

# OPUSD Text Books for Grades K - 8 2011 - 2012

Class/Course	Book Title	ISBN #	Publisher	Edition	Copyright Date	School	Grade
Science	Order for FOSS Re-Fill Packages Dean Taylor sending link						
Science	<a href="http://deltaeducation.com/science/ca/index.html">http://deltaeducation.com/science/ca/index.html</a> Click that to go to the CA part of the website. Then you go to the Parts List (on left), which takes you to where you can order individual parts or the entire refill package (near the bottom of each module parts list). Consumables are marked with a red * (ignore the blue						
Science	Kit Foss CA Animals 2X2	1-59242-974-2	Foss - Delta	Kits	2007	BES, OHES, ROES	K
Science	Kit Foss CA Trees	1-59242-975-0	Foss - Delta	Kits	2007	BES, OHES, ROES	K
Science	Kit Foss CA Wood and Paper	1-59242-976-9	Foss - Delta	Kits	2007	BES, OHES, ROES	K
Science	Kit Foss-Ca Plants and Animals - Cr07	1-59242-978-5	Foss - Delta	Kits	2007	BES, OHES, ROES	1
Science	Kit Foss-Ca Air and Weather - Cr07	1-59242-979-3	Foss - Delta	Kits	2007	BES, OHES, ROES	1
Science	Kit Foss-Ca Solids and Liquids Cr07	1-59242-977-7	Foss - Delta	Kits	2007	BES, OHES, ROES	1
Science	Kit Foss-Ca Insects and Plants - Cr07	1-59242-981-5	Foss - Delta	Kits	2007	BES, OHES, ROES	2
Science	Kit Foss-Ca Pebbles, Sand, and Silt - Cr07	1-59242-982-3	Foss - Delta	Kits	2007	BES, OHES, ROES	2
Science	Kit Foss-Ca Balance and Motion - Cr07	1-59242-980-7	Foss - Delta	Kits	2007	BES, OHES, ROES	2
Science	Kit Foss-Ca Structures of Life - Cr07	1-59242-986-6	Foss - Delta	Kits	2007	BES, OHES, ROES	3
Science	Kit Foss-Ca Sun, Moon, and Stars - Cr07	1-59242-985-8	Foss - Delta	Kits	2007	BES, OHES, ROES	3
Science	Kit Foss-Ca Matter and Energy - Cr07	1-59242-993-9	Foss - Delta	Kits	2007	BES, OHES, ROES	3
Science	Kit Foss-Ca Environments - Cr07	1-59242-988-2	Foss - Delta	Kits	2007	BES, OHES, ROES	4
Science	Kit Foss-Ca Solid Earth - Cr07	1-59242-989-0	Foss - Delta	Kits	2007	BES, OHES, ROES	4
Science	Kit Foss-Ca Magnetism and Electricity - Cr07	1-59242-987-4	Foss - Delta	Kits	2007	BES, OHES, ROES	4
Science	Kit Foss-Ca Living Systems - Cr07	1-59242-992-0	Foss - Delta	Kits	2007	BES, OHES, ROES	5
Science	Kit Foss-Ca Water Planet - Cr07	1-59242-994-7	Foss - Delta	Kits	2007	BES, OHES, ROES	5
Science	Kit Foss-Ca Mixtures and Solutions - Cr07	1-59242-991-2	Foss - Delta	Kits	2007	BES, OHES, ROES	5
English/Language Arts	(Literature) <i>Timeless Voices, Timeless Themes Copper Level</i>	0-13-054802-2	Prentice Hall	CA Student Edition	2002	MCMS	6
English/Language Arts	(Literature) <i>Timeless Voices, Timeless Themes Bronze Level</i>	0-13-054803-0	Prentice Hall	CA Student Edition	2002	MCMS	7
English/Language Arts	(Literature) <i>Timeless Voices, Timeless Themes Silver Level</i>	0-13-054804-9	Prentice Hall	CA Student Edition	2002	MCMS	8
English/Language Arts	Writing & Grammar Communication in Action Copper Level	0-13-037341-9	Prentice Hall	CA Student Edition	2002	MCMS	6
English/Language Arts	Writing & Grammar Communication in Action Bronze Level	0-13-037313-3	Prentice Hall	CA Student Edition	2002	MCMS	7
English/Language Arts	Writing & Grammar Communication in Action Silver Level	0-13-037343-5	Prentice Hall	CA Student Edition	2002	MCMS	8
Health	Teen Health	0-02-651837-6	Glencoe	CA Student Edition	2003	MCMS	7
History/Social Science	World History Ancient Civilizations CA	0-618-53124-6	McDougal Littell	CA Student Edition	2006	MCMS	6
History/Social Science	World History Medieval & Early Modern Times	0-618-53294-3	McDougal Littell	CA Student Edition	2006	MCMS	7
History/Social Science	Creating American: Beginnings through World War I CA	0-618-55949-3	McDougal Littell	CA Student Edition	2006	MCMS	8
Mathematics	Mathematics Concepts, Skills, & Problem Solving	0078778484	Glencoe	CA Student Edition	2008	MCMS	6
Mathematics	Mathematics Concepts, Skills, & Problem Solving	0078778506	Glencoe	CA Student Edition	2008	MCMS	7
Mathematics	Algebra 1-CPM Algebra Connections	9781603280006	CPM	CA Student Edition	2008	MCMS	8
Mathematics	Geometry Concepts, Skills, & Problem Solving	0078778549	Glencoe	CA Student Edition	2008	MCMS	8
Mathematics	Algebra Readiness - (Pilot) Mind Institute	9781933787626	MIND Research	CA Student Edition	2007	MCMS	7, 8
Science	Focus on Earth Science	0-13-201274-X	Prentice Hall	CA Student Edition	2008	MCMS	6
Science	Focus on Life Science	0-13-203478-6	Prentice Hall	CA Student Edition	2008	MCMS	7
Science	Focus on Physical Science	0-13-201270-7	Prentice Hall	CA Student Edition	2008	MCMS	8

# OPUSD 2011 - 2012 Textbook Order Form

## Grades 9 - 12 (OPHS)

### Board Approved Materials

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Class/Course	Grade	Course/Textbooks	ISBN #
	Grade	ENGLISH/LANGUAGE ARTS	
English/Language Arts	9	English I -- Gold Prentice Hall 1989c	0-13-698556-4
English/Language Arts	10	English II & II H- Platinum Prentice Hall 1989c	0-13-698580-7
English/Language Arts	11	English III & III H - American Experience Prentice Hall 1989c	0-13-698614-5
English/Language Arts	12	English IV - World Masterpieces Prentice Hall 1991c	0-13-691692-9
English/Language Arts	12	English IV AP - Literature, Structure, Sound & Sense Harcourt Brace 1993 c	0-15-551070-3
English/Language Arts	12	English IV AP - Literature Intro to Reading & Writing Pearson Education 2001 c	0-13-018401-2
English/Language Arts	10,11,12,	Journalism - Scholastic Journalism C, Dow Tate Sherry & Taylor	0-8183-2751-5
English/Language Arts	9	9Th Grade Core & Extended Readers	
English/Language Arts	9	The Outsiders - S.E. Hinton (Laurel Leaf) Dell Pub	0-440-96769-4
English/Language Arts	9	Of Mice and Men - Steinbeck (Bantam	0-553-27824-X
English/Language Arts	9	To Kill a Mockingbird - H. Lee (Warner edition)	
English/Language Arts	9	The Tragedy of Romeo and Juliet (New Folger edition)	0-671-72285-9
English/Language Arts	9	Fahrenheit 451	
English/Language Arts	9	The Dandelion Wine	
English/Language Arts	10	10th Grade Core & Extended Readers	
English/Language Arts	10	Lord of the Flies - Golding (Perigee edition)	0-399-50148-7
English/Language Arts	10	Julius Caesar	
English/Language Arts	10	Twelve Angry Men	
English/Language Arts	10	The Catcher in the Rye - Salinger (Little Brown & Co.)	
English/Language Arts	10	Gulliver's Travels (H) - Swift (Signet edition - Penguin pub.)	
English/Language Arts	10	Points of View: An Anthology of SS -(H) (Moffett, ed.) Permabound	
English/Language Arts	10	MacBeth (H) Shakespeare (New Folger ed.)	0-671-72275-1
English/Language Arts	10	A Tale of Two Cities (AP Euro/Honors English core)	
English/Language Arts	10	All Quiet on the Western Front (Euro AP/Honors English core)	
English/Language Arts	10	Frankenstein (Euro AP/Honors English core)	
English/Language Arts	10	Points of View 1995 Short Story Collection	
English/Language Arts	10	Points of View	0-451-62491-2
English/Language Arts	10	A Separate Peace	
English/Language Arts	10	Animal Farm - Orwell	
English/Language Arts	10	The Pearl - Buck	
English/Language Arts	10	House on Mango Street	
English/Language Arts	10	Night - Weisel	
English/Language Arts	10	Hiroshima - Hersey (Vintage edition	0-619-72103-7
English/Language Arts	10	Things Fall Apart	
English/Language Arts	10	The Bible	
English/Language Arts		11th Grade Core & Extended Readers	
English/Language Arts	11	The Adventures of Huckleberry Finn - Twain (Permabound classics)	
English/Language Arts	11	Ethan Frome - Wharton	
English/Language Arts	11	The Great Gatsby - Fitzgerald (Collier)	0-02-019960-0
English/Language Arts	11	Their Eyes Were Watching God - Hurston (Perennial)	0-06-091650-8
English/Language Arts	11	The Crucible - Miller (Penguin Books)	0 14 048.138 9
English/Language Arts	11	The Scarlet Letter (Honors & AP)	
English/Language Arts	11	Walden- Thoreau (Honors & AP)	
English/Language Arts	11	Billy Budd - Melville (Honors)	
English/Language Arts	11	Moby Dick - Melville(AP)	
English/Language Arts	11	Hitchhikers Guide to the Galaxy	
English/Language Arts	11	The Old Man and the Sea - Hemmingway	
English/Language Arts	11	A Lesson Before Dying	
English/Language Arts	11	Joy Luck Club	
English/Language Arts	11	Slaughter House Five	
English/Language Arts	11	Our Town	
English/Language Arts	11	The Grapes of Wrath - Steinbeck	
English/Language Arts	11	Death of a Salesman (11th Gr. AP) Miller (Penguin)	0-14-11-8097-8
English/Language Arts	11	The Red Badge of Courage - Crane (11th Grade) (Permabound classics)	
English/Language Arts	11	The Tempest	
English/Language Arts	11	Desire Under the Elms	

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Class/Course	Grade	Course/Textbooks	ISBN #
English/Language Arts	11	Spoon River Anthology by Edgar Lee Master	
English/Language Arts		12th Grade Core & Extended Readers	
English/Language Arts	12	Hamlet Shakespeare (Farnham, ed.) (Penguin)	0-14-0714.057
English/Language Arts	12	Heart of Darkness - Conrad	
English/Language Arts	12	Siddhartha	
English/Language Arts	12	The Sun Also Rises - Hemmingway	
English/Language Arts	12	The Sound and the Fury(Honors)	
English/Language Arts	12	The Return of the Native – Hardy (AP)	
English/Language Arts	12	A Portrait of the Artist as a Young Man (AP)	
English/Language Arts	12	Girl, Interrupted Random House, Inc c1994	0679746048
English/Language Arts	12	The Iceman Cometh Yale University Press c 2006	0300117434
English/Language Arts	12	Who's Afraid of Virginia Woolf? Penguin Group 2006c	0451218590
English/Language Arts	12	Streetcar Named Desire New Directions Publishing Corp 2004c	0811216020
English/Language Arts	12	Mythology Back Bay Books 1998c	0316341517
English/Language Arts	12	The Call of the Wild Sterling Publishing Comp Inc. 2004c	1402714556
English/Language Arts	12	Othello Spark Publishing 2003c cloth (1586638521 Trade Paper)	141140050X
English/Language Arts	12	The Tragedy of Prince Hamlet	
English/Language Arts	12	Breakfast of Champions	
English/Language Arts	12	A Streetcar Named Desire	
English/Language Arts	12	Candide (12th Grade)	
English/Language Arts	12	Frankenstein (12th Grade & 10th Grade Honors Eng./Euro AP)	
English/Language Arts	12	Brave New World	
English/Language Arts	12	Things Fall Apart	
English/Language Arts	12	The Maltese Falcon	
English/Language Arts	12	One Flew Over the Cuckoo's Nest	
English/Language Arts	12	Catch-22	
English/Language Arts	12	The Stranger	
English/Language Arts	12	Metamorphosis	
English/Language Arts	12	The Importance of Being Earnest	
English/Language Arts	12	Fried Green Tomatoes @ the Whistler Stop Café	
English/Language Arts	12	The Lathe of Heaven	
English/Language Arts	12	The Taming of the Shrew	
English/Language Arts	12	The Prince	
English/Language Arts	12	A Prayer for Owen Meany	
English/Language Arts	12	Mythology by Edith Hamilton	
English/Language Arts	12	Hitchhikers Guide to the Galaxy	
English/Language Arts	12	The Island of Dr. Moreau	
English/Language Arts	12	The War of the Worlds	
English/Language Arts	12	Twenty Thousand Leagues Under the Sea	
English/Language Arts	12	The Time Machine	
English/Language Arts	12	The Invisible Man	
English/Language Arts	12	The First Men in the Moon	
English/Language Arts	12	Around the World in Eighty Days	
English/Language Arts	12	Journey to the Center of the Earth	
English/Language Arts	12	Rosencrantz and Guildenstern are Dead	
English/Language Arts	12	Pride and Prejudice	
English/Language Arts	12	Sophie's World	
English/Language Arts	12	Crime and Punishment	
English/Language Arts	12	Sound and the Fury	
English/Language Arts	12	The Curious Incident of the Dog in the Night-time	
English/Language Arts	12	The Soloist	
English/Language Arts	12	Sun also Rises	
English/Language Arts	12	Great Expectations	
English/Language Arts	Readers not used	Tooth and Nail	
English/Language Arts	Readers not used	The Heart is a Lonely Hunter	
English/Language Arts	Readers not used	King Lear	
English/Language Arts	Readers not used	Two Years Before the Mast (R.H. Dana)	

