

**OAK PARK UNIFIED SCHOOL DISTRICT
5801 E. CONIFER STREET
OAK PARK, CALIFORNIA 91377
(818) 735-3206**

NOTICE OF SPECIAL BOARD MEETING- AGENDA #854

Written notice is hereby given in accordance with Education Code Section 54957 that a special Board Meeting of the Board of Education of Oak Park Unified School District will be held:

DATE: Tuesday, March 6, 2012
TIME: 5:00 p.m. Closed Session
6:00 p.m. Open Session
PLACE: Oak Park High School
Presentation Room-G9
899 Kanan Road
Oak Park, CA 91377

Call to Order
Pledge of Allegiance
Roll Call
Public Comments

CLOSED SESSION

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

OPEN SESSION

1. **Approve Award of Bid #12-06R, Storefront Window and Door Replacement at Brookside Elementary School** 1
Board Policy 3312 requires Board approval for contract for services
2. **Approve Amendment #2 to the Agreement with KPI Architects for Architectural Services In Connection with Improvements at Oak Park High School, Building E Administration** 7
Board Policy 3312 requires Board approval for contract for services
3. **Approve Resolution #12-03 Regarding Administrator Release and Reassignment, and/or Reduction of Work Days and/or Compensation** 11
Board Policy 4117.3 requires Board approval
4. **Approve Resolution #12-05 Reduction or Discontinuing Particular Kinds of Service Reduction in Force** 13
Board Policy 4117.3 requires Board approval

5. **Approve Resolution #12-04, Determination of Seniority Among Employees with the Same Seniority Date ("Tie Breaker Resolution")** 15
Board Policy 4117.3 requires Board approval
6. **Approve Resolution #12-06, Regarding Classified Management and Confidential Release and Reassignment, and/or Reduction of Work Days and/or Compensation** 21
Board Policy 4117.3 requires Board approval
7. **Approve Resolution #12-02 Authorizing the Issuance and Sale of Oak Park Unified School District Cross Year Tax Revenue Anticipatory Note (TRAN)** 23
Through participation in the CSBA Cash Reserve Program, the district will be able to issue a tax and revenue anticipatory note (TRAN) as part of this cost effective pooled structure
8. **Approve Certification of 2011-2012 Second Interim Financial Report and Budget Revisions** 43
Education Code 42130 and 42131 and Board Policy 3460 require the Board to approve and certify financial reports on behalf of the District
9. **Review and Discuss District 2011-2012 Moral Imperatives and Goals** 45
The Board desires to review and discuss the District's 2011-12 Moral and Imperatives and Goals in order to begin the process of revising them for 2012-13
10. **Review and Approve Board Policy 9310 Regarding First and Second Reading of Board Policies** 53
The Board requested information about Board Policy readings
11. **BOARD POLICIES**
 - a. **Approve Amendment to Board Policy 5022 – Student and Family Privacy Rights – First Reading** 59
This mandated Board Policy is revised and reorganized to address certain privacy issues related to students and/or their parents/guardians, including the administration of surveys and physical exams/screenings, parent/guardian rights to inspect instructional materials, and the collection of personal information for marketing purposes.
 - b. **Approve Amendment to Board Policy 3100 – Budget – First Reading** 63
Updated policy expands section on "Fund Balance" to include sample policy statements, in compliance with Governmental Accounting Standards Board Statement 54, related to 1) how funds will be committed by the board to the "committed fund balance," 2) delegation of the authority to assign funds to the "assigned fund balance," 3) the order in which fund balances will be spent when multiple fund balance types are available for an expenditure, and 4) the minimum level of unrestricted fund balances that will be maintained in the general fund. Policy also reflects new law (SB 70) which extends the timeline for restoring the level of reserves to the level specified in state relations and new law (AB 114) which requires districts, for the 2011-12 fiscal year, to base their budget on the same level of state revenues in the 2010-11 fiscal year.
 - c. **Approve Amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property– First Reading** 69
Policy updated to reflect new law (SB 70, 2011) which extends, until July 1, 2014, the authorization to use the proceeds from the sale of surplus real property, along with the proceeds from any personal property located on such surplus real property, for any one-time general fund purpose. Date in text deleted to eliminate the need for additional revision if flexibility is extended in the future.

- d. Approve Amendment to Board Policy 3290 – Gifts, Grants, and Bequests – First Reading 75**
Revised policy includes language requiring annual report to the board of gifts, grants, and bequests received by the district and the expenditure of any monetary gifts. Policy also includes 1) new section on "Appreciation" which lists authorized forms of appreciation for donations to the district, and 2) new section on "Corporate Sponsorship" which authorizes the board to allow outside entities to advertise or promote their products and services within district facilities in exchange for funds, products, and services provided by such entities.
- e. Approve Amendment to Board Policy 5145.11 – Questioning and Apprehension – First Reading 81**
Policy updated to reflect new court decision (Camreta v. Greene) which vacated the Ninth Circuit Court of Appeal's decision that required law enforcement to have parental consent, warrant, or other court order to interview a student in school absent exigent circumstances.
- f. Approve Amendment to Board Policy 6111 – School Calendar – First Reading 85**
Updated policy reflects new law (SB 70, 2011) which extends, until the end of the 2014-15 school year, authorization for districts to reduce the length of the school year without incurring financial penalties.
- g. Approve Amendment to Board Policy 7310 – Naming of Facility – First Reading 89**
Updated policy includes new section on "Naming Rights" which authorizes the board to enter into a written agreement granting any person or entity the right to name any district building or facility. Section on "Memorials" expanded to include commemorative trees, monuments, or other district facilities.
- h. Approve Amendment to Board Bylaw 9150 – Student Board Members–1st Reading 93**
Updated bylaw clarifies that student board members must be selected by district high school students. Bylaw also includes new section on "Student Board Member Development" which 1) authorizes student board members to participate in trainings, workshops, and conferences at district expense to enhance their knowledge, understanding, and performance of board responsibilities and 2) authorizes the superintendent to provide an orientation to student board member candidates regarding board responsibilities.

Date: March 2, 2012

Anthony W. Knight, Ed.D.

Superintendent and Secretary to the
Board of Education

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
SUBJECT: 1. APPROVE AWARD OF BID NO. 12-06R, STOREFRONT WINDOW AND DOOR REPLACEMENT AT BROOKSIDE ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board award Bid No. 12-06R, Storefront Window and Door Replacement at Brookside Elementary School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 6, 2011, the Board authorized the replacement of existing classroom windows and doors at Brookside Elementary School with new storefront window and door systems. As specified in the Master Plan, this project is necessary as the specified doors and windows on the three oldest buildings, which date back to the 1960s and 1970s, are failing and replacement is needed for health, safety, and security reasons.

At the bid opening on February 22, 2012, a single bid was received from Center Glass, Inc. in the amount of \$342,000.00. Although the bid amount exceeds the Master Plan estimate, review and discussions of potential value engineering options will provide an opportunity to reduce the contract amount to align with the Master Plan estimate. The bid recap and recommendation for award from construction manager Balfour Beatty is attached for the Board's review.

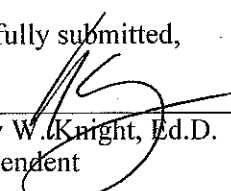
ALTERNATIVES:

1. Award Bid No. 12-06R, Storefront Window and Door Replacement at Brookside Elementary School to Center Glass, Inc. in the amount of \$342,000.00.
2. Reject the bid received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

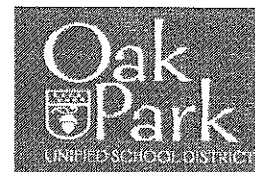
Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Balfour Beatty Construction



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Oak Park Unified School District
2, 2012
5801 East Conifer Street
Oak Park, CA 91377
Attn: Martin Klauss, Assistant Superintendent Business Services

February 7 March

Subject: Measure "R" Staff Support Services
Oak Park Unified School District
Oak Park, CA

Re: Project 12-0601R Exterior Paving and Concrete Walkway Repairs Storefront Window and
Door Replacement at Brookside Elem.
Recommendation to Award Bid to the Lowest Responsive Bidder Options for Value
Engineering

Dear Mr. Klauss,

The District has received a bid in response to Project 12-6R Storefront Window and Door Replacement at Brookside Elementary School in the amount of \$342,000. The current Master Plan estimate for the work is \$270,000 which was based upon the low bid received in 2011 when the Project was previously bid (the contract was subsequently canceled in mutual agreement between the District and the contractor).

After careful consideration, we have determined the following value engineering options are available to reduce the actual project cost so that it re-aligns with the published Master Plan estimate;

Building 200

Delete the replacement of hollow metal doors at openings 7,8,9,14 and 20. Although replacement of the hollow metal doors were included in the original Modernization scope, further review of the door conditions have occurred with the District Staff and it has been determined that the doors noted are not in need of immediate replacement and that the recent door hardware upgrade project have resolved most of the door operation issues.

The available credit to delete this work is \$16,600.

Building 300

Delete the replacement of hollow metal doors at openings 7,8,9, and 14. Although replacement of the hollow metal doors were included in the original Modernization scope, further review of the door conditions have occurred with the District Staff and it has been determined that the doors noted are not in need of immediate replacement and that the recent door hardware upgrade project have resolved most of the door operation issues.

The available credit to delete this work is \$13,300.

Building 300

Delete replacement of storefront opening # 24. Upon further review and actual usage frequency of door opening # 24, it has been determined that the door and frame assembly is used very little, in good condition and not in need of replacement.

The available credit to delete this work is \$5,000.

Temporary Construction Fencing

All District bid packages require the contractor to provide temporary fencing for the safety of school staff and students while working is occurring on an occupied campus. As this project will take place during unoccupied summer months, it has been determined that temporary fencing is unnecessary (note: all other safety requirements will be enforced).

The available credit to delete this requirement is \$1,000

Working Superintendent

Delete the requirement for full time non-labor performing contractor supervision and allow the contractor to utilize a full time working foreman. In lieu of the contractor's obligation to maintain a supervision person who is not allowed to perform labor, we have determined the scope of work included in this bid package can be sufficiently manage and supervised by a qualified foreman who is also capable of performing labor.

The available credit to delete this requirement is \$24,000

Revise Storefront Door Specification

The project bid specifications include requirements to provide a high end heavy duty storefront door assembly which is very costly. Upon further review, alternate storefront assemblies which maintain the minimum heavy duty usage needs are available at reduced cost. The Architect has reviewed the alternate assemblies and has provided preliminary approval.

The available credit to revise the storefront door specification is \$18,500

Revise Storefront Window Frame Specification

As with the storefront doors specifications, the storefront window specifications call for a high end heavy duty assembly which is very costly. Upon further review, alternate storefront window frames which maintain the minimum heavy duty usage needs are available at reduced cost. The Architect has reviewed the alternate assemblies and has provided preliminary approval.

The available credit to revise the storefront window specification is \$8,500

Considering all possible value engineering options, there is a potential total cost savings of \$86,900 and a reduction of construction costs from \$342,000 to \$255,100.

It is our recommendation to the District that all of the outlined value engineering options be considered and implemented. If the District is in agreement, a deductive Change Order will be issued immediately following execution of the agreement between the District and Center Glass.

The District has received formal bid packages in response to the Request for Bids to repair or remove/replace designated portions of exterior concrete walkways around the campus and also along a portion of the sidewalk along Satinwood fronting Brookside Elementary School. With the exception of the sidewalk work, this project was contemplated in the Master Plan approved in December as there is a specific line calling for concrete repairs, as well as, it being included modernization work. Bid packages were received from the following firms and opened by District Staff (Bid Opening Sheet is attached for reference). Bid amounts are Base Bid only, no alternates were included as part of this Project.

Nye Nelson	\$ 89,694.00 See Note Below
C.A Rasmussen, Inc	\$ 161,000.00 (low responsive bid)
Hughes General Engineering	\$ 171,100.00
Mendez Concrete	\$ 215,847.00

Note; Upon confirmation of the bid received by Nye Nelson, they found that they had a clerical error and requested that their bid be withdrawn stating that the amount should have been stated as \$189,694. It is our recommendation that the District allows the withdrawal of their bid and proceed to the next low bidder, C.A. Rasmussen, Inc.. The bid package received from C.A. Rasmussen, Inc, has been reviewed and found responsive.

Per the attached Bid Opening Log, the original Master Plan estimate for work indicated in the DSA approved modernizations plans is \$146,098. The estimated figure is derived from each of the indicated Master Plan work items listed for Brookside Elementary with cost figures which are pulled directly from the original modernization estimate prepared by Balfour Beatty.

As we prepared the bid packages, additional scope, not designated in the updated Master plan, was included to address areas which were found to be unsafe, specifically concrete sidewalk along Satinwood which was also found unsafe and the passageway between the school site and Mae Boyer park. The County of Ventura was contacted on several occasions by the District and the District was informed that the District is responsible for maintenance of the offsite sidewalk. The pedestrian gate assembly between the school site and the park was added to assist with

campus security and not anticipated in the Master Plan. Accepting the low responsive bid submitted by C.A. Rasmussen of \$161,000, will result in an overall added cost to the Master Plan of \$15,098 for this added scope.

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The project will be completed during the spring with the work taking place after normal school hours and weekends. Based upon the need for the work and the added scope in terms of safety, it is our recommendation to the Board of Education to award Project # 12-01R, Exterior Paving and Concrete Walkway Repairs at Brookside Elem., to C. A. Rasmussen, Inc..

Should you have any questions or require any additional information, please contact me at anytime.

Respectfully,

Dennis Kuykendall

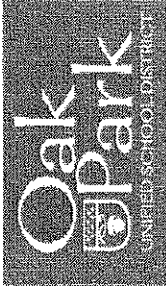
Dennis Kuykendall
Senior Project Manager, Balfour Beatty Construction

Attachments; Bid Sheet Tabulation Center Glass Company letter dated February 28, 2012

cc. Julie Suarez, OPUSD
Tom Wulf, OPUSD FPC
Peter Kristensen, OPUSD FPC
Keith Henderson / Richard Jackson, Balfour Beatty Construction
Danny Hensiek, KPI Architects

Balfour Beatty Construction

OPUSD ; Project 12-06R Storefront Window and Door Replacement at
Brookside Elementary School



Measure 'R' Staff Support Services

BID OPENING SHEET

Bid Date; 2/22/2012
10:00AM

2012 Master Plan Estimate \$ 270,000

Contractor	BASE BID	Bid Form	Des. Of Subs	Non-Collusion	Stmnt of Exp.	Bid Bond	Addendum Noted	Job Walk
Center Glass	\$ 342,000	Yes	Yes	Yes	Yes	Yes	Yes	Yes
No other bidders								
2012 Master Pla Estimate	\$ 270,000							
Bid amount overage	\$ (72,000)							

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
SUBJECT: 2. APPROVE AMENDMENT #2 TO THE AGREEMENT WITH KPI ARCHITECTS FOR ARCHITECTURAL SERVICES IN CONNECTION WITH IMPROVEMENTS AT OAK PARK HIGH SCHOOL, BUILDING E ADMINISTRATION

ACTION

ISSUE: Shall the Board of Education approve Amendment #2 to the agreement with KPI Architects for architectural services in connection with improvements at Oak Park High School, Building E Administration?

