following remediation estimate is billing for all work through Wed. 3/28/2012 Library & Multi-Purpose Auditorium: Including the removal of all affected cabinets, drywall (walls & ceilings), carpeting & wallpaper Sanding, treatment, cleaning & disposal All Drying Equipment on Site This work should take us through to the environmental testing scheduled for Friday 3/30/2012	
Remediation	REMEDICATION LABOR THROUGH WEDNESDAY 3/28/2012 140 man hours	7,207.20
Remediation	SUPERVISION HOURS 8 man hours	760.00
Remediation	MATERIAL USAGE Plastic, tape, filters, gloves, bags, I.A.Q.	582.50
Equipment	EQUIPMENT USAGE 4 Drying Turbo Fans for 3 days	336.00
Equipment	EQUIPMENT USAGE 1 Dehumidifier for 3 days	218.40
Equipment	EQUIPMENT USAGE 2 Air Scrubbers for 3 days	420.00
Remediation	DISPOSAL FEE	450.00

MAKE CHECKS PAYABLE TO
Pacific Construction & Restoration, Inc.
5304 Derry Ave., Suite F
Agoura Hills, CA 91301

TOTAL	\$9,974.10
Payments/Credits	\$0.00
BALANCE DUE	\$9,974.10

PHONE #	FAX #	E-MAIL
(818) 991-7722	(818) 991-7733	jcarrillo@pacpr.com

#003883

CARPET CONTRACT

LEADER CARPET HARDWOOD & STONE

28350 ROADSIDE DR
Agoura Hills, Ca. 91301
Ph: 818-735-7825 Fax: 818-735-0511
Ca. State License # 476112

Acct 023435 ✓ (SK)

Buyer: Oak Park School District Attn. Julie Suarez	Date: March 22, 2012
Address 5801 E. Conifer	Phone: 818-256-4010 Oscar
City: Oak Park CA. 91377	Fax: 818-865-8467
Job Name: Oak Hills Elementary School	Work 818-735-3210 Julie
Job Address: 1010 N. Kanan Rd.	Cell: 818-256-4002 Miguel
City: Oak Park CA. 91377	Salesman: Rick Jr.

email: JSuarez@oakparkusd.org

Job Description	Totals
Carpet: Shaw	\$ -
Style: Rows # 54437	\$ -
Color: Mystical Azure #00402	\$ -
Room: Library, multi purpose room, and stage	\$ -
Furnish and install Shaw commercial carpet tiles 24"x 24"	\$ -
style: Rows # 54437 color: Mystical Azure #00402 throughout library,	\$ -
multi purpose room and stage direct glue down installation with recommended	\$ -
pressure sensitive adhesive.	\$ -
Furnish and install burke rubber base color: blue bonnet # 323 throughout	\$ -
above area room perimeters.	\$ -
Furnish and install burke rubber stair nosing color: blue bonnet # 323 for all steps.	\$ -
Pull up all existing glue down carpet prep for installation.	\$ -
Total:	\$ 18,979.00
Note: three library wall panels cannot be covered with carpet squares	\$ -
they are currently upholstered.	\$ -
C.O.D. UPON COMPLETION OF JOB.	
DEPOSIT REQUIRED	
Sub Total	\$ 18,979.00
Extra Labor	\$ -
Misc. Charge	\$ -
Total	\$ 18,979.00
Deposit	\$ 6,000.00
Bal. Due	\$ 12,979.00
REC'D :	
DATE:	
CASH:	

APPROXIMATE DATE OF INSTALLATION:

Payment upon completion unless otherwise specified in writing. Finance charge of 1 1/2 % per month shall be added if payment is not made within five (5) days after completion, which is an annual percentage rate of eighteen (18%) Percent charged on all past due accounts. Seller reserves the right to lien buyers property if payment is not made according to the conditions contained herein. The prices set forth in this contract shall be binding only if this contract is executed by both parties within thirty (30) days of the date set forth above.

The above proposal is made subject to the conditions and NOTICE printed on the reserve side and made a part hereof and the buyer in accepting same acknowledges that he has read the said conditions and accepts the same unconditionally.

McPaw 03.23.12
 Customer's Signature, Owner-Contractor
 or their Authorized Agent

Accepted by:

Leader Carpet

Job completion / satisfaction
 Customers signature (yellow copy)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.h. 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 certification of compliance will be provided to the Board under separate cover before this evening's meeting and each school will have their plan displayed in a prominent place at their site for public review.

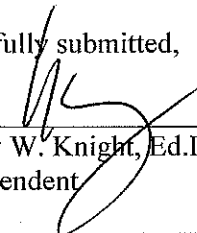
ALTERNATIVES:

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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.2.i. 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>
OPHS	Donation to Christopher Ruhle Memorial Fund/Milan and Linda Cornett	\$ 500.00

RECOMMENDATION: Accept the donations with thanks.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.3.a. PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND THE OAK PARK CLASSIFIED ASSOCIATION

ACTION

ISSUE: Should the Board of Education approve the Collective Bargaining Agreement between the District and the Oak Park Classified Association and disclose for the public the agreement?

BACKGROUND: Local education agencies (LEAs) are required by Government Code Section 3547.5 to publicly disclose the provisions of all collective bargaining agreements before they enter into a written agreement. This provision ensures that the public is aware of the costs associated with a tentative collective bargaining agreement before it becomes binding on the District.

On April 20, 2004, The Board of Education amended Policy 4143.1 – Public Notice – Personnel Negotiations to conform to the mandates of Government Code 3547.5.

The District and the Oak Park Classified Association reached a tentative agreement on a collective bargaining contract for the period July 1, 2010 through June 30, 2013.

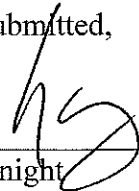
RATIONALE: Public disclosure of the major provisions of the Collective Bargaining Agreement with the Oak Park Classified Association satisfies the requirements of Board Policy 4143.1, Government Code 3547.5 and Assembly Bill 1200.

ALTERNATIVES:

1. Approve the Agreement between the Oak Park Unified School District and the Oak Park Classified Association.
2. Do not approve the Agreement between the Oak Park Unified School District and the Oak Park Classified Association.

RECOMMENDATION: Alternative #1

Respectfully submitted,



Anthony W. Knight
Superintendent

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

VOTE: **AYES** **NOES** **ABSTAIN** **ABSENT**

Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yoeh	_____	_____	_____	_____
Student	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Classified Association

The proposed agreement covers the period:

Beginning: July 1, 2010
Ending: June 30, 2013

Employee Type:

Certificated: _____
Classified: XX

The proposed agreement will be acted upon by the Governing Board
at its meeting on: April 17, 2012

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2011-12	Year 2 2012-13	Year 3 2013-14
1.	Salary Schedule - Increase/(Decrease)	\$ 3,543,001	\$	\$	\$
			%	%	%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 35,227 0.99%	\$ 41,472 1.17%	\$ 54,577 1.54%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 609,928	\$ 6,064 0.99%	\$ 7,139 1.17%	\$ 9,395 1.54%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 733,320	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 4,886,249	\$ 41,291 0.85%	\$ 48,611 0.99%	\$ 63,972 1.31%
7.	Total Number (FTE) of Represented Employees	# 103	# 103	# 101	# 101
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 47,439	\$ 401 0.85%	\$ 481 1.01%	\$ 633 1.34%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$	\$	\$	\$
	-Maximum Daily Rate	\$	\$	\$	\$
	-Substitute Daily Rate	\$	\$	\$	\$
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 16,483	\$ 16,483	\$ 16,483	\$ 16,483
	<input type="checkbox"/> Actual <input checked="" type="checkbox"/> Capped		0.00%	0.00%	0.00%

Please include comments and explanations as necessary: There is no increase in salaries, statutory benefits, or health benefit caps, except as modified by salary schedule step advancement.

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):

None

C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):

None

D. What contingency language is included in the proposed agreement? (reopeners, etc.):

Automatic reopeners on salaries and benefits in each year of the agreement and two additional articles selected by each of the parties.

E. Will this agreement create, increase, or decrease deficit financing in the current or future years?

Due to mid-year trigger cuts this agreement will increase deficit financing in the current year.

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Current year cost increase is met through use of District reserve funds.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Revenue Limit funding increases due to enrollment growth, increase in teacher-student ratios (on-going) and anticipated unfunded COLAs. Assumes only step and column increases. To the extent that State funding is inadequate, the District is committed to making necessary budget adjustments to meet its financial obligations.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

Revenue Limit funding increases due to enrollment growth, increase in teacher-student ratios (on-going) and anticipated unfunded COLAs. Assumes only step and column increases, no increase to salaries or benefits as reopeners are provided each year of the contract. To the extent State funding is inadequate, the District is committed to making necessary budget adjustments to meet its financial obligations.

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 31,225,225
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	\$ 936,757

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted <u>Unrestricted</u> Designated for Economic Uncertainties	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 0
c. Special Reserve Fund (17) Budgeted Designated for Economic Uncertainties	\$ 426,313
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 0
e. Total District Budgeted Unrestricted Reserves	\$ 426,313

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

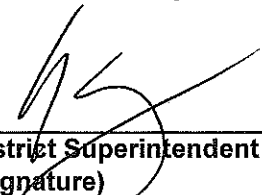
☒ Yes** ** Current law permits reserves equal to 1/3 of the state standard minimum reserve amount

☐ No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.


We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.



 District Superintendent
 (Signature)

April 3, 2012

 Date



 District Chief Business Official
 (Signature)

April 3, 2102

 Date

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

	(Col. 1) Latest Board Approved Budget Before Settlement (As of March 6, 2012)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
Revenue Limit Sources (8010-8099)	21,518,716	0	0	21,518,716
Remaining Revenues (8100-8799)	8,734,761	0	0	8,734,761
TOTAL REVENUES	30,253,477	0	0	30,253,477
EXPENDITURES				
1000 Certificated Salaries	16,129,792	1,000	0	16,130,792
2000 Classified Salaries	4,122,014		0	4,122,014
3000 Employees' Benefits	6,384,690	136	0	6,384,826
4000 Books and Supplies	809,650		0	809,650
5000 Services and Operating Expenses	3,451,943		0	3,451,943
6000 Capital Outlay	0		0	0
7000 Other	321,000		0	321,000
TOTAL EXPENDITURES	31,219,089	1,136	0	31,220,225
OPERATING SURPLUS (DEFICIT)	(965,612)	(1,136)	0	(966,748)
OTHER SOURCES AND TRANSFERS IN	534,369	0	0	534,369
OTHER USES AND TRANSFERS OUT	5,000	0	0	5,000
*CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(436,243)	(1,136)	0	(437,379)
BEGINNING BALANCE	654,430			654,430
CURRENT YEAR ENDING BALANCE	218,187	(1,136)	0	217,051
COMPONENTS OF ENDING BALANCE				
Reserved Amounts	218,187	(1,136)		217,051
Reserved for Economic Uncertainties				0
Board Designated Amounts				0
Unappropriated Amounts	0	0	0	0

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary: One stipend adjustment has been included in the new contract with the
Oak Park Teachers Association

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.3.b. PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND OAK PARK TEACHERS ASSOCIATION

ACTION

ISSUE: Shall the Board of Education approve the Collective Bargaining Agreement between the District and Oak Park Teachers Association and disclose for the public the agreement?