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Class/Course	Grade	Course/Textbooks	ISBN #
English/Language Arts	Readers not used	The Tempest Shakespeare	
		FOREIGN LANGUAGE	
Foreign Language		Spanish I – En Espanol! McDougal Littell 2000	0395910811
Foreign Language		Spanish II – En Espanol! McDougal Littell 2000	0395910838
Foreign Language		Spanish III – En Espanol! McDougal Littell 2000	0395910854
Foreign Language		Spanish IV – Abriendo Paso Lectura 1995c (Class Set)	0-8384-4943-3
Foreign Language		Spanish IV – Abriendo Paso Gramatica 1995c	0-8384-4944-1
Foreign Language		Spanish IV – La Gitanilla Product #7367-1	
Foreign Language		Spanish IV – La Gitanilla Cassette Product #7264-8	
Foreign Language		Spanish IV – Graded Spanish Reader	0-669-04381-8
Foreign Language		Spanish IV – Literatura Moderna Hispanica 1988c	
Foreign Language		Spanish IV – Don Quijote De La Mancha Product #7170-5	
Foreign Language		Spanish IV – Cassette Product #7071-7	
Foreign Language		Spanish IV – Cassette Gil Blas De Santillana Product #7104-7	
Foreign Language		Spanish IV – Cassette Lazarillo De Cormes Product #7303-1	
Foreign Language		Spanish IV – Das Novelas Picarescas Product #7303-1	
Foreign Language		Spanish IV - En Contacto – 1992c	
Foreign Language		French I – French Bleu I McDougal Littell 2001	0-18-03504-4
Foreign Language		French II – French Blanc II McDougal Littell 2001	0-618-03505-2
Foreign Language		French III – French Rouge III McDougal Littell 2001	0-618-03506-0
Foreign Language		French IV – Connaissance et Reactions 1995c	0-8384-4950-6
Foreign Language		French IV – Le Petit Prince	
Foreign Language		French IV – Carmen	
Foreign Language		French IV- Contes et Legendes de France 1995	
Foreign Language		French IV - Tresor Du Temps 2005 ISBN# 0078606551	0078606551
Foreign Language		French IV – Reves	
Foreign Language		French IV – Le Comte de Monte-Cristo	
Foreign Language		French IV – en bonne forme (Van Hooff) 7th ed. 2001c Houghton Mifflin	0-618-01242-7
Foreign Language		Chinese I - Ni-Hao Level 1 Traditional Senseio 2002c	0887273637
Foreign Language		Chinese II - Integrated Chinese Level 1 Part 1 2nd Edition, Simplified Version	9780887275333
Foreign Language		Chinese III - Integrated Chinese Level 1 Part 2 Simplified Version	9780887275326
Foreign Language		Chinese III - Integrated Chinese Level 1 Part 2 Workbook	9780887274787
Foreign Language		Chinese III - Integrated Chinese Level 1 Part 2 Audio CD Character Workbook	
Foreign Language		American Sign Language I - Master ASL - Level 1	1-881133-20-6
Foreign Language		American Sign Language II Dawnsign Press Signing Naturally 2	9781581211313
Foreign Language		American Sign Language II Dawnsign Press Signing Naturally 2 TE & Video wkbk	978581211290
		HISTORY/SOCIAL SCIENCE	
History/Social Science		Geography – World Geography Glencoe/McGraw Hill 2005c	0-07-860699-3
History/Social Science		U.S. History – America: Pathways to the Present-Survey Edition Prentice Hall 2006 c	0-13-133510-3
History/Social Science		World History Connections to Today Modern Era 2005c Prentice Hall	0-13-128334-0
History/Social Science		U.S. History AP – The American Pageant-13th Edition 2006c McDougal Littell/Houghton Mifflin	0-618-642234
History/Social Science		U.S. History AP– American Issues Random House 1988c Charles Dollari, editor	0-676-35607-9
History/Social Science		U.S. History AP – Historical Viewpoints Vol I 6th Ed. Harper Collins 1991 c	0-06-042280-7
History/Social Science		U.S. History AP – Historical Viewpoints Vol II 6th Ed. Harper Collins 1991 c	0-06-042281-5
History/Social Science		U.S. History AP – A Short History of the American Nation 6th Edition Harper Collins 1991	0-06-500742-5
History/Social Science		U.S. History AP – A Short History of the American Nation 6th Edition Harper Collins 1991	0065007417
History/Social Science		European History AP – The Western Experience 9th Edition Glencoe/McGraw Hill 2005c	0-07-322890-7
History/Social Science		European History AP – Study Guide/Map Supplement for the Western Experience (Vol II) McGraw	0-07-325083-X
History/Social Science		European History AP – The Western Tradition Wilson	0-669-39443-2
History/Social Science		Economics CP – Economics, Principles & Practices Glencoe/ McGraw Hill 2005c	0-07-860693-4
History/Social Science		Economics AP – Economics Principles, Problems and Policies 13th Edition McGraw-Hill 1996c	0-07-046814-1
History/Social Science		American Government – Magruder's American Government Prentice Hall 2006c	0-13-133579-0
History/Social Science		Government AP – American Government (Wilson) 10th Edition McDougal Littell/Houghton Mifflin 2	0-618-56244-3
History/Social Science		Government AP – American Government Readings and Cases 14th Edition Woll 2002c	0-321-07999-X
History/Social Science		Psychology CP – Understanding Psychology 2003c Kasschav Glenco	0-07-8285712
History/Social Science		Psychology AP– Meyers Psychology 8Th Edition Worth Publishers 2004	0716728303
History/Social Science		Sociology - Sociology and You Glencoe/McGraw-Hill 2003c	0-07-828576-3

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**Grades 9 - 12 (OPHS)**  
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Class/Course	Grade	Course/Textbooks	ISBN #
Mathematics		<b>MATHEMATICS</b>	
Mathematics		Algebra 1 -- Algebra 1 Concepts Skills & Problem Solving 2008c Glencoe	0078778522
Mathematics		Algebra 2 -- Algebra 2 Concepts, Skills & Problem Solving 2008 c Glencoe	0078778565
Mathematics		Geometry -- Geometry Concepts Skills & Problem Solving 2008 c Glencoe	0078778549
Mathematics		Algebra 2 w/Trig -- Precalculus with Limits: A Graphing Approach 4th ed. -- McDougal Littell 2005c	0-618-39480-X
Mathematics		Math Analysis -- Advanced Mathematical Concepts Glencoe C 2006 Holiday	9780078682278
Mathematics	These are the same book.	Calculus -- Early Transcendentals 8th Ed Peoples Education Anton	9780471482383
Mathematics		Calculus -- Early Transcendentals 8th Ed Peoples Education Anton	9780470119624
Mathematics		Finite Math -- Finite Mathematics: An Applied Approach 9th ed. Sullivan/Mizrahi 2004c	0-471-32899-5
Mathematics		Statistics CP -- Understanding Basic Statistics Houghton Mifflin 1997c	0618004602
Mathematics		Statistics AP -- Understanding Basic Statistics 3rd ed. Houghton Mifflin 2004	0-618-33359-2
Mathematics		Accounting I -- Century 21 Accounting General Journal Cengage Learning 2009c	0538447567
Mathematics		Accounting II -- Century 21 Accounting General Journal Cengage Learning 2009c	0538447567
Computers		<b>COMPUTERS</b>	
Computers		Computer Literacy -- Technology for Productivity and Decision Making South-Western 1996c	0-538-64986-0
Computers		Computer Literacy - A+ Certification McGraw Hill 2000	0-07-212268-8
Computers		Computer Literacy -- Computer Concepts: Systems, Applications and Design, 3rd Edition South-W	0-538-67607-8
Computers		Computer Programming -- Introduction to Computer Science Using C++ South-Western 1998c	0-538-67600-0
Driver Education		<b>DRIVER EDUCATION</b>	
Driver Education		Driver Education -- Sportsmanlike Driving McGraw Hill 1987c	0-001338-1
Music		<b>MUSIC</b>	
Science		<b>SCIENCE</b>	
Science		Global Science - 9Th Grade Earth Science; Holt Rinehart Winston 2007c (0-03-092207-0)	0-03-092207-0
Science		Global Science Honors - Zumdahl Introductory Chemistry: A Foundation, 5th Ed; McDougal Littell 2	0-618-30499-1
Science		Biology CP - Biology 2007; Glencoe McGraw Hill 2007c	0078695104
Science		Biology Honors - Inquiry Into Life Mader 12th edition Glencoe McGraw Hill 2008c	0073309338
Science		Biology AP - Biology Mader 9th Edition; Glencoe McGraw Hill 2007c	0073258393
Science		Chemistry CP - Zumdahl Introductory Chemistry: A Foundation, 5th Ed; McDougal Littell 2004c	0-618-30499-1
Science		Chemistry Honors - Chemistry: Matter and Change; McGraw-Hill 2007c	0078772370
Science		Chemistry AP - The Central Science 10th Edition; Pearson Prentice Hall 2006c	0131937197
Science		Physics AP - Physics Principles with applications 6th edition; Pearson Prentice Hall (Giancoli) 2005	0131846612
Science		Physics CP - Physics Principles with applications 6th edition; Pearson Prentice Hall (Giancoli) 2005	0131846612
Science		Physics Honors - Physics Principles with applications 6th edition; Pearson Prentice Hall (Giancoli)	0131846612
Science		Environment AP - Living in the Environment; Thomson Brooks Cole 2007c	0495015989
Health		<b>HEALTH</b>	
Health		Health - Health: Making Life Choices National Textbook Co	0-538-42985-2

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
				Earth Science teachers edition	ISBN 9780030425578	2007	Holt Rinehart Winston
		Yes	Art History	The Story of Art - Student Text	0714832472	2003	Phaidon Press
				Easy Grammar Grade Plus Teachers	9780936981130		
				Marketing Essentials 4th Edition - Activity Workbook	0078669155		Glencoe, McGraw Hill
				Parenting: Rewards and Responsibilities - Teachers Edition	00786690587		Glencoe, McGraw Hill
				Parenting: Rewards and Responsibilities - Activity Workbook	00786690609		Glencoe, McGraw Hill
Practical Skills	9, 10, 11, 12	No	Parenting	Parenting: Rewards and Responsibilities - Student Edition	00786690579	2007	Glencoe, McGraw Hill
				Parenting: Rewards and Responsibilities - Activity Workbook	00786690595		Glencoe, McGraw Hill
VPA	10,11,12	Yes	Art: Advanced Drawing and	Drawing on the Right Side of the Brain - Student Text	0874774241	1999	Tarcher, Putnam
				To Kill a Mockingbird	0446310766	1988	Warner Books
Practical Skills	9, 10, 11, 12	No	Auto Fundamentals 1	Automotive Excellence Volume 1 - Student Edition	00786600154	2004	Glencoe, McGraw Hill
				Animal Farm	0451526341	1996	Signet Books
				A Separate Peace	0743253973	2003	Scribner Classics
				Anthem	0451191137	1996	Signet Books
English	11	Yes	English III	The United States in Literature - Classic Edition - Student Text	0673293815	1991	Scott, Foresman
				The Red Badge of Courage	0486434222	2004	Evergreen Classics
				Introduction to Business 6th Edition - Teachers Resource Binder	0078673364		
Math	11,12	No	Math Skills Lab	Meeting the California Math Challenge - Student Text	0130239437	2002	AGS Globe Fearon
				Consumer Mathematics revised - Workbook	078542945X		AGS Globe Fearon
				Biology - Cycles of Life - Workbook	0785439749		
VPA	9,10,11,12	Yes	Art: Drawing and Painting (I	Exploring Art Media - Student Text	0974980803	2004	Blarney Hill Press
				Our Town	0060512636	2003	Harper Perennial
				Basic English 3rd Edition - Teachers Edition student??	0130233153		AGS Globe Fearon
				Practical English - Workbook	0130236004		
				Earth Science	ISBN #:0-03-92207-0	2007	Holt Rinehart Winston
				Physical Science - Workbook	078543626X		AGS Globe Fearon
			Biology CP -	Biology 2007; Glencoe McGraw Hill 2007c	0078757134	2007	Glencoe McGraw Hill
				Easy Grammar Grade Plus Student Work Books	9780936981147		
				To Be A Slave	0142403865	2003	Puffin Modern Classics
				COMPUTERS			
Computers	9,10,11,12	No	Computer Keyboarding	Step-by-Step Computer Keyboarding - Student Text	0812019555	1995	Barron's
				Microcomputer Applications - Student Text	053871767X	1998	South-Western
Computers	9,10,11,12	No	Computer Applications				
				HIGH SCHOOL ENGLISH			
English	9	Yes	English I	Adventures in Reading - Student Text	0153350423	1995	Harcourt, Brace, Jovanovich
				A Wizard of Earthsea	0563262505	2004	Bantam Books
				The Least You should Know about English, Form B, 8th Ed.- Student Text	0836407714	2004	Thomson, Wadsworth
				English Workshop - Third Course - Student Text	0030971764	1995	Holt, Rinehart and Winston
				English Workshop - Third Course - Teachers Edition	003097190X	1995	Holt, Rinehart and Winston
				Daybook of Critical Reading and Writing - Workbook	0689464317	1998	Great Source

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
				Writers Inc. - Student Text	0669471860	2001	Write Source
English	10	Yes	English II	Elements of Literature - Fourth Course - Student Text Adventures of Huckleberry Finn	0030741971 159308000X	1993 2003	Holt, Rinehart and Winston Barnes & Noble Classics
				Elements of Writing - Fourth Course - Student Text Elements of Writing - Fourth Course - Teachers Edition	0030471478 0030508789	1993	Holt, Rinehart and Winston Holt, Rinehart and Winston
				Daybook of Critical Reading and Writing - Workbook	0669464325	1998	Great Source
				The Great Gatsby	0743273567	2004	Scribner Classics
				Daybook of Critical Reading and Writing - Workbook	0669464317	1998	Great Source
English	12	Yes	English IV	England in Literature - Classic Edition - Student Text The Metamorphosis The Ramayana The Kreutzer Sonata A Doll's House Don Quixote, Part 1	067323884X 0563213695 0143039679 0812968239 1420822432 1593080468	1991 1972 2006 2003 2005 2004	Scott, Foresman Bantam Classics Penguin Classics Modern Library Classics Barnes & Noble Classics
				Daybook of Critical Reading and Writing - Workbook Write for College - Student Text	066946435X 0669444022	1999 1997	Great Source Write Source
				HIGH SCHOOL ENGLISH			
English	9	No	English I A,B	Basic English 3rd Edition - Student Text Basic English 3rd Edition - Workbook Wordly Wise 3000 Book 6 - Student Workbook Wordly Wise 3000 Book 6 - Teachers Edition Wordly Wise 3000 Book 6 - Test Book Writer's Inc. Skills Book 9 - Student Workbook Writer's Inc. Skills Book 9 - Teachers Edition	0130233137 0130233145 0838824366 0838824463 083888135X 0669471887 0669471872	2000 2001 2001 2001 2001	AGS Globe Fearon AGS Globe Fearon Educators Publishing Service Educators Publishing Service Write Source
English	10	No	English II A,B	English Composition - Student Text English Composition - Teachers Edition English Composition - Workbook Wordly Wise 3000 Book 7 - Student Workbook Wordly Wise 3000 Book 7 - Teachers Edition Wordly Wise 3000 Book 7 - Test Book Writer's Inc. Skills Book 10 - Student Workbook Writer's Inc. Skills Book 10 - Teachers Edition	0130238023 0130238031 0130238066 0838824374 0838824471 0838881378 0669471909 0669471925	2002 2001 2001 2001 2001 2001	AGS Globe Fearon AGS Globe Fearon Educators Publishing Service Educators Publishing Service Write Source
English	11	No	English III A,B	Practical English - Student Text Practical English - Teachers Edition Wordly Wise 3000 Book 8 - Student Workbook	0130238063 0130237167 0838824382	2001 2001 2001	AGS Globe Fearon Educators Publishing Service



# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
				Wordly Wise 3000 Book 8 - Teachers Edition	083882448X		
				Wordly Wise 3000 Book 8 - Test Book	0838881386		
				Writer's Inc. Skills Book 11 - Student Workbook	0669471933	2001	Write Source
				Writer's Inc. Skills Book 11 - Teachers Edition	0669471941		
English	12	No	English IV A,B	English at School and on the Job - Student Text	0130232629	2001	AGS Globe Fearon
				English at School and on the Job - Teachers Resource Manual	0130232637		
				Wordly Wise 3000 Book 9 - Student Workbook	0838824390	2001	Educators Publishing Service
				Wordly Wise 3000 Book 9 - Teachers Edition	0838824488		
				Wordly Wise 3000 Book 9 - Test Book	0838881394		
				Writer's Inc. Skills Book 12 - Student Workbook	066947195X	2001	Write Source
				Writer's Inc. Skills Book 12 - Teachers Edition	0669471968		
English	9, 10, 11, 12	No	Business English	English at School and on the Job - Student Text	0130232629	2001	AGS Globe Fearon
				English at School and on the Job - Teachers Resource Manual	0130232637		
Foreign Language	9, 10, 11, 12	Yes	French I	HIGH SCHOOL FOREIGN LANGUAGE			
				Rosetta Stone - Level 1 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
				Power-Glide French	1582042012	1999	Power Glide
				Larousse Concise Dictionary	2035420024	2001	Larousse, Kingfisher, Chambers
Foreign Language	9, 10, 11, 12	Yes	French II	Rosetta Stone - Level 1 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
Foreign Language	10, 11, 12	Yes	French III	Rosetta Stone - Level 2 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
Foreign Language	11, 12	Yes	French IV	Rosetta Stone - Level 2 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
Foreign Language	9, 10, 11, 12	No	Latin I	Oxford Latin Course - Part 1 - Student Text	0195212037	2002	Oxford
				Oxford Latin Course - Part 1 - Teachers Book 1	0195215508		
				Oxford Latin Course - Part 1 - CD 1	0198405618		
				Latin for Americans - First Book - Student Text	0026409127	1997	Glencoe
				Wheelock's Latin 6th Edition - Student Text	0060956410	2000	Harper Collins
				Wheelock's Latin 3rd Edition - Student Workbook	0060956429		
Foreign Language	9, 10, 11, 12	No	Latin II	Cambridge Latin Course - Unit 2 4th Edition - Student Text	0521004306	2006	Cambridge University Press
				Cambridge Latin Course - Unit 2 4th Edition - Omnibus Workbook	0521787416		
				Cambridge Latin Course - Unit 2 - CD 1	0521005078		
				Oxford Latin Course - Part 3 - Student Text	019521207X	2002	Oxford
				Oxford Latin Course - Part 3 - Teachers Book 1	0198122326		
				Oxford Latin Course - Part 3 - CD 2	0198405626		



# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
Foreign Language	9, 10, 11, 12	Yes	Spanish I	Rosetta Stone - Level 1 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
				Power-Glide Spanish	1582042012	2001	Power Glide
				Webster's New World Spanish Dictionary	0139536477	1992	Simon & Schuster
Foreign Language	9, 10, 11, 12	Yes	Spanish II	Rosetta Stone - Level 1 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
Foreign Language	10, 11, 12	Yes	Spanish III	Rosetta Stone - Level 2 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
Foreign Language	11, 12	Yes	Spanish IV	Rosetta Stone - Level 2 - Student Study Guide, Workbook, Curriculum Text, CD	Package	2002	Fairfield Language Technologies
				GENERAL ELECTIVES			
Elective	9,10,11,12	Yes	Creative Writing	Everything Creative Writing Book	1580626478	2002	Adams Media Corp.
				The Little Red Writing Book: 20 Powerful Principles of Structure, Style & Readability	1582973389	2004	F&W Publications
Elective	9,10,11,12	No	Introduction to Business	Introduction to Business 6th Edition - Student Text	0078618770	2006	Glencoe, McGraw Hill
				Introduction to Business 6th Edition - Teachers Edition	0078673321		Glencoe, McGraw Hill
				Introduction to Business 6th Edition - Activity Workbook	007867333X		Glencoe, McGraw Hill
				Introduction to Business 6th Edition - Teachers Edition for Activity Workbook	0078673372		
Elective	9,10,11,12	No	Introduction to Marketing	Marketing Essentials 4th Edition - Student Edition	0078612578	2006	Glencoe, McGraw Hill
				Marketing Essentials 4th Edition - Teachers Edition	0078689147		
				Marketing Essentials 4th Edition - Teachers Edition for Activity Workbook	0078689163		
				Marketing Essentials 4th Edition - Teachers Resources	0078687993		
Elective	9,10,11,12	No	Logic I A,B	Socratic Circles: Fostering Critical and Creative Thinking in Middle and High School	1571103945	2005	Stenhouse Publishers
Elective	9,10,11,12	Yes	Sociology	Sociology: A Down-to-Earth Approach - Student Text	0205473059	2005	Alyn & Bacon, Inc.
				HISTORY/SOCIAL SCIENCE			
Economics	12	Yes	Economics	Economics Principles & Practices - Student Text	0078606934	2005	Glencoe
				Economics Principles & Practices - Teachers Edition	0078606942		
				Economics Principles & Practices - Teachers Resources	0078606950		
				Economics Today and Tomorrow - Student Text	0078606969	2005	Glencoe, McGraw Hill
				Economics Today and Tomorrow - Teachers Edition	0078606977		
				Economics Today and Tomorrow - Teachers Resources	0078606985		
Government	12	Yes	Government	Government in America - Student Text	0395734525	1996	McDougal Littell/Houghton Mifflin
				The Federalist Papers	0553213407	1982	Bantam Classics
				Magruder's American Government - Student Text	0131335790	2006	Prentice Hall
				Magruder's American Government - Teachers Edition	0131335804		
				Magruder's American Government - Teachers Resources	0132514176		

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
US History	11	Yes	US History	The Americans - Student Text	0395740282	1996	McDougal Littell/Houghton Mifflin
				The Americans - Teachers Edition	0395740280		
				The Education of Little Tree	0826326091	2001	University of New Mexico Press
				America Pathways to the Present - Student Text	0131335103	2007	Prentice Hall
				America Pathways to the Present - Teachers Edition	0131335146		
				America Pathways to the Present - Teachers Resources	0131335115		
US History	11	Yes	US History Honors	A History of the United States - Student Text	0130536245	2002	Prentice Hall
				A History of the United States - Teachers Edition	0130536245		
				A History of the United States - Teachers Resources	0130536245		
Geography	9,10,11,12	Yes	World Geography	World Geography - Student Text	0078606993	2005	Glencoe
				World Geography - Teachers Edition	0078607000		
				World Geography - Teachers Resources	0078607019		
World History	10	Yes	World History	History of the World - Student Text	0395461308	1990	Houghton Mifflin
				World History - Connections to Today - Student Text	0131283340	2005	Prentice Hall
				World History - Connections to Today - Teachers Edition	0131817620		
				World History - Connections to Today - Teachers Resources	0131817639		
Economics	12	No	Economics A	Pacemaker Economics - Student Text	0130236136	2001	AGS Globe Fearon
				Pacemaker Economics - Teachers Edition	0130236241		AGS Globe Fearon
				Pacemaker Economics - Workbook	0130236160		AGS Globe Fearon
				Pacemaker Economics - Workbook Answer Key	0130236128		
				Skills for Consumer Success 4th Edition - Student Text/Workbook	053868612X	1999	South-Western
Government	12	No	Government A	Pacemaker American Government - Student Text	0130236179	2005	AGS Globe Fearon
				Pacemaker American Government - Teachers Edition	0130236225		AGS Globe Fearon
				Pacemaker American Government - Workbook	0130236187		AGS Globe Fearon
				Pacemaker American Government - Workbook Answer Key	0130236101		
US History	11	No	US History A,B	Pacemaker US History 4th Edition - Student Text	0130244104	2004	AGS Globe Fearon
				Pacemaker US History 4th Edition - Teachers Edition	013024421X		AGS Globe Fearon
				Pacemaker US History 4th Edition - Workbook	0130244260		AGS Globe Fearon
				Pacemaker US History 4th Edition - Workbook Answer Key	0130244228		
World History	10	No	World History A,B	Pacemaker World History - Student Text	0130238267	2002	AGS Globe Fearon
				Pacemaker World History - Teachers Edition	0130238295		
				Pacemaker World History - Workbook	0130238317		
				Pacemaker World History - Workbook Answer Key	0130238333		
Psychology			Psychology	Understanding Psychology - TE	0078285720		Glencoe

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
				Understanding Psychology - SE	0078285712		Glencoe
				Understanding Psychology - Resource Kit	0078285739		Glencoe
				HIGH SCHOOL MATH			
Math	9,10,11,12	No	Pre-Algebra	Algebra 1/2 - Student Text	1565771494	2001	Saxon Publishers
				Algebra 1/2 - Solutions Manual	1565771311		
				Algebra 1/2 - Home Study Packet	1591411726		
Math	9,10,11,12	No	Pre-Algebra	Pre Algebra - Student Text	0130236330	2001	AGS Globe Fearon
				Pre Algebra - Teacher Edition	0130236349		
				Pre Algebra - Workbook	0130236357		
Math	9,10,11,12	Yes	Algebra 1, Algebra 1A,B,C	Algebra 1 - Student Text	0618107746	2000	Houghton Mifflin for Chalk Dust
				Algebra 1 - Solutions Manual	0618107746		
Math	9,10,11,12	Yes	Algebra 1, Algebra 1A,B,C	Algebra 1 - Student Text	1565771346	2003	Saxon Publishers
				Algebra 1 - Solutions Manual	1565771370		
				Algebra 1 - Home Study Packet	1565771359		
Math	9,10,11,12	Yes	Algebra 1	Algebra 1 - Student Text	0028253272	1998	McGraw Hill
				Algebra 1 - Teacher Edition	0028253280		
Math	9,10,11,12	Yes	Algebra 1	Elementary Algebra - Student Text	0716710471	2001	Freeman and Company
				Elementary Algebra - Teacher Edition	0716710757		
				Elementary Algebra - Test Masters	0716710773		
Math	9,10,11,12	No	Algebra 1A,B,C (9-12)	Algebra 1 - Student Text	0835935000	1998	AGS Globe Fearon
				Algebra 1 - Teacher Answer Key	0130236446		
				Algebra 1 - Workbook	0835934993		
Math	9,10,11,12	Yes	Geometry, Geometry 1A,B,C	Geometry - Student Text	0078618215	2005	McGraw Hill
				Geometry - Teacher Edition	0131253042		
Math	9,10,11,12	Yes	Geometry, Geometry 1A,B,C	Geometry: An Integrated Approach - Student Text	0669316652	1993	Heath
				Geometry: An Integrated Approach - Solutions Manual	0669316792		
Math	9,10,11,12	Yes	Geometry	Geometry - Student Text	0130625604	2004	Prentice Hall
				Geometry - Teacher Edition	0131253042		
Math	10,11,12	No	Geometry 1A,B,C (9-12)	Geometry - Student Text	0130238376	2003	AGS Globe Fearon
				Geometry - Teacher Edition	0130238384		
				Geometry - Workbook	0130238414		
				Geometry - Teachers Resource Binder	0130238309		
Math	9,10,11,12	Yes	Algebra 2	Algebra 2 - Student Text	0618107789	2000	Houghton Mifflin for Chalk Dust
				Algebra 2 - Solutions Manual	0618107800		
Math	9,10,11,12	Yes	Algebra 2, Algebra 2 with Tr	Algebra 2 - Student Text	093079862X	1997	Saxon Publishers
				Algebra 2 - Solutions Manual	0930798999		
				Algebra 2 - Home Study Packet	156577079X		

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Level	Course	Course/Textbooks	ISBN #	Copy	Year	Publisher
Math	10,11,12	No	Algebra 2 A,B	Algebra 2 - Student Text	0785435433		2004	AGS Globe Fearon
				Algebra 2 - Teacher Edition	0785435441			
				Algebra 2 - Workbook	078543545X			
Math	10,11,12	Yes	Math Analysis	Pre Calculus with Limits - Student Edition	0618660909		2005	Houghton Mifflin
				Pre Calculus with Limits - Solutions Manual	0618660925			
Math	10,11,12	Yes	Math Analysis	Advanced Mathematics - Student Edition	1565770390		2003	Saxon Publishers
				Advanced Mathematics - Solutions Manual	1565770420			
				Advanced Mathematics - Home Study Packet	1565771591			
Math	10,11,12	Yes	Accounting	Century 21 Accounting First-Year Course 8th Edition - Student Text	0538630051		1995	South Western
				Century 21 Accounting First-Year Course - Working Papers & Study Guide	0538629649			
Math	11,12	Yes	Statistics	Understanding Statistics 8th Edition - Student Text	0395907683		1999	Houghton Mifflin
				Understanding Statistics 8th Edition - Teachers Edition	0395907691			
Math	11,12	Yes	Trigonometry, Algebra 2 with	Trigonometry 5th Edition - Student Text	0618052660		2001	Houghton Mifflin
				Trigonometry 5th Edition - Solutions Guide	0618072789		2001	Houghton Mifflin
				College Trigonometry 3rd Edition - Student Text	0395786452		1997	Houghton Mifflin
Math	11,12	Yes	Finite Math	Finite Mathematics 9th Edition - Student Text	0471328995		2004	Wiley
				Finite Mathematics 9th Edition - Solutions Manual	0471333514		2004	Wiley
Math	11,12	Yes	Calculus	Calculus of a Single Variable 7th Edition - Student Text	0395985787		2002	Houghton Mifflin
				Calculus of a Single Variable 7th Edition - Solutions Manual	0618149317		2002	Houghton Mifflin
				Meeting the California Math Challenge - Teachers Manual	0130239445			
Math	11,12	No	Consumer Math	Consumer Mathematics revised - Student Text	0785429433		2003	AGS Globe Fearon
				Consumer Mathematics revised - Teacher Ed.	0785429441			AGS Globe Fearon
Math	11,12	No	Business Math	Keeping Financial Records for Business 8th Edition - Student Text	0538633131		1995	South Western
				Keeping Financial Records for Business 8th Edition - Working Papers 1-16	0538633182			
Math			Algebra 1	Algebra 1 - Algebra 1 Concepts Skills & Problem Solving	0078778622		2008	Glencoe
Math			Algebra 2	Algebra 2 - Algebra 2 Concepts, Skills & Problem Solving	0078778665		2008	Glencoe
Math			Geometry	Geometry - Geometry Concepts Skills & Problem Solving	0078778649		2008	Glencoe
Math			Algebra 2 w/Trig	Algebra 2 w/Trig - Precalculus with Limits: A Graphing Approach 4th ed.	0-618-39480-X		2005	McDougal Littell
Math			Math Analysis	Math Analysis - Advanced Mathematical Concepts	9780078682278		2006	Glencoe
Math			Calculus	Calculus - Early Transcendentals 8th Ed	9780470119624			Peoples Education Anton