BACKGROUND: At its meeting on February 21, 2012, the Board approved a joint recommendation from the Oak Park High School administration, District staff, construction manager Balfour Beatty and the Facility Planning Committee, authorizing changes in the scope of Oak Park High School, Building E Administration project to create a more effective and productive space for student support. In order to accomplish these improvements, it is necessary to amend the current architectural agreement with KPI Architects to address the increased design requirements including architectural, structural, mechanical, electrical, plumbing and related DSA approvals. The proposal from KPI for these services is attached for the Board's review, and is accompanied by the recommendation letter from construction manager Balfour Beatty. The cost of the proposed amendment, not-to-exceed \$22,850, is consistent with the estimate provided in the recommendation approved by the Board at its February meeting, and will be funded from Measure R and State modernization funds.

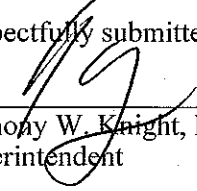
ALTERNATIVES:

1. Approve Amendment #2 to the agreement with KPI Architects for architectural services in connection with improvements at Oak Park High School, Building E Administration.
2. Do not approve Amendment #2.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Balfour Beatty Construction



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

February 8, 2012

Subject: Measure "R" Staff Support Services
Oak Park Unified School District
Oak Park, CA

Re: Project 12-08R Oak Park High School Building 'E' Administration Modernization
Recommendation to Authorize KPI Architects Additional Services

Dear Mr. Klauss,

KPI Architects, under the original architectural services agreement, has previously completed design documents with DSA approval for the modernization of Oak Park High school which includes the Administration Area of Building 'E'.

During continued study, interface with the site staff and District staff, and a more detailed review of the existing administration area uses, it has been determined that the existing administration area layout is inadequate for administrative use and student services. Schematic design incorporating area layout modifications has been developed, reviewed by the District Staff and Facilities Planning Committee and determined to be an acceptable modification of the area. In order to move forward with construction documents, additional services will be required of KPI Architects and their consultants.

Attached is a proposal for additional services submitted by KPI Architects which is equal to the 15% design estimate allocated in our early estimate of costs associated with the proposed layout modifications. As such, we recommend the additional services be authorized by the District Staff and Board of Education.

Should you have any questions or require any additional information, please contact me at anytime.

Respectfully,

Dennis Kuykendall

Dennis Kuykendall
Senior Project Manager, Balfour Beatty Construction

Attachments: KPI Proposal

cc. Julie Suarez, OPUSD
Keith Henderson / Richard Jackson, Balfour Beatty Construction



January 26, 2012 Emailed to:
dkuykendall@balfourbeattyus.com

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Architecture, Planning, Interior Design
Aptos CA • Corona CA • Roseville CA • Tulsa OK

January 26, 2012

Mr. Dennis Kuykendall
BALFOUR BEATTY CONSTRUCTION
300 East Esplanade, Suite 1120
Oxnard, California 93036

RE: OAK PARK UNIFIED SCHOOL DISTRICT
OAK PARK HIGH SCHOOL ADMINISTRATION MODERNIZATION

234704

Dear Mr. Kuykendall:

Per our conversation and my conversations with Keith Henderson, the District wishes to pursue the changes to Building E modernization as per attached.

Given this is a substantial change to this building from the DSA-approved Scope there are some additional costs for the production and DSA approval process for these changes. The Scope changes include Architectural, Structural, Mechanical, Electrical and Plumbing.

We propose to provide Architectural, Structural, Mechanical, Electrical and Plumbing Services for a not-to-exceed amount of \$22,850.00. Refer to the attached Fee Breakdown.

We have been proceeding with this additional Scope and are prepared to have Construction Documents ready for Bidding beginning February 28, 2012 (which is two weeks out from the published February 14, 2012 schedule by your office).

Please review this letter with the District and finding acceptable, please sign below and return to our office.

Yours truly,

KPI ARCHITECTS INC.

Dan Hensiek
VicePresident

DH/sm

Enclosure

Accepted this date _____

District Authorization _____

KPI ARCHITECTS INC.
650 East Parkridge Avenue, Suite 105
Corona, California 92879
800-366-6381 • FAX: 877-493-2059



Architecture, Planning, Interior Design
 Aptos CA • Corona CA • Roseville CA • Tulsa OK

**OAK PARK UNIFIED SCHOOL DISTRICT
 OAK PARK HIGH SCHOOL ADMINISTRATION MODERNIZATION
 PROJECT NO. 234704**

**FEE BREAKDOWN
 January 24, 2012**

Mechanical/Plumbing/Electrical Engineering	PBS Engineers Inc.	\$ 8,600.00
Fire Alarm Engineering	Prime Design Group	3,200.00
Structural	Welsh Engineers	
Architectural	KPI Architects Inc.	<u>11,050.00</u>
Total		\$22,850.00

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
SUBJECT: 3. APPROVE RESOLUTION #12-03 REGARDING
ADMINISTRATIVE RELEASE AND REASSIGNMENT AND/OR
REDUCTION OF WORK DAYS AND/OR COMPENSATION
ACTION

ISSUE: Should the Board of Education approve Resolution #12-03 authorizing Administrative Release and Reassignment and/or Reduction of Work Days and/or Compensation.

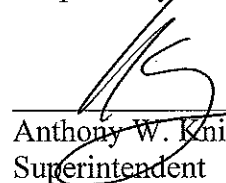
BACKGROUND: Due to lack of funds certificated administrative employees may be released from his/her position and reassigned and/or have their work year reduced, and/or have their compensation reduced.

ALTERNATIVES:

1. Approve Resolution #12-03 authorizing Administrative Release and Reassignment and/or Reduction of Work Days and/or Compensation for certificated management employees #1 through #13.
2. Do not approve Resolution #12-03 authorizing Administrative Release and Reassignment and/or Reduction of Work Days and/or Compensation for certificated management employees #1 through #13.

RECOMMENDATION: Alternative #1

Respectfully Submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

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

RESOLUTION NO. 12-03

**ADMINISTRATOR RELEASE AND REASSIGNMENT, AND/OR REDUCTION OF WORK DAYS
AND/OR COMPENSATION**

WHEREAS, California Education Code section 44951 requires that unless a certificated employee holding a position requiring an administrative or supervisory credential is sent written notice by registered mail by March 15, or, unless the signature of the employee is obtained on the written notice by March 15 that he or she may be released from his or her position for the following school year, or have the number of work days for his or her position reduced and/or have the compensation reduced for the following school year, then he or she shall be continued in their current position; and,

WHEREAS, the purpose of California Education Code section 44951 is to afford affected administrative employees adequate notice of possible reassignment and sufficient time to permit such employees to possibly seek other administrative employment prior to the beginning of the next school year; and,

WHEREAS, the individuals listed below are currently employed by the Oak Park Unified School District in a position requiring an administrative credential;

#1 through # 13

WHEREAS, the Board and Superintendent have considered the anticipated needs of the District and have determined on an individual basis that the employees listed above be given notice that he or she may be released from his or her position and/or their work year may be reduced and/or their compensation reduced effective at the beginning of the 2012-2013 school year;

NOW THEREFORE BE IT RESOLVED AND ORDERED, the Board of Education has determined that the above-listed individuals may be released from his or her position and/or have their work year reduced and/or their compensation reduced at the beginning of the 2012-2013 school year and the Superintendent or designee is hereby authorized to give written notice of this possible action.

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 6th day of March, 2012, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

President, Governing Board of the
Oak Park Unified School District

I, Mary Pallant, Clerk of the Governing Board of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Governing Board at its special meeting held on March 6, 2012.

Clerk, Governing Board of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 6, 2012

**SUBJECT: 4. APPROVE RESOLUTION #12-05 REDUCING OR
DISCONTINUING PARTICULAR KINDS OF SERVICE**
ACTION

ISSUE: Should the Board of Education approve Resolution #12-05 Reducing or Discontinuing Particular Kinds of Service?

BACKGROUND: In considering needs for the 2012-2013 school year, it has been determined that, at this time, staffing must be reduced.

ALTERNATIVES: 1. Approve Resolution #12-05 Reducing or Discontinuing Particular Kinds of Service.
2. Do not approve Resolution #12-05 Reducing or Discontinuing Particular Kinds of Service.

RECOMMENDATION: Alternative #1

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

Board Action:	On motion of _____	, seconded by _____	, the Board of Education:	
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 1, 2010
SUBJECT: 5. APPROVE RESOLUTION #12-04 - DETERMINATION OF SENIORITY AMOUNG EMPLOYEES WITH THE SAME SENIORITY DATE ("TIE BREAKER RESOLUTION")
ACTION

ISSUE: Should the Board of Education approve Resolution #12-04 Determination of Seniority for Employees with the same Seniority Date ("Tie Breaker Resolution")?

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

ALTERNATIVES:

1. Approve Resolution #12-04 - Determination of Seniority for Employees with the same Seniority Date ("Tie Breaker Resolution").
2. Do not approve Resolution #12-04 - Determination of Seniority for Employees with the same Seniority Date ("Tie Breaker Resolution").

RECOMMENDATION: Alternative #1

Respectfully Submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

Board Action:	On motion of	_____	, seconded by	_____	, the Board of Education:
VOTE:	AYES	NOES	ABSTAIN	ABSENT	
Iceland	_____	_____	_____	_____	
Laifman	_____	_____	_____	_____	
Pallant	_____	_____	_____	_____	
Rosen	_____	_____	_____	_____	
Yeoh	_____	_____	_____	_____	
Student	_____	_____	_____	_____	

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

RESOLUTION NO. 12-04

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

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

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

NOW, THEREFORE, BE IT RESOLVED, as follows:

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

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

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

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

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

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

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 6th day of March, 2012 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Governing Board of the
Oak Park Unified School District

I, Mary Pallant, Clerk of the Governing Board of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its special meeting held on March 6, 2012.

Clerk, Governing Board of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
**SUBJECT: 6. APPROVE RESOLUTION #12-06 REGARDING CLASSIFIED
MANAGEMENT AND CONFIDENTIAL EMPLOYEES RELEASE
AND REASSIGNMENT AND/OR REDUCTION OF WORK DAYS
AND/OR COMPENSATION**

ACTION

ISSUE: Should the Board of Education approve Resolution #12-03 authorizing Classified Management and Confidential Employees Release and Reassignment and/or Reduction of Work Days and/or Compensation?

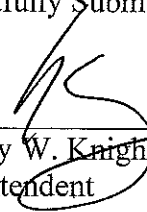
BACKGROUND: Due to lack of funds classified management and confidential employees may be released from his/her position and reassigned and/or have their work year reduced, and/or have their compensation reduced.

ALTERNATIVES: 1. Approve Resolution #12-06 authorizing Classified Management and Confidential Employees Release and Reassignment and/or Reduction of Work Days and/or Compensation for certificated management employees #1 through #6.

2. Disapprove Resolution #12-06 authorizing Classified Management and Confidential Employees Release and Reassignment and/or Reduction of Work Days and/or Compensation for certificated management employees #1 through #6.

RECOMMENDATION: Alternative #1

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

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

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

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

RESOLUTION #12-06

**CLASSIFIED MANAGEMENT AND CONFIDENTIAL RELEASE AND REASSIGNMENT,
AND/OR REDUCTION OF WORK DAYS AND/OR COMPENSATION**

WHEREAS, the Board and Superintendent have considered the anticipated needs of the District and have determined on an individual basis that the employees listed below should be given notice that he or she may be released from his or her position for the following school year, or have the number of days for his or her position reduced and/or have the compensation reduced for the following school year, then he or she shall be continued in their current position; and,

WHEREAS, the individuals listed below are currently employed by the Oak Park Unified School District in a position requiring an administrative credential;

#1-6

NOW THEREFORE BE IT RESOLVED AND ORDERED, the Board of Education has determined that the above-listed individuals may be released from his or her position and/or have their work year reduced and/or their compensation reduced at the beginning of the 2012-2013 school year and the Superintendent or designee is hereby authorized to give written notice of this possible action.

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 6th day of March, 2012, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Governing Board of the
Oak Park Unified School District

I, Mary Pallant, Clerk of the Governing Board of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed, and adopted by the Governing Board at its special meeting held on March 6, 2012.

Clerk, Governing Board of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
SUBJECT: 7. RESOLUTION #12-02, AUTHORIZING THE ISSUANCE AND SALE OF OAK PARK UNIFIED SCHOOL DISTRICT CROSS-YEAR TAX REVENUE ANTICIPATORY NOTE

ACTION

ISSUE: Shall the Board adopt Resolution #12-02 authorizing the issuance and sale of Oak Park Unified School District Cross-Year Tax Revenue Anticipatory Note (TRAN)?

BACKGROUND: The District has historically participated in the CSBA Cash Reserve Program to issue a tax and revenue anticipation note (TRAN) to manage cash flow. In February of 2011, the Board authorized participation in a TRAN for fiscal year 2011-12. As in each of the two previous years, a second cross-year TRAN has become necessary due to the State's deferral of the District's 2011-12 funding appropriations into the 2012-13 fiscal year. The District's long time underwriter, Piper Jaffray & Company, has assisted in structuring a TRAN issuance for four school districts, including Oak Park Unified, with each sharing equally in the cost of issuance. Each district will have a stand-alone TRAN, based on its individual financial and rating information. The Board is asked to approve Resolution #12-02, attached, authorizing the issuance and sale of Oak Park Unified School District Cross-Year Tax Revenue Anticipatory Note. It is expected that the District's participation in this program will: 1) minimize the need to borrow from other funds; 2) maximize its interest earnings on available cash.

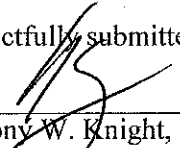
ALTERNATIVES:

1. Adopt Resolution #12-02 authorizing the issuance and sale of Oak Park Unified School District Cross-Year Tax Revenue Anticipatory Note; and requesting the Board of Supervisors to issue and sell said note(s).
2. Do not adopt Resolution #12-02.