BACKGROUND: Local education agencies (LEAs) are required by Government Code Section 3547.5 to publicly disclose the provisions of all collective bargaining agreements before they enter into a written agreement. This provision ensures that the public is aware of the costs associated with a tentative collective bargaining agreement before it becomes binding on the District.

On April 20, 2004, the Board of Education amended Policy 4143.1 – Public Notice – Personnel Negotiations to conform to mandates of Government Code 3547.5

On January 9, 2012, the District and Oak Park Teachers Association reached a tentative agreement on a Contract of Agreement for the period July 1, 2010 through June 30, 2013.

RATIONALE: Public disclosure of the major provisions of the Collective Bargaining Agreement with Oak Park Teachers Association satisfies the requirements of Board Policy 4143.1, Government Code 3547.5 and Assembly Bill 1200. The required disclosure form is attached and has also been made available to the public.

ALTERNATIVES:

1. Approve the Agreement between the Oak Park Unified School District and Oak Park Teachers Association.
2. Do not approve the Agreement between the Oak Park Unified School District and Oak Park Teachers Association.

RECOMMENDATION: Alternative No. 1

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yoeh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Teachers Association

The proposed agreement covers the period:

Beginning: July 1, 2010

Ending: June 30, 2013

Employee Type:

Certificated: XX

Classified: _____

The proposed agreement will be acted upon by the Governing Board
at its meeting on: April 17, 2012

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2011-12	Year 2 2012-13	Year 3 2013-14
1.	Salary Schedule - Increase/(Decrease)	\$ 13,101,221	\$	\$	\$
			%	%	%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 220,000 1.68%	\$ 243,405 1.86%	\$ 272,925 2.08%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 1,000 0.01%	\$ 1,000 0.01%	\$ 1,000 0.01%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 1,787,662	\$ 30,155 1.69%	\$ 33,349 1.87%	\$ 37,377 2.09%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 2,376,689	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 17,265,572	\$ 251,155 1.45%	\$ 277,754 1.61%	\$ 311,302 1.80%
7.	Total Number (FTE) of Represented Employees	# 194	# 194	# 190	# 190
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 88,998	\$ 1,295 1.45%	\$ 1,462 1.64%	\$ 1,638 1.84%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 228	\$ 228 0.00%	\$ 228 0.00%	\$ 228 0.00%
	-Maximum Daily Rate	\$ 499	\$ 499 0.00%	\$ 499 0.00%	\$ 499 0.00%
	-Substitute Daily Rate	\$ 106	\$ 106 0.00%	\$ 106 0.00%	\$ 106 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 16,483	\$ 16,483 0.00%	\$ 16,483 0.00%	\$ 16,483 0.00%
	<input type="checkbox"/> Actual <input checked="" type="checkbox"/> Capped				

Please include comments and explanations as necessary: There is no increase to salaries, statutory benefits, or health benefit caps, except as modified by step and column salary schedule advancement. Contract language adds payment of a \$1,000 stipend for unit members who have earned a National Board Certification. The stipend will be paid annually for the length of the certification.

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):

None

C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):

None

D. What contingency language is included in the proposed agreement? (reopeners, etc.):

Automatic reopeners on salaries and benefits in each year of the agreement and two additional articles selected by each of the parties.

E. Will this agreement create, increase, or decrease deficit financing in the current or future years?

Due to mid-year trigger cuts this agreement will increase deficit financing in the current year.

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Current year cost increase is met through use of District reserve funds.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Revenue Limit funding increases due to enrollment growth, increase in teacher-student ratios (on-going) and anticipated unfunded COLAs. Assumes only step and column increases. To the extent that State funding is inadequate, the District is committed to making necessary budget adjustments to meet its financial obligations.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

Revenue Limit funding increases due to enrollment growth, increase in teacher-student ratios (on-going) and anticipated unfunded COLAs. Assumes only step and column increases, no increase to salaries or benefits as reopeners are provided each year of the contract. To the extent State funding is inadequate, the District is committed to making necessary budget adjustments to meet its financial obligations.

Disclosure of Collective Bargaining Agreement
 School District: Oak Park Unified School District

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 31,225,225
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	\$ 936,757

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted <u>Unrestricted</u> Designated for Economic Uncertainties	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 0
c. Special Reserve Fund (17) Budgeted Designated for Economic Uncertainties	\$ 426,313
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 0
e. Total District Budgeted Unrestricted Reserves	\$ 426,313

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

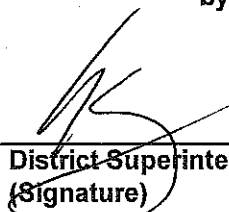
☒ Yes** ** Current law permits reserves equal to 1/3 of the state standard minimum reserve amount

☐ No

H. Certification


The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.


 District Superintendent
 (Signature)

April 3, 2012

Date


 District Chief Business Official
 (Signature)

April 3, 2102

Date

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

	(Col. 1) Latest Board Approved Budget Before Settlement (As of March 6, 2012)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
Revenue Limit Sources (8010-8099)	21,518,716	0	0	21,518,716
Remaining Revenues (8100-8799)	8,734,761	0	0	8,734,761
TOTAL REVENUES	30,253,477	0	0	30,253,477
EXPENDITURES				
1000 Certificated Salaries	16,129,792	1,000	0	16,130,792
2000 Classified Salaries	4,122,014		0	4,122,014
3000 Employees' Benefits	6,384,690	136	0	6,384,826
4000 Books and Supplies	809,650		0	809,650
5000 Services and Operating Expenses	3,451,943		0	3,451,943
6000 Capital Outlay	0		0	0
7000 Other	321,000		0	321,000
TOTAL EXPENDITURES	31,219,089	1,136	0	31,220,225
OPERATING SURPLUS (DEFICIT)	(965,612)	(1,136)	0	(966,748)
OTHER SOURCES AND TRANSFERS IN	534,369	0	0	534,369
OTHER USES AND TRANSFERS OUT	5,000	0	0	5,000
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(436,243)	(1,136)	0	(437,379)
BEGINNING BALANCE	654,430			654,430
CURRENT YEAR ENDING BALANCE	218,187	(1,136)	0	217,051
COMPONENTS OF ENDING BALANCE				
Reserved Amounts	218,187	(1,136)		217,051
Reserved for Economic Uncertainties				0
Board Designated Amounts				0
Unappropriated Amounts	0	0	0	0

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary: One stipend adjustment has been included in the new contract with the
Oak Park Teachers Association

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 17, 2012
SUBJECT: C.3.c. APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK TEACHER'S ASSOCIATION

PUBLIC HEARING/ACTION

ISSUE: Should the Board receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2012-2013 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Teachers Association expires on June 30, 2013. As such, the only articles open to negotiations are Article 9 – Salaries and Compensation Regulations and Article 10 – Health and Welfare Benefits and two additional articles from each side. Each side is required to sunshine the articles that it proposes to open for discussion.

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

ALTERNATIVES:

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

RECOMMENDATION: Approve Alternative #1.

Respectfully submitted

 Anthony W. Knight
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.3.d. APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK CLASSIFIED ASSOCIATION

PUBLIC HEARING/ACTION

ISSUE: Should the Board receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2012-2013 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Classified Association expires on June 30, 2013. As such, the only articles open to negotiations are Article 11 – Salaries, Pay and Allowances and Article 12 – Health and Welfare Benefits and two additional articles from each side. Each side is required to sunshine the articles that it proposes to open for discussion.

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

ALTERNATIVES:

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

RECOMMENDATION: Approve Alternative #1.

Respectfully submitted

 Anthony W. Knight
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT
OFFICE OF HUMAN RESOURCES

From: Dr. Leslie Heilbron, Assistant Superintendent

Subject: OPUSD Proposal for 2012-2013 Negotiations

Date: April 17, 2012

The District proposes to discuss the following articles during the 2012-2013 negotiations with the Oak Park Classified Association.

Article 11 - Salaries, Pay and Allowances –The District proposes to discuss the issue of salaries based on a total compensation package that reflects the current state and district financial conditions.

Article 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.

Article 18 – Hours of Employment and Overtime - As a result of the State's financial situation, the District proposes to discuss this article as it relates to work year and working hours.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2011

SUBJECT: C.3.e APPROVE REVISED CLASSIFIED HOLIDAY CALENDAR FOR SCHOOL YEAR 2012-2013

Action

ISSUE: Shall the Board of Education approve the revised Classified Holiday calendar for 2012-2013?

BACKGROUND: The 2012-2013 Classified Holiday Calendar is being revised to reflect the with from a Local Holiday from December 26, 2012 to September 26, 2012. OPCA has requested this change as students will not be in school on the September 26.

ALTERNATIVES:

1. Approve the revised 2012-2013 Classified Holiday calendar as presented.
2. Do not approve the revised 2012-2013 Classified Holiday 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
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

July 2012 - June 2013 – Classified Employee Holiday Calendar

July 2012

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 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		

1 - Local Holiday
21 - Martin Luther King Day

August 2012

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

February 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		

18 - Washington's Day

September 2012

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						

3 - Labor Day
17 - Local Holiday
26 - Local Holiday

March 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						

29 - Local Holiday

October 2012

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 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				

November 2012

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 - Veterans' Day
22 - Thanksgiving Day
23 - Local Holiday - Lincoln's Day

May 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	

27 - Memorial Day

December 2012

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					

24 - Local Holiday
25 - Local Holiday
31 - Local Holiday

June 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						

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

**DATE: ~~SEPTEMBER 20, 2011~~ ~~OCTOBER 18, 2011~~ ~~NOVEMBER 15, 2011~~
~~DECEMBER 6, 2011~~ ~~JANUARY 17, 2012~~ ~~FEBRUARY 21, 2012~~ ~~MARCH 6, 2012~~ ~~MARCH 20, 2012~~ ~~APRIL 17, 2012~~**

SUBJECT: C.4.a. APPROVE AMENDMENT OF BOARD POLICY 5022 – STUDENT AND FAMILY PRIVACY RIGHTS – ~~First~~ Second Reading

ISSUE: Should the Board of Education approve amendment of Board Policy 5022 – Student and Family Privacy Rights?