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
Math			Finite Math	Finite Mathematics: An Applied Approach 9th ed	0-471-32899-5		Sullivan/Mizrahi
Math			Statistics	Statistics CP - Understanding Basic Statistics	0678004602	1997	Houghton Mifflin
Math			Accounting	Accounting I - Century 21 Accounting General Journal	0538447567	2009	Cengage Learning
				HIGH SCHOOL PRACTICAL SKILLS			
				Automotive Excellence Volume 1 - Instructors Resource Guide	0078600146		
				Automotive Excellence Volume 1 - Student Resource Package	0078605725		
Practical Skills	9,10,11,12	No	Auto Fundamentals 2	Automotive Excellence Volume 2 - Student Edition	0078600103	2004	Glencoe, McGraw Hill
				Automotive Excellence Volume 2 - Instructors Resource Guide	0078600146		Glencoe, McGraw Hill
				Automotive Excellence Volume 2 - Student Resource Package	0078605733		Glencoe, McGraw Hill
Practical Skills	9,10,11,12	No	Careers	Exploring Careers - Student Edition	0078736897	2007	Glencoe, McGraw Hill
				Exploring Careers - Teachers Edition	0078736900		Glencoe, McGraw Hill
				Exploring Careers - Activity Workbook	0078736927		Glencoe, McGraw Hill
				Exploring Careers - Teachers Edition for Activity Workbook	0078736935		Glencoe, McGraw Hill
Practical Skills	9,10,11,12	No	Child Development	The Developing Child - Student Text	0078689686	2006	Glencoe
				The Developing Child - Teachers Edition	0078689694		Glencoe
				The Developing Child - Workbook	0078689708		Glencoe
				The Developing Child - Teaching & Learning Resources	0078689732		
Practical Skills	9,10,11,12	No	Fashion I	Sewing for the Apparel Industry - Student Text	0321062841	2001	Prentice Hall
				Sewing for the Apparel Industry - Patterns	0130270741		
Practical Skills	9,10,11,12	No	Fashion II	Patternmaking for Fashion Design - Student Text with DVD	0131948938	2006	Prentice Hall
Practical Skills	9,10,11,12	No	Horticulture	Horticulture Principles and Practice - Student Text	0130331252	2002	Prentice Hall
				Horticulture Principles and Practice - Teachers Edition	0130331277		
				Parenting: Rewards and Responsibilities - Teachers Resources	0078690617		
Practical Skills	9,10,11,12	No	Work Experience	Career Planning - Student Text	0785440313	2006	AGS Globe Fearon
				Career Planning - Teacher Edition	0785440321		
Life Science	10,11,12	Yes	Biology I	HIGH SCHOOL SCIENCE			
				Biology Visualizing Life - Student Text	003016723X	1998	Holt Rinehart Winston
				Biology Visualizing Life - Teachers Edition	0030167248		
				The Tracker	0425101339	1979	Berkley Books
Physical Science	11,12	Yes	Chemistry	Chemistry 4th Edition - Student Text	0201861607	1995	Addison-Wesley
				Chemistry 4th Edition - Teachers Edition	0201861615		

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	lege.Pr	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
				Conceptual Chemistry 2nd Edition - Student Text	0321236440	2004	Pearson Benjamin Cummings
				Conceptual Chemistry 2nd Edition - Lab Manual	0805332383		
Physical Science	10, 11, 12	Yes	Physics	Conceptual Physics - Student Text	0130542547	2002	Prentice Hall
				Conceptual Physics - Concept-Development Practice Book	0130542598		Prentice Hall
				Conceptual Physics - Problem-Solving Exercises in Physics	013054275X		Prentice Hall
				Physics An Incremental Development - Student Text	1565770056	1993	Saxon Publishers
				Physics An Incremental Development - Homeschool Packet	1565770846		
Life Science	10, 11, 12	No	Biology A,B	Biology - Cycles of Life - Student Text	0785439722	2006	AGS Globe Fearon
				Biology - Cycles of Life - Teacher Ed.	0785439730		
				Biology - Cycles of Life - Lab Manual	078543975X		
				Success in Science Basic Biology - Student Text/Workbook	0835911942	1996	Globe Fearon
				Success in Science Basic Biology - Teacher's resource Manual	0835911969		
Physical Science	10, 11, 12	No	Chemistry A,B	Chemistry - Student Text	0785440453	2007	AGS Globe Fearon
				Chemistry - Teacher Ed.	0785440461		
				Chemistry - Workbook	078544047X		
				Chemistry - Lab Manual	0785440534		
				Success in Science Basic Chemistry - Student Text/Workbook	0835911950	1996	Globe Fearon
				Success in Science Basic Chemistry - Teacher's resource Manual	0835911972		
Physical Science	10, 11, 12	No	Physical Science A,B	Physical Science - Student Text	0785436243	2007	AGS Globe Fearon
				Physical Science - Teacher Answer Key	0785436278		AGS Globe Fearon
				Physical Science - Teacher Text	0785436281		
Life Science	9, 10, 11, 12	No	Environmental Science	Environmental Science Ecology and Human Impact 2nd Edition - Student Text	0201488883	1996	Addison Wesley
				A Sand County Almanac	0345345053	1970	Ballantine Books
				Let the Mountains Talk, Let the Rivers Run	0062520334	1993	Harper Collins
Physical Science	9	No	Global Science	Modern Earth Science - Student Text	0030565332	2002	Holt, Rinehart, Winston
				Modern Earth Science - Teachers Edition	0030565340		
Physical Science	9		Global Science	Modern Earth Science - Teachers Resources	H565367		
				Earth Science	785436359		AGS Globe
				Earth Science Teacher Edition	785436367		
				Earth Science Workbook Student Edition	785436375		
Physical Science	9, 10, 11, 12	No	Introduction to Astronomy	Astronomy A Beginners Guide to the Universe - Student Text	0131007270	2004	Pearson/Prentice Hall
				Astronomy Today 4th Edition - Student Text	0130943347	2002	Prentice Hall
				Coming of Age in the Milky Way	0385263260	1989	Anchor Books
Global Science	9		Science	Global Science - 9th Grade Global Science;	0030931525	2007	Holt Rinehart Winston

# Textbook List for Grades 9 - 12

## Oak Park Independent School 2011 - 2012

Subject	Grade	Legal	Course	Course/Textbooks	ISBN #	Copy Year	Publisher
Biology	10		Science	Biology CP - Biology 2007; ISBN #: 0-07-875713-4	0078695104	2007	Glencoe McGraw Hill
Chemistry	11,12		Science	Chemistry CP - Zumdahl Introductory Chemistry: A Foundation, 5th Ed	0618343423	2004	McDougal Littell
	11,12		Science	Physics CP - Physics Principles with applications 6th edition	0131846612	2005	Pearson Prentice Hall (Glencoll)
				VISUAL AND PERFORMING ARTS			
VPA	9,10,11,12	Yes	Music Appreciation	Music: Its Role and Importance in Our Lives - Student Text	0078297567	2006	Glencoe, McGraw Hill
VPA	9,10,11,12			Music: Its Role and Importance in Our Lives - Teachers Edition	0078297575		
				Music: Its Role and Importance in Our Lives - Instructor's Guide	0078297583		
				OTHER			
CAHSEE	9,10,11,12	No	CAHSEE Prep	Meeting the California Challenge English - Student Text	0130239461		AGS Globe Fearon
CAHSEE	9,10,11,12	No	CAHSEE Prep	Meeting the California Challenge Math - Student Text	0130239437		AGS Globe Fearon
Health/Life Skills	9	No	Health	Health - Making Life Choices 2nd Edition - Student Text	0538429852	2000	Glencoe
				Health - Making Life Choices 2nd Edition - Teachers Edition	0538423846		
				Health - Making Life Choices 2nd Edition - Teachers Resources	0538430044		
				Essentials of Human Anatomy & Physiology 4th Edition - Student Text	0805341773	1994	Addison-Wesley Publishing Co.
				Diet & Nutrition - A Holistic Approach	0893890480	1994	The Himalayan Institute Press
				Sugar Blues	0446343129	1993	Warner Books
Health/Life Skills	12	No	Life Skills	Married and Single Life 6th Edition - Student Text	0026430002	1997	Glencoe
				Skills for Independent Living - Student Text	0130238236	2002	AGS Globe Fearon
				Skills for Independent Living - Workbook	0130238252	2002	AGS Globe Fearon
Physical Education	9	No	Physical Education 9 Fall/S	Foundations of Personal Fitness - Student Text	0314084657	1997	National Textbook Co.
				Foundations of Personal Fitness - Teachers Edition	0314095221	1997	National Textbook Co.



**TO:** BOARD OF EDUCATION  
**FROM:** DR. ANTHONY W. KNIGHT, SUPERINTENDENT  
**DATE:** SEPTEMBER 20, 2011  
**SUBJECT:** C.5.a APPROVE 2011-2012 MORAL IMPERATIVES, GOALS AND ACTION PLANS

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ACTION

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**ISSUE:** Shall the Board of Education approve the 2010-2011 Moral Imperatives, Goals and Action Plans?

**BACKGROUND:** On August 9 and 16, 2011 the Board of Education revised the 2010-2011 Moral Imperatives and Goals. On September 7 and 14, the District Leadership Team will revised the action plans. The 2011-12 Moral Imperatives, Goals and Action Plans will be provided to the Board under separate cover.

**ALTERNATIVES:** 1. Approve the 2011-2012 Moral Imperatives, Goals and Action Plans.  
 2. Revise and approve the 2011-2012 Moral Imperatives, Goals and Action Plans.

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

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 KNIGHT, SUPERINTENDENT**

**DATE: AUGUST 16, 2011 SEPTEMBER 20, 2011**

**SUBJECT: C.6.a APPROVE AMENDMENT TO BOARD POLICY 3513.3 –  
TOBACCO-FREE SCHOOLS - First Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 3513.3 – Tobacco-Free Schools?

**BACKGROUND:** Board Policy 3513.3 is being revised to reflect California Department of Education (CDE) requirements, as a condition for receipt of Tobacco-Use Prevention Education (TUPE) funding, related to certification of compliance with tobacco-free schools requirements. Policy adds definition of prohibited products, including nicotine delivery devices such as electronic cigarettes, and reflects new law (SB 882, 2010) which prohibits sales of electronic cigarettes to minors. Board Policy 3513.3 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 1100 – Communication with the Public.
2. Do not amend Board Policy 1100 – Communication with the Public.
2. Adopt a modified version of the amendment to Board Policy 1100 – Communication with the Public.

**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**

108

Series 3000

Business and Non-Instructional Operations

BP 3513.3(a)

Tobacco-Free Schools

The Governing Board recognizes ~~that the health hazards associated with~~ smoking and the use of tobacco products, including the breathing of second-hand smoke, **are inconsistent with its goal and desires** to provide a healthy environment for students and staff.

(cf. 3514 – Environmental Safety)

(cf. 4159/4259/4359 - Employee Assistance Programs)

(cf. 5030 – Student Wellness)

(cf. 5131.62 - Tobacco)

(cf. 5141.23 – Asthma Management)

(cf. 6142.8 - Comprehensive Health Education)

(cf. 6143 - Courses of Study)

***The Board prohibits the use of tobacco products at any time in district-owned or lease buildings, on district property, and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)***

***This prohibition applies to all employees, students, and visitors at any school-sponsored instructional program, activity, or athletic event held on or off district property. Any written joint use agreement governing community use of district facilities or grounds shall include notice of the district's tobacco-free schools policy and consequences for violations of the policy.***

(cf. 1330 – Use of School Facilities)

(cf. 1330.1 – Joint Use Agreements)

***Prohibited products include any product containing tobacco or nicotine, including, but not limited to, cigarettes, cigars, miniature cigars, smokeless tobacco, snuff, chew, clove cigarettes, betel, and nicotine delivery devices such as electronic cigarettes. Exceptions may be made for the use or possession of prescription nicotine products.***

~~The Board prohibits the use of tobacco products at any time in district-owned or leased buildings, on district property and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083)~~

~~This prohibition applies to all employees, students and visitors at any instructional program, activity or athletic event.~~

Smoking or use of any tobacco-related products and disposal of any tobacco-related waste are prohibited within 25 feet of any playground, except on a public sidewalk located within 25 feet of the playground. (Health and Safety Code 104495)

Legal Reference:

EDUCATION CODE

48900 Grounds for suspension/expulsion

48901 Prohibition against tobacco use by students

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

109

Series 3000

Business and Non-Instructional Operations

BP 3513.3(b)

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## HEALTH AND SAFETY CODE

39002 Control of air pollution from nonvehicular sources

104350-104495 Tobacco use prevention, especially:

104495 Prohibition of smoking and tobacco waste on playgrounds

**119405 Unlawful to sell or furnish electronic cigarettes to minors**

## LABOR CODE

**3300 Employer, definition**

**6304 Safe and healthful workplace**

6404.5 Occupational safety and health: use of tobacco products

## UNITED STATES CODE, TITLE 20

6083 Nonsmoking policy for children's services

7111-7117 Safe and Drug Free Schools and Communities Act

## CODE OF FEDERAL REGULATIONS, TITLE 21

**1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors**

## PERB RULINGS

Eureka Teachers Assn v. Eureka City School District (1992) PERB Order #955 (16 PERC 23168)

CSEA #506 and Associated Teachers of Metropolitan Riverside v. Riverside Unified School District (1989) PERB Order #750 (13 PERC 20147)

## Management Resources:

### WEB SITES

**California Department of Education, Alcohol, Tobacco and Other Drug Prevention:**

<http://www.cde.ca.gov/ls/he/at>

**California Department of Education, Tobacco-Free School District Certification:**

[Htto://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp](http://www.cde.ca.gov/ls/he/at/tobaccofreecert.asp)">[>http://www.cde.ca.gov](http://www.cde.ca.gov/ls/he/at:)

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

**California Department of Public Health, Tobacco Control:** <http://www.cdph.ca.gov/programs/tobacco>

California Department of Health Services: <http://www.dhs.ca.gov>

Occupational Safety and Health Standards Board: <http://www.dir.ca.gov/OSHSB/oshsb.html>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Adopted: 11-17-92

Amended: 5-2-95, 9-17-02, 1-20-04

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~AUGUST 16, 2011~~ SEPTEMBER 20, 2011**

**SUBJECT: C.6.b. APPROVE AMENDMENT TO BOARD POLICY 4158 4258, 4358 –  
EMPLOYEE SECURITY –First Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 4158, 4258, 4358 – Employee Security?

**BACKGROUND:** Board Policy 4158, 4258, 4358 is being updated to reflect new court decision which ruled that the issuance of a temporary restraining order and injunction against a person who had verbally threatened a city official was not a violation of that person's right to free speech and right to access to a public place. Board Policy 4158, 4258, 4358 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 4158, 4258, 4358 – Employee Security.
2. Do not amend Board Policy 4158, 4258, 4358 – Employee Security.
2. Adopt a modified version of the amendment to Board Policy 4158, 4258, 4358 – Employee Security.

**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 4158, 4258, 4358(a)

### Employee Security

The Governing Board desires to provide a safe, orderly working environment for all employees. As part of the district's comprehensive school safety plan, the Superintendent or designee shall develop strategies for protecting employees from potentially dangerous persons and situations and for **providing** assisting them **with the necessary assistance and support when** in the event of an emergency situations **occur**.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3515 - Campus Security)

(cf. 5131.4 - Campus Student Disturbances)

**Any employee against whom violence or any threat of violence has been directed in the workplace shall notify the Superintendent or designee immediately. The Superintendent or designee shall initiate legal and security measures to protect the employee and others in the workplace. In addition, the Superintendent or designee may initiate legal proceedings against any individual to recover damages for injury caused by the willful misconduct of that individual to the person or property of an employee or another person on district premises.** When violence is directed against an employee by any individual and the employee so notifies the Superintendent or designee, the Superintendent or designee shall take steps to ensure that appropriate legal measures are instituted. When the employee notifies the Superintendent or designee of a threat of bodily harm, the district shall take appropriate measures to enable the employee to request assistance if a threat occurs on school grounds.