RECOMMENDATION: Alternative No. 1. This will allow administration to proceed to the next step in the process and take part in this beneficial program. The District is not obligated to participate as a result of resolution adoption. The Resolution simply delegates to the administration the right to decide on participation at the time of pricing when the interest cost and reinvestment rates are known.

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

RESOLUTION NO. 12-02

**RESOLUTION OF THE BOARD OF EDUCATION OF THE
OAK PARK UNIFIED SCHOOL DISTRICT
AUTHORIZING THE ISSUANCE AND SALE OF OAK
PARK UNIFIED SCHOOL DISTRICT 2011-2012 TAX AND
REVENUE ANTICIPATION NOTES IN THE AGGREGATE
PRINCIPAL AMOUNT OF NOT TO EXCEED \$7,500,000,
REQUESTING THE BOARD OF SUPERVISORS OF THE
COUNTY OF VENTURA TO PROVIDE FOR THE
ISSUANCE AND SALE OF SAID NOTES, AUTHORIZING
THE EXECUTION AND DELIVERY OF A NOTE
PURCHASE CONTRACT AND A CONTINUING
DISCLOSURE CERTIFICATE AND APPROVING THE
PREPARATION AND DISTRIBUTION OF AN OFFICIAL
STATEMENT AND OTHER MATTERS RELATING
THERETO**

WHEREAS, pursuant to Sections 53850 and following of the California Government Code (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 thereof), on or after the first day of any fiscal year (being July 1) a school district may borrow money by issuing temporary notes for any purpose for which the school district is authorized to expend moneys, including but not limited to current expenses, capital expenditures, investment and reinvestment and the discharge of any obligation or indebtedness of the school district; and

WHEREAS, in order to satisfy certain obligations and requirements of the Oak Park Unified School District (the "District"), the District, on July 1, 2011, borrowed funds in the principal amount of \$5,770,000 (the "Prior Note") pursuant to a resolution (the "Prior Resolution") of the Board of Education (the "Board"), adopted on February 15, 2011, and said provisions of the California Government Code, secured by a pledge of certain unrestricted revenues as set forth in the Prior Resolution, and such Prior Note matured, and was paid in full, on February 1, 2012; and

WHEREAS, the State of California has deferred a substantial amount of funding for the District (the "Deferred Revenues") from the fiscal year ending June 30, 2012 ("Fiscal Year 2011-2012") to fiscal year ending June 30, 2013 ("Fiscal Year 2012-2013"); and

WHEREAS, as a result of such deferrals, the Board of Education (the "Board") of the District has determined that an amount not to exceed \$7,500,000 is needed to satisfy obligations payable or accruing during Fiscal Year 2011-2012 from the General Fund of the District, and that it is necessary that said amount be borrowed for such purpose at this time by the issuance of temporary notes in an aggregate principal amount not exceeding such amount in anticipation of the receipt by or accrual to the District during Fiscal Year 2011-2012 of taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for such fiscal year for the General Fund of the District; and

WHEREAS, said notes are to be denominated "Oak Park Unified School District 2011-2012 Tax and Revenue Anticipation Notes, Series B" (the "Notes"); and

WHEREAS, the Board hereby finds and determines (i) that the District treats the Deferred Revenues the District expects to receive in Fiscal Year 2012-2013 as accrued in Fiscal Year 2011-2012 for budgetary, financial reporting and all other relevant purposes pursuant to California Education Code Section 33128.1, and (ii) that the Deferred Revenues are revenues of the District "provided for" Fiscal Year 2011-2012 within the meaning of Article XVI, Section 18 of the California Constitution; and

WHEREAS, the Board hereby finds and determines that said aggregate principal amount of the Notes, when added to the interest payable thereon, does not exceed 85% of the estimated amount of the uncollected taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for Fiscal Year 2011-2012 which will be received by or which will accrue to the District during such fiscal year for the General Fund of the District and which will be available for the payment of the principal of and interest on the Notes; and

WHEREAS, except for the Prior Note, no money has heretofore been borrowed by or on behalf of the District through the issuance of tax anticipation notes or temporary notes in anticipation of the receipt of, or payable from or secured by, taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for Fiscal Year 2011-2012 which will be received by or will accrue to the District during such fiscal year for the General Fund of the District, and the Board does not contemplate such a financing through the issuance of any temporary notes, other than the Prior Note and the Notes; and

WHEREAS, pursuant to Section 53856 of the California Government Code, certain taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys which will be received by or accrue to the District during Fiscal Year 2011-2012 for the General Fund of the District are authorized to be pledged for the payment of the Notes and the interest thereon; and

WHEREAS, the Superintendent of Schools of the County of Ventura (the "County") has jurisdiction over the District; and

WHEREAS, the District has not been accorded fiscal accountability status under Section 42647 or Section 42650 of the California Education Code; and

WHEREAS, because the District does not have fiscal accountability status pursuant to Section 42647 or Section 42650 of the California Education Code, it requests the Board of Supervisors of the County to borrow, on the District's behalf, said amount by the issuance of the Notes; and

WHEREAS, pursuant to Section 53853 of the California Government Code, if the Board of Supervisors of the County fails or refuses to authorize the issuance of the Notes within the time period specified in said Section 53853, following receipt of this Resolution, and the Notes

are issued in conjunction with tax and revenue anticipation notes of other Issuers (as hereinafter defined), the District may issue the Notes in its name pursuant to the terms stated herein; and

WHEREAS, Section 42133 of the California Education Code provides that a school district that has a qualified or negative certification in any fiscal year may not issue, in that fiscal year or in the next succeeding fiscal year, tax anticipation notes, unless the county superintendent of schools determines, pursuant to criteria established by the Superintendent of Public Instruction of the State of California, that such school district's repayment of that indebtedness is probable; and

WHEREAS, the District has received a qualified budget certification in its fiscal year ended June 30, 2011 ("Fiscal Year 2010-2011") or Fiscal Year 2011-2012 and, therefore, the Superintendent of Schools of the County must make such determination in order for the Notes to be issued; and

WHEREAS, Piper Jaffray & Co. (the "Underwriter") has made a proposal to purchase the Notes of the District and the tax and revenue anticipation notes of certain other California school districts (collectively with the District, the "Issuers"), which proposal is in the form of a Note Purchase Contract to be entered into by the Underwriter and the Issuers (such Note Purchase Contract, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as the "Purchase Contract"); and

WHEREAS, Rule 15c2-12 promulgated under the Securities Exchange Act of 1934 ("Rule 15c2-12") requires that, in order to be able to purchase or sell the Notes, the Underwriter must have reasonably determined that the District or an obligated person has undertaken in a written agreement or contract for the benefit of the holders of the Notes to provide disclosure of certain enumerated events on an ongoing basis; and

WHEREAS, in order to cause such requirement to be satisfied, the District desires to execute and deliver a Continuing Disclosure Certificate (such Continuing Disclosure Certificate, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as the "Continuing Disclosure Certificate"); and

WHEREAS, a Preliminary Official Statement to be used in connection with the offering and sale of the Notes has been prepared (such Preliminary Official Statement in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as the "Preliminary Official Statement"); and

WHEREAS, there have been prepared and submitted to this meeting forms of:

- (a) the Notes;
- (b) the Purchase Contract;
- (c) the Continuing Disclosure Certificate; and

(d) the Preliminary Official Statement;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Oak Park Unified School District, as follows:

Section 1. Recitals. The above recitals are true and correct, and the Board so finds and determines.

Section 2. Request for Borrowing. For the purpose of satisfying obligations payable from the General Fund of the District, the Board hereby determines to borrow an aggregate principal amount not to exceed \$7,500,000, and hereby requests the Board of Supervisors of the County to issue in the name of the District, subject to the determination by the Superintendent of Schools of the County that the repayment thereof is probably pursuant to California Education Code Section 42133, such an aggregate principal amount of temporary notes pursuant to Sections 53850 and following of the California Government Code in anticipation of the receipt by or accrual to the District during Fiscal Year 2011-2012 of taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for such fiscal year for the General Fund of the District.

The District acknowledges that the Notes do not constitute a debt of the County and that the County is not responsible for, and makes no assurance regarding, the use or application of the proceeds of the Notes by the District. In the event the Board of Supervisors of the County fails or refuses to authorize the issuance of the Notes within the time period specified in Section 53853 of the California Government Code, following receipt of this Resolution, the Board hereby authorizes the issuance of the Notes, in the District's name pursuant to the terms stated in this Resolution. The Notes shall be issued in conjunction with the note or notes of one or more other Issuers within the meaning of Section 53853 of the California Government Code.

Section 3. Authorization of Notes; Terms. The issuance of the Notes, in the aggregate principal amount of not to exceed \$7,500,000, is hereby authorized and approved. The Notes shall be denominated the "Oak Park Unified School District 2011-2012 Tax and Revenue Anticipation Notes, Series B." The Notes shall be dated the date of their delivery and shall be issued in fully registered form in denominations of \$5,000 principal amount or any integral multiple thereof. The Notes shall bear interest commencing on the date thereof, computed on the basis of a 360-day year consisting of twelve 30-day months. The principal of the Notes shall be payable only at the maturity thereof, without option of prior redemption. Interest on the Notes shall be payable at the maturity thereof. The Notes shall be issued in the aggregate principal amount, shall bear interest at the rate and shall mature on the date specified in the Purchase Contract, as the same shall be completed as provided in this Resolution; *provided, however*, that (a) the aggregate principal amount of the Notes shall not exceed \$7,500,000, (b) the Notes shall mature on a date which is no more than 365 days subsequent to the date of their delivery, and (c) the interest rate to be borne by the Notes shall be such that the true interest cost of the Notes shall not exceed 6.00%.

Section 4. Pledge; Lien and Charge; Repayment Fund. (a) *Pledge.* The term "Unrestricted Revenues" shall mean the taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for

Fiscal Year 2011-2012 which will be received by or will accrue to the District during such fiscal year for the General Fund of the District and which are lawfully available for the payment of current expenses and other obligations of the District. The District hereby pledges to the payment of the Notes and the interest thereon the first Unrestricted Revenues to be received by the District in each period specified in the Purchase Contract, in an amount equal to the amount, or in the proportion of the total amount due, specified in the Purchase Contract, as the Purchase Contract shall be completed as provided in this Resolution (the "Pledged Revenues").

(b) *Lien and Charge.* As provided in Section 53856 of the California Government Code, the Notes and the interest thereon shall be a first lien and charge against, and shall be payable from the first moneys received by the District from, the Pledged Revenues.

(c) *General Obligation.* As provided in Section 53857 of the California Government Code, notwithstanding the provisions of Section 53856 of the California Government Code and of subsection (b) of this Section, the Notes shall be general obligations of the District and, to the extent not paid from the Pledged Revenues, shall be paid with interest thereon from any other Unrestricted Revenues.

(d) *Repayment Fund.* The District shall cause the Treasurer and Tax Collector of the County (the "County Treasurer"), and the County Treasurer is hereby requested, to establish and hold in the funds of the District in the County treasury a special fund denominated the "Oak Park Unified School District 2011-2012 Tax and Revenue Anticipation Note Repayment Fund" (the "Repayment Fund"), and to maintain the Repayment Fund until the Notes and the interest thereon have been paid in full. As security for the payment of the Notes and the interest thereon, the District hereby covenants to deposit or cause to be deposited in the Repayment Fund, in trust for the registered owners of the Notes, no later than the end of each period specified in the Purchase Contract, the amount of Unrestricted Revenues specified in the Purchase Contract to be so deposited, as the Purchase Contract shall be completed as provided in this Resolution. In the event that there have been insufficient Unrestricted Revenues received by the District by the end of any such period, then the amount of any deficiency in the Repayment Fund shall be satisfied and made up from the first Unrestricted Revenues thereafter received by the District. The amounts on deposit in the Repayment Fund are hereby pledged to the payment of the Notes and the interest thereon, and said amounts shall not be used for any other purpose until the Notes and the interest thereon have been paid in full or such payment has been duly provided for.

All Pledged Revenues and any other Unrestricted Revenues identified as such by the District and required to be deposited therein pursuant to this Resolution shall, as and when received, be deposited in the Repayment Fund. Any money deposited in the Repayment Fund shall be for the benefit of the registered owners of the Notes, and until the Notes and the interest thereon are paid or until provision has been made for the payment of the Notes at maturity and interest thereon to maturity, the money in the Repayment Fund shall be applied only for the purposes for which the Repayment Fund is established. The County Treasurer shall not be liable or responsible for the sufficiency of the Repayment Fund. On the date of maturity of the Notes, the District shall cause the County Treasurer to transfer from the Repayment Fund, to the extent available therein, to the Paying Agent an amount equal to the principal of and interest on the Notes due and payable on such date. Any money remaining in or accruing to the Repayment

Fund after the Notes and the interest thereon have been paid in full, or provision for such payment has been made, shall be transferred to the General Fund of the District.

No monies or any part of any fund of the County is pledged or obligated to repayment of the Notes, and the Notes do not constitute a debt of the County. The Notes are payable only from the Pledged Revenues and other lawfully available monies of the District, as provided herein.

(e) *No Additional Notes.* The District covenants that it will not issue any additional tax and revenue anticipation notes during Fiscal Year 2011-2012.

Section 5. Paying Agent. (a) *Appointment.* The District hereby appoints U.S. Bank National Association to act as the initial paying agent and registrar for the Notes (the "Paying Agent"). All fees and expenses of the Paying Agent shall be the sole responsibility of the District, and to the extent not paid from the proceeds of sale of the Notes, such fees and expenses shall be paid by the District.

(b) *Resignation, Removal and Replacement of Paying Agent.* The Paying Agent initially appointed or any successor Paying Agent may resign from service as Paying Agent and may be removed at any time by the District. If at any time the Paying Agent shall resign or be removed, the District shall appoint a successor Paying Agent, which shall be any bank, trust company, national banking association or other financial institution doing business in and having a corporate trust office in Los Angeles or San Francisco, California, with at least \$100,000,000 in net assets.

(c) *Principal Office.* Unless otherwise specifically noted, any reference herein to the Paying Agent shall initially mean U.S. Bank National Association, and any reference herein to the "principal office" of the Paying Agent for all purposes shall initially mean the corporate trust office of U.S. Bank National Association in Los Angeles, California; *provided, however,* that in any case "Paying Agent" shall refer to any successor paying agent/registrar or transfer agent for the Notes, "principal office" shall include the principal corporate trust office or other office of such successor Paying Agent designated thereby for a particular purpose.