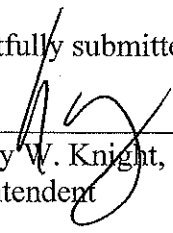
BACKGROUND: Board Policy 5022 is a mandated policy being revised and reorganized to address certain privacy issues related to students and/or their parents/guardians, including the administration of surveys and physical exams/screenings, parent/guardian rights to inspect instructional materials, and the collection of personal information for marketing purposes. Board Policy 5022 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment of Board Policy 5022 – Student and Family Privacy Rights.
2. Do not approve the amendment Board Policy 5022 – Student and Family Privacy Rights.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5022(a)

Student And Family Privacy Rights

The Governing Board *respects the rights of district students and their parents/guardians with regard to the privacy of their personal beliefs and the confidentiality of their* believes that personal information. *The Superintendent or designee shall develop regulations to ensure compliance with law when the district requests, retains, discloses, or otherwise uses the personal information of its students and their families.* concerning district students and their families should be kept private in accordance with law.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5021 - Noncustodial Parents)

(cf. 5125 - Student Records)

(cf. 5125.1 - Release of Directory Information)

(cf. 6000 - Concepts and Roles)

(cf. 6162.8 - Research)

Collection of Personal Information for Marketing Purposes

The Board prohibits district staff from administering or distributing of student information for marketing purposes, except to the military.

The regulations shall, at a minimum, address the following: (20 USC 1232h)

- 1. Whether the district may collect the personal information of students for marketing or sale*
- 2. How the district will administer surveys that may request information about the personal beliefs and practices of students and their families*
- 3. The rights of parents/guardians to inspect:*
 - a. Survey instruments requesting information about their personal beliefs and practices or those of their children*
 - b. Instructional materials used as part of their children's education curriculum*
- 4. Whether the district may administer any nonemergency invasive physical examination or screening*
- 5. Notifications that the district will provide to students and parents/guardians with respect to their privacy rights*

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5022(b)

The Superintendent or designee will consult with parents/guardians regarding the development of the procedures. (20 USC 1232h)

(cf. 0420 – School Plans/Site Councils)

(cf. 1220 – Citizen Advisory Committee)

(cf. 1230 – School-Connected Organizations)

Legal Reference:

EDUCATION CODE

49073.5 Release of information to military services representatives; release of telephone numbers

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

49450-49457 Physical examinations

49602 Confidentiality of pupil information

51101 Parents Rights Act of 2002

51513 Test, questionnaire, survey, or examination concerning personal beliefs

51938 Sexual Health and HIV/AIDS Prevention Education Act; notice and parental excuse

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of pupil rights

Management Resources:

WEB SITES

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

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

USDOE, Family Policy Compliance Office: <http://www.ed.gov/offices/OM/fpc/>

Adopted: 9-17-02

Amended: 5-18-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~NOVEMBER 15, 2011~~ ~~DECEMBER 6, 2011~~ JANUARY 17, 2012
~~FEBRUARY 21, 2012~~ MARCH 6, 2012 MARCH 20, 2012 APRIL 17, 2012

SUBJECT: C.4.b. APPROVE AMENDMENT TO BOARD POLICY 3100 – BUDGET –
~~First~~ Second Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3100 – Budget?

BACKGROUND: Board Policy 3100 is be revised to reflect new law SB 70 which extends the timeline for restoring the level of reserves to the level specific in state regulations and new law AB 114 which requires districts, for the 2011-12 fiscal year, to base their budget on the same level of state revenues received in the 2010-11 fiscal year. Board 3100 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3100 – Budget.
2. Do not amend Board Policy 3100 – Budget.
3. Adopt a modified version of the amendment to Board Policy 3100 – Budget.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(a)

Budget

The Governing Board recognizes its critical responsibility for adopting a sound budget for each fiscal year that is aligned with the district's vision, goals and priorities. The district budget shall guide administrative decisions and actions throughout the year and serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the current year and two subsequent years, and include a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year.

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent or designee shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff at all levels in the development of budget projections.

The Board encourages public input in the budget development process and shall hold public hearings and meetings in accordance with Education Code 42103 and 42127.

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(b)

The budget that is formally adopted by the Board shall be in the format prescribed by the Superintendent of Public Instruction. The Superintendent or designee may supplement this format with additional information as necessary to effectively communicate the budget to the Board, staff, and public.

Budget Advisory Committee

The ~~Board and/or the~~ Superintendent or designee may appoint a budget advisory committee composed of staff, Board representatives, and/or members of the community.

The committee shall develop recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board or the Superintendent or designee.

(cf. 1220 - Citizen Advisory Committees)
(cf. 2230 - Representative and Deliberative Groups)
(cf. 3350 - Travel Expenses)
(cf. 9130 - Board Committees)
(cf. 9140 - Board Representatives)

Budget Criteria and Standards

In developing the district budget, the Board shall analyze criteria and standards adopted by the State Board of Education which address estimation of funded average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, fund balance, and reserves. The budget review shall also identify supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, and the state of labor agreements. (Education Code 33127, 33128, 33129; 5 CCR 15440-15451)

The Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of ~~law. 5-CCR-15450~~. (*Education Code 33128.3; 5 CCR 15440*)

The Board may establish other budget assumptions or parameters, which may take into consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements, and any other factors necessary to ensure that the budget is a realistic

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(c)

plan for district revenues and expenditures.

(cf. 3110 – Transfer of Funds)

Fund Balance

The district shall classify fund balances in compliance with Governmental Accounting Standards Board (GASB) Statement 54 as follows:

- 1. Non spendable fund balance includes amounts that are not expected to be converted to cash, such as resources that are not in a spendable form (e.g., inventories and prepaids) or that are legally or contractually required to be maintained intact.*
- 2. Restricted fund balance includes amounts constrained to specific purposes by their providers or by law.*
- 3. Committed fund balance includes amounts constrained to specific purposes by the Board.*

For this purpose, all commitments of funds shall be approved by a majority vote of the Board. The constraints shall be imposed no later than the end of the reporting period of June 30, although the actual amounts may be determined subsequent to that date but prior to the issuance of the financial statements.

- 4. Assigned fund balance includes amounts which the Board or its designee intends to use for a specific purpose.*

The Board delegates authority to assign funds to the assigned fund balance to the Superintendent or designee and authorizes the assignment of such funds to be made any time prior to the issuance of the financial statements.

- 5. Unassigned fund balance includes amounts that are available for any purpose.*

When multiple types of funds are available for an expenditure, the district shall first utilize funds from the restricted fund balance as appropriate, then from the committed fund balance, then from the ~~unassigned~~ fund balance, and lastly from the unassigned fund balance.

To protect the district against unforeseen circumstances such as revenue shortfalls and unanticipated expenditures, the Board intends to maintain a minimum unassigned fund balance which includes a reserve for economic uncertainties equal to at least ~~two months of~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(d)

general fund operating expenditures, or 17.3 percent of general fund expenditures and other financing uses.

If the unassigned fund balance falls below this level due to an emergency situation, unexpected expenditures, or revenue shortfalls, the Board shall develop a plan to recover the fund balance which may include dedicating new unrestricted revenues, reducing expenditures, and/or increasing revenues or pursuing other funding sources.

Long-Term Financial Obligations

The district's current-year budget and multi-year projections shall include adequate provisions for addressing the district's long-term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 – Collective Bargaining Agreement)

(cf. 4143/4243 – Negotiations/Consultation)

(cf. 4154/4254/4354 – Health and Welfare Benefits)

(cf. 7210 – Facilities Financing)

(cf. 9250 – Remuneration, Reimbursement and Other Benefits)

Budget Amendments

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the previous year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval when the state budget is adopted, collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

33127-33131 Standards and criteria for local budgets and expenditures

35035 Powers and duties of superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~MARCH 20, 2012~~ APRIL 17, 2012

SUBJECT: C.4.c. APPROVE AMENDMENT TO BOARD POLICY 4140, 4240 – BARGAINING UNITS– First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4140, 4240 – Bargaining Units?

BACKGROUND: Board Policy 4140, 4240 is being revised to reflect new law (AB 501) which expands the definition of “exclusive representative” to allow employees who are neither certificated nor classified employees to be represented and expands the definition of “public school employer” to include certain joint powers agencies so that employees of the JPA may be represented. Board Policy 4140, 4240 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4140, 4240 – Bargaining Units.
2. Do not amend Board Policy 4140, 4240 – Bargaining Units.
3. Adopt a modified version of the amendment to Board Policy 4140, 4240 – Bargaining Units.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240(a)

Bargaining Units

The Governing Board recognizes the right of ~~public school~~ **district** employees to form bargaining units, select an employee organization as the exclusive representative ~~of their unit~~, and be represented by that organization in their employment relationship with the district. The Board is committed to negotiating in good faith **with recognized** employee organizations and respecting the rights of employees and **employee organizations**.

(cf. 4141/4241 - Collective Bargaining Agreement)

(cf. 4143/4243 - Negotiations/Consultation)

(cf. 9000 - Role of the Board)

The district shall not dominate or interfere with the formation or administration of any employee organization or contribute financial or other support to it. (Government Code 3543.5)

~~The Board shall negotiate only with the exclusive representative of each bargaining unit.~~
(Government Code 3543.3)

Neither the district nor the employee organization shall impose or threaten to impose reprisals on employees, discriminate or threaten to discriminate against employees, or otherwise interfere with, restrain, or coerce employees because of their membership or non-membership in an employee organization. (Government Code 3543.5, 3543.6)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

Formation of Bargaining Units

Certificated and classified employees shall not be included in the same bargaining unit. (Government Code 3545)

The district may recognize a bargaining unit of supervisory employees if: (Government Code 3545)

- 1. The bargaining unit includes all supervisory employees.**
- 2. The supervisors are not represented by the same organization that represents employees whom the supervisory employees supervise.**

(cf. 4300 - Administrative and Supervisory Personnel)

(cf. 4301 - Administrative Staff Organization)

(cf. 4312.1 - Contracts)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240(b)

For this purpose, supervisory employee means any employee, regardless of job description, having the authority, in the interest of the district, to hire, transfer, suspend, layoff, recall, promote, discharge, assign, reward, discipline, assign work, direct, adjust grievance of other employees, or effectively recommend that action. The exercise of the authority shall not be merely routine or clerical in nature, but shall require the use of independent judgment. (Government Code 3540.1)

Management and Supervisory Employees

Employees serving in a management, senior management, or confidential position shall not be represented by an exclusive representative. Such employees may represent themselves individually or may be represented by an employee organization whose membership is composed entirely of employees designated as holding those positions, but that organization shall not meet and negotiate with the district. *For this purpose:* (Government Code 3543.4)

~~However, the district may recognize a bargaining unit of supervisors if that unit includes all supervisory employees and if the unit does not represent the employee whom the supervisors supervise. (Government Code 3545)~~

~~Management, supervisory, and confidential positions shall be classified as follows: (Government Code 3540.1)~~

1. Management employees means any employee who has significant responsibilities for formulating district policies or administering district programs, and whose position is designated as a management position by the Board.