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

(cf. 3515.4 - Recovery for Property Loss or Damage)

The Superintendent or designee shall ensure that employees are trained in crisis prevention and intervention techniques in order to protect themselves and students. Staff development may include training in classroom management, effective communication techniques and crisis resolution.

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

The Superintendent or designee shall ensure that employees are informed, in accordance with law, regarding crimes and offenses by students who may pose a danger in the classroom.

**The Superintendent or designee may make available at appropriate locations, including, but not limited to, district and school offices, gyms, and classrooms, Board recognizes that access to two-way communications devices that would allows two-way communication with employees to call for assistance from their supervisor or law enforcement and others when emergencies occur. in the event of a threat of violence or medical emergency. The district shall provide such communications devices in classrooms to the extent possible.**

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4158, 4258, 4358(b)

*(cf. 5141 - Health Care and Emergencies)*

### Use of Pepper Spray

Employees may not carry or possess pepper spray on school property or at school activities. On a case-by-case basis, however, the Superintendent or designee may allow **an employee to possess the possession of a pepper spray weapon** that meets the requirements of Penal Code 12403.7 when justified by unusual dangerous circumstances. Any employee who is negligent or careless in the possession or handling of pepper spray shall be subject to appropriate disciplinary measures.

*(cf. 4118 - Suspension/Disciplinary Action)**(cf. 4218 - Dismissal/Suspension/Disciplinary Action)*

### Reporting of Injurious Objects

The Board requires school employees to take immediate action upon being made aware that any person is in possession of an **unauthorized** injurious object on school grounds or at a school-related or school-sponsored activity. The employee shall use his/her own judgment as to the **potential** dangerousness of the situation and **involved and**, based upon this analysis, shall do one of the following:

1. Confiscate the object and deliver it to the principal immediately
2. Immediately notify the principal, who shall take appropriate action
3. Immediately ~~notify the local law enforcement agency~~ **call 911** and the principal

*(cf. 5131.7 - Weapons and Dangerous Instruments)**(cf. 5144. - Discipline)**(cf. 5144.1 - Suspension and Expulsion/Due Process)**(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

When informing the principal about the possession or seizure of a weapon or dangerous device, the employee shall report the name(s) of persons involved, witnesses, location, and the circumstances of any seizure.

Legal Reference:

*EDUCATION CODE*

32210-32212 Willful disturbance, public schools or meetings

32225-32226 Communication devices

~~35204 Contract with attorney in private practice or use of administrative advisor~~~~35205 Contract for legal services~~



## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4158, 4258, 4358(c)

35208 Liability insurance  
 35213 Reimbursement for loss, destruction or damage of school property  
 44014 Report of assault by pupil against school employee  
 44807 Duty concerning conduct of students  
 48201 Transfer of student records  
 48900-48926 Suspension or expulsion Grounds for suspension or expulsion  
 49079 Notification to teacher; student who has engaged in acts constituting grounds for suspension or expulsion  
 49330-49335 Injurious objects

**CIVIL CODE**

51.7 Freedom from violence or intimidation

**CODE OF CIVIL PROCEDURE**

527.8 Workplace violence safety act

**GOVERNMENT CODE**

995-996.4 Defense of public employees

3543.2 Scope of representation

**PENAL CODE**

71 Threatening public officers and employees and school officials

240-246.3 Definition of assault

~~241.2 Assault on school or park property against any person~~

241.3 Assault against school bus drivers

241.6 Assault on school employee includes board member

~~242 Definition of battery~~~~243 Battery; definition of "injury" and "serious bodily injury"~~~~243.2 Battery on school or park property against any person~~

243.3 Battery against school bus drivers

243.6 Battery against school employee includes board member

245.5 Assault with deadly weapon; school employee includes board member

290 Registration of sex offenders

601 Trespass by person making credible threat

~~626.9 Gun Free School Zone Act of 1995~~~~626.10 Exceptions to bringing weapons on school grounds~~

626-626.11 School crimes

646.9 Stalking

12403.7 Weapons approved for self defense

**WELFARE AND INSTITUTIONS CODE**

827 Juvenile court proceedings; reports; confidentiality

828.1 District police or security department, disclosure of juvenile records

**COURT DECISIONS***City of San Jose v. William Garbett, (2010) 190 Cal.App.4<sup>th</sup> 526*

Management Resources:

**CDE CORRESPONDENCE**

0401.01 Protecting Student Identification in Reporting Injurious Objects

**WEB SITES**CDE, Safe Schools and Violence Prevention Office: <http://www.cde.ca.gov/spbranch/safety/safetyhome>CSBA: <http://www.csba.org>

Adopted: 1-25-78

Amended: 2-14-79, 11-17-82, 7-23-85, 1-21-92, 9-17-02

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~AUGUST 16, 2011~~ SEPTEMBER 20, 2011**

**SUBJECT: C.6.c APPROVE AMENDMENT OF BOARD POLICY 5131.62 –  
TOBACCO – ~~First~~Second Reading**

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**ISSUE:** Should the Board of Education approve amendment of Board Policy 5131.62 – Tobacco?

**BACKGROUND:** Board Policy 5131.62 is revised to provide examples of prohibited tobacco products in accordance with law and add prohibition of nicotine delivery devices such as electronic cigarettes, consistent with new law, SB 882, which make it unlawful for a person to sell or furnish an electronic cigarette to a minor. Board Policy 5131.62 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:** 1. Approve the amendment of Board Policy 5131.62 – Tobacco.  
2. Do not approve the amendment Board Policy 5131.62 – Tobacco.

**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 5131.62(a)

### Tobacco

The Governing Board recognizes that tobacco use presents serious health risks and desires to provide support and assistance in ***reducing the number of students who begin or continue to use tobacco. The Superintendent or designee shall establish a comprehensive program that includes consistent enforcement of laws prohibiting tobacco possession and use by students, tobacco-use prevention education, and intervention and cessation activities and/or referrals.*** ~~the prevention and intervention of tobacco use among youth.~~

~~(cf. 5131.6—Alcohol and Other Drugs)~~  
(cf. 5141.23 – Asthma Management)

### Prohibition Against Tobacco Use

Students shall not smoke or use tobacco, or any product containing tobacco or nicotine, while on campus, while attending school-sponsored activities, or while under the supervision and control of district employees ***with exception of the prescription nicotine products described in Board Policy 3513.3. Prohibited products include, but are not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.*** (Education Code 48900, 48901)

(cf. 3513.3 - Tobacco-Free Schools)  
(cf. 5131 – Conduct)  
(cf. 5144 - Discipline)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)  
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

### Prevention Instruction

The district's ***shall*** provide developmentally appropriate tobacco-use prevention instruction for students ***at selected*** grade levels from K-12. ***Such instruction shall be aligned with state content standards and the state curriculum framework for health education and with any requirements of state and/or federal grant programs in which the district participates.*** ~~comprehensive prevention/intervention program shall be based on an ongoing assessment of objective data regarding tobacco use in the schools and community and on research identifying strategies that have proven effective in preventing or reducing tobacco use among youth. The program shall be designed to meet a set of measurable goals and objectives and shall be periodically evaluated to assess progress.~~

~~(cf. 0500—Accountability)~~  
(cf. 6142.8 - Comprehensive Health Education)  
(cf. 6143 - Courses of Study)

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.62(b)

### Intervention/Cessation Services

*The district may provide or refer students to counseling, intensive education, and other intervention services to assist in the cessation of tobacco use. When appropriate, such intervention services may be provided as an alternative to suspension for tobacco possession.*

(cf. 1020 – Youth Services)  
(cf. 5146 – Married/Pregnant/Parenting Students)  
(cf. 5141.6 – School Health Services)  
(cf. 6164.2 – Guidance/Counseling Services)

### Program Planning

*The district's tobacco-use prevention and intervention program shall be based on an assessment of tobacco-use problems in district schools and the community, an examination of existing services and activities in the community, and a determination of high-risk student population that are most in need of district services.*

*The Superintendent or designee shall coordinate with the local health department and county office of education in program planning and implementation. He/she may establish an advisory council including students, parents/guardians, district staff, representatives of the local health department and community organizations, law enforcement professional, and/or others with demonstrated expertise in tobacco prevention and cessation.*

(cf. 1230 – Citizen Advisory Councils)  
(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)

*The Superintendent or designee shall also coordinate the district's tobacco-use prevention and intervention program with other district efforts to reduce students' use of illegal substances and to promote student wellness.*

(cf. 5030 – Student Wellness)  
(cf. 5131.6 – Alcohol and Other Drugs)  
(cf. 5131.63 – Steroids)

*The Superintendent or designee shall select anti-tobacco programs based on the model program designs identified by the California Department of Education (CDE) and may modify the model to meet district needs. (Health and Safety Code 104420)*

*The Superintendent or designee shall not accept for distribution any materials or advertisements that promote the use or sale of tobacco products. He/she also shall not accept tobacco-use prevention or intervention funds or materials from the tobacco industry or from*

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.62(c)

*any entity which has received funding from the tobacco industry.*

*(cf. 1325 – Advertising and Promotion)*

*(cf. 3290 – Gifts, Grants and Bequests)*

*(cf. 6161.1 – Selection and Evaluation of Instructional Materials)*

### **Program Evaluation**

*To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey or other appropriate student survey at selected grade levels in order to assess student attitudes toward tobacco and student use of tobacco. He/she shall annually report to the Board, and to the CDE if required, the data specified in Health and Safety Code 104450.*

*(cf. 0500 – Accountability)*

*(cf. 5022 – Student and Family Privacy Rights)*

*(cf. 6162.8 – Research)*

*The results of program evaluations shall be used to refine program goals and objectives and make changes as needed to strengthen program implementation.*

~~The Superintendent or designee also may provide students with counseling and other support services to assist in the prevention or reduction of tobacco use.~~

~~*(cf. 6164.2 – Guidance/Counseling Services)*~~

~~Because of the additional health risks of tobacco use for prenatal development, the district shall provide outreach, motivational and other support services to prevent or reduce tobacco use among pregnant and parenting minors.~~

~~*(cf. 5146 – Married/Pregnant/Parenting Students)*~~

~~Information about smoking cessation programs shall be made available and encouraged for students and staff. (Health and Safety Code 104420)~~

~~*(cf. 4159/4259/4359 – Employee Assistance Programs)*~~

~~The Superintendent or designee shall coordinate prevention and cessation efforts with the local health department, other local agencies and community organizations and shall involve students, parents/guardians, families and the community in support of school-based programs.~~

~~*(cf. 1020 – Youth Services)*~~

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.62(d)

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

Legal Reference:

**EDUCATION CODE**

48900 Suspension or expulsion (grounds)

48900.5 Suspension, limitation on imposition; exception

48901 Smoking or use of tobacco prohibited

51202 Instruction in personal and public health and safety

**60041 Instructional materials, portrayal of effects of tobacco use**

**HEALTH AND SAFETY CODE**

104350-104495 Tobacco use prevention education

**119405 Unlawful to sell or furnish electronic cigarettes to minors**

**PENAL CODE**

308 Minimum age for tobacco possession

**CODE OF REGULATIONS, TITLE 17**

**6800 Definition, health assessment**

**6844-6847 Child Health and Disability Prevention program; health assessments**

**UNITED STATES CODE, TITLE 20**

7111-7117 Safe and Drug-Free Schools and Communities Act

**CODE OF FEDERAL REGULATIONS, TITLE 21**

**1140.1-1140.34 Unlawful sale of cigarettes and smokeless tobacco to minors**

**ATTORNEY GENERAL OPINIONS**

**88 Ops. Cal. Atty. Gen. 8 (2005)**

Management Resources:

**CDE PUBLICATIONS**

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

**Health Framework for California Public Schools: Kindergarten Through Grade Twelve, 2003**

**Getting Results: Part II California Action Guide To Tobacco Use Prevention Education, 2000**

**Getting Results: Developing Safe and Healthy Kids, 1998-99**

**CENTERS FOR DISEASE CONTROL PUBLICATIONS**

**Guidelines Related to School Health Programs to Prevent Tobacco Use and Addiction, 1994**

**NATIONAL ASSOCIATION OF STATE BOARDS OF EDUCATION PUBLICATIONS**

**Fit, Healthy, and Ready to Learn: A School Health Policy Guide, 2000**

**WEST ED PUBLICATIONS**

**Guidebook for the California Healthy Kids Survey**

**WEB SITES**

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

California Department of Health Services: <http://www.dhs.ca.gov>

**California Department of Public Health, Tobacco Control:** <http://www.cdph.ca.gov/programs/tobacco>

**California Healthy Kids Resource Center:** <http://www.californiahealthykids.org>

**California Healthy Kids Survey:** <http://www.wested.org/hks>

Centers for Disease Control and Prevention: <http://www.cdc.gov>

**Safe and Healthy Kids Annual Report:** <http://hk.duerrevaluation.com>

U.S. Department of Education: <http://www.ed.gov>

U.S. Surgeon General: <http://www.surgeongeneral.gov>

National Association of State Boards of Education: <http://www.nasbe.org>

Adopted: 9-17-02

Amended: 5-18-04

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~AUGUST 16, 2011~~ SEPTEMBER 20, 2011**

**SUBJECT: C.6.d. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9123 – CLERK  
– First-Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Bylaws of the Board 9123 – Clerk?

**BACKGROUND:** Board Bylaw 9124 is revised to clarify which boards are required by law to appoint a clerk from among their members at the annual organizational meeting, and to clarify duties of the clerk. Board Bylaw 9124 is being submitted with recommended language from CSBA.

**ALTERNATIVES:**

1. Approve the amendment of Bylaws of the Board 9123 – Clerk.
2. Do not approve the amendment Bylaws of the Board 9123 – Clerk.
3. Adopt a modified version of the amendment to Bylaws of the Board 9123 – Clerk.

**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 BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9123

### Clerk

At the annual organizational meeting, the Governing Board shall elect a clerk from its own membership. (Education Code 35143)

*(cf. 9100 - Organization)*

The duties of the clerk shall be to:

1. Certify or attest to actions taken by the Board when required
2. Maintain such other records or reports as required by law
3. Sign the minutes of Board meetings following their approval

*(cf. 9324 - Minutes and Recordings)*

4. Sign documents on behalf of the district as directed by the Board
5. Serve as presiding officer in the absence of the president and vice president

*(cf. 9121 - President)*

**6. *Notify, or appoint a designee to notify, Board members and members-elect of the date and time for the annual organizational meeting***

7. Perform any other duties assigned by the Board

#### Legal Reference:

##### *EDUCATION CODE*

17593 Repair and supervision of property (duty of district clerk)  
 35038 Appointment of clerk by county superintendent of schools  
 35039 Dismissal of clerk  
 35121 Appointment of clerk in certain city and high school districts  
 35143 Annual organizational meetings  
 35250 Duty to keep certain records and reports  
 38113 Duty of clerk (re provision of school supplies)

##### *GOVERNMENT CODE*

54950-54963 Ralph M. Brown Act

#### Management Resources:

##### *CSBA PUBLICATIONS*

CSBA Professional Governance Standards, 2000  
 Maximizing School Board Leadership: Boardmanship, 1996

##### *WEB SITES*

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

Adopted: 10-19-77

Amended: 11-6-84, 9-11-90, 3-12-02, 9-17-02

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~AUGUST 16, 2011~~ SEPTEMBER 20, 2011**

**SUBJECT: C.6.e. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9140 – BOARD REPRESENTATIVES - ~~First~~ Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Bylaws of the Board 9140 – Board Representatives?