(d) *Registration Books.* The Paying Agent shall keep or cause to be kept, at its principal office, sufficient books for the registration and transfer of the Notes, which shall at all times be open to inspection by the District. Upon presentation for such purpose, the Paying Agent shall, under such reasonable regulations as it may prescribe, register or transfer or cause to be registered or transferred, on such books, Notes as herein provided. The Paying Agent shall keep accurate records of all funds administered by it and of all Notes paid and discharged by it. Such records shall be provided, upon reasonable request, to District in a format mutually agreeable to the Paying Agent and the District.

Section 6. Proceeds Fund. The District shall cause the County Treasurer, and the County Treasurer is hereby requested, to establish and hold in the funds of the District in the County treasury a special fund denominated the "Oak Park Unified School District 2011-2012 Tax and Revenue Anticipation Note Proceeds Fund" (the "Proceeds Fund"). The net proceeds of the sale of the Notes, including any premium, shall be deposited in the Proceeds Fund. Subject to Section 7, amounts in the Proceeds Fund may be withdrawn and expended by the District for any

purpose for which the District is authorized to expend funds from its General Fund. The District acknowledges that neither the County nor the County Treasurer shall be responsible for the proper expenditure of proceeds of the Notes.

Section 7. Tax Covenants. (a) *General.* The District hereby covenants that it will not take any action, or fail to take any action, if such action or failure to take such action would adversely affect the exclusion from gross income of the interest payable on the Notes under Section 103 of the Internal Revenue Code of 1986 (the "Code"). Without limiting the generality of the foregoing, the District hereby covenants that on the date of delivery of the Notes, it will deliver its Tax Certificate to the initial purchaser of the Notes containing representations and covenants with respect to such actions (the "Tax Certificate") and that it will comply with the requirements of the Tax Certificate. The provisions of this Section shall survive payment in full or defeasance of the Notes.

(b) *Rebate Exception.* Amounts in the Proceeds Fund may be withdrawn and expended by the District for any purpose for which the District is authorized to expend funds from its General Fund, but only after exhausting funds otherwise available for such purposes (which are not restricted funds) and only to the extent that on any given day such other funds are not then available, and for purposes of this subsection, funds otherwise available excludes amounts that are held or set aside in a reasonable working capital reserve in the amount set forth in the Tax Certificate, which shall be no greater than 5% of the District's working capital expenditures from its available funds in Fiscal Year 2010-2011; *provided*, that if on the date that is six months from the date of issuance of the Notes, all amounts in the Proceeds Fund (including investment earnings thereon) shall not have been so withdrawn and spent, the District hereby covenants to promptly notify Orrick, Herrington & Sutcliffe LLP ("Bond Counsel"), and, to the extent of its power and authority, comply with the instructions from Bond Counsel as to the means of satisfying the rebate requirements of Section 148 of the Code. For purposes of this Section, the "proceeds" of the Notes are equal to the initial offering price of the Notes to the public, as certified by the Underwriter.

(c) *Rebate Calculation and Payment.* The District covenants that, in the event it is or becomes subject to the rebate requirements of Section 148 of the Code, it shall (i) make all calculations in a reasonable and prudent fashion relating to any rebate of excess investment earnings on the proceeds of the Notes due to the United States Treasury; (ii) cause the County Treasurer to segregate and set aside from lawfully available sources the amount such calculations indicate may be required to be paid to the United States Treasury; and (iii) otherwise at all times do and perform all acts and things necessary and within its power and authority, including complying with each applicable requirement of Section 103 and Sections 141 through 150 of the Code and complying with the instructions of Bond Counsel, to ensure that interest paid on the Notes shall, for the purposes of federal income taxes, be excludable from the gross income of the recipients thereof and exempt from such taxation. If such calculation is required, the District shall immediately cause the County Treasurer to set aside, from revenues received or accrued during Fiscal Year 2011-2012 or, to the extent not available from such revenues, from any other moneys lawfully available, the amount of any such rebate in a separate fund which the District hereby agrees to cause the County Treasurer to establish and maintain and designate as the "Oak Park Unified School District 2011-2012 Tax and Revenue Anticipation Note Rebate Fund."

(d) *Remedies Limited to Note Owners.* Notwithstanding any other provision of this Resolution to the contrary, upon the District's failure to observe, or refusal to comply with, the covenants contained in this Section, no one other than the owners or former owners of the Notes shall be entitled to exercise any right or remedy under this Resolution on the basis of the District's failure to observe, or refusal to comply with, such covenants.

(e) *Reliance on Opinion of Bond Counsel.* Notwithstanding any provision of this Section, if the District shall obtain an opinion of Bond Counsel that any specified action required under this Section is no longer required or that some further or different action is required to maintain the exclusion from gross income for federal income tax purposes of interest on the Notes, the District may conclusively rely on such opinion in complying with the requirements of this Section, and the covenants hereunder shall be deemed to be modified to that extent.

Section 8. Investment of Funds. All money held by the County Treasurer in the Proceeds Fund and in the Repayment Fund shall be invested to the greatest extent possible at the County Treasurer's discretion in the County's Pooled Investment Fund and as otherwise permitted by the California Government Code and the investment policy of the County, and the proceeds of such investments shall be retained in each such respective Fund; *provided, however*, that no portion of such money shall be invested for a term that exceeds the term of the Notes and, *provided, further*, that, at the written request of the District, all or any portion of such money may be invested on behalf of the District in investment agreements, including guaranteed investment contracts, which comply with the requirements of each rating agency then rating the Notes necessary in order to maintain the then-current rating on the Notes.

Section 9. Use of Depository; Registration, Transfer and Exchange of Notes. (a) The Notes shall be initially issued and registered in the name of "Cede & Co.," as nominee of The Depository Trust Company, New York, New York ("The Depository Trust Company") and shall be evidenced by a single note certificate, in accordance with procedures of The Depository Trust Company.

(b) Registered ownership of the Notes, or any portions thereof, may not be transferred after initial registration except:

(i) to any successor of The Depository Trust Company, or its nominee, or of any substitute depository designated pursuant to clause (ii) of this subsection (b) (a "Substitute Depository"); *provided*, that any successor of The Depository Trust Company or Substitute Depository shall be qualified under any applicable laws to provide the service proposed to be provided by it;

(ii) to any Substitute Depository not objected to by the County or the District, upon (A) the resignation of The Depository Trust Company or its successor (or any Substitute Depository or its successor) from its functions as depository, or (B) a determination by the County or the District to substitute another depository for The Depository Trust Company (or its successor) because it is no longer able to carry out its functions as depository; *provided*, that any such Substitute Depository shall be qualified under any applicable laws to provide the services proposed to be provided by it; or

(iii) to any person as provided below, upon (A) the resignation of The Depository Trust Company or its successor (or any Substitute Depository or its successor) from its functions as depository, or (B) a determination by the County or the District to discontinue using a depository.

(c) In the case of any transfer pursuant to clause (i) or clause (ii) of subsection (b) of this Section, upon receipt of all outstanding Notes by the Paying Agent, a single new Note shall be executed and delivered and registered in the name of such successor or such Substitute Depository, or its nominee, as the case may be. In the case of any transfer pursuant to clause (iii) of subsection (b) of this Section, upon receipt of all outstanding Notes by the Paying Agent, new Notes shall be executed and delivered in such denominations and registered in the names of such persons as are determined by the Paying Agent pursuant to a written request of the County or the District.

(d) Following the resignation or the removal of the depository pursuant to clause (iii) of subsection (b) of this Section, any Note may, in accordance with its terms, be transferred or exchanged for a like aggregate principal amount of Notes in authorized denominations, upon the books required to be kept by the Paying Agent pursuant to the provisions hereof, by the person in whose name it is registered, in person or by such person's duly authorized attorney, upon surrender of such Note for cancellation, and, in the case of a transfer, accompanied by delivery of a written instrument of transfer, duly executed in form approved by the Paying Agent.

Whenever any Note shall be surrendered for transfer or exchange, the Paying Agent shall deliver a new Note or Notes of authorized denominations and the same interest rate and a like aggregate principal amount. The Paying Agent shall require the registered owner requesting such transfer or exchange to pay any tax or other governmental charge required to be paid with respect to such transfer or exchange.

(e) The District, the County and the Paying Agent shall be entitled to treat the person in whose name any Note is registered as the owner thereof for all purposes of this resolution and for purposes of payment of principal and interest on such Note, notwithstanding any notice to the contrary received by the District, the County or the Paying Agent; and the District, the County and the Paying Agent shall not have responsibility for transmitting payments to, communicating with, notifying, or otherwise dealing with any beneficial owners of the Notes. None of the District, the County or the Paying Agent shall have any responsibility or obligation, legal or otherwise, to any such beneficial owners or to any other party, including The Depository Trust Company or its successors (or any Substitute Depository or its successor), except to the registered owner of any Notes, and the Paying Agent may rely conclusively on its records as to the identity of the registered owners of the Notes.

(f) Notwithstanding any other provisions of this resolution and so long as all outstanding Notes are registered in the name of Cede & Co. or its registered assigns, the District and the Paying Agent shall cooperate with Cede & Co. or its registered assigns as sole registered owner, in effecting payment of the principal of and interest on the Notes by arranging for payment in such manner that funds for such payments are properly identified and are made available on the date they are due; all in accordance with the letter of representations from the

District to The Depository Trust Company, the provisions of which the Paying Agent may rely upon to implement the foregoing procedures notwithstanding any inconsistent provisions herein.

(g) If any Note shall become mutilated, the Paying Agent, at the expense of the owner of such Note, shall deliver a new Note of like tenor bearing a different number in exchange and substitution for the Note so mutilated, but only upon surrender to the Paying Agent of the Note so mutilated. If any Note shall be lost, destroyed or stolen, evidence of the ownership thereof, and of such loss, destruction or theft, may be submitted to the District or the County, as applicable, and the Paying Agent and, if such evidence be satisfactory to both and indemnity satisfactory to them shall be given, the Paying Agent, at the expense of the owner of such Note, shall deliver a new Note of like tenor and bearing a different number in lieu of and in substitution for the Note so lost, destroyed or stolen (or, if any such Note shall have matured, instead of issuing a substitute Note, the Paying Agent may pay the same without surrender thereof). The Paying Agent may require payment by the registered owner of a Note of a sum not exceeding the actual cost of preparing each new Note issued pursuant to this paragraph and of the expenses which may be incurred by the District or the County, as applicable, and the Paying Agent. Any Note issued under these provisions in lieu of any Note alleged to be lost, destroyed or stolen shall be entitled to the benefits of this Resolution.

(h) All Notes surrendered for payment or registration of transfer, if surrendered to any person other than the Paying Agent, shall be delivered to the Paying Agent and shall be promptly cancelled by it.

Section 10. Purchase Contract. The Purchase Contract, in substantially the form submitted to this meeting and made a part hereof as though set forth herein, be and the same is hereby approved. Each of the President of the Board, or such other member of the Board as the President may designate, the Superintendent of the District, the Assistant Superintendent, Business & Administrative Services of the District and the Director of Fiscal Services of the District, or such other officer or employee of the District as the Superintendent may designate (the "Authorized Officers"), is hereby authorized, and any one of the Authorized Officers is hereby directed, for and in the name of the District, to execute and deliver the Purchase Contract in substantially said form, with such changes, insertions and omissions as the Authorized Officer executing the Purchase Contract shall approve, such approval to be conclusively evidenced by such Authorized Officer's execution and delivery of the Purchase Contract with such changes, insertions and omissions; *provided, however*, that (a) the Purchase Contract shall specify the aggregate principal amount of the Notes, which amount shall not be in excess of \$7,500,000, (b) the Purchase Contract shall specify the maturity date of the Notes, which date shall be no later than 365 days subsequent to the date of delivery of the Notes, (c) the Purchase Contract shall specify the interest rate to be borne by the Notes, which rate shall be such that the true interest cost of the Notes shall not exceed 6.00%, (d) the Purchase Contract shall specify the dates of deposit and amounts or proportions of Unrestricted Revenues to be deposited in the Repayment Fund on each such date, *provided*, that there shall be no more than five such dates of deposit, the last such deposit shall be made no later than the maturity date of the Notes, and the last such deposit shall be in an amount sufficient (when all previous deposits and earnings on the Repayment Fund are taken into account) to pay in full the principal of and interest on the Notes due and payable at maturity, and (e) the aggregate underwriter's discount (not including any

original issue discount) from the principal amount of the Notes shall not be in excess of 0.25% of the aggregate principal amount of the Notes.

Section 11. Form of Notes; Execution and Authentication. The Notes shall be in substantially the form set forth in Exhibit A hereto, with such changes, insertions and omissions as may necessary to incorporate therein the terms thereof specified in the Purchase Contract, as the same shall be completed as provided in this Resolution, and as may otherwise be approved by an Authorized Officer. Any one of the County Treasurer of the County, or, in the absence of said officer, his or her duly appointed assistant, the Chair of the Board of Supervisors of the County or the Auditor (or comparable financial officer) of the County shall be authorized to execute the Notes issued hereunder by manual or facsimile signature and the Clerk of the Board of Supervisors of the County or any deputy clerk thereof shall be authorized to countersign the Notes by manual or facsimile signature and to affix the seal of the County to the Notes either manually or by facsimile impression thereof. In the event the Board of Supervisors of the County fails or refuses to authorize issuance of the Notes as referenced in Section 2 hereof, the Notes shall be signed by the manual or facsimile signatures of the President of the Board, or, in the absence of the President, any other member of the Board as the President may designate, and countersigned by the manual or facsimile signature of the Clerk of the Board or any other Authorized Officer. The Notes shall be authenticated by the manual signature of a duly authorized officer of the Paying Agent.

Section 12. Official Statement. The Preliminary Official Statement, in substantially the form presented to this meeting and made a part hereof as though set forth in full herein, with such changes therein as may be approved by an Authorized Officer, be and the same is hereby approved, and the use of the Preliminary Official Statement in connection with the offering and sale of the Notes is hereby authorized and approved. Each of the Authorized Officers is hereby authorized, and any one of the Authorized Officers is hereby directed, for and in the name of the District, to certify to the Underwriter that the Preliminary Official Statement has been "deemed final" for purposes of Rule 15c2-12.

The preparation and delivery of a final Official Statement (the "Official Statement"), and its use in connection with the offering and sale of the Notes, be and the same is hereby authorized and approved. The Official Statement shall be in substantially the form of the Preliminary Official Statement with such changes, insertions and omissions as may be approved by an Authorized Officer, such approval to be conclusively evidenced by such Authorized Officer's execution and delivery of the Official Statement with such changes, insertions and omissions. Each of the Authorized Officers is hereby authorized, and any one of the Authorized Officers is hereby directed, for and in the name of the District, to execute and deliver the final Official Statement.