~~2. Supervisory employee means any employee, regardless of job description, having the authority, in the interest of the district, to hire, transfer, suspend, layoff, recall, promote, discharge, assign, reward, discipline, assign work, direct, adjust grievance of other employees, or effectively recommend that action. The exercise of this authority shall not be merely routine or clerical in nature, but shall require the use of independent judgment.~~

(cf. 4301 – Administrative Staff Organization)

32. Confidential employee means any employee who is required to develop or present management position with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management position.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240(c)

Payment of Dues or Service Fee

Upon the written request of a recognized employee organization, the Superintendent or designee shall deduct the amount of the organization dues or the fair share service fee, determined in accordance with Government Code 3546, from the wages and salary of each employee represented by that employee organization and shall pay that amount to the employee organization. (Education Code 45060, 45168; Government Code 3546)

Any employee who is a member of a religious body whose traditional tenets or teachings include objection to joining or financially supporting employee organizations shall not be required to join, maintain membership in, or financially support any employee organization as a condition of employment. However, such an employee may be required to pay an amount equal to the service fee to a designated charitable fund. (Government Code 3546.3)

Each employee organization shall, within 60 days after the end of its fiscal year, provide the Board and the employees who are members of the organization with a detailed financial report consisting of a balance sheet and an operating statement. If the employee organization fails to provide the financial report, the board may issue an order compelling the organization to provide the financial report or any employee within the organization may petition the board for such an order. (Government Code 3546.5)

The Superintendent or designee may provide an employee organization with the home address and home telephone number of employees, except any employees performing law enforcement-related functions and any employees who provide written request that the information not be disclosed for this purpose. (Government Code 6254.3)

(cf. 1340 – Access to District Records)

Legal Reference:

EDUCATION CODE

45060-45061.5 Deduction of fees from salary or wage payment, certificated employees

45100.5 Senior management positions

45104.5 Abolishment of senior classified management positions

45108.5 Definitions of senior classified management employees

45108.4 Waiver of provisions of 45108.5

45168 Deduction of fees from salary or wage payment, classified employees

45220-45320 Merit system, classified employees

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

3540.1 Definitions

3543.4 Management position; representation

3545 Appropriateness of unit; basis

6254.3 Disclosure of employee contract information to employee organization

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240(d)

6503.5 Joint powers agencies

53260-53264 Employment contracts

CODE OF REGULATIONS, TITLE 8

33015-33490 Recognition of exclusive representative; proceedings

33700-33710 Severance of established unit

34020 Petition to rescind organizational security arrangement

34055 Reinstatement of organizational security arrangement

COURT DECISIONS

County of Los Angeles v. Service Employees International Union, Local 721, (2011), 192 Cal.App.4th 1409

Management Resources:

CSBA PUBLICATIONS

Collective Bargaining DVD-ROM

~~Maximizing School Board Governance: Collective Bargaining~~

Before the Strike: Planning Ahead in Difficult Negotiations, 1996

WEB SITES

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

Association of California School Administrators: <http://www.acsa.org>

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

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

Adopted: 1-25-78

Amended: 3-6-84, 7-23-85, 1-21-92, 9-17-02, 3-16-04, 4-15-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

**SUBJECT: C.4.d. APPROVE AMENDMENT TO BOARD POLICY 5111-
ADMISSION – First Reading**

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

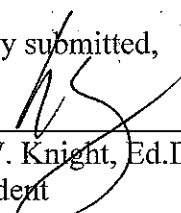
BACKGROUND: Board Policy 5111 is being revised to make the timeline for students to enroll in the school in their attendance area consistent with the timeline for intradistrict open enrollment established pursuant to BP 5116.1. Policy also reflects new Federal guidance clarifying that district may not adopt enrollment procedures based on the actual or perceived citizenship or immigration status of students or their parents/guardians. Board Policy 5111 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

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

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5111(a)

Admission

~~The Governing Board believes that all children should have the opportunity to receive educational services. Staff shall encourage parents/guardians to enroll all school-aged children in school.~~

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

The Superintendent or designee shall ***verify the student's age, residency, and any other admission criteria*** ~~maintain procedures which provide for the verification of all entrance requirements specified in law and in Board policies and~~ ***administrative*** regulations.

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

(cf. 5111.1 - District Residency)

(cf. 5111.11 - Residency of Students in Foster Care)

(cf. 5111.12 - Residency Based on Parent/Guardian Employment)

~~*(cf. 5111.13 – Residency for Homeless Children)*~~

(cf. 5119 - Students Expelled from Other Districts)

(cf. 5125 – Student Records)

~~*(cf. 5141.22 – Infectious Diseases)*~~

(cf. 5141.3 - Health Examinations)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 – Health Screening for School Entry)

(cf. 6173 – Education for Homeless Children)

(cf. 6173.1 – Education for Foster Youth)

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

All resident students who are enrolling either in the school in their attendance area or in another district school shall be subject to the timeliness established by the Board in BP/AR 5116.1 – Intradistrict Open Enrollment. Nonresident students may apply for interdistrict attendance in accordance with the timelines specified in applicable Board policies and administrative regulations.

(cf. 5116.1 – Intradistrict Open Enrollment)

(cf. 5117 – Interdistrict Attendance)

(cf. 5118 – Open Enrollment Act Transfers)

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

(cf. 5123 – Promotion/Acceleration/Retention)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5111(b)

Legal Reference:

EDUCATION CODE**46300 Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten**

46600 Agreements for admission of pupils desiring interdistrict attendance

48000 Minimum age of admission (kindergarten)

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

48010 Minimum age of admission (first grade)

48011 Admission from kindergarten or other school; minimum age

48050-48053 Nonresidents

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

48350 Open Enrollment Act**48850-48859 Educational placement of foster youth**

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

49408 Information of use in emergencies

49700-49704 Education of children of military families**HEALTH AND SAFETY CODE**

120325-120380 Immunization against communicable disease

121475-121520 Tuberculosis tests for pupils

CODE OF REGULATIONS, TITLE 5

200 Promotion from kindergarten to first grade

201 Admission to high school

CODE OF REGULATIONS, TITLE 17

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 42

11431-11435 McKinney Homeless Assistance Act

Management Resources:

CSBA PUBLICATIONS**Transitional Kindergarten, Issue Brief, July 2011****OFFICE OF CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS****Dear Colleague Letter, May 6, 2011****CDE MANAGEMENT ADVISORIES**

0900.09 Changes in law concerning eligibility for admission to kindergarten

WEB SITES**CSBA:** <http://www.csba.org>**California Department of Education:** <http://www.cde.ca.gov>**Office for Civil Rights, U.S. Department of Education:** <http://www2.ed.gov/about/offices/list/ocr>

Adopted: 5-14-78

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

**SUBJECT: C.4.e. APPROVE AMENDMENT TO BOARD POLICY 5131.7 –
WEAPONS AND DANGEROUS INSTRUMENTS –First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments?

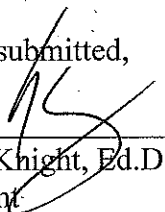
BACKGROUND: Board Policy 5131.7 is mandated policy being updated to renumber legal cites pursuant to new law (SB 1080, 2010) effective January 1, 2012. Policy also deletes material specifying the term of the suspension or expulsion of students who violate this policy, which is repeated in AR 5144.1 – Suspension and/or Expulsion/Due Process Board Policy 5131.7 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments.
2. Do not amend Board Policy 5131.7 – Weapons and Dangerous Instruments.
3. Adopt a modified version of the amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.7(a)

Weapons And Dangerous Instruments

The Governing Board recognizes that students and staff have a right to a safe and secure campus free from physical and psychological harm and desires to protect them from the dangers presented by firearms and other weapons.

(cf. 0450 – Comprehensive Safety Plan)

(cf. 51116.1 – Intradistrict Open Enrollment)

(cf. 5131 – Conduct)

(cf. 5144 – Discipline)

(cf. 5138 – Conflict Resolution/Peer Mediation)

Possession of Weapons

The Board prohibits any student from possessing weapons, imitation firearms, or dangerous instruments **as defined in law and administrative regulation**, ~~of any kind~~ in school buildings, on school grounds or buses, or at a school-related or school-sponsored activities away from school, or while going to or coming from school.

Under the power granted to the Board to protect the safety of students staff, and ~~the public~~ **others on district property** and to maintain order and discipline in the schools, any school employee is authorized to confiscate a **any prohibited** weapon, imitation firearm, or dangerous instrument from any student on school grounds.

Unless he/she has obtained prior written permission as specified below, ~~any a student who is determined to have brought~~ **possessing or threatening others with any weapon, dangerous instrument, or imitation firearm**, a firearm to school or possessed a firearm at school, as verified by a school employee, shall be **subject to suspension and/or expulsion in accordance with law**, expelled for not less than one year, except that the Board may set an earlier date for readmission ~~on a case-by-case basis in accordance with Board policy and administrative regulation.~~
(Education Code 48915; 20 USC 7151)

(cf. 5144 – Discipline)

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

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

~~Students possessing or threatening others with a weapon, dangerous instrument or imitation firearm shall be subject to suspension and/or expulsion in accordance with law, Board policy and administrative regulations.~~

The principal or designee shall notify law enforcement authorities when any student possesses a firearm, explosive, or other **prohibited** weapon or dangerous instrument without permission, sells, or furnishes a firearm, or commits any act of assault with a firearm or other weapon. (20 USC 7151; Education Code 48902; Penal Code 245, 626.9, 626.10)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.7(b)

(cf. 3515.2 – Disruptions)

Advance Permission for Possession of a Weapon for Educational Use ~~Purposes~~

~~A student~~ **The parent/guardian of a student** who desires to possess a firearm, imitation firearm, or other prohibited weapon on school grounds for an educational purpose shall, at least five school days in advance of the planned possession, **submit a written** request ~~to the principal~~ **prior permission from The student's parent/guardian shall provide written permission explaining which explains** the planned use of the weapon and the duration. The student shall also submit a written explanation from the staff person responsible for the school-sponsored activity or class.