**BACKGROUND:** Board Bylaw 9140 is revised to recognize that participation of Board members on district or community committees supports the Board's community leadership role. Bylaw also adds responsibility of Board representative to report back to the Board regarding committee activities and/or actions, and clarifies which board must designate a voting representative to elect members of the county committee on school district organization. Board Bylaw 9140 is being submitted with recommended language from CSBA.

**ALTERNATIVES:**

1. Approve the amendment of Bylaws of the Board 9140 – Board Representatives.
2. Do not approve the amendment Bylaws of the Board 9140 – Board Representatives.
3. Adopt a modified version of the amendment to Bylaws of the Board 9140 – Board Representatives.

**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 BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9140(a)

### Board Representatives

*The Governing Board recognizes that effective performance of its community leadership responsibilities may require its participation in district or community committees on matters of concern to the district and its students. As needed, the Governing Board may appoint any of its members to serve as its representatives on district committees or **on a committee of another advisory committees of other public agency ies or organizations of which the Board or district is a member or to which the Board is invited to participate.** Due to open meeting law requirements, a majority of the Board shall not be appointed to serve on the same committee.*

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

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

*(cf. 9000 – Role of the Board)*

*(cf. 9130 – Board Committees)*

*(cf. 9270 – Conflict of Interest)*

*(cf. 9320 – Meetings and Notices)*

When making such appointments, the Board shall clearly specify, ~~on a case-by-case basis, what~~ **the authority and responsibilities of the representative(s), including, but not limited to, reporting back to the Board regarding committee activities and/or actions.** ~~are involved.~~ Board representatives shall not ~~grant district support or endorsement for any activity~~ **exercise the authority of the Board** without prior Board approval.

*(cf. 9005 – Governance Standards)*

*(cf. 9200 – Limits of Board Member Authority)*

If a committee discusses a topic on which the Board has taken a position, the Board member may express ~~the~~ **that position as a representative of the Board.** When contributing individual ~~his/her own~~ **ideas or opinions on other topics, he/she the representative shall clearly indicate** ~~make it clear that he/she is expressing his/her speaking as an individual idea or opinion.~~ **not on behalf of the Board.**

*(cf. 1220 – Citizen Advisory Committees)*

*(cf. 9010 – Public Statements)*

*(cf. 9130 – Board Committees)*

### **Board Representative to Elect Members of County Committee on School District Organization**

At its annual organizational meeting, the Board shall designate one Board member as its representative to elect members to the county committee on school district organization.  
(Education Code 35023)

~~The Board shall provide the representative with nominees to this committee.~~

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

*Series 9000*

*Bylaws of the Board*

*BB 9140(b)*

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~~A Board member is eligible serve as a member of the county committee on school district organization. (Education Code 4007)~~

*(cf. 9100 - Organization)*

**Legal Reference:**

**EDUCATION CODE**

4000-4014 County committees on school district organization

35020-35046 School district officers and agents (power of governing board to employ or appoint)

35160 Authority of governing boards

**GOVERNMENT CODE**

54952.2 Meetings

**Management Resources:**

**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

*California Department of Education District Organization Handbook, 2010*

Adopted: 11-6-84

Amended: 9-11-90, 3-12-02, 9-17-02

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~AUGUST 16, 2011~~ SEPTEMBER 20, 2011**

**SUBJECT: C.6.f. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9323.2 – ACTIONS BY THE BOARD - ~~First~~ Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Bylaws of the Board 9323.2 – Actions by the Board?

**BACKGROUND:** Board Bylaw 9323.2 is updated and reorganized to clarify the circumstances under which the Brown Act permits the Board to discuss or take action on items that are not on the posted agenda. By law also revised to delineate the Board's options upon a receipt of a demand to "cure and correct" an alleged Brown Act violation. Board Bylaw 9323.2 is being submitted with recommended language from CSBA.

**ALTERNATIVES:**

1. Approve the amendment of Bylaws of the Board 9323.2 – Actions by the Board.
2. Do not approve the amendment Bylaws of the Board 9323.2 – Actions by the Board.
3. Adopt a modified version of the amendment to Bylaws of the Board 9323.2 – Actions by the Board.

**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 BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(a)

### Actions By The Board

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the members to make a positive or negative decision
3. A vote by a majority of the members when sitting as the Board upon a motion, proposal, resolution, order or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

(cf. 9324 - Minutes and Recordings)

### Action on Non-Agenda Items

***After publicly identifying the item,*** the Board may take action ~~in a regular meeting~~ on a subject not listed ~~appearing~~ on the published ~~posted meeting~~ agenda ~~only when it publicly identifies the item to be acted upon in conjunction with one of the~~ ***under any of the*** following circumstances: (Government Code 54954.2)

1. ***When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5.*** The Board, by majority vote of its members, ~~determines that the action responds to an emergency situation.~~
2. ***When two-thirds of the members present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the district's attention after the agenda was posted.*** The Board determines, either by a two-thirds majority vote of the members present at the meeting or, if less than two-thirds of the members are present, by a unanimous vote of all members present,

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(b)

~~that the need to take immediate action came to the district's attention after the posting of the agenda.~~

3. ***When an item appeared on the agenda of, and was continued from, a meeting that occurred*** ~~The matter was properly posted for a previous meeting occurring not more than five days earlier and was continued to the meeting at which action is being taken.~~

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

### Challenging Board Actions

Any interested person or ~~the~~ district attorney's office ***may present a demand that the Board cure and to correct a Board action which he/she alleges is in violation of Government Code 54954.2 (agenda posting), Government Code 54953 (open meeting and teleconferencing), Government Code 54954.5 (closed session item descriptions), Government Code 54954.6 (new or increased tax assessments), Government Code 54956 (special meetings), or Government Code 54956.5 (emergency meetings).*** (Government Code 54960.1)

Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation ***and*** shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the written demand must be made within 30 days of the date when the alleged action took place. (Government Code 54960.1)

~~Such demand shall allege a violation of any of the following:~~ (Government Code 54960.1)

- ~~1. Government Code 54953, regarding open meeting and teleconferencing~~
- ~~2. Government Code 54954.5, regarding closed session item descriptions~~
- ~~3. Government Code 54954.6, regarding new or increased tax assessments~~
- ~~4. Government Code 54956, regarding special meetings~~
- ~~5. Government Code 54956.5, regarding emergency meetings~~

Within 30 days of receiving the demand, the Board shall ***do one of the following:*** (Government Code 54960.1)



## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(c)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.

2. ~~Determine If the Board decides to not~~ ***to*** cure or correct the challenged ***violation and inform the demanding party*** action; ~~the demanding party shall be informed in writing of its decision to not cure or correct. that decision.~~

3. ~~If the Board~~ Takes no action. ***If the Board takes no action*** within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action. (Government Code 54960.1)

### Legal Reference:

#### EDUCATION CODE

15266 School construction bonds

17466 Declaration of intent to sell or lease real property

17481 Lease of property with residence for nondistrict purposes

17510-17511 Resolution requiring unanimous vote of all members constituting board

17546 Private sale of personal property

17556-17561 Dedication of real property

17582 District deferred maintenance fund

17583 Deferred maintenance fund; transfer of excess local funds

~~35144 Special meeting~~~~35145 Public meetings~~**35140-35149 Meetings****35160-35178.4 Powers and duties**~~35164 Majority vote of all members constituting board for board action~~~~35165 Vacancies, effect on majority and unanimous vote~~~~48660-48661 Establishment of Community day schools~~ ***establishment and restrictions***~~48661 School site restrictions for community day schools~~

#### CODE OF CIVIL PROCEDURE

**425.16 Special motion to strike in connection with a public issue****1245.240 Eminent domain vote requirements****1245.245 Eminent domain, resolution adopting different use**

#### GOVERNMENT CODE

**53090-53097.5 – Regulation of local agencies by counties and cities**~~53094 Authority to render zoning ordinance inapplicable~~~~53097 Compliance with ordinances~~~~53097.3 Charter school ordinances~~

53790-53792 Exceeding the budget

53820-53833 Temporary borrowing

53850-53858 Temporary borrowing

54950 Meetings: declaration; intent; sovereignty

54952.6 Action taken, definition

54953 Meetings to be open and public; attendance; secret ballots

~~54953.5 Right to record proceedings; conditions~~

# OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(d)

~~54954.2 Agenda-posting requirements; board actions~~~~54954.5 Closed-session item descriptions~~~~54954.6 New or increased taxes or assessments; hearings; notice~~~~54956 Special meetings; call; notice~~~~54956.5 Emergency meetings in emergency situations~~~~54960 Action to prevent violations~~~~54960.1 Challenge of governing board actions~~~~54960.5 Costs and attorney fees~~

65352.2 Coordination with planning agency

*PUBLIC CONTRACT CODE*

3400 Bid specifications

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

20113 Emergencies, award of contracts without bids

*COURT DECISIONS**Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors, (2003) 112 Cal.App.4<sup>th</sup> 1313**McKee v. Orange Unified School District, (2003) 110 Cal.App.4<sup>th</sup> 1310**Bell v. Vista Unified School District, (2002) 82 Cal.App.4<sup>th</sup> 672**Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4<sup>th</sup> 1109*

Management Resources:

*CSBA PUBLICATIONS*

The Brown Act: School Boards and Open Meeting Laws, 1999-2009

*ATTORNEY GENERAL PUBLICATIONS*

The Brown Act: Open Meetings for Legislative Bodies, California Attorney General's Office, 2002-2003

*LEAGUE OF CALIFORNIA CITIES PUBLICATIONS**CALIFORNIA CITY ATTORNEY PUBLICATIONS*Open and Public ~~III~~ *IV*: A User's Guide to the Ralph M. Brown Act, 2000-2007*WEB SITES*CSBA: <http://www.csba.org>California Attorney General's Office: <http://www.caag.state.ca.us>*Institute of Local Government: <http://www.ca-ilg.org>*

Adopted: 10-19-77

Amended: 3-2-83, 11-6-84, 11-13-90, 3-12-02, 9-17-02

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: SEPTEMBER 20, 2011**

**SUBJECT: C.6.g. APPROVE AMENDMENT OF BOARD POLICY 5022 – STUDENT AND FAMILY PRIVACY RIGHTS – First Reading**

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**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(a)

***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/fpco/>

Adopted: 9-17-02

Amended: 5-18-04

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: SEPTEMBER 20, 2011**

**SUBJECT: C.6.h. AMENDMENT TO BOARD POLICY 5144 – DISCIPLINE – First Reading**

**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 5144 – Discipline?

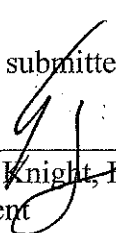
**BACKGROUND:** Board Policy 5144 is expanding the goal statement to focus on correcting student behavior while avoiding an adverse effect on student learning or health. Policy also broadens related staff developing topics to include assisting staff to establish cooperative relationships with parents/guardians. Board Policy 5144 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 5144 – Discipline.
2. Do not amend Board Policy 5144 – Discipline.
3. Adopt a modified version of the amendment to Board Policy 5144 – Discipline.

**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

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Series 5000

Students

BP 5144(a)

## Discipline

The Governing Board desires to prepare students for responsible citizenship by fostering self-discipline and personal responsibility. The Board believes that high expectations for student behavior, effective classroom management and parent involvement can minimize the need for discipline. Staff shall use preventative measures and positive conflict resolution techniques whenever possible. ***In addition, discipline shall be used in a manner that corrects student behavior without intentionally creating an adverse effect on student learning or health.***

(cf. 5020 - Parent Rights and Responsibilities)  
(cf. 5137 - Positive School Climate)  
(cf. 5138 - Conflict Resolution/Peer Mediation)  
(cf. 5145.3 - Nondiscrimination/Harassment)  
(cf. 5145.9 - Hate-Motivated Behavior)  
(cf. 6020 - Parent Involvement)

Board policies and regulations shall delineate acceptable student conduct and provide the basis for sound disciplinary practices. Each school shall develop disciplinary rules to meet the school's individual needs.

(cf. 5131 - Conduct)  
(cf. 5131.1 - Bus Conduct)

The Oak Park Unified School District supports a "Progressive Discipline Policy" and associated practice because this approach provides a logical, escalating sequence to consequences while informing students and parents at the earliest level where rehabilitation might be employed. An exception for implementing progressive discipline will be for more serious offenses, which require immediate suspension and mandatory expulsion by law.

At all times, the safety of students and staff and the maintenance of an orderly school environment shall be priorities in determining appropriate discipline. When misconduct occurs, staff shall attempt to identify and address the causes of the student's behavior ***and*** implement appropriate discipline. ***Persistently*** disruptive students may be assigned to alternative programs or removed from school in accordance with law, Board policy and administrative regulation.

(cf. 0450 - Comprehensive Safety Plan)  
(cf. 3515 - Campus Security)  
(cf. 3515.3 - District Police/Security Department)  
(cf. 3515.4 - Recovery for Property Loss or Damage)  
(cf. 4158/4258/4358 - Employee Security)  
(cf. 5136 - Gangs)  
(cf. 5144.1 - Suspension and Expulsion/Due Process)  
(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))  
(cf. 6159.4 - Behavioral Interventions for Special Education Students)  
(cf. 6164.5 - Student Study Teams)  
(cf. 6184 - Continuation Education)  
(cf. 6185 - Community Day School)

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Series 5000

Students

BP 5144(b)

Staff shall enforce disciplinary rules fairly, consistently and *in accordance with the district's nondiscrimination policies.* ~~without discrimination.~~

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

(cf. 5145.3 - Nondiscrimination/Harassment)

The Superintendent or designee shall provide professional development as necessary to assist staff in developing *consistent* classroom management skills, and implementing effective disciplinary techniques, *and establishing cooperative relationships with parents/guardians..*

(cf. 4131/4231/4321 - Staff Development)

## Legal Reference:

### EDUCATION CODE

#### **32280-32288 School safety plans**

35146 Closed sessions

35291 Rules

35291.5-35291.7 School-adopted discipline rules

~~35294-35294.9 School safety plans~~

37223 Weekend classes

44807.5 Restriction from recess

48900-48926 Suspension and expulsion

48980-48985 Notification of parents or guardians

49000-49001 Prohibition of corporal punishment

49330-49335 Injurious objects

### CIVIL CODE

1714.1 Parental liability for child's misconduct

### CODE OF REGULATIONS, TITLE 5

307 Participation in school activities until departure of bus

353 Detention after school

## Management Resources:

### CSBA PUBLICATIONS

~~Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1999~~

*Keeping our Children Safe: Strategies for Governing Boards to Promote School Safety, 2011*

*Maximizing Opportunities for Physical Activity during the School Day, Fact Sheet, 2009*

### CDE PROGRAM ADVISORIES

~~1010.89 Physical Exercise as Corporal Punishment, CIL: 89/9-3~~

~~1223.88 Corporal Punishment, CIL: 88/9-5~~

*Classroom Management: A California Resource Guide for Teachers and Administrators of Elementary and Secondary Schools, 2000*

### STATE BOARD OF EDUCATION POLICIES

*01-02 School Safety, Discipline, and Attendance, March 2001*

### WEB SITES

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

USDOE: <http://www.ed.gov>

Adopted: 5-24-78

Amended: 1980, 5-15-84, 9-1-92, 1995, 1999, 2-1-01, 9-17-02



**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: SEPTEMBER 20, 2011**

**SUBJECT: C.6.i APPROVE AMENDMENT TO BOARD POLICY 6163.1 –  
LIBRARY MEDIA CENTERS – First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 6163.1 – Library Media Centers?