Section 13. Continuing Disclosure Certificate. The Continuing Disclosure Certificate, in substantially the form submitted to this meeting and made a part hereof as though set forth herein, be and the same is hereby approved. Each of the Authorized Officers is hereby authorized, and any one of the Authorized Officers is hereby directed, for and in the name of the District, to execute and deliver the Continuing Disclosure Certificate in substantially said form, with such changes, insertions and omissions therein as the Authorized Officer executing the Continuing Disclosure Certificate shall approve, such approval to be conclusively evidenced by

such Authorized Officer's execution and delivery of the Continuing Disclosure Certificate with such changes, insertions and omissions.

Section 14. Filing with Board of Supervisors. The Clerk of the Board is hereby authorized and directed to file a certified copy of this Resolution with the Board of Supervisors of the County, which shall constitute the request of the Board that the Board of Supervisors of the County issue and sell the Notes on behalf of the District as soon as practicable, and to simultaneously provide certified copies of this Resolution to the Superintendent of Schools of the County and to the County Treasurer.

Section 15. Notice to California Debt and Investment Advisory Commission. Each of the Authorized Officers is hereby authorized, and any one of the Authorized Officers is hereby directed to cause notices of the proposed sale and final sale of the Notes to be filed in a timely manner with the California Debt and Investment Advisory Commission pursuant to California Government Code Section 8855(g).

Section 16. Further Assurances. The District, and its appropriate officials, have duly taken all proceedings necessary to be taken by them, and will take any additional proceedings necessary to be taken by them, for the levy, collection and enforcement of the taxes, income, revenue, cash receipts and other moneys pledged hereunder in accordance with law and for carrying out the provisions of this Resolution and the Notes.

Section 17. Approval of Actions. The officers and employees of the District are, and each of them hereby is, authorized and directed to execute and deliver, for and on behalf of the District, any and all documents and instruments and to do and cause to be done any and all acts and things necessary or proper for carrying out the issuance and sale of the Notes and the transactions contemplated by this Resolution.

Section 18. Prior Actions. All actions heretofore taken by the officers and employees of the District with respect to the issuance and sale of the Notes, or in connection with or related to any of the agreements or documents referred to herein, are hereby approved, confirmed and ratified.

Section 19. Effective Date. This Resolution shall take effect immediately upon its adoption.

APPROVED AND ADOPTED by the Board of Education of the Oak Park Unified School District on March 6, 2012.

President of the Board of Education

ATTEST:

Clerk of the Board of Education

EXHIBIT A**FORM OF NOTE**

**UNITED STATES OF AMERICA
STATE OF CALIFORNIA
COUNTY OF VENTURA**

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 TAX AND REVENUE ANTICIPATION NOTE, SERIES B**

**INTEREST
RATE**

**MATURITY
DATE**

**DATED
DATE**

CUSIP

REGISTERED OWNER:

PRINCIPAL AMOUNT:

FOR VALUE RECEIVED, the [County of Ventura, State of California (the "County"), on behalf of the] Oak Park Unified School District (the "District"), located in the [County of Ventura, State of California (the "County")], hereby promises to pay to the Registered Owner identified above or registered assigns (the "Registered Owner"), on the Maturity Date specified above the Principal Amount specified above in lawful money of the United States of America, together with interest thereon at the Interest Rate specified above (computed on the basis of a 360-day year of twelve 30-day months) in like lawful money. Interest on this Note shall be payable only at the maturity hereof. This Note shall not be subject to redemption prior to said Maturity Date.

Principal and interest due at maturity shall be paid to the registered Owner hereof only upon surrender hereof at the corporate trust office of U.S. Bank National Association, in Los Angeles, California, as the initial paying agent and registrar for the Notes, or any successor thereto (the "Paying Agent"). No interest shall be payable for any period after maturity hereof during which the Registered Owner hereof fails to properly present this note for payment.

It is hereby certified, recited and declared that this Note is one of an authorized issue of notes denominated "Oak Park Unified School District 2011-2012 Tax and Revenue Anticipation Notes, Series B" (the "Notes"), in the aggregate principal amount of \$_____, all of like date, tenor and effect, issued under and by authority of Title 5, Division 2, Part 1, Chapter 4, Article 7.6 (commencing with Section 53850) of the California Government Code, and made, executed and given pursuant to and by authority of a [resolution of the Board of Supervisors of the County duly passed and adopted on _____, 2012 (the "[County] Resolution"), which resolution was adopted at the request of the District pursuant to a] resolution of the Board of Education of the District duly passed and adopted on March 6, 2012 (the "[District] Resolution"), and it is hereby further certified, recited and declared that all acts, conditions and things required to exist, happen

and be performed precedent to and in the issuance of this Note have existed, happened and been performed in regular and due time, form and manner as required by law, and that this Note, together with all other indebtedness and obligations of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of California. Capitalized undefined terms used herein shall have the meanings ascribed thereto in the [County] Resolution.

The term "Unrestricted Revenues" means the taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for Fiscal Year 2011-2012 which will be received by or will accrue to the District during such fiscal year for the General Fund of the District and which are lawfully available for the payment of current expenses and other obligations of the District. In the [District] Resolution, the District has pledged to the payment of the Notes and the interest thereon [(a)] an amount equal to _____ percent (____%) of the principal amount of the Notes [and the interest thereon] from the first Unrestricted Revenues to be received by the District during the period commencing on _____ and ending on _____, (b) an amount equal to _____ percent (____%) of the principal amount of the Notes [and the interest thereon] from the first Unrestricted Revenues to be received by the District during the period commencing on _____ and ending on _____ [and (c) an amount equal to _____ percent (____%) of the principal amount of the Notes and the interest thereon from the first Unrestricted Revenues to be received by the District during the period commencing on _____ and ending on _____ ([collectively,] the "Pledged Revenues"). As provided in Section 53856 of the California Government Code, the Notes and the interest thereon shall be a first lien and charge against, and shall be payable from the first moneys received by the District from, the Pledged Revenues. As provided in Section 53857 of the California Government Code, notwithstanding the provisions of Section 53856 of the California Government Code and the foregoing, the Notes shall be general obligations of the District and, to the extent not paid from the Pledged Revenues, shall be paid with interest thereon from any other Unrestricted Revenues. As security for the payment of the Notes and the interest thereon, the District has covenanted in the [District] Resolution to deposit or cause to be deposited in the Repayment Fund, in trust for the registered owners of the Notes, no later than the end of each period specified above, the amount of Unrestricted Revenues specified above. In the event that there have been insufficient Unrestricted Revenues received by the District by the end of any such period, then the amount of any deficiency in the Repayment Fund shall be satisfied and made up from the first Unrestricted Revenues thereafter received by the District. The amounts on deposit in the Repayment Fund are pledged to the payment of the Notes and the interest thereon, and said amounts shall not be used for any other purpose until the Notes and the interest thereon have been paid in full or such payment has been duly provided for.

This Note is transferable by the Registered Owner hereof in person or by such Registered Owner's attorney duly authorized in writing at the office of the Paying Agent, but only in the manner, subject to the limitations and upon payment of the charges provided in the [County] Resolution, and upon surrender and cancellation of this Note. Upon such transfer a new Note or Notes of authorized denominations and for the same aggregate principal amount and the same rate of interest will be issued to the transferees in exchange herefor. The District, the County and the Paying Agent may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and the District, the County and the Paying Agent shall not be affected by any notice to the contrary.

The Notes are not a debt or obligation of the County and no money, fund or part of any fund of the County is pledged or obligated to the payment of the Notes.

Unless this Note is presented by an authorized representative of The Depository Trust Company to the Paying Agent for registration, transfer, exchange or payment, and any Note issued is registered in the name of Cede & Co. or such other name as requested by an authorized representative of The Depository Trust Company and any payment is made to Cede & Co., ANY TRANSFER, PLEDGE OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL since the registered owner hereof, Cede & Co., has an interest herein.

This Note shall not be valid or become obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Paying Agent.

IN WITNESS WHEREOF, the [Board of Education of the Oak Park Unified School District] [Board of Supervisors of the County of Ventura] has caused this Note to be executed on behalf of the [District][County] by the manual or facsimile signature of the _____ of the [District][County], and to be attested by the manual or facsimile signature of its [Clerk], all as of the Dated Date specified above.

**[OAK PARK UNIFIED SCHOOL
DISTRICT] [COUNTY OF VENTURA]**

By: _____

ATTEST:

CERTIFICATE OF AUTHENTICATION

This is one of the Notes described in the within-mentioned County Resolution and registered on the date set forth below.

Date: _____, 2012

**U.S. BANK NATIONAL
ASSOCIATION, AS PAYING AGENT**

By: _____
Authorized Officer

ASSIGNMENT

For value received the undersigned hereby sells, assigns and transfers unto _____ whose address and social security or other tax identifying number is _____, the within-mentioned Note and hereby irrevocably constitute(s) and appoint(s) _____ attorney, to transfer the same on the registration books of the Paying Agent with full power of substitution in the premises..

Dated: _____

Signature Guaranteed:

Note: Signature(s) must be guaranteed by an eligible guarantor.

Note: The signature(s) on this Assignment must correspond with the name(s) as written on the face of the within Note in every particular without alteration or enlargement or any change whatsoever.

CLERK'S CERTIFICATE

I, _____, Clerk of the Board of Education of the Oak Park Unified School District, County of Ventura, California, hereby certify that the attached is a full, true and correct copy of a Resolution duly adopted at a regular meeting of the Board of Education of said District duly and regularly held at the regular meeting place thereof on March 6, 2012, of which meeting all of the members of said Board of Education had due notice and at which a quorum thereof was present; and at said meeting said Resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

An agenda of said meeting was posted at least 72 hours before said meeting at 5801 East Conifer Street, Oak Park, California, a location freely accessible to members of the public, and a brief description of said Resolution appeared on said agenda. A copy of said agenda is attached hereto.

I further certify that I have carefully compared the same with the original minutes of said meeting on file and of record in my office; that the foregoing Resolution is a full, true and correct copy of the original Resolution adopted at said meeting and entered in said minutes; and that said Resolution has not been amended, modified or rescinded since the date of its adoption, and the same is now in full force and effect.

I further certify that, pursuant to Section 14 of said Resolution, I have caused a certified copy thereof to be filed with the Clerk of the Board of Supervisors of the County and copies thereof to be delivered to the Superintendent of Schools of the County and to the County Treasurer.

Dated: _____, 2012

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
SUBJECT: 8. APPROVE CERTIFICATION OF 2011-12 SECOND INTERIM FINANCIAL REPORT AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board certify the 2011-12 Second Interim Financial Report and Budget Revisions?

BACKGROUND: Education Code Sections 1240(j), 42130, and 42131 requires the Governing Board of each district to receive and review interim financial reports for specified intervals (July 1-October 31 and July 1-January 31), and to certify the district's ability to meet its financial obligations in the current and two subsequent years. The 2011-12 Second Interim Financial Report was still being prepared as this agenda went to press. The Second Interim Report, including the State's criteria and standards report, will be provided to the Board under separate cover upon its completion, and will also be available for public review in the District's Support Services Center at that time.

ALTERNATIVES:

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

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 6, 2012
SUBJECT: 9. REVIEW AND DISCUSS 2011-2012 MORAL IMPERATIVES,
 GOALS AND ACTION PLANS

ACTION

ISSUE: Shall the Board of Education review and discuss the 2011-2012 Moral Imperatives, Goals and Action Plans?

BACKGROUND: The Board will review the 2011-12 Moral Imperatives, Goals and Action Plans.

ALTERNATIVES: 1. Approve amendments to the 2011-2012 Moral Imperatives, Goals and Action Plans.
 2. Do not approve amendments to 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.	_____	_____	_____	_____

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 TEACHING AND LEARNING
MORAL IMPERATIVES**

We believe:

- Every student can learn, and every student will learn, when presented with the right opportunity including intervention strategies for students not progressing towards or meeting standards.
- The learning experience will include time for thoughtful reflection so that students learn to value and take pride in their work and understand the processes by which they learn most effectively.
- Learning opportunities should be as authentic as possible and personally meaningful. Students need to explore, create and discover.
- Every student should be encouraged to become independent learners, thinkers and producers.
- Each student's natural joy of learning needs to be developed in a safe, stable, balanced and nurturing psychological and social environment so that they will become lifelong learners.
- Every student will meet or exceed state standards, which are a floor not a ceiling, and will not in any way restrict creative, imaginative and/or enriching teaching and learning experiences.
- All students should receive instruction that is differentiated. Learning experiences should emphasize depth, complexity, and novelty.
- All students should participate in programs that cultivate an environment that fosters character development, ethical behavior, social responsibility, leadership skills and community service.
- We recognize and celebrate diversity and understand it is our obligation to prepare our students with the appropriate tools and skills to live in a global society.
- Technology is one of the tools to enhance the learning experience.
- All aspects of student wellness are of paramount importance. This includes child nutrition, physical fitness, and mental health and well-being.

GOALS	ACTION PLANS/MEASURABLE OUTCOMES
1a. Our emphasis on differentiated instruction shall continue so that all of our students experience a challenging learning environment through depth, complexity, and novelty.	<ul style="list-style-type: none"> • Provide more specialized professional development for teachers and staff. • Embed this emphasis into the teacher goal setting and evaluation process. All instructional staff should have goals related to this. • Provide more opportunities for staff who attain expertise in certain areas to train other staff. • Release teachers to observe each other to hone expertise in this area.
1b. Improved articulation in math between MCMS and OPHS.	<ul style="list-style-type: none"> • New math articulation committee (K-12) will focus this year on transitions from grades 5 to 6 and 8 to 9.
1c. Provide opportunities for students that will guide their future	<ul style="list-style-type: none"> • Maintain the college/career counseling position at OPHS as a priority

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 TEACHING AND LEARNING
MORAL IMPERATIVES**

education/career choices, including college and career counseling at OPHS, vocational, technical arts and ROP classes.	<ul style="list-style-type: none"> despite budget issues if possible. Implement new independent project program at OPHS. Encourage more students to opt for 4-year colleges upon graduation from high school and ensure proper guidance throughout a student's high school career. Explore a post-graduation tracking program to determine post-secondary school success.
1d. Science instruction will emphasize experiential learning at all grade levels.	<ul style="list-style-type: none"> Expand I2I, QuikScience and other programs to involve more students and teachers. Train 16 math and science teachers on the use of new advanced SmartBoards. Install new science labs at OPHS, which should encourage more hands-on learning. Continue marine science focus at all levels.
1e. Define, communicate and more fully implement GATE program.	<ul style="list-style-type: none"> Update the GATE brochure. Encourage more professional development for staff and offerings for parents. Articulate and expand the enrichment opportunities available to students at all of the schools. Ensure that the three pillars of a quality GATE program are in place at all levels: Differentiation, Acceleration, and Enrichment.
1f. Intervention programs will be available to students in reading, writing and mathematics at all levels to ensure that all students are meeting standards in literacy and numeracy. Assist Friends of Oak Park Schools in developing an elementary summer school program.	<ul style="list-style-type: none"> Math intervention program currently in place at grade 6 will be expanded to grade 7 at MCMS. Explore a software program to better identify students who require intervention and help prescribe the types of intervention needed. OPHS will reduce the number of lower level math classes and instead provide intervention in the regular math classes. Design elementary summer school program that includes intervention and enrichment and approve a program by February.
1g. A district-wide plan for environmental awareness will continue to be developed including combined efforts of actions at home, school and in the community.	<ul style="list-style-type: none"> Expand the EEAC to include students and teachers. EEAC will plan events and areas of focus throughout the school year including community field trips. Recycling programs will be expanded at all levels. Science enrichment programs will emphasize environmental science.