~~On a case-by-case basis,~~ The principal ~~shall determine whether to~~ **may** grant permission for such possession when **he/she determines that it is** necessary for a school-sponsored activity or class or as part of the educational program. Factors that shall be considered include, but are not limited to, the planned use of the weapon, the duration and location of the planned use, whether an audience is expected, and any perceived adverse effects to the safety and well-being of students or staff. If the principal grants such permission, he/she shall provide the student and staff person with a written explanation regarding any limitations and the permissible duration of the student's possession.

When the principal or designee grants permission, he/she shall take all necessary precautions to ensure the safety of all persons on schools grounds, including, but not limited to, inspecting a firearm to verify that no live ammunition is present. Any weapon allowed shall be stored in a locked vehicle or in an appropriate, locked container before and after **it's authorized use.** ~~the educational activity.~~

A student granted permission to possess a weapon may be suspended and/or expelled if he/she possesses or uses the weapon inappropriately.

Possession of Pepper Spray

To prevent potential misuse that may harm students or staff, students are prohibited from carrying tear gas, or tear gas weapons such as pepper spray on campus or at school activities.

Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

(cf. 5125 – Student Records)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.7(c)

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The Superintendent or designee shall also inform staff, students and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

(cf. 5138—Conflict Resolution/Peer Mediation)

Legal Reference:

EDUCATION CODE

35291 Governing board to prescribe rules for discipline of the schools
48900 Grounds for suspension/expulsion
48902 Notification of law enforcement authorities
48915 Required recommendation for expulsions
48916 Readmission
49330-49335 Injurious objects

PENAL CODE

245 Assault with deadly weapon
417.4 Imitation firearm; drawing or exhibiting
626.9 Gun-Free School Zone Act of 1995
626.10 Dirks, daggers, knives, razor or stun gun; bringing or possessing in school or on school grounds; exception
653k Soliciting a minor to commit certain felonies

16100-17350 Definitions

12001 Control of deadly weapons
12020-12036 Unlawful carrying and possession of concealed weapons
12220 Unauthorized possession of a machine gun
12401-12404 22810-23025 Tear gas *weapon (pepper spray)*
12550-12555 BB devices and imitation firearms

25200-25225 Firearms, access to children

30310 Prohibition against ammunition on school grounds

UNITED STATES CODE, TITLE 20

6301-7941 No Child Left Behind Act; especially:
7151 Gun-Free Schools Act

Management Resources:

CSBA PUBLICATIONS

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

CALIFORNIA DEPARTMENT OF EDUCATION COMMUNICATIONS

0401.01 Protecting Student Identification in Reporting Injurious Objects

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Guidance Concerning State and Local Responsibilities Under the Gun-Free Schools Act, January 2004

WEB SITES

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

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

National Alliance for Safe Schools: <http://www.safeschools.org>

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

U.S. Department of Education, Office of Safe and Drug Free Schools: <http://www.ed.gov/about/offices/list/osdfs>

Adopted: 8-5-92

Amended: 9-17-02; 5-18-04, 9-18-07, 6-10-08, 9-21-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.4.f. AMENDMENT TO BOARD POLICY 5141.21 – ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions?

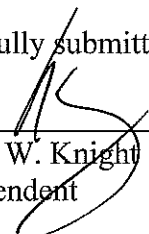
BACKGROUND: Board Policy 5141.21 is being updated to reflect new law (SB 161) which authorizes districts to train volunteer non-medical district employees to provide emergency anti-seizure medication to students suffering from epileptic seizures when licensed health care professionals are not available on site. Board Policy 5141.21 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions.
2. Do not amend Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions.
3. Adopt a modified version of the amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(a)

Administering Medication and Monitoring Health Conditions

The Governing Board recognizes that during the school day, some students may need to take medication prescribed or ordered by an authorized health care provider, to be **able to fully functional at school and** participate in the educational program. The Superintendent or designee shall develop processes for the administration of medication to these students. For any student with a disability, as defined under the Individuals with Disabilities Education Act or Section 504 of the Rehabilitation Act of 1973, necessary medication shall be administered in accordance with the student's individualized education program or Section 504 services plan.

(cf. 6159 – Individualized Education Plan)
(cf. 6164.6 – Identification and Education Under Section 504)

If a parent/guardian chooses, he/she may administer the medication to his/her child at school or designate another individual who is not a school employee to do so on his/her behalf.

(cf. 1250 – Visitors/Outsiders)
(cf. 6116 – Classroom Interruptions)

In addition, upon written request by the parent/guardian and with the approval of the student's authorized health care provider, a student with a medical condition that requires frequent monitoring, testing or treatment may be allowed to self administer, self-monitor, and/or self-test. The student shall observe universal precautions in the handling of blood and other bodily fluids.

(cf. 5141 – Health Care and Emergencies)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.23 – Asthma Management)
(cf. 5141.27 – Food Allergies/Special Dietary Needs)

Administration of Medication by School Personnel

Any medication prescribed by an authorized health care provider, **including an emergency anti-seizure medication for a student with epilepsy**, may be administered by the school nurse or other designated school personnel only when the Superintendent or designee has received written statements from both the student's parent/guardian and authorized health care provider. (Education Code **49414.7**, 49423; 5 CCR 600)

School nurses and other designated school personnel shall administer medications in accordance with law, Board policy, and administrative regulation and shall be afforded appropriate liability protection.

(cf. 3530 - Risk Management/Insurance)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(b)

(cf. 4119.42/4219.42/4319.42 – Exposure Control Plan for Bloodborne Pathogens)

(cf. 4119.43/4219.43/4319.43 – Universal Precautions)

A school nurse or other school employee with an appropriate medical license may administer an insulin injection to a student. In the event that such license school personnel are not available, or in an emergency situation such as a public disaster or epidemic, unlicensed school employees who have been appropriately trained by the school nurse may administer an insulin injection to a student. Such trained, unlicensed designated school personnel shall be supervised by and provided with emergency communication access to the school nurse, physician, or to other appropriate individuals. In the event that licensed school personnel are not available, the district may also contract with a licensed nurse from a public or private agency to administer insulin to a student.

(cf. 5141.24 – Specialized Health Care Services)

When unlicensed personal are authorized by law to administer a medication, such as emergency anti-seizure medication, epinephrine auto-injector or glucagon, is authorized by law, the Superintendent or designee shall ensure that ~~unlicensed personnel~~ **school personnel** designated to administer it to students receive appropriate training from qualified medical personnel before any medication is administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and the proper documentation and storage of the medication. Such trained, unlicensed designated school personnel shall be supervised by and provided with emergency communication access to a school nurse, physician, or other appropriate individual.

The Superintendent or designee shall maintain documentation of the training, ongoing supervision, as well as annual written verification of competency of such other designated school personnel.

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

In an emergency situation such as a public disaster or epidemic, a trained, unlicensed district employee may administer medication to a student.

Legal Reference:

EDUCATION CODE

48980 Notification at beginning of term

49407 Liability for treatment

49408 Emergency information

49414 Emergency epinephrine auto-injectors

49414.5 Providing school personnel with voluntary emergency training

49414.7 Emergency medical assistance: administration of epilepsy medication

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(c)

49422-49427 Employment of medical personnel, especially:

49423 Administration of prescribed medication for student

49423.1 Inhaled asthma medication, conditions upon which pupil may carry and self-administer medication

49480 Continuing medication regimen; notice

BUSINESS AND PROFESSIONS CODE

2700-2837 Nursing, especially:

2726 Authority not conferred

2727 Exceptions in general

3501 Definitions

CODE OF REGULATIONS, TITLE 5

600-611 Administering medication to students

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

COURT DECISIONS

American Nurses Association v. O'Connell, (2010) 185 Cal.App.4th 393

Management Resources:

AMERICAN DIABETES ASSOCIATION PUBLICATIONS

Glucagon Training Standards for School Personnel: Providing Emergency Medical Assistance to Pupils with Diabetes, May 2006

CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES

Legal Advisory on Rights of Students with Diabetes in California's K-12 Public Schools, August 2007

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Training Standards for the Administration of Epinephrine Auto-Injectors, December, 2004

NATIONAL DIABETES EDUCATION PROGRAM PUBLICATIONS

Helping the Student with Diabetes Succeed: A Guide for School Personnel, June 2003

WEB SITES

American Diabetes Association: <http://www.diabetes.org>

California Department of Education, Health Services and School Nursing: <http://www.cde.ca.gov/ls/he/hn>

National Diabetes Education Program: <http://www.ndep.nih.gov>

Department of Health and Human Services, National Institutes of Health, National Heart, Lung and Blood Institute, asthma information: <http://www.nhlbi.nih.gov/health/public/lung/index.htm#asthma>

Adopted: 10-15-80

Amended: 5-20-86, 8-18-92, 9-17-02, 5-17-05, 3-15-11

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

SUBJECT: C.4.g. APPROVE AMENDMENT TO BOARD POLICY 6143 – COURSES OF STUDY - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6143 – Courses of Study?

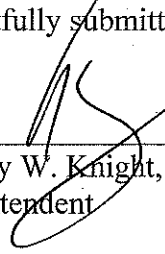
BACKGROUND: Board Policy 6143 is mandated policy being revised to include expanded language on the articulation of courses of study across grade levels and with postsecondary institutions, and clarifies requirement to offer secondary students a course of study that prepares them to meet the prerequisites for college admission and to attain entry-level employment skills. Board Policy 6143 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6143 – Courses of Study.
2. Do not amend Board Policy 6143 – Courses of Study.
3. Adopt a modified version of the amendment to Board Policy 6143 – Courses of Study.

RECOMMENDATION: Approval of Alternative #1:

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6143(a)

Courses Of Study

The Governing Board recognizes that a well-articulated sequence of courses fosters academic progress and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful in school, college, and/or the workplace.

(cf. 6011 – Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

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

The Superintendent or designee shall establish processes for ensuring the articulation of courses across grade levels within the district. ***As necessary, he/she also shall work with representatives of appropriate area districts and postsecondary institutions to ensure articulation of courses with other institutions to which district students may matriculate. The sequence of courses shall be designed to ensure that each course provides adequate preparation for the next course in the sequence, avoids significant duplication of content, and allows for reinforcement and progression in the subject matter.***

Elementary Grades

The Board shall adopt a course of study for elementary grades that sufficiently prepares students for the secondary school course of study.