**BACKGROUND:** Board Policy 6163.1 is being revised to reflect new state standards adopted by the State Board of Education, including program standards which describe staffing, resources, and infrastructure recommended for effective school library programs as well as academic standards for library instruction. Board Policy 6163.1 is being submitted as with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 6163.1 – Library Media Centers.
2. Do not amend Board Policy 6163.1 – Library Media Centers.
3. Adopt a modified version of the amendment to Board Policy 6163.1 – Library Media Centers.

**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 6163.1(a)

### Library Media Centers

The Governing Board recognizes that school library media centers support the educational program by providing access to a variety of informational resources. The Board desires to provide libraries media centers with up-to-date books, reference materials and electronic information resources necessary to promote literacy, support students in achieving academic standards and encourage *prepare* students to become lifelong learners.

*(cf. 0440 - District Technology Plan)*

*(cf. 6000 - Concepts and Roles)*

*(cf. 6011 - Academic Standards)*

*(cf. 6161 - Equipment, Books and Materials)*

*(cf. 6163.4 - Student Use of Technology)*

*(cf. 7110 - Facilities Master Plan)*

School libraries shall be open for use by students and teachers during the school day. (Education Code 18103)

### Library Plans

***Whenever a school receives state funding for school and library improvement pursuant to Education Code 41570-41573, the school site council shall develop a single plan for student achievement which incorporates a districtwide plan for school libraries. (Education Code 41572)***

*(cf. 0420 - School Plans/Site Council)*

***In developing the districtwide plan, the Superintendent or designee is encouraged to consult with librarians, classroom teachers, administrators, parents/guardians, and students as appropriate.***

~~The Superintendent or designee shall develop a districtwide school library plan for approval by the Board. (Education Code 18181) The Superintendent or designee is encouraged to consult with school library media teachers in the development of the plan.~~

The school library ***districtwide library*** plan shall describe the district's vision and goals for the district's libraries, and action steps including ***and*** how the funds will be distributed to school sites ***to support libraries***. As appropriate, the plan may also address staffing, facilities, selection and evaluation of materials, prioritization of needs and other related matters.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6163.1(b)

### Classroom Libraries for Grades K-4

When state funding is available for library materials grades K-4 classrooms, the Superintendent or designee shall develop, for certification by the Board, a districtwide classroom library plan grades K-4. The plan shall include a means of preventing loss, damage or destruction of the materials. (Education Code 60242, 60422)

(cf. 6161.2 - Damaged or Lost Instructional Materials)

The districtwide plan for school libraries developed pursuant to Education Code 41572 may fulfill this requirement provided the plan meets the criteria of Education Code 60242.

The Superintendent or designee is encouraged to consult with primary grade teachers and school **librarians employed by the district** and/or county office of education ~~library-media teachers~~ in the development of the **K-4 classroom library** plan and to consider selections from the list of books recommended by the State Librarian pursuant to Education Code 19336.

~~The district's school libraries may provide: (5 CCR 16040)~~

### Selection and Evaluation of Library Materials

**Library materials shall include print and electronic resources that align with the curriculum and are accessible to students with varying cognitive or language needs.**

~~Responsibility for the selection of library materials is delegated to the professional library staff through the principal. School librarians shall evaluate~~ **and select materials in accordance with law, Board policy, and administrative regulation and shall use** ~~using professional selection aids and standards, in accordance with law, Board policy and administrative regulation.~~ The selection process shall invite recommendations from administrators, teachers, other staff, parents/guardians and students as appropriate.

(cf. 6144 - Controversial Issues)

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

(cf. 6161.11 - Supplementary Instructional Materials)

Library materials should be continually reevaluated in relation to evolving curricula, new formats of materials, new instructional methods, and the needs of students and teachers. Materials that contain ~~obsolete~~ **outdated** subject matter or are no longer appropriate shall be removed, and lost or worn materials may be replaced ~~if possible~~.

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6163.1(c)

***All gifts and donations of school library materials shall be subject to the same criteria as materials selected for purchase by the district.***

*(cf. 3290 – Gifts, Grants and Bequests)*

Complaints regarding the appropriateness of library materials shall be addressed using the district's procedures for complaints regarding instructional materials.

*(cf. 1312.2 - Complaints Concerning Instructional Materials)*

### Fees

Students shall be allowed to borrow school library materials at no charge for use in the library and classrooms as well as out of school. (5 CCR 16042)

*(cf. 3260 - Fees and Charges)*

To encourage students to return materials in a timely manner, a nominal fee may be charged for the late return of materials.

*(cf. 5125.2 – Withholding Grades, Diploma or Transcripts)*

### Library Instruction

***School librarians and/or classroom teachers shall provide library instruction to develop students' information literacy skills. Such instruction shall be aligned with state academic standards for library instruction and shall prepare students to:***

- 1. Access information by applying knowledge of the organization of libraries, print materials, digital media, and other sources***
- 2. Evaluate and analyze information to determine appropriateness in addressing the scope of inquiry***
- 3. Organize, synthesize, create, and communicate information***
- 4. Integrate information literacy skills into all areas of learning and pursue information independently to become life-long learners***

***School librarians also may provide support to teachers, administrators, and other staff by identifying instructional materials that will aid in the development of curriculum and***

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6163.1(d)

*instructional activities and by providing information about effective and ethical uses of school library services and equipment.*

*(cf. 4131/4231/4331 - Staff Development)*

1. ~~Library instruction to students that enables them to become proficient users of library resources~~
2. ~~Information to teachers and administrators concerning sources and availability of instructional materials that will aid in the development of school curriculum, and, in cooperation with classroom teachers, the development of instructional units and activities using library resources~~
3. ~~Assistance to teachers and students in the evaluation, selection, production and uses of instructional materials~~
4. ~~A collection of materials and resources that support the curriculum and are appropriate for user needs~~
5. ~~Assistance to teachers, administrators and other school staff members in becoming knowledgeable about appropriate uses of library media services, materials and equipment~~

~~The Superintendent or designee shall develop procedures for the selection and evaluation of library materials.~~

### Reports

The district shall, on or before August 31 each year, report to the California Department of Education on the condition of *its* school libraries for the preceding year ending June 30.  
(Education Code 18122)

### Legal Reference:

#### *EDUCATION CODE*

- 1703 Coordination of district library services by county superintendent
- 1770-1775 Provision of library services by county superintendent
- ~~18010-20091 Libraries, especially:~~
- 18100-18103 School libraries, establishment and maintenance
- 18300-18571 Union high school district/unified school district library district
- 19335-19336 Recommended books, Reading Initiative Program
- 41570-41573 School and Library Improvement Block Grant
- 42605 Tier 3 categorical flexibility**
- 44868-44869 Qualifications and employment of library media teachers

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 6000**Instruction**BP 6163.1(e)*

45340-45349 Instructional aides

60119 Sufficiency of textbooks and instructional materials; public hearing

60240-60251.5 State Instructional Materials Fund, including purchase of classroom library materials

60420-60424 Instructional Materials Funding Realignment Program

**REPEALED EDUCATION CODE FOR CATEGORIAL PROGRAMS****18181 Districtwide library plan****52012 Establishment of school site council****52014-52015 school plans****CODE OF REGULATIONS, TITLE 5**

16040-16043 School libraries

80053 Library media service teaching credential

**UNITED STATES CODE, TITLE 20**6383 *Improving Literacy Through School Libraries grant program***Management Resources:****CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*****School Library Program Standards, September 2010******School Library Standards for Students, September 2010***

Check It Out! Assessing School Library Media Programs, 1998

Recommended Literature: Kindergarten Through Grade Twelve

**CALIFORNIA SCHOOL LIBRARY ASSOCIATION PUBLICATIONS**

Standards and Guidelines for Strong School Libraries, 2004

**WEB SITES**CDE, School Libraries: <http://www.cde.ca.gov/ci/cr/lb>American Library Association: <http://www.ala.org>American Association of School Librarians: <http://www.ala.org/aasi>California Library Association: <http://www.cla-net.org>California School Library Association: <http://www.csla.net>

Adopted: 4-26-78

Amended: 4-14-82, 6-19-84, 9-17-02, 8-24-04, 11-18-05

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: SEPTEMBER 20, 2011**

**SUBJECT: C.6.j APPROVE AMENDMENT TO BOARD POLICY 6163.2 –  
ANIMALS AT SCHOOL – First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 6163.2 – Animals at School?

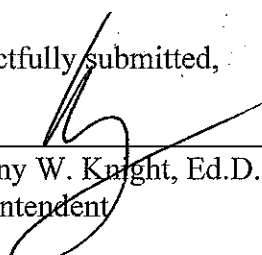
**BACKGROUND:** Board Policy 6163.2 is being revised to reflect new federal regulations which require the district to modify its policy, practices, and procedures to permit an individual with a disability to use a service animal at school, when the work or task performed by the service animal is directly related to the individual's disability. Board Policy 6163.2 is being submitted as with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 6163.2 – Animals at School.
2. Do not amend Board Policy 6163.2 – Animals at School.
3. Adopt a modified version of the amendment to Board Policy 6163.2 – Animals at School.

**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

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Series 6000

Instruction

BP 6163.2(a)

## Animals At School

The Governing Board recognizes that animals can *contribute to the* district's instructional program *by being* be an effective teaching aid *to students* and *by assisting individuals with disabilities to access district programs and activities.* ~~can help support the.~~ In addition, instruction related to the care and treatment of animals teaches students a sense of responsibility and promotes the humane treatment of living creatures.

*(cf. 0410 – Nondiscrimination in District Programs and Activities)*  
*(cf. 6142.4 – Service Learning/Community Service Classes)*  
*(cf. 6159 – Individualized Education Program)*  
*(cf. 6164.4 – Identification and Evaluation of Individuals for Special Education)*  
*(cf. 6164.6 – Identification and Education Under Section 504)*  
*(cf. 6142.5 – Environmental Education)*

***The Superintendent or designee shall develop rules and procedures to ensure that when animals are brought to school, the health, safety, and welfare of students, staff, and the animals are protected. However, the district assumes no liability for the safety of animals allowed on district property.***

*(cf. 3320 – Claims and Actions Against the District)*  
*(cf. 3530 – Risk Management/Insurance)*  
*(cf. 5141.21 – Administering Medication and Monitoring Health Conditions)*  
*(cf. 5141.23 – Asthma Management)*

~~Teachers may bring an animal to school or arrange for students in his/her class to bring an animal to school for instructional purposes upon written permission from the principal or designee and subject to administrative regulation and other reasonable health, safety and sanitation precautions. Teachers shall be responsible for ensuring that animals are strictly controlled and for ensuring that all such precautions are observed so as to protect both the students and animals.~~

~~*(cf. 5141 – Health Care and Emergencies)*  
*(cf. 5141.22 – Infectious Diseases)*  
*(cf. 5142 – Safety)*  
*(cf. 5145.8 – Refusal to Harm or Destroy Animals)*  
*(cf. 6142.93 – Science Instruction)*  
*(cf. 6145.8 – Assemblies and Special Events)*~~

~~Individuals with disabilities may be accompanied by specially trained guide dogs, signal dogs or service dogs on school premises or on school transportation. (Education Code 39839; Civil Code 54.2)~~

~~*(cf. 0410 – Nondiscrimination in District Programs and Activities)*  
*(cf. 3541.2 – Transportation for Students with Disabilities)*  
*(cf. 5131.1 – Bus Conduct)*  
*(cf. 6159 – Individualized Education Program)*  
*(cf. 6164.6 – Identification and Education Under Section 504)*~~



**OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD POLICY**

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Instruction

BP 6163.2(b)

~~When any animal is brought into the classroom, the principal or designee shall provide written notification to all parents/guardians of students in the affected class asking them to verify whether their child has any known allergies, asthma, or other health condition that may be affected by the animal's presence.~~

~~(cf. 3514 Environmental Safety)~~

~~The district assumes no liability for the safety of animals voluntarily brought to school.~~

Legal Reference:

**EDUCATION CODE**

233.5 Instruction in kindness to pets and humane treatment of living creatures

39839 Transportation of guide dogs, signal dogs, service dogs

51202 Instruction in personal and public health and safety

51540 Safe and humane treatment of animals at school

**CIVIL CODE**

54.1 Access to public places

54.2 Guide, signal, or service dogs, right to accompany

**GOVERNMENT CODE**

810-996.6 California Tort Claims Act, especially:

815 Liability for injuries generally; immunity of public entity

835 Conditions of liability

**VEHICLE CODE**

21113 Public grounds

**CODE OF REGULATIONS, TITLE 13**

1216 Transportation of property

**UNITED STATES CODE, TITLE 20**

1400-1482 Individuals with Disabilities Education Act

**UNITED STATES CODE, TITLE 29**

794 Rehabilitation Act of 1973, Section 504

**CODE OF FEDERAL REGULATIONS, TITLE 28**

**35.104 Definitions**

**35.136 Service animals**

**COURT DECISIONS**

Sullivan v. Vallejo City USD, 731 F. Supp. 947 (1990)

Management Resources:

**FEDERAL REGISTER**

**Rules and Regulations, September 15, 2010, Vol. 75, Number 178, pages 56164-56236**

**CSBA PUBLICATIONS**

Indoor Air Quality: Governing Board Actions for Creating Healthy School Environments, Policy Brief, July 2008

Asthma Management in the Schools, Policy Brief, March 2008

**WEB SITES:**

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

American Society for the Prevention of Cruelty to Animals: <http://www.asPCA.org>

Humane Society of the United States: <http://www.hsus.org>

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

Adopted: 9-17-02

Amended: 8-24-04, 12-9-08

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: SEPTEMBER 20, 2011**  
**SUBJECT: VII. 2011-12 BUDGET UPDATE**

INFORMATION

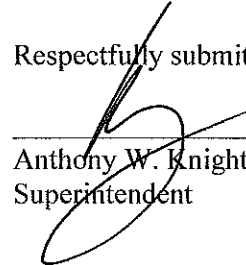
**ISSUE:** Shall the Board of Education receive updated and current information pertaining to the District's 2011-12 budget?

**BACKGROUND:** At this evening's meeting the Business Office will provide information pertaining to the 2010-11 Unaudited Actuals, as well as an update on the 2011-12 operating budget. The discussion will focus on student enrollment, personnel staffing, and projected revenues, expenses, and reserves.