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 TEACHING AND LEARNING
MORAL IMPERATIVES**

	<ul style="list-style-type: none"> • Energy conservation will be monitored and quantified. • Restructure the elementary art and music programs. • Add AP art classes at OPHS. Increase course offerings in the arts. • Restructure computer applications program/class at OPHS. • MCMS will add art crossover to the Core classes. • Child nutrition program will continue to improve food quality and serve more natural food and vegetarian options. • MCMS staff will continue to discuss and review homework options. • Add a new District nurse. • Oak Park High School staff will monitor student stress levels and overall balance.
1h. Continue to offer arts programs that will emphasize creativity, skill development, and universal participation in all areas of the visual and performing arts.	
1i. All programs should emphasize wellness and balance.	
1j. Our athletic programs will develop leadership, teamwork, and individual athletic potential.	<ul style="list-style-type: none"> • Maintain programs already in place – add girls lacrosse at OPHS • Improved field at OPHS may improve participation. • National Federation of State High School Associations, Fundamentals of Coaching course required for new coaches. • More administrative oversight of team sports • More flexibility will be available in terms of P.E. credit for in school and out of school athletics.
1k. Our special education programs will provide the best possible outcomes in terms of meeting the specific needs of each child.	<ul style="list-style-type: none"> • Continue specialized staff development for special education teachers, including increasing the number of teachers who have earned the Autism Authorization. • Offer staff development opportunities for general education teachers in specialized instructional strategies for learners with disabilities. • Expand targeted professional development for instructional aides, to include district-level and county-level trainings. • Increase articulation between sites for transitioning students. • Implement a parent education component that addresses the supports available as students transition from one site to another.
1l. Counseling programs at all levels will be supported in order to meet the social and emotional needs, academic and career counseling of all students, as well as parent education. Anti-bullying strategies will be embedded in the program at each school. Stronger anti-bullying programs at elementary schools and middle school.	<ul style="list-style-type: none"> • Safe School Ambassadors program at MCMS is to be reviewed and either modified or replaced. • Elementary Counselor will implement new assemblies - <i>The Bully Game</i>. This supports an integrated program to address bullying at the elementary level. • Courses will be offered for elementary and pre-school parents in

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 TEACHING AND LEARNING
MORAL IMPERATIVES**

	<p>child development and other topics and explore options for parents of secondary students.</p> <ul style="list-style-type: none"> • Elementary counselor will continue 'recess groups.' • Maintain counseling positions at all levels despite budget cuts if possible. • Develop a plan for the continuance of the Chinese (Mandarin) language program as the FLAP grant expires. • Add Spanish V AP at OPHS. • Provide more authentic learning experiences in language classes. • Countywide curriculum will be developed and adopted. • Articulate programs at the three elementary schools that center on a single group of outcomes. Exit skills and outcomes will be identified. • Look at ways to meet these requirements through more authentic experiences such as iPhone App development, web design, etc. • Revise plan for graduation requirements. • Remove computer applications prerequisite. • Update Tech Plan by Technology Committee and synthesize it into a more user-friendly document emphasizing how technology will meet learning goals. • Develop and create a technology Visionary Outlook for the future.
1m. We will continue to offer more opportunities for our students to attain proficiency in other languages and continue to evaluate the structure of our modern language programs.	
1n. Implement digital citizenship curriculum at all grade levels.	
1o. Develop standardized elementary technology curriculum.	
1p. Review and revise technology standards exam to reflect what is actually being taught.	
1q. Update Technology Plan annually to specify how mission statement will be actualized in the educational process.	

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 ORGANIZATION AND SHARED LEADERSHIP
MORAL IMPERATIVES**

We Believe:

- That teachers and school administrators must be empowered, and will be provided with the support needed to meet our strategic objectives.
- That the district will work to attract and retain a diverse, talented workforce and continue to provide opportunities for professional development.
- That we must engage students, parents and the community as key participants and full partners in our mission.
- That everyone in the organization should feel personally responsible for the process of learning and will be held accountable for student success.
- That we will learn from our mistakes and implement continuous improvement.
- That working together with our teachers and classified associations is essential to ensure positive morale, solve problems jointly, and to model a professional collaborative working relationship.

GOALS	ACTIONS PLANS/MEASURABLE OUTCOMES
2a. Teachers should be empowered as leaders at the school and district levels and we will continue to find ways to enhance teacher leadership throughout the District.	<ul style="list-style-type: none"> • Engage teachers in committees such as math articulation, writing, EEAC, GATE DAC, Curriculum Council, and more.
2b. Teachers, parents, administrators, and students need to be fully invested in the decision making process.	<ul style="list-style-type: none"> • Continue to honor the School Site Council model. • Support the PTO Council and use it as a working group to assist with decision-making, ideas, innovations, etc.
2c. Principals shall work together, support each other, and share innovations.	<ul style="list-style-type: none"> • Principals will work as a part of the Leadership Team on problem solving and ways to further our moral imperatives, goals, and action plans.
2d. Professional development will be matched to organizational goals and will emphasize choice, relevancy, and district vision. Participants shall be encouraged to share their new learning.	<ul style="list-style-type: none"> • Develop new ways for teachers to share expertise that they have acquired. • Find ways to continue quality professional development even though federal funds for this purpose have been cut.
2e. Continue moving toward a collective bargaining approach that focuses on a joint problem solving with employee associations.	<ul style="list-style-type: none"> • Use the negotiations process to focus on solving issues and finding innovations to better the quality of education, enhance employee morale, and make Oak Park a great place to work.
2f. Administrators at the school and district level should be engaged with the students in the learning process.	<ul style="list-style-type: none"> • Encourage administrators to find ways to work with students on a regular basis. Some ideas are through school gardens, enrichment activities, club sponsorships, etc.
2g. Develop a communication and advocacy plan for all relevant stakeholder groups.	<ul style="list-style-type: none"> • Begin a newsletter that is mailed out on a regular basis to the community at large.

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-2012 ORGANIZATION AND SHARED LEADERSHIP
MORAL IMPERATIVES**

	<ul style="list-style-type: none"> • Support Our Children Our Future advocacy group. • Form a community outreach committee and develop a program that finds ways to engage our community in the schools and ways for our schools to serve the community in areas beyond our core mission of providing a world-class education. • Embed these moral imperatives, goals, and action plans into the core work that we do each day.
2h. Develop a community outreach program.	
2i. Ensure that the moral imperatives, goals and associated action plan are presented to and understood by all levels of the organization and foster a decision making process whereby all decisions are weighed against the current goals.	

**OAK PARK UNIFIED SCHOOL DISTRICT
2011-12 FINANCE, BUDGET AND FACILITIES
MORAL IMPERATIVES**

We Believe:

- The district will maintain a balance budget that reflects our priorities.
- The district will operate with efficiency, effectiveness, integrity and transparency.
- The budget and the facilities should support our moral imperatives and collaborative approach, and reflect our mission.

GOALS	ACTION PLAN/MEASURABLE OUTCOMES
3a. To provide safe, clean, and high quality facilities that support the instructional program.	<ul style="list-style-type: none"> • Focus on this goal when the Measure R projects are re-examined (see 3f). • Enhance the landscape at the schools and ensure that weeds are eradicated, turf and plants are watered and maintained, and the general appearance of the schools is pleasing to the community.
3b. Continue to evaluate and explore options to create greater efficiency and maximize resources.	<ul style="list-style-type: none"> • Continue to look for ways to save energy, water, and gas, especially when looking at Measure R upgrades.
3c. Continue to educate and involve our community in becoming partners in providing financial stability and support for our district.	<ul style="list-style-type: none"> • Work with Friends of Oak Park Schools and the sub-committee Our Children Our Future to build positive affiliations among parents, the community, and the schools.
3d. Ensure employee total compensation is always a priority in the budgeting process, as part of the effort to provide the highest quality education to all students.	<ul style="list-style-type: none"> • Work with employee associations on common goals such as to preserve the length of the school year, maintain reasonable class sizes, and provide quality health benefits to employees as much as possible in the face of extraordinary cuts to public school funding by the state and federal governments.
3e. Maintain fiscal responsibility and transparency throughout the district and to the community at large.	<ul style="list-style-type: none"> • Use our resources fully toward our core mission: To educate our students and maintain our employees without placing the District in financial jeopardy in what has become a catastrophic fiscal environment due to state and federal cuts. • Continue meetings with parents and staff regarding the budget and our financial situation.
3f. Provide an annual updated spending plan and a long-term strategic vision for Measure R and C6.	<ul style="list-style-type: none"> • Consult with the schools and then revise the Master Plan and provide costing and prioritization of projects based on the available funds. • Begin an aggressive schedule of construction for the next several years to use bond funds issued in spring of 2011. • Articulate C6 spending plan that is aligned with the Visionary Outlook.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 6, 2012

SUBJECT: 10. REVIEW, DISCUSS AND APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9310 – BOARD POLICIES - First Reading

ISSUE: Should the Board of Education approve an amendment to Bylaws of the Board 9310 – Board Policies?

BACKGROUND: Board Bylaw 9310 is being brought before the Board to discuss the issue or first and second reading.

ALTERNATIVES: 1. Approve an amendment of Bylaws of the Board 9310 – Board Policies.
2. Do not approve an amendment Bylaws of the Board 9310 – Board Policies.

RECOMMENDATION:
At the 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	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9310(a)

Board Policies

The Governing Board shall adopt written policies to convey its expectations for actions that will be taken in the district, clarify roles and responsibilities of the Board and Superintendent, and communicate Board philosophy and positions to the students, staff, parents/guardians and the community. Board policies are binding on the district to the extent that they do not conflict with federal or state law and consistent with the district's collective bargaining agreements.

(cf. 0000 – Vision)

(cf. 0100 – Philosophy)

(cf. 9000 – Role of the Board)

The Board recognizes the importance of maintaining a policy manual that is up to date and reflects the mandates of law. Policies shall be regularly reviewed at a time allocated for this purpose on the agenda of public Board meetings.

(cf. 9320 – Meetings and Notices)

(cf. 9322 – Agendas/Meeting Materials)

The Board shall review certain policies annually, as required by Education Code 35160.5. If no revisions are deemed necessary, the Board minutes shall nevertheless indicate that the review was conducted. Other policies shall be monitored and reviewed as specified in the policy itself or as needed to reflect changes in law or district circumstances.

(cf. 5116.1 – Intradistrict Open Enrollment)

(cf. 6145 – Extracurricular and Cocurricular Activities)

Policy Development and Adoption Process

The district's policy development process shall include the following basic steps:

1. The Board and/or Superintendent or designee shall identify the need for a new policy or revision of an existing policy. The need may arise from a change in law, a new district vision or goals, educational research or trends, or a change in the superintendency or Board membership. The need may also occur as a result of an incident that has arisen in the district or a recommendation or request from staff or other interested persons.
2. As needed, the Superintendent or designee shall gather fiscal and other data, staff and public input, related district policies, sample policies from other organizations or agencies, and other useful information to fully inform the Board about the issue.

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9310(b)

(cf. 1220 - Citizen Advisory Committees)

3. The Board may hold discussions during a public Board meeting to gain an understanding of the issue and provide initial direction to the Superintendent or designee. The discussion may include, but not be limited to, how the proposed policy may affect student learning, community expectations, staff recommendations, fiscal impact, as well as the policy's impact on governance and operational efficiency.

4. The Board or Superintendent may request that legal counsel review the draft policy as appropriate.

5. The Superintendent or designee shall develop and present a draft policy for a first reading at a public Board meeting. At its second reading, the Board may take action on the proposed policy. The Board may waive the second reading or may require an additional reading if necessary.

(cf. 9323 - Meeting Conduct)

Only policies formally adopted by a majority vote of the Board shall constitute official Board policy.

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323.2 - Actions by the Board)

The district's policy development process may be revised or expanded as needed based on the issue being considered, the need for more information, or to provide greater opportunities for consultation and public input.

Policies shall become effective upon Board adoption or at a future date designated by the Board at the time of adoption.

Board Bylaws

The Board shall prescribe and enforce rules for its own government consistent with state law and regulations. (Education Code 35010)

Bylaws governing Board operations may be developed, adopted, and amended following the same procedures as those used for the adoption or amendment of Board policy.

Administrative Regulations

The Superintendent or designee shall be responsible for developing and enforcing administrative

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9310(c)

regulations for the operation of the district. Administrative regulations shall be consistent with law and Board policy and shall be designed to promote the achievement of district goals and objectives. Administrative regulations may describe specific actions to be taken, roles and responsibilities of staff, timelines, and/or other necessary provisions. The Superintendent or designee also may develop procedures manuals, handbooks, or other guides to carry out the intent of Board policy.

When Board policies are amended, the Superintendent or designee shall review corresponding regulations to ensure that they conform to the intent of the revised policy. In case of conflict between administrative regulation and Board policy, policy shall prevail.

The Board may review and/or approve regulations for the purpose of ensuring conformity with the intent of Board policy.

Monitoring and Evaluation

At the time a policy is adopted, the Board and Superintendent or designee shall determine whether an evaluation of the policy should be scheduled and, if so, shall agree upon a timeline and measures for evaluating the effectiveness of the policy in achieving its purpose.

(cf. 0500 - Accountability)

Access to Policies

The Superintendent or designee shall ensure that all district employees and the public have access to an up-to-date district policy manual. A public copy of the policy manual shall be maintained at the district central office and at each school site. These copies shall be maintained either electronically or by paper copy.