(cf. 6146.5 – Elementary/Middle School Graduation Requirements)

Secondary Grades

The district shall offer all otherwise qualified students in secondary grades **7-12** a course of study that prepares them, upon graduation from high school, to meet the requirements and prerequisites for admission to California public colleges and universities and/or attain entry-level employment skills in business or industry. (Education Code 51228)

(cf. 5121 – Grades/Evaluation of Student Achievement)

(cf. 6030 – Integrated Academic and Vocational Instruction)

(cf. 6141.5 – Advanced Placement)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6162.52 - High School Exit Examination)

(cf. 6178 - Vocational Education)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6143(b)

In addition, the course of study for high school students *in grades 9-12* shall include instruction in skills and knowledge for adult life and career technical training. The Superintendent or designee shall ensure that all otherwise qualified students have *and* a timely opportunity *for all otherwise qualified students to enroll*, within the four years before graduation, to enroll in each course necessary to fulfill the requirements and prerequisites for admission to California public colleges and universities prior to graduation. (Education Code 51224, 51228)

(*cf. 6030—Integrated Academic and Vocational Instruction*)

The Superintendent or designee shall develop a process by which courses *that meet college admission criteria (referred to a "a-g" course requirements)* are submitted to the University of California (UC) for review and certification *in order to meet university admission criteria*. He/She shall maintain an accurate list of all current high school courses that have been so certified, and shall ensure that the list is provided annually to each student in grades 9-12 and that *shall make* updated lists are made readily available. (Education Code 51229, 66204)

At the beginning of each school year, the Superintendent or designee shall provide written notice to parents/guardians of students in grades 9-12 that, to the extent possible, shall not exceed one page in length and that includes all of the following: (Education Code 51229)

1. A brief explanation of the college admission requirements
2. A list of the current UC and California State University (CSU) web sites that help students and their families learn about college admission requirements and that list high school courses that have been certified by UC as satisfying the requirements for admission to UC and USC
3. A brief description of what career technical education is, as defined by the California Department of Education (CDE)
4. The Internet address for the portion of the web site of the CDE where students can learn more about career technical education
5. Information about how students may meet with school counselors to help them choose courses that will meet college admission requirements and/or enroll in career technical education courses.

(*cf. 5145.6—Parental Notifications*)

(*cf. 6164.2—Counseling/Guidance Services*)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Instruction

BP 6143(c)

Legal Reference:

EDUCATION CODE

33319.3 Driver education; CDE materials on road rage

33540 Government and civics instruction in interaction with government agencies

48980 Parental notifications

51202 Instruction in personal and public health and safety

51203 Instruction on alcohol, narcotics and restricted dangerous drugs

51204 Course of study designed for student's needs

51204.5 History of California; contributions of men, women and ethnic groups to development of state and nations

51210-51212 Areas of study for grades 1-6

51220-51229 Course of study for grades 7-12

51241 Exemption from physical education

51911-51921 Comprehensive health educational plans

51930-51939 California Comprehensive Sexual Health and HIV/AIDS Prevention Act

51940 Curriculum for brain and spinal cord injury prevention

53278-53280 Supplemental School Counseling Program

60040-60052 Requirements for instructional materials

66204 Certification of high school courses as meeting university admission criteria

HEALTH AND SAFETY CODE

11032 Definition of dangerous drugs

CODE OF REGULATIONS, TITLE 5

10020-10049 Automobile driver education and training

10060 Physical education program

UNITED STATES CODE, TITLE 20

6101-6251 School-to-Work Opportunities Act of 1994

Management Resources:

WEB SITES

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

California Career Resource Network: <http://www.californiacareers.info>

California Colleges.edu: <http://www.californiacollege.edu>

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

University of California, Certified Course Lists: <http://doorways.ucop.edu/list>

University of California, College Prep Online Courses and Services: <http://www.uccp.org>

Adopted: 4-26-78

Amended: 6-19-84; 9-17-02; 6-17-03, 5-20-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

**SUBJECT: C.4.h. APPROVE AMENDMENT TO BOARD POLICY 6145.2 –
ATHLETIC COMPETITION –First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6145.2 - Athletic Competition?

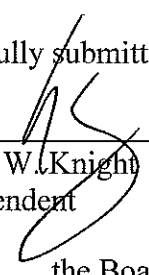
BACKGROUND: Board Policy 6145.2 is being revised to reflect new law (AB 25) which requires districts to distribute information on concussions and head injuries to student athletes and their parents/guardians and requires that a student athlete who is suspected of sustaining a concussion be immediately removed from the athletic activity and not allowed to return until a health care provider provides written clearance. Board Policy 6145.2 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6145.2 - Athletic Competition.
2. Do not amend Board Policy 6145.2 - Athletic Competition.
3. Adopt a modified version of the amendment to Board Policy 6145.2 - Athletic Competition.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6145.2(a)

Athletic Competition

The Governing Board recognizes that the athletic program constitutes an integral component of the educational program and helps to build a positive school climate. The athletic program also promotes the physical, social, and emotional well-being and character development of participating students. The athletic program shall be designed to meet students' interests and abilities and be varied in scope to attract wide participation.

(cf. 3541.1 - Transportation for School-Related Trips)

(cf. 5030 - Student Wellness)

(cf. 5137 - Positive School Climate)

(cf. 6142.7 - Physical Education)

(cf. 7110 - Facilities Master Plan)

All athletic teams shall be supervised by qualified coaches to ensure that student athletes receive appropriate instruction and guidance related to safety, health, training and preparation for competition. Athletic events shall be officiated by qualified personnel.

(cf. 4127/4227/4327 - Temporary Athletic Team Coaches)

The Board encourages business and community support for district athletic programs, subject to applicable district policies and regulations governing advertisements and donations.

(cf. 1260 - Educational Foundation)

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

(cf. 1325 - Advertising and Promotion)

(cf. 1700 - Relations Between Private Industry and the Schools)

(cf. 3290 - Gifts, Grants and Bequests)

Nondiscrimination and Equivalent Opportunities in the Athletic Program

The district's athletic program shall be free from discrimination and discriminatory practices ***prohibited by*** ~~in accordance with~~ state and federal law. The Superintendent or designee shall ensure that equivalent opportunities are provided for both ***males and females.*** ~~genders.~~

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

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

Any complaint regarding the district's athletic program shall be filed in accordance with the district's Uniform Complaint Procedures.

(cf. 1312.3 - Uniform Complaint Procedures)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6145.2(b)

California Interscholastic Federation

The Board maintains membership in *the California Interscholastic Federation (CIF)* and requires that interscholastic athletic activities be conducted in accordance with Board policy, administrative regulation and CIF bylaws and rules. The Superintendent or designee shall have responsibility for the district's interscholastic athletic program, while the principal or designee at each participating school shall be responsible for the site-level decisions, as appropriate.

Upon recommendation of the Superintendent, the Board shall annually designate an employee or employees from Oak Park High School to serve as a representative to the local CIF league. Appointees shall represent the district in performing all duties required by the CIF league. In making this selection, the Board shall consider the employee's understanding of the district's goals for *student learning and* interscholastic and extracurricular activities, knowledge of the athletic programs, awareness of the implications of league decisions for the school and the district, and individual interpersonal communication and leadership skills.

The Superintendent or designee shall ensure that the district representatives to CIF report regularly to the Board on league, section and statewide issues, as well as activities and prospective actions related to athletics.

(cf. 0500 – Accountability)

Student Eligibility

The first priority of student athletes shall be a commitment to their education and academic achievement.

(cf. 6011 – Academic Standards)

Eligibility requirements for participation in the district's interscholastic athletic program, including *requirements pertaining to academic achievement and residency, shall be* eligibility ~~for a child in foster care or a child of a military family,~~ are the same as those set by the district for participation in extracurricular and co-curricular activities.

(cf. 3530 – Risk Management/Insurance)

(cf. 5111.1 - District Residency)

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6145 - Extracurricular and Co-curricular Activities)

(cf. 6146.1 - High School Graduation Requirements)

(cf. 6162.52 - High School Exit Examination)

(cf. 6173.1 – Education for Foster Youth)

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6145.2(c)

In addition, the Superintendent or designee shall ensure that students participating in ***interscholastic athletics governed by CIF league-athletics*** satisfy any additional CIF eligibility requirements.

Sportsmanship

The Board values the quality and integrity of the athletic program and the ~~ethical well-being and~~ character development of the student athletes. Student athletes, coaches, parents/guardians, spectators, and others are expected to demonstrate good sportsmanship, ethical conduct, and fair play during all athletic competitions. They shall also abide by the core principles of trustworthiness, respect, responsibility, fairness, caring and good citizenship and the Codes of Conduct, as adopted by the California Interscholastic Federation CIF. ~~in its publication~~ "Pursuing Victory with Honor."

Students and staff may be subject to disciplinary action for improper conduct.

(cf. 3515.2 – Disruptions)

(cf. 4118 - Suspension/Disciplinary Action)

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

(cf. 5131 – Conduct)

(cf. 5131.1 – Bus Conduct)

(cf. 5131.4 – Student Disturbances)

(cf. 5144 - Discipline)

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

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

Health and Safety

The Board desires to give student health and safety the highest consideration in planning and conducting athletic activities. ~~Universal precautions shall be observed when injuries occur.~~

Students shall have a medical clearance before participating in the interscholastic athletic program. Care shall be taken to ensure that all athletic trainings and competitions are conducted in a manner that will not overtax the physical capabilities of the participants. When appropriate, protective equipment shall be used to prevent or minimize injuries.

(cf. 5131.61 - Drug Testing)

(cf. 5131.63 - Steroids)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 – School Health Services)

(cf. 5141.7 – Sun Safety)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6145.2(d)

(cf. 5143 - Insurance)

Coaches and appropriate district employees shall take every possible precaution to ensure that athletic equipment is kept in safe and serviceable condition. The Superintendent or designee shall ensure that all athletic equipment is cleaned and inspected for safety before the beginning of each school year.

(cf. 5142 - Safety)

In the event that an injury occurs, the coach or other appropriate district employee shall observe universal precautions and shall remove the student athlete from the activity and/or seek medical treatment for the student as appropriate.