**RECOMMENDATION:** None – for information and discussion only.

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

Respectfully submitted:

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



**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: September 20, 2011**

**SUBJECT: Monthly Board Report**

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**MEET OUR NEW TEACHERS:** Mrs. Tara Hees is teaching Discovery Kindergarten with Mrs. Pryor. Tara transferred from Oak Hills. Mrs. Theresa Gray is teaching first grade. Theresa moved here from Massachusetts, where she attended Boston College and taught first grade. Mrs. Lacey Williams is Brookside's new Special Education Teacher. Lacey comes to us from SVUSD where she spent five years teaching students with special needs.

**STAR AMONG STARS AWARDS:** At our District welcome back, two Brookside employees received the Star Among Stars Award. Fifth grade teacher Becky Koch and Mrs. Susan Yavari, Literacy Aide. Mrs. Koch is an innovative teacher and has served in a variety of leadership positions while at Brookside. Mrs. Yavari works diligently to help the students in her groups achieve success in reading and writing. Congratulations Becky and Susan.

**BROOKSIDE AWARDED GRANT - CALIF. FERTILIZER FOUNDATION:**

We were pleased to learn that Brookside has been selected to receive one of twenty-four \$1,200 garden grants awarded to California schools in 2011. We are told the process was quite competitive, so special thanks to Kim Mogavero and Dr. Knight for their assistance and encouragement.

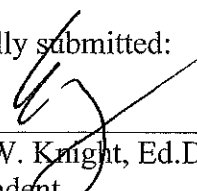
**NEW STUDENT AND KINDERGARTEN ORIENTATIONS:**

One hundred twenty people attended an orientation for new students and families on August 26<sup>th</sup>. Principal Burgher conducted an information meeting in the outdoor quad area and PTA President, Julie Prince, invited parents to get involved. Kindergarten teachers held a meet-and-greet for incoming students and their families on August 30th.

**START OF THE YEAR ACTIVITIES:**

Sept. 15 School Site Council	2:45 – 4:00 pm
Sept. 21 Back to School Night	5:30-6:10 pm Grades: K-2
	6:15 pm PTA Meeting
	7:45 pm Grades: 3-5

Respectfully submitted:

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

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

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

**DATE:** September 20, 2011

**SUBJECT:** Monthly Board Report

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Summertime was a busy time at Oak Hills. The campus looks great with its new playground and landscaping. Our hard-working custodial crew was busy not only cleaning up the campus but also converting our Math/Science room into a new fourth grade classroom, and reconfiguring an office into "Club Math". Our dedicated office staff and PTA volunteers orchestrated a very efficient and successful registration. All families were able to take care of all the necessary paperwork and learn their teacher and classroom assignments. Our new students were welcomed to the Oak Hills community with an orientation including tours of the campus led by Student Ambassadors. These Ambassadors continue to look after our newcomers on the first few days of school so that they have a friendly face during recesses and lunch.

This year we have three new teachers join our Oak Hills team. Last spring, these individuals rose to the top of a very competitive field through a combination of screening, interviews, demonstration lessons, and reference checks. Selecting new staff members is one of the most important things we do, and we are very thankful to our incredible district office staff for all the support that made this process possible. Angela Folendorf has joined us in fifth grade, Emily Trowbridge has joined us in fourth grade, and Kimberly Caffee has taken over our special education program. Ms. Folendorf taught fourth and fifth grade in Long Beach before becoming a trainer for SMART Board technologies. As a leader in professional development, she became well known for her innovative uses of cutting edge technology to maximize student learning. Mrs. Trowbridge taught fourth and fifth grades at a charter school in Culver City, where she also served as a faculty advisor leading professional development for new teachers. She has also assisted with teaching undergraduate and graduate teacher education courses at University of Southern California. Ms. Caffee brings a wealth of experience teaching students with special needs in California's Central Valley. She taught fourth through sixth graders in a special day class setting and ran a Learning Center program for kindergarten through third graders. She also has extensive experience working with a Response to Intervention (RTI) model.

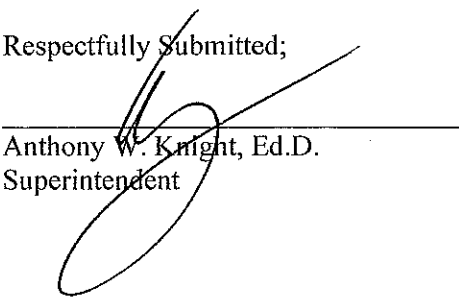
We have three staff members joining our special education team as instructional aides. Sheri Hall and Ellen Grossman are both experienced educators from Brookside Elementary where they excelled in a variety of rolls. We are pleased to have them join our team. Eva Novak is new to our district but brings a variety of experience. Mrs. Novak holds a teaching credential in Montana, where she taught kindergarten. She has also taught second, third, and fourth in New Hampshire, and served as an academic tutor for at-risk high school students in Oxnard.

Several staff Oak Hills staff members were honored at our district-wide Opening Day celebration. I am proud to report that Mrs. Foy and Mrs. Wall received the Star among Stars award for their outstanding work in kindergarten. They are an incredible team within an incredible team. Mrs. Lin also received the Star among Star award for her work as a math aide supporting math instruction in fourth and fifth grade. In addition, Mrs. Lokitz was honored for 25 years of dedicated service to our District. Mrs. Foy, Mrs. Mendivil, Health Technician Lisa Rosenberg, and Custodian Arturo Morales were all recognized for fifteen years of service, and Mrs. Reints received recognition for completing ten years of service.

In response to concerns about heavy traffic in the parking lot and around the campus at drop-off time each morning, we will set aside about 300 feet along Churchwood Drive for student drop-off only. The portion of Churchwood Drive between the playground stairs and the school parking lot entrance will be marked *No Parking - Student Drop-off Only* from 8:00 a.m. – 9:00 a.m. This will allow students to safely exit their vehicles on the sidewalk side, and walk directly down the stairs to the playground. This procedure will be in place for morning drop-off only. This is a bit of an experiment at this point, but we are hopeful that everyone's cooperation will ensure a safe and positive start of school each morning.

We had a great opening day at Oak Hills. Our eager students gathered together on the playground Wednesday morning, and were greeted by our enthusiastic teachers and staff. Two assemblies were held on the second day to discuss expectations and daily responsibilities with all of the students. Our Gift-wrap Fundraiser began last week with a spirited assembly. Many of the outstanding programs offered at Oak Hills would not be possible without the generous support of our PTA and parent community so we are looking forward to another successful fundraiser. Our PTA also brings us together for several community-building events throughout the year. The entire Oak Hills community gathered together Friday evening for our annual bar-b-que in celebration of the beginning of what promises to be a terrific year.

Respectfully Submitted;



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Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: September 20, 2011**

**SUBJECT: Monthly Board Report**

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**Pre-Opening Events set a Positive Tone for the School Year**

Our New Student Orientation was held the Tuesday before school began and included tours of the campus and information provided by members of our student council. Our Kindergarten teachers and Discovery Kindergarten teacher gave previews of our programs. Our PFA also hosted their annual, "Welcome Back Staff" breakfast with wonderful food and fellowship on Monday, August 29.

**Registration**

Our PFA, in coordination with our office staff, held two registration days in the days before school began. On these days, parents handed in registration information that they completed online, signed up to volunteer, donated time and funds to school organizations and received additional information. The extra organizing and early receipt of required student information allowed our office staff to get a head start on collecting and filing these documents.

**New Student Family Picnic**

To welcome new families to Red Oak, our PFA organized a picnic at Indian Springs Park. The picnic occurred after registration on August 25 from 6:00 to 8:00. The PFA provide desserts and information to the new families. The principal and members of the PFA welcomed our new families personally.

**Welcome Back Parent Coffee and Donut Gathering**

The Red Oak Elementary School Parent Faculty Association hosted an event to welcome back parents, particularly parents new to our school. This activity occurred on the first day of school, August 31 from 8:15 to 10:30. The gathering was billed as an opportunity for parents to meet other parents and PFA members and also to get assistance in filling out school paperwork. The event attracted many parents and generated a lot of goodwill. Fortunately for us, our School Board members were visiting our school at the same time so they were able to step in and meet some of our Red Oak community

Respectfully Submitted:

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

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL**

**DATE: SEPTEMBER 20, 2011**

**SUBJECT: MONTHLY SCHOOL REPORT**

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**ASB Magazine Drive** - September 2<sup>nd</sup>: Medea Creek Middle School launched its annual magazine fund-raising event with an interactive assembly. The Drive's profits go directly to ASB and fund students and enrichment activities for the school year.

**Back-To-School Night** - September 15th: Once again MCMS faculty and staff hosted the community with informative details of the MCMS classroom experience and shared some of the wonderful things in store for students this year. Thanks to everyone for making this evening a welcoming occasion for parents.

**Make-up Picture Day** - October 7th: This is the day when faculty/staff and students who missed registration have their picture taken (7:30 a.m.- 10:30 a.m.)

**Club Fair** - TBA: Students have the opportunity to sign-up for a student Club that interests them—or they may work with the Assistant Principal to, possibly, start one of their own with an adult sponsor. Thanks to ASB for hosting this, as well as the adult club sponsors for being there and sponsoring a year-long Club!

**Homework Club**: Funded by our PFC, Homework Club begins this month (TBA), from 3:00-4:00 in the MCMS Library, and facilitated by two MCMS teachers.

**"P.E. Talks"**: Principal Benioff, Vice Principal Bagheri and Dean Bayles visit each and every MCMS physical education classes and discuss important highlights from the Student Handbook: The MCMS Guide to Success and Safety.

**September 11<sup>th</sup> Tenth Anniversary**: Teachers in social studies will be discussing this current event. As one example, our 7<sup>th</sup> grade Humanities Team is using this time as a social studies teachable moment to have students better understand the event through watching and discussing a short Nickelodeon-produced and aired documentary and by interviewing a family member about their experience ten years ago. MCMS will observe the occasion with a moment of silence.

*We wish to extend a special thanks to the entire MCMS community—parents, teachers, faculty and staff—for their tremendous help in helping us open school in a welcoming and organized fashion. The MCMS PFC was EXTRAORDINARY—especially with Registration and a "New Parent Orientation Tea" held just before school began.*

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:** September 20, 2011  
**SUBJECT:** Monthly Board Report

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### **REGISTRATION**

Thanks to Lori DiGrinis and Bev Futterman, PFC volunteers, and staff, the fall registration went very smoothly. Because of several adjustments to the scheduling processes and procedures, there was less pressure on the guidance office as students adjusted their schedules. Currently, the guidance counselors are busy balancing classes and making minor adjustments to student schedules. Interim freshman counselor, Renan Ahdoot has settled in well and the guidance counselors will very soon begin the senior college application process.

### **TEACHERS RETURN**

Teachers returned to the news that OPHS has been granted a six-year term of WASC accreditation, news that was well-received and well-deserved. Following the introductions of new staff, the District awards, and a PFC hosted lunch, staff spent an afternoon of professional development that began with a review of the Schoolwires website and included presentations on the incorporating Holocaust and the new SmartBoards. New staff were greeted by their departments and school got off to a very good start.

### **9/11 TENTH ANNIVERSARY REMEMBRANCE**

The memorial ceremony was conducted on September 12 during an extended nutrition break and was attended by students, staff, parents, Ventura County Fire and Sheriffs departments, and local media. Members of the U.S Army lowered the flag to half-mast and the men of Deerhill fire station laid a wreath. Two moments of silence were observed to remember those lost at the World Trade Center and aboard light 93 and the Pentagon. OPHS Principal Buchanan and Capt. Brian Sullivan made opening and closing remarks respectively.

### **FACILITIES**

The new science classrooms were ready to be occupied just in time for teachers to move in prior to the students' return, with minor items to be completed during the first few days of school. New landscaping, an updated and refinished gym floor and new wall pads, and a brand new turf field greeted students on the first day back. Fire and Life systems installation is ongoing. The Turf Field Ribbon Cutting Ceremony was held just before the Football teams' first varsity game on September 9<sup>th</sup>.

### **OPENING DAY**

Opening day went very smoothly with an air of student excitement. The Administration Team visited every class to present information on the school policies related to attendance, tardies, electronic devices, and academic honesty. Also, by the opening of school, OPHS had 100% compliance with the new Pertussis/Whooping Cough vaccination requirement.

### **NATIONAL MERIT SCHOLARSHIP PROGRAM**

This year, seven OPHS seniors were selected as Semifinalists for the 2011-12 National Merit Scholarship Program. Their selection indicates that they scored among the top 1,200 students in the state of California. Representing the top one percent of each state's high school seniors, these excellent students continue in the competition for National Merit Scholarship Finalist awards. The students are: Brandon Camhi, Allison Dods, Stephan Kim, Angela Lin, Amir Mohammadzadeh, Isabella Sayya, and Moe Scott

**BACK-TO-SCHOOL NIGHT**

Back to School Night will be held on September 22. The evening will begin for our teachers with a dinner hosted by our PFC, and following a brief welcome in the Pavilion, the school bell will then lead parents through their student's class schedule and to their classrooms where teachers will discuss the courses and class procedures.

**SENIOR COLLEGE ADVISEMENT**

On Wednesday, September 21, OPHS Counselors will be holding an Advisement Session for all 4-year college bound students. Procedures for college applications, letters of recommendation, transcripts, scholarships, Naviance and more will be discussed. Once again this year, Naviance will automate the teacher and counselor Letters of Recommendation and transcript submittal process.

**COLLEGE KNOWLEDGE NIGHT**

Through a collaborative effort between Calabasas, Oak Park, and Agoura PFCs, an evening of workshops ranging from financial aid and essay writing, to the application process of public and private colleges and universities will be offered to parents and students from all local schools at Agoura High School on October 13.

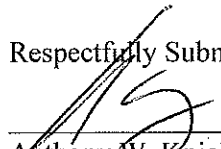
**COLLEGE APPLICATION WRITING SEMINAR**

Kathy Schultheis will hold a two-hour senior seminar on writing an effective personal statement on Saturday, October 15 in room G9.

**COMEDY OF ERRORS**

Under the very capable direction of Mr. Allan Hunt, our students are auditioning for our fall Shakespeare production, "Comedy of Errors." The play will run from Friday, November 3 to Sunday, November 5.

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:** September 20, 2011

**SUBJECT:** Monthly Board Report

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Oak View and Independent School

Office managers are busy with the final enrollment entries in Zangle.

Classes have begun and we have a nice group of students in both schools.

Jeremy Rogers, our new counselor, is really jumping in to his work with enthusiasm.

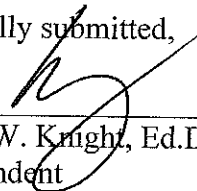
Both programs are moving forward with on line components, as Oak View is offering several electives on line for credit recovery and OPIS is launching an on line science lab experience in 6-12<sup>th</sup> grades.

OPIS earned an API of 827, tying the Ventura County alternative school high score with the High School at Moorpark College.

OPIS remains strong with interdistrict enrollment, attracting students from as far as central Los Angeles locations.

We are planning additional outreach and advertisement strategies to keep our enrollment growing at both schools.

Respectfully submitted,

  
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Anthony W. Knight, Ed.D.  
Superintendent