(cf. 1113 - District and School Web Sites)

(cf. 1340 - Access to District Records)

As necessary, the Superintendent or designee shall notify staff, parents/guardians, students, and other stakeholders whenever a policy that affects them is adopted or revised. He/she may determine the appropriate communications strategy depending on the issue.

(cf. 1112 - Media Relations)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

(cf. 6020 - Parent Involvement)

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9310(d)

Suspension of Policies

No Board policy, bylaw, or administrative regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable federal or state law or regulations or court decisions. If any portion of a policy is found to be invalid, that invalidity shall not affect other provisions of the policy.

(cf. 2210 - Administrative Leeway in Absence of Governing Board Policy)

Legal Reference:

EDUCATION CODE

35010 Control of district; prescription and enforcement of rules
35160 Authority of governing boards
35160.5 Annual review of school district policies
35163 Official actions, minutes and journal
35164 Vote requirements

Management Resources:

CSBA PUBLICATIONS

Targeting Student Learning: The School Board's Role as Policymaker, 2005
Maximizing School Board Leadership: Policy, 1996

WEB SITES

CSBA, Policy Services, including Policy Update Service, Governance and Management Using Technology (GAMUT Online™), Policy Audit Program, Individual District Policy Workshops, Agenda Online, and Manual Maintenance: <http://www.csba.org/ps>
National School Boards Association: <http://www.nsba.org>

Adopted: 10-19-77

Amended: 11-8-78, 3-2-83, 11-6-84, 11-13-91, 3-12-02, 9-17-02, 12-12-06

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

SUBJECT: 11.a. APPROVE AMENDMENT OF BOARD POLICY 5022 – STUDENT AND FAMILY PRIVACY RIGHTS – First Reading

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

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

ALTERNATIVES:

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

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5022(a)

Student And Family Privacy Rights

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

~~(cf. 0000 - Vision)~~~~(cf. 0100 - Philosophy)~~~~(cf. 0200 - Goals for the School District)~~~~(cf. 5020 - Parent Rights and Responsibilities)~~~~(cf. 5021 - Noncustodial Parents)~~~~(cf. 5125 - Student Records)~~~~(cf. 5125.1 - Release of Directory Information)~~~~(cf. 6000 - Concepts and Roles)~~~~(cf. 6162.8 - Research)~~

Collection of Personal Information for Marketing Purposes

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

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5022(b)

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

(cf. 0420 – School Plans/Site Councils)

(cf. 1220 – Citizen Advisory Committee)

(cf. 1230 – School-Connected Organizations)

Legal Reference:

EDUCATION CODE

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

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

49450-49457 Physical examinations

49602 Confidentiality of pupil information

51101 Parents Rights Act of 2002

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

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

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

1232h Protection of pupil rights

Management Resources:

WEB SITES

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

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

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

Adopted: 9-17-02

Amended: 5-18-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

**SUBJECT: 11.b. APPROVE AMENDMENT TO BOARD POLICY 3100 – BUDGET –
 First Reading**

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

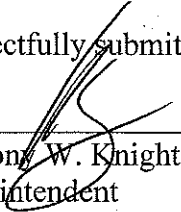
BACKGROUND: Board Policy 3100 is be revised to reflect new law SB 70 which extends the timeline for restoring the level of reserves to the level specific in state regulations and new law AB 114 which requires districts, for the 2011-12 fiscal year, to base their budget on the same level of state revenues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

ALTERNATIVES:

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

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(a)

Budget

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

(cf. 0000 - Vision)

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

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

Budget Development and Adoption Process

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

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

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

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

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(b)

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

Budget Advisory Committee

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

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

(cf. 1220 - Citizen Advisory Committees)

(cf. 2230 - Representative and Deliberative Groups)

(cf. 3350 - Travel Expenses)

(cf. 9130 - Board Committees)

(cf. 9140 - Board Representatives)

Budget Criteria and Standards

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

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

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

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plan for district revenues and expenditures.

(cf. 3110 – Transfer of Funds)

Fund Balance

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

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

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

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

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

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

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

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

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general fund operating expenditures, or 17 percent of general fund expenditures and other financing uses.

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

Long-Term Financial Obligations

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

(cf. 4141/4241 – Collective Bargaining Agreement)

(cf. 4143/4243 – Negotiations/Consultation)

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

(cf. 7210 – Facilities Financing)

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

Budget Amendments

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

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

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

33127-33131 Standards and criteria for local budgets and expenditures

35035 Powers and duties of superintendent

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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35161 Powers and duties, generally, of governing boards
 42103 Public hearing on proposed budget; requirements for content of proposed budget
 42122-42129 Budget requirements
 42130-42134 Financial certifications
42140-42141 Disclosure of fiscal obligations
 42602 Use of unbudgeted funds
 42605 Tier 3 categorical flexibility
 42610 Appropriation of excess funds and limitation thereon
 44518-44519.2 Chief business officer training program
 45253 Annual budget of personnel commission
 45254 First year budget of personnel commission
GOVERNMENT CODE
 7900-7914 Expenditure limitations
CODE OF REGULATIONS, TITLE 5
 15060 Standardized account code structure
 15440-15452 Criteria and standards for school district budgets

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Budget Planning and Adoption, 2006

Maximizing School Board Governance: Understanding District Budgets, 2006

School Finance CD-ROM 2005

CDE PUBLICATIONS

California School Accounting Manual

New Requirements for Reporting Fund Balance in Governmental Funds, January 7, 2011

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Best Practice: Appropriate Level of Unrestricted Fund Balance in the General Fund, 2009

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions, March 2009

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

Statement 34, Basic Financial Statements and Management's Discussion and Analysis – For State and Local Governments, June 1999

WEB SITES

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

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

California Department of Education, Finance and Grants: <http://www.dec.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Government Finance Officers Association: <http://www.gfoa.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

Legislative Analysts' Office: <http://www.lao.ca.gov>

School Services of California: <http://www.sscal.com>

Adopted: 7-23-80

Amended: 5-1-89, 10-19-83, 6-4-02, 9-17-02, 12-16-03, 3-22-05, 3-17-09, 4-20-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

SUBJECT: 11.c. APPROVE AMENDMENT TO BOARD POLICY 3280 – SALE OR LEASE OF DISTRICT-OWNED REAL PROPERTY –First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property?

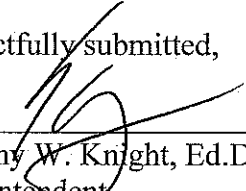
BACKGROUND: Board Policy 3280 is being updated to reflect new law (SB70, 2011) which extends, until January 1, 2014, the authorization to use the proceeds from the sale of surplus real property, along with the proceeds from any person property located on such surplus real property, for any one-time general fund purpose. Board Policy 3280 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property.
2. Do not amend Board Policy 3280 – Sale or Lease of District-Owned Real Property.
3. Adopt a modified version of the amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property.

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	_____	_____	_____	_____

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Business and Non-Instructional Operations

BP 3280(a)

Sale or Lease of District-Owned Real Property

The Governing Board believes that the district should utilize its facilities and resources in the most economical and practical manner. The Superintendent or designee shall periodically study the current and projected use of all district facilities in order to ensure the efficient utilization of space and the effective delivery of instruction.

(cf. 1330 – Use of School Facilities)

(cf. 7110 – Facilities Master Plan)

(cf. 7111 – Evaluating Existing Buildings)

Upon determination that district property is no longer needed or may not be needed until some future time, the Board shall offer to sell or lease district-owned real property in accordance with priorities and procedures specified in law, including, but not limited to, Education 17230, 17464, 17485-17500, and Government Code 54222.

(cf. 5148 – Child Care and Development)

(cf. 5148.2 – Before/After School Programs)

(cf. 5148.3 – Preschool/Early Childhood Education)

~~When required by law,~~ **Prior to the sale or lease of any surplus real property,** the Board shall appoint a district advisory committee to advise the Board in the development of policies and procedures governing the use or disposition of schools or school building space which is not needed for school purposes. (Education Code 17388)

(cf. 1220 – Citizen Advisory Committees)

Resolution of Intention to Sell or Lease

Before ordering the sale or lease of any real property, the Board shall adopt a resolution at a regular, open meeting, by a two-thirds vote of all of its members. The resolution shall describe the property proposed to be sold or leased in such a manner as to identify it, specify the minimum price or rent, describe the terms upon which it will be sold or leased, and specify the commission or rate, if any, which the Board will pay to a licensed real estate broker out of the minimum price or rent. The resolution shall fix a time, not less than three weeks thereafter, for a public meeting, held at the Board's regular meeting place, at which sealed proposals to purchase or lease will be received and considered. (Education Code 17466)

(cf. 9323.2 – Actions by the Board)

The Superintendent or designee shall provide notice of the adoption of the resolution and of the time and place of the meeting that will be held to consider bids by posting copies of the resolution, signed by the Board, in three public places not less than 15 days before the date of the meeting. In addition, the notice shall be published at least once a week for three successive

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BP 3280(b)

weeks before the meeting, in a newspaper of general circulation published in the county in which the district is located if such a newspaper exists. (Education Code 17469)

The Superintendent or designee shall take reasonable steps to provide notification to the former owners of the property of the district's intent to sell it in accordance with Education Code 17470.

Acceptance/Rejection of Bids

At a public meeting specified in the resolution of intention to sell or lease property, the Board shall open, examine, and declare all sealed bids. Before accepting any written proposal, the Board shall call for oral bids in accordance with law. (Education Code 17472, 17473)

The Board may reject any and all bids, either written or oral, and withdraw the properties from sale when the Board determines that rejection is in the best public interest. If no proposals are submitted or the submitted proposals do not conform to all the terms and conditions specified in the resolution of intention to lease, the Board may lease the property in accordance with Education Code 17477 (Education Code 17476, 17477)

Of the proposals submitted by responsible bidders which conform to all terms and conditions specified in the resolution of intention to sell or lease, the Board shall finally accept the highest bid after deducting the commission, if any, to be paid to a licensed real estate broker, unless the Board accepts a higher oral bid or rejects all bids. (Education Code 17472)

The final acceptance of the bid may be made either at the same meeting specified in the resolution or at any adjourned/continued meeting held within 10 days. Upon acceptance of the bid, the Board may adopt a resolution of acceptance that directs the Board president, or any other Board member, to execute the deed or lease and to deliver the document upon performance and compliance by the successful bidder of all the terms and conditions of the contract. (Education Code 17475-17478)

(cf. 1431 – Waivers)

(cf. 9320 – Meetings and Notices)

Use of Proceeds

The Superintendent or designee shall ensure that proceeds from the sale or lease with an option to purchase of district surplus property are used in accordance with law. (Education Code 17462; 2 CCR 1700)

(cf. 3100 – Budget)

(cf. 3460 – Financial Reports and Accountability)

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Business and Non-Instructional Operations

BP 3280(c)

Until January 1, 2012, **Pursuant to the authorization in Education Code 17463.7**, the district may expend proceeds from the sale of surplus real property, along with the proceeds from any personal property located on that real property, for any one-time general fund purpose(s). Prior to exercising this authority, the Board shall certify to the State Allocation Board that: (Education Code 17463.7)

1. The district has no major deferred maintenance requirements not covered by existing capital outlay resources.

(cf. 3111 – Deferred Maintenance Funds)

2. The sale of real property pursuant to Education Code 17463.7 does not violate the provisions of a local bond act.

(cf. 7214 – General Obligation Bonds)

3. The real property is not suitable to meet projected school construction needs for the next 10 years.

Prior to exercising this authority, the Superintendent or designee shall present to the Board, at a regularly scheduled meeting, a plan for expending these one-time resources. The plan shall identify the source and use of the funds and shall describe the reasons that the expenditure shall not result in ongoing fiscal obligations for the district. (Education Code 17463.7)

Legal Reference:

EDUCATION CODE

~~8469.5 Use of school facilities or grounds for school-age child care~~

17219-17224 Acquisition of property not utilized as school site; nonuse payments; exemptions

17230-17234 Surplus property

17385 Conveyances to and from school district

17387-17391 Advisory committees for use of excess school facilities

17400-17429 Leasing property

17430-17447 Leasing facilities

17453 Lease of surplus district property

17455-17484 Sale or lease of real property

17463.7 Proceeds for general fund purposes

17485-17500 Surplus school playground (Naylor Act)

17515-17526 Joint occupancy

17527-17535 Joint use of district facilities

33050 Request for waiver

38130-38139 Civic Center Act

GOVERNMENT CODE:

54220-54232 Surplus land

54222 Offer to sell or lease property

54950-54963 Brown Act, especially;

54952 Legislative body, definition

PUBLIC RESOURCES CODE

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 3000**Business and Non-Instructional Operations**BP 3280(d)*

21000-21177 California Environmental Quality Act

CODE OF REGULATIONS, TITLE 2

1700 Definitions related to surplus property

*COURT DECISIONS*San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District, (2006) 139 Cal.app.4th 1356

Management Resources:

CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, September 2009

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Closing a School Best Practices Guide

OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

Unused Site Program Handbook, May 2008

*WEB SITES*California Department of Education, School Facilities Planning Division: <http://www.cde.ca.gov/ls/fa>Coalition for Adequate School Housing: <http://www.cashnet.org>Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Adopted: 9-17-02

Amended: 1-20-04, 6-9-09, 2-16-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

SUBJECT: 11.d. APPROVE AMENDMENT TO BOARD POLICY 3290 – GIFTS, GRANTS, AND BEQUESTS—First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3290 – Gifts, Grants, and Bequests?

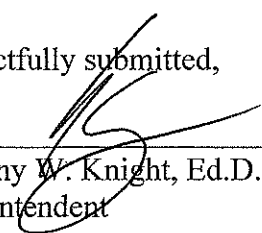
BACKGROUND: Board Policy 3290 is being updated to include new section on “Appreciation” which lists authorized forms of appreciation for donations to the district and new section on “Corporate Sponsorship” which authorizes the board to allow outside entities to advertise or promote their products and services within district facilities in exchange for funds, products, and services provided by such entities. Board Policy 3290 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3290 – Gifts, Grants, and Bequests.
2. Do not amend Board Policy 3290 – Gifts, Grants, and Bequests.
3. Adopt a modified version of the amendment to Board Policy 3290 – Gifts, Grants, and Bequests.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3290(a)

Gifts, Grants and Bequests

The Governing Board may accept any **gift, grant, or bequest** ~~or gift of money, or property, or service to the district from any individual, private agency or organization, or other public agency that desires to support the district's educational program.~~ ~~on behalf of the district.~~ While greatly appreciating suitable donations, the Board **shall reject** ~~discourages~~ any gifts which may directly or indirectly impair its **authority to make decisions in the best interest of district students or its ability or commitment to provide equitable** ~~commitment to providing equal~~ educational opportunities. ~~for all district students.~~

(cf. 0100 – Philosophy)

(cf. 0200 – Goals for the School District)

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

(cf. 1260 – Educational Foundation)

Before accepting a gift, **grant, or bequest**, the Board shall carefully consider any conditions or restrictions imposed by the donor ~~in light of~~ **to ensure their consistency with the district's vision**, philosophy, and operations. If the Board ~~feels~~ believes the district will be unable to fully satisfy the donor's conditions, the gift shall not be accepted. ~~whether the gift:~~

(cf. 0000 – Vision)

In addition, the Board shall ensure that acceptance of the gift, grant, or bequest does not:

1. **Involve creation of a program which the Board would be unable to sustain when the donation is exhausted.**
2. Entails undesirable or excessive costs
3. **Promote the use of violence, drugs, tobacco, or alcohol or the violation of any law or district policy**

(cf. 5131.6 – Alcohol and Other Drugs)

(cf. 5131.62 – Tobacco)

4. **Imply endorsement of any business or product or unduly commercialize or politicize the school environment** ~~Has a purpose consistent with the district's vision and philosophy~~

(cf. 1325 – Advertising and Promotion)

~~Begins a program which the Board would be unable to continue when the donated funds~~

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BP 3290(b)

1. ~~are exhausted~~
2. ~~Implies endorsement of any business or product~~
3. ~~Is an appropriate reflection of community values~~

Any gift of books and instructional materials shall be accepted only if they meet regular district criteria for selection of instructional materials.

~~Gift books, technology hardware and instructional materials shall be accepted only if they meet regular district criteria.~~

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

All gifts, grants and bequests shall become district property. Donors are encouraged to donate all gifts to the district rather than to a particular school. At the Superintendent or designee's discretion, a gift may be used at a particular school. ~~The Superintendent will develop administrative regulations governing the naming opportunities for gifts, grants and bequests.~~

When any gift of money received by the district is not immediately used, it shall be placed in the county treasury in accordance with law. (Education Code 41030-410031)

The Superintendent or designee shall annually provide a report to the Board indicating the gifts, grants, and/or bequests received on behalf of the district in the preceding fiscal year. The report shall include a statement of account and expenditure of all gifts of money and an inventory of all gifts of physical assets.

(cf. 3440 – Inventories)

(cf. 3460 – Financial Reports and Accountability)

Appreciation

The Board may show appreciation for any donation to the district in any manner it deems appropriate. Such appreciation may take the form of letters of recognition or Board resolutions; plaques, commendations, or awards; planting of commemorative trees or gardens; or naming or renaming of buildings, grounds, or facilities. Conferment of any such honor shall be in accordance with applicable Board policy.

(cf. 1150 – Commendations and Awards)

(cf. 7310 – Naming of Facility)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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BP 3290(c)

Corporate Sponsorship

The Board may enter into an agreement or arrangement with an outside entity for the sponsorship of an educational, athletic, or other program or activity. When appropriate, the agreement may allow the outside entity to advertise or promote its business, product, or service in district publications or on district property or web sites.

*(cf. 1700 – Relations Between Private Industry and the Schools)
(cf. 3312 – Contracts)*

Every sponsorship agreement shall be in writing and shall be approved by the Board. The Board shall ensure that the district's relationship and arrangement with the sponsor are consistent with the district's mission, values, and goals. Any advertising or promotional message, image, or other depiction to be used by the sponsor shall meet the standards set for commercial advertising on district property and in district-sponsored publications. No message, image, or other depiction that promotes the use of obscene language, pornography, alcohol, tobacco, or prohibited drugs or that advocates unlawful discrimination, use of violence, or the violation of law or district policy shall be allowed.

Each sponsorship agreement shall contain statements including, but not limited to:

- 1. The purpose of the relationship with the sponsor, details of the benefits to the district, and how the benefits will be distributed.*
- 2. The duration of the agreement and the roles, expectations, rights, and responsibilities of the district and the sponsor, including whether and to what extent the sponsor is allowed to advertise or promote its products and/or services.*
- 3. The authority of the Board to retain exclusive right over the use of the district's name, logo, and other proprietary information. The sponsor's use of such information shall require prior approval of the Board.*
- 4. The authority of the Board to terminate the agreement without any penalty or sanction to the district if the sponsor's message, business, or product becomes inconsistent with district vision, mission, or goals or the sponsor engages in any prohibited activity.*
- 5. The prohibition against the collection of students' personal information except as allowed by law.*

*(cf. 5022 – Student and Family Privacy Rights)
(cf. 5125 – Student Records)*

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-instructional Operations

BP 3290(d)

Legal Reference:

EDUCATION CODE

1834 Acquisition of materials and apparatus

35160 Powers and duties

35162 Power to sue, be sued, hold and convey property

41030 School district may invest surplus monies from bequest or gifts

41031 Special fund or account in county treasury

41032 Authority of school board to accept gift or bequest; investments; gift of land requirements

41035 Advisory committee

41036 Function of advisory committee

41037 Rules and regulations

41038 Applicability of other provisions of chapter

Management Resources:

WEB SITES

California Consortium of Education Foundations: <http://www.cceflink.org>

Adopted: 1-11-78

Amended: 2-7-84; 3-18-86; 5-2-89; 9-17-02, 12-16-03, 5-18-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

**SUBJECT: 11.e. APPROVE AMENDMENT TO BOARD POLICY 5145.11 –
QUESTIONING AND APPREHENSION – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5145.11 – Questioning and Apprehension?

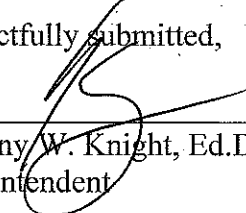
BACKGROUND: Board Policy 5145.11 is being revised to reflect new court decision which vacated the Ninth Circuit Court of Appeal's decision that required law enforcement to have parental consent, warrant, or other court order to interview a student in school absent exigent circumstances. Board Policy 5145.11 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5145.11 – Questioning and Apprehension.
2. Do not amend Board Policy 5145.11 – Questioning and Apprehension.
3. Adopt a modified version of the amendment to Board Policy 5145.11 – Questioning and Apprehension.

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 5145.11(a)

Questioning And Apprehension

The Governing Board ~~is believes that the safety of district students and staff is essential to achieving the goal of student learning. In accordance with standards specified in law, law enforcement officers may interview and question students on school premises and may remove them when appropriate.~~ committed to providing a safe learning environment and cooperating with law enforcement officials and peace officers as necessary to help ensure the safety of students, staff, and the community and in carrying out their official duties.

(cf. 0450 – Comprehensive Safety Plan)

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

(cf. 4158/4258/4358 – Employee Safety)

(cf. 5141.4 – Child Abuse Prevention and Reporting)

(cf. 5145.12 – Search and Seizure)

The Superintendent or designee shall collaborate with local law enforcement agencies to **establish procedures which enable law enforcement officers to carry out their duties on campus, including, when necessary, the questioning and/or apprehension of students.** ~~develop parameters under which law enforcement officers will interview students at school.~~

When any law enforcement official requests an interview with a student, the principal or designee shall request **the officer's** ~~that the official provide verification of his/her identity, his/her~~ and official capacity and certify the legal authority under which the interview is being **to be** conducted. ~~If the officer refuses to provide certification of the legal authority for the interview, the principal or designee shall document such refusal and should consult with district legal counsel, as appropriate, before allowing the interview to proceed.~~ The principal or designee shall maintain a record of all documentation relative to law enforcement interviews of students.

~~If the officer needs to interview or question the student immediately, the principal or designee shall accommodate the process in a way that causes the least possible disruption for the student and school, gives the student appropriate privacy, and models exemplary cooperation with law enforcement authorities.~~

The principal or designee shall accommodate the interview in a way that causes the least possible disruption for the student and school and provides the student appropriate privacy.

At the law officer's discretion and with the student's approval, the principal or designee may be present during the interview.

Except in cases of child abuse or neglect, the principal or designee shall attempt to notify the student's parent/guardian as soon as practicable after law enforcement has interviewed the student on school premises.

If a minor student is removed from school into the custody of law enforcement, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906)

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BOARD POLICY**

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Series 5000

Students

BP 5145.11(b)

Subpoenas

Although subpoenas may legally be served at school on students age 12 or older, the Board believes that serving officials should be strongly urged to serve subpoenas at the home of the student whenever possible. When served at school, the principal or designee shall take all reasonable steps to ~~ensure a minimum of embarrassment~~ **or protect the student's privacy rights and to minimize** loss of class time for the student.

Legal Reference:

EDUCATION CODE

44807 Duty concerning conduct of pupils

48264 Arrest of truants

48265 Delivery of truant

48902 Notice to law authorities

48906 Release of minor pupil to peace officers; notice to parent, guardian or relative

48909 Narcotics and other hallucinogenic drugs (re arrest)

CODE OF CIVIL PROCEDURE

416.60 Service of summons or complaint to a minor

PENAL CODE

830-832.17 Peace officers

1328 Service of subpoena

WELFARE AND INSTITUTIONS CODE

627 Custody of minor

CODE OF REGULATIONS, TITLE 5

303 Duty to remain at school

COURT DECISIONS

Camreta v. Greene, (2011) 131 S.Ct. 2020

People v. Lessie, (2010) 47 Cal. 4th 1152

In re William V., (2003) 111 Cal.App.4th 1464

ATTORNEY GENERAL OPINIONS

54 Ops. Cal. Atty. Gen. 96 (1971)

34 Ops. Cal. Atty. Gen. 93 (1959)

Management Resources:

WEB SITES

California Department of Justice, Office of the Attorney General: <http://caag.state.ca.us>

Adopted: 5-20-86

Amended: 9-5-89, 9-5-89, 8-18-92, 9-17-02, 8-17-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

**SUBJECT: 11.f. APPROVE AMENDMENT TO BOARD POLICY 6111 – SCHOOL
CALENDAR –First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6111 – School Calendar?

BACKGROUND: Board Policy 6111 is being revised to reflect new law (SB 70, 2011) which extends, until the end of the 2014-15 school year, authorization for district to reduce the length of the school year without incurring financial penalties. Board Policy 6111 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6111 – School Calendar.
2. Do not amend Board Policy 6111 – School Calendar.
3. Adopt a modified version of the amendment to Board Policy 6111 – School Calendar.

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

86

Series 6000

Instruction

BP 6111(a)

School Calendar

For each school, the Governing Board shall adopt a calendar that meets the requirements of law as well as the needs of the community, students and the work year as negotiated with the district's employee organization(s). As appropriate, the Superintendent or designee shall ensure that the proposed calendar is aligned with assessment and accountability schedules in order to support the district's goals for student achievement.

(cf. 0200 – Goals for the School District)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 6162.51 – Standardized Testing and Reporting Program)
(cf. 6162.52 – High School Exit Examination)

Each school calendar shall show the beginning and ending school dates, legal and local holidays, staff development days, orientation days, minimum days, vacation periods and other pertinent dates.

(cf. 6112 - School Day)
(cf. 6115 - Ceremonies and Observances)
(cf. 6117 - Year-Round Schedules)
(cf. 6177 - Summer School)

The district shall offer 180 days of instruction per year, ***except for any school year in which unless the district and employee organization(s) have negotiated to reduce the agree to have fewer days of instruction pursuant to the authorization in Education Code 46201.2. in any school year through 2012-13 pursuant to the authorization in Education Code 42605.***

(cf. 1431 – Waivers)

Staff development days shall not be counted as instructional days.

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

Notification of the schedule of minimum days shall be sent to all parents/guardians at the beginning of the school year. If any minimum days are added to the schedule, the Superintendent or designee shall notify the parents/guardians of the affected students as soon as possible and at least one month before the scheduled minimum day. (Education Code 48980)

(cf. 5145.6 - Parental Notifications)

If a school will be used as a polling place on an election day, the Board shall determine whether to continue school in session, designate the day for staff training and development, or close the school to students and non-classified staff. (Elections Code 12283)

(cf. 1400 – Relations Between Governmental Agencies and the Schools)
(cf. 5113 – Absences and Excuses)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

87

Series 6000

Instruction

BP 6111(b)

Legal Reference:

EDUCATION CODE

37200-37202 School calendar

37220-37221 Holidays

37252-37253 Summer school

37300-37303 Year-Round School Demonstration Project

37600-37672 Continuous school programs: year-round schools, especially:

37618 School calendar

37700-37707 Four-day week

41422 Schools not maintained for 175 days

41530-41532 Professional Development Block Grant

46200-46206 Incentives for longer instructional day and year

46300 Method of computing ADA

48980 Notice at beginning of term

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

44579-44579.6 Instructional Time and Staff Development Reform Program

ELECTIONS CODE

12283 School closures, election days

COURT DECISIONS

Butt v. State of California, (1992) 4 Cal 4th 668

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Davis Joint Unified School District, (1984) PERB Decision No. 474

Management Resources:

WEB SITES

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

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

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

Secretary of State's Office: <http://www.ss.ca.gov>

Adopted: 4-26-78

Amended: 4-18-79, 11-19-80, 9-17-02, 2-17-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

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

SUBJECT: 11.g. APPROVE AMENDMENT TO BOARD POLICY 7310 – NAMING OF FACILITY –First Reading

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

BACKGROUND: Board Policy 7310 includes a new section on “Naming Rights” which authorizes the board to enter into a written agreement granting any person or entity the right to name any district building or facility. Section on “Memorials” expanded to including commemorative trees, monuments, or other district facilities. Board Policy 7310 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

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

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7310(a)

Naming of Facility

~~It is the intent of the Governing Board that a name be selected for each new school early in the planning process. The Board of Education will make its selection from names suggested by students.~~

~~All names shall relate to the geography, ecology, anthropology, or history of the Oak Pak area. The following criteria should also be considered in the selection of a name:~~

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

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

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

Dedication of Facility

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

The Governing Board shall name district schools and other district-owned or leased buildings, grounds, and facilities in recognition of:

- 1. Individuals, living or deceased, and entities that have made outstanding contributions, including financial contributions, to the school community***
- 2. Individuals, living or deceased, who have made contributions of statewide, national or worldwide significance***
- 3. The geographic area in which the school or building is located***

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7310(b)

The Board encourages community participation in the process of selecting names. A citizen advisory committee shall be appointed to review name suggestions and submit recommendations for the Board's consideration.

(cf. 1220 – Citizen Advisory Committees)

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

Before adopting any proposed name, the Board shall hold a public hearing at which members of the public will be given an opportunity to provide input.

(cf. 9320 – Meetings and Notices)

When naming or renaming a district school, building or facility