*(cf. 4119.42/4219.42/4319.42 - Exposure Control Plan for Bloodborne Pathogens)**(cf. 4119.43/4219.43/4319.43 - Universal Precautions)**(cf. 5141 - Health Care and Emergencies)**(cf. 5141.21 - Administering Medication and Monitoring Health Conditions)**(cf. 5141.22 - Infectious Diseases)*

Supervision

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex

270-271 Athletes' Bill of Rights

17578 Cleaning and sterilizing of football equipment

17580-17581 Football equipment

32221.5 Required insurance for athletic activities

33353-33353.5 California Interscholastic Federation; implementation of policies, insurance program

33354 CDE authority over interscholastic athletics

35160.5 District policies; rules and regulations

~~35161 Powers and duties generally~~

35179 Interscholastic athletics

48850 Interscholastic athletics; students in foster care

48900 Grounds of suspension and expulsion

48930-48938 Student organizations

49020-49023 Athletic programs; legislative intent, equal opportunity, apportionment, prohibited sex discrimination

49030-49034 Performance-enhancing substances

49458 Health examinations, interscholastic athletic program**49475 Health and safety, concussions and head injuries**

49700-49701 Education of children of military families

51242 Exemption from physical education for high school students in interscholastic athletic program~~60850-60859 High School Exit Examination~~

PENAL CODE

245.6 Hazing

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6145.2(e)

CODE OF REGULATIONS, TITLE 5

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

4920-4922 Nondiscrimination in intramural, interscholastic, and club activities

5531 Supervision of extracurricular activities of students

5590-5596 Employment of non-certificated coaches

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

CODE OF FEDERAL REGULATIONS, TITLE 34

106.31-106.42 Nondiscrimination on the basis of sex in education programs or activities prohibited

*106.33 Comparable facilities**106.41 Nondiscrimination in athletic programs**COURT DECISIONS**Mansourian v. Regents of University of California, (2010) 594 F.3d 1095*Kahn v. East Side Union High School District, (2004) 31 Cal.4th 990t*McCormick v. School District of Mamaroneck, (2004) 370 F.3d 275*

Hartzell v. Connell, (1984) 35 Cal. 3d 899

Management Resources:

*CSBA PUBLICATIONS**Student Fees Litigation Update, Education Legal Alliance Advisory, May 20, 2011*

A School Board Member's Guide to CIF and Interscholastic Sports, 1997

CALIFORNIA TASK FORCE REPORT TO THE LEGISLATURE

Compact on Educational Opportunity for Military Children: Preliminary Final Report, March 2009

CIF PUBLICATIONS

California Interscholastic Federation Constitution and Bylaws, 1996-97

A Guide to Equity in Athletics (Equity Handbook)

Acute Concussion Evaluation (ACE) Care Plan, 2006

Pursuing Victory with Honor, 1999

*CENTER FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS**Heads Up: Concussion in High School Sports, Tool Kit, June 2010**Heads Up: Concussion in Youth Sports, Tool Kit, July 2007**OFFICE FOR CIVIL RIGHTS, U.S. DEPARTMENT OF EDUCATION PUBLICATIONS**Intercollegiate Athletics Policy Clarification: The Three-Part Test – Part Three, Dear Colleague letter, April 20, 2010**WEB SITES*CSBA: <http://www.csba.org>California Department of Education, Equal Opportunity and Access: <http://www.cde.ca.gov/re/di/eo>CIF: <http://www.cifstate.org>*Centers for Disease Control and Prevention, Concussion Resources: <http://www.cdc.gov/concussion>*National Federation of State High School Associations: <http://www.nfhs.org>National Operating Committee on Standards for Athletic Equipment: <http://www.nocsae.org>*U.S. Anti-Doping Agency: <http://www.usada.org>**U.S. Department of Education, Office for Civil Rights: <http://www2.ed.gov/ocr>*

Adopted: 4-26-78

Amended: 4-14-82, 6-19-84, 9-17-02, 2-19-08, 3-16-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: APRIL 17, 2012

**SUBJECT: C.4.i. APPROVE ADOPTION OF BOARD POLICY 6170.1 –
TRANSITIONAL KINDERGARTEN - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6170.1 – Transitional Kindergarten?


BACKGROUND: Board Policy 6170.1 is new policy the reflects new law (AB 1381, 2010) which requires districts to establish “transitional kindergarten” programs beginning in the 2012-2013 school year for children whose admission to kindergarten is delayed due to changes in law affecting the age criteria for admission to kindergarten. Board Policy 6143 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the adoption of Board Policy 6170.1 – Transitional Kindergarten.
2. Do not adopt Board Policy 6170.1 – Transitional Kindergarten.
3. Adopt a modified version of the adoption of Board Policy 6170.1 – Transitional Kindergarten.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6170.1(a)

Transitional Kindergarten

The Governing Board desires to offer a high-quality transitional kindergarten program for eligible children who do not yet meet the minimum age criterion for kindergarten. The program shall assist children in developing the academic, social, and emotional skills they need to succeed in kindergarten and beyond.

The district's transitional kindergarten shall be the first year of a two-year kindergarten program. (Education Code 48000)

The Board encourages ongoing collaboration among district preschool staff, other preschool providers, elementary teachers, administrators, and parents/guardians in program development, implementation, and evaluation.

(cf. 0420 - School Plans/Site Councils)
(cf. 1220 - Citizen Advisory Committees)
(cf. 6020 - Parent Involvement)

Eligibility

The district's transitional kindergarten program shall admit children whose fifth birthday lies between: (Education Code 48000)

1. November 2 and December 2 in the 2012-13 school year
2. October 2 and December 2 in the 2013-14 school year
3. September 2 and December 2 in the 2014-15 school year and each school year thereafter

Parents/guardians of eligible children shall be notified of the availability of this program and the age, residency, and any other enrollment requirements. Enrollment in the transitional kindergarten program shall be voluntary.

(cf. 5111 - Admission)
(cf. 5111.1 - District Residency)
(cf. 5111.12 - Residency Based on Parent/Guardian Employment)
(cf. 5111.13 - Residency for Homeless Children)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.3 - Health Examinations)
(cf. 5141.31 - Immunizations)
(cf. 5141.32 - Health Screening for School Entry)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6170.1(b)

Curriculum and Instruction

The district's transitional kindergarten program shall be based on a modified kindergarten curriculum that is age and developmentally appropriate. (Education Code 48000)

(cf. 6141 - Curriculum Development and Evaluation)

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

Upon recommendation by the Superintendent or designee, the Board shall approve academic standards for transitional kindergarten that bridge preschool learning foundations and kindergarten standards. Such standards shall be designed to facilitate students' development in essential skills which may include, as appropriate, language and literacy, mathematics, physical development, the arts, science, social sciences, English language development, and social-emotional development.

(cf. 5148.3 - Preschool/Early Childhood Education)

(cf. 6011 - Academic Standards)

(cf. 6174 - Education for English Language Learners)

The number of instructional minutes offered in transitional kindergarten shall be the same as that required for the district's kindergarten program.

(cf. 6111 - School Calendar)

(cf. 6112 - School Day)

Transitional kindergarten students may be placed in the same classrooms as kindergarten students when necessary, provided that the instructional program is differentiated to meet student needs.

Staffing

Teachers assigned to teach in transitional kindergarten classes shall possess a teaching credential or permit that authorizes instruction at the kindergarten grade level.

(cf. 4112.2 - Certification)

The Superintendent or designee may provide professional development as needed to ensure that transitional kindergarten teachers are knowledgeable about district standards and effective instructional methods for teaching young children.

(cf. 4131 - Staff Development)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6170.1(c)

Continuation to Kindergarten

Students who complete the transitional kindergarten program shall be eligible to continue in kindergarten the following school year. Parents/guardians of such students shall not be required to submit a signed parental permission form for kindergarten attendance.

A student shall not attend more than two years in a combination of transitional kindergarten and kindergarten. (Education Code 46300)

(cf. 5123 - Promotion/Acceleration/Retention)

Program Evaluation

The Superintendent or designee shall develop or identify appropriate assessments of transitional kindergarten students' development and progress. He/she shall monitor and regularly report to the Board regarding program implementation and the progress of students in meeting related academic standards.

(cf. 0500 - Accountability)

(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE

8973 Extended-day kindergarten

44258.9 Assignment monitoring by county office of education

46111 Kindergarten, hours of attendance

46114-46119 Minimum school day, kindergarten

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

48000 Minimum age of admission (kindergarten)

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

48200 Compulsory education, starting at age six

60605.8 Academic Content Standards Commission, development of Common Core Standards

Management Resources:

CSBA PUBLICATIONS

Transitional Kindergarten, Issue Brief, July 2011

CALIFORNIA COUNTY SUPERINTENDENTS EDUCATIONAL SERVICES ASSOCIATION PUBLICATIONS

Transitional Kindergarten (TK) Planning Guide: A Resource for Administrators of California Public School Districts, November 2011

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Transitional Kindergarten FAQs

California Preschool Curriculum Framework, Vol. 1, 2010

California Preschool Learning Foundations, Vol. 1, 2008

Prekindergarten Learning Development Guidelines, 2000

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6170.1(d)

First Class: A Guide for Early Primary Education, 1999

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

11-08 Transitional Kindergarten Assignments, Credential Information Alert, August 25, 2011

WEB SITES

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

California County Superintendents Educational Services Association: <http://www.ccsesa.org>

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

California Kindergarten Association: <http://www.ckanet.org>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Transitional Kindergarten California: <http://www.tkcalifornia.org>

Adopted:

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: April 17, 2012

SUBJECT: Brookside Elementary School, Monthly Board Report

EARTH WEEK:

At Habitat Brookside students will learn about Global Climate Change and Carbon Footprints. In the computer lab students can use a carbon footprint calculator to work out how much CO2 their lifestyle emits in a year. Students will learn the impact they are having on the environment. Online animated video clips can be viewed to learn how garbage can be separated. A PBS video will focus on electronic waste and that there is an environmental cost to the gadgets we love. Additionally, there will be a recycled book/dvd sale, walk to school, and zero waste lunch/snack.

SCIENCE EXPLORATORY & SCIENCE FAIR APRIL 23-27:

This year's Science Exploratory will once again have experiments in the five major genres of science: physics, electricity, chemistry, biology, and earth science. There will also be some self-led experiments exploring Bernoulli's principle, string telephones and magnetism. On Friday of that week, student science projects will be displayed in the MPR. The all day Kindergarten Science Olympiad is on April 25th.

APRIL 4TH OPEN HOUSE – GRADES 1-3:

Parents and students are invited to kick off the evening at 6:00. There will be an All School Meeting from 6:15-6:45 in the MPR. Classrooms will be open at 6:45-7:30.

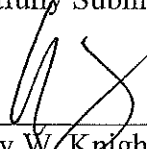
MEASURE R PROJECTS AT BROOKSIDE

There will be extensive concrete work at Brookside during the spring break holiday. The campus will be closed for safety reasons. Staff members located in the 300 building are starting the process of packing up materials not needed for the last 3 months of the year. The interior of the 300 building will be repaired and refurbished ~ very exciting!

HAPPENINGS:

April 25	PTA General Meeting 8:30 a.m.
April 26	Parent Tour @ 9:00 a.m.
April 26	School Site Council Meeting 2:45-3:45
April 29	Disaster Drill 9:00 a.m.
May 2	Staff Appreciation Luncheon
May 2	OPUSD Big Sunday Clean Up Day

Respectfully Submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: April 17, 2012

SUBJECT: Monthly Board Report

Our students have been learning all about the different families of instruments in music class. As part of that experience, our PTA arranged for a visit from the New West Symphony Music Van. Students had the chance to actually play a wide variety of string, woodwind, brass, and percussion instruments. While we are not quite ready to perform a perfectly choreographed symphony, the students were able to experience how each instrument makes its sound through hands-on practice. This is not only an important part of music instruction, but also an opportunity to get kids excited about our middle school and high school instrumental programs.

The Oak Hills PTA held an incredibly successful Casino Night Fundraiser. Countless hours of hard work went into gathering and organizing auction items, setting up the Community Center, and arranging food, refreshments and entertainment. The event was completely sold out, with nearly all staff members joining in the fun to help support our school. It was a great opportunity for the entire school community to get together and have fun for a critically important cause.

The Oak Hills Student Council is collecting new, unwrapped toys to be donated to the UCLA Children's Hospital cancer unit. They have set the goal of collecting 600 items. The children visiting the hospital to be treated for various types of cancer will each receive a toy to hopefully take their mind off their treatment, and let them know that they have a friend at Oak Hills who cares about them and wishes them well.

The Oak Hills Tile wall is nearly complete. The tiles form a beautiful backdrop behind the drinking fountains on the playground. This was a fun way to raise much-needed funds and help beautify our campus.

A group of second graders traveled with Dr. Knight to visit the California State Long Beach Shark Lab. They spent the day with shark researcher, Dr. Lowe, and a group of graduate students working in the lab. Our kids saw a baby White Shark, got to handle smaller live sharks, and work with the equipment that will be used to track the shark they will be naming. There were many other sea creatures that the students got to learn about in the lab, including stingrays, sea stars, urchins, sea hares, and variety of fishes. Our district-wide Shark Week activities, including a visit from the Oak Park High School Shark Team, prepared them very well for this experience. Based on the questions they asked and their interactions with the staff and students at the university, we just may have some future marine biologists on our hands!

Respectfully Submitted;



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: April 17, 2012

SUBJECT: Monthly Board Report

Jog-A-Thon

Our annual Jog-A-Thon occurred on Friday, March 9. This PFA-sponsored event promoted the value of exercise and raised money for our school. Students and teachers ran laps around the grassy playground area of the school and recorded the number of laps run on cards attached to their backs. Water, music and encouragement were provided by a large group of parent volunteers.

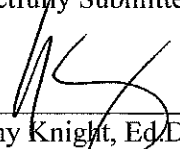
Night at the (Wax) Museum: A Walk Through American History

Our three third grade classes organized a simulated history museum featuring notable individuals from America's past. Each costumed wax figure (student) came to life to explain to their audience the importance of their life and the role they played in American history. Both our MPR and library were used as museum rooms. This event occurred on Wednesday, March 21 from 6:00 to 7:00 p.m.

Great Race of Agoura

The Great Race was Saturday, March 24. Everyone was encouraged to participate in this fundraiser for our school. Key chains with miniature running shoes were given out on a weekly basis to participants when they signed up for this event. Runners wore their Jog-A-Thon t-shirts to the race and a Red Oak tent was set up in the assembly area so that everyone could meet up for their races.

Respectfully Submitted:



Anthony Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: April 2, 2012 Board Report

SUBJECT: MONTHLY SCHOOL REPORT

8th Grade Panorama Picture April 5th: This annual event will occur at 2:00 p.m. on the field.

Anne Frank Speaker, April 18th: A speaker will be here to discuss this important literary and historical figure with the 7th grade.

Intermurals: 8th Grade Volleyball April 18th 3:00 p.m.: Medea vs. Lindero at Lindero.

Music in the Park @Knotts' Berry Farm Festival April 21st: Elana Levine, band Director will take her musicians to play and compete.

Math Counts:

National Geographic "Geobee": 8th grader Ben Porat will compete at the State level!

Ventura County Science Faire 2011: MCMS had 74 students participate and, along with being the #1 school in the County for most 'wins', we have 12 Medea Creek students who will going on to the 2012 California State Competition.

Awards and winners in the order received:

Special Awards:

- American Petroleum Institute -- Kelsey Majam
- Society of Womens Engineering -- High Honors -- Anna Moss, Stephanie Chang

Division Awards:

- Animal Behavior and Social Sciences -- 3rd place Natalie Litvak
- Human Behavior and Social Sciences -- 1st place Caitlin Takeda
2nd Place Cameron Bear
- Amgen Biochemistry -- 2nd place Adi Shiloni
- Chemistry -- 1st place Stephanie Chang
- Engineering -- 1st place Ziv Batcha
- Human Biology -- 1st place Tara Foroobar
2nd place Carly Dion
4th place Kelly Strahluth
- Microbiology -- 1st place Billy Follett
2nd place Isabel Kim
3rd Shaun Merrit
- Biochemistry -- 4th place Morgan Kramer
- Zoology -- 1st place Jessica Cathy
4th place Casey Ahern
- Botany -- 2nd place Jerry Song
3rd place Karlin Steiner
4th place Everett Jiang
- Product Sciences: Biological -- 1st place Klara Chang
4th place Connor Gentry

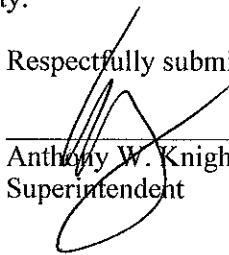
Thanks and appreciation to MCMS science teachers, especially those who teach 7th and 8th grade, Kelly Johnson, Katie Cohen, Marta Graves, Roger Newell and Cindy Ligeti, who organized the trip to the County.

History Day: Congratulations MCMS's first annual History Day and the 16 groups who participated. Special thanks to the first place group, Roopa Chandra, Roshni Dugar, Devon Frost, Eloise Hendricks and Kavya Jatavallabhula, who created a documentary entitled "*The Downfall of Mubarak*." Teachers Kim Johnson and Sharon Lavene organized the event. Many thanks to the NUMEROUS teachers and administrators throughout OPUSD who came and served as judges.

Earth Week Celebrations April 16-20: MCMS will be hosting a variety of activities, including student produced and other educational videos, rewards for reusable lunch containers, and a carbon-footprint activity all drawing attention to our planet earth's survival. We will also participate in the District-wide Walk-to-School event on April 18th. Since we began recycling/shredding paper just over a year ago, **MCMS has saved over 110 trees!**

Heritage Music Festival Curricular Trip April 27-29: Band Director Elana Levine will be taking students to San Diego for this outstanding musical opportunity.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Kevin Buchanan, Principal, Oak Park High School

DATE: April 4, 2012

SUBJECT: Monthly Board Report

COURSE ADVISEMENT

Course advisement is complete at the high school and the counselors have already visited MCMS to meet with the eighth grade students for elective selections. We are offering new courses in Financial Math, AP Computer Programming, Digital Photography, Vocal Production, Keys to My Future, and Intro to AP Science.

DRAMA

The "Thoroughly Modern Millie" musical production was outstanding. Ticket sales were very strong and we are now in production for the Spotlight Show, which is an all student run production of Agatha Christie's 1951 play, "The Hollow". The Spotlight runs May 24-26

ATHLETICS

Twenty five percent of Oak Park High students (347) are participating in Spring sports. League and tournament competition is well underway in track and field, lacrosse, volleyball, baseball, softball, tennis, and golf.

STUDENT ACTIVITIES

There are still lots of student activities to complete during the fourth quarter. There are still two large dances, Spring Fling and Prom, one senior retreat, three awards ceremonies, two concerts, a rally, the Powderpuff game, Earth Week, play rehearsals, Senior Week, Commencement, as well as fundraisers and comedy sports.

TEEN DRUNK DRIVING AWARENESS DAY

Students Against Drunk Driving are currently planning a lunchtime activity in late May to heighten awareness around the issue of teen drinking and driving just before Prom.

CONGRATULATIONS TO ART STUDENTS

The following students have been accepted into the annual Westlake Village Art Guild Student Awards Show. We are very proud of these students, they were selectively chosen from amongst 250 high school artists. Their framed work will be on display at a show on April 20, 4-7pm at the Reyes Adobe Historical Site! Their work will be up for cash prize awards.

Orr Amran
Valerie Chen

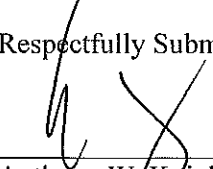
Lauren Griffin
Julia Pimes

Meghan Sabik
Heidi van denBerg

Edward Yeow

Also, On Friday, March 16 at the Ventura County Government Center, the Focus on the Masters sponsored by the Ventura County Arts Council honored **OPHS Seniors Julia Pimes and Heidi van den Berg**. And, on Tuesday, March 20, at the Ventura Co. Office of Ed, the Scholastic Art and Writing, the Alliance for Young Artists and Writers and the California Arts Project Honored **OPHS Seniors Meghan Sabik, Orr Amran and Heidi van den Berg with Silver Keys and Honorable Mention!**

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Lou Tabone, Principal, Oak View High School/Oak Park Independent School
DATE: April 17, 2012
SUBJECT: Monthly Board Report

Oak View

Counseling activities included crisis interventions, small group support and individualized meetings with juniors and seniors.

Jeremy has called in CIRT crisis support for several students.

Our ROP field trip is April 4th.

Fifteen students were treated to breakfast as recognition for their documented clean and healthy lifestyle.

The Site Council Parent Support meeting was March 6th and the topic is neurofeedback therapy. Coming up for our parents on April 3rd at 6:30 pm is a chemical dependency expert.

The EAP writing assessment was completed on March 26th and the Healthy Kids Survey on March 30th.

We are looking forward to our ecology field trip to the Eco-Helper facility in the Santa Monica Mountains National Recreation Center near Zuma on April 20th. We will plant native trees and vegetation and remove non-native species in the area.

Independent School

Counselor activities included a presentation to our seniors regarding graduation details and post-secondary planning for college and careers. Common application for college entrance training was provided.

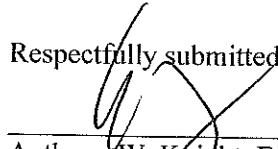
We are developing a pilot for an early enrollment process for current families that will give us a better picture on how many plan to return in the fall.

The STAR Writing for 4th /7th and the EAP for 11th graders were completed in March.

Students and staff enjoyed the Grammy Museum field learning experience on March 7th. These events add a socialization component to our program-good fun and a meaningful education experience.

We attended a WASC Inservice at the VCOE on March 30th as we are staying current and up to date on the process.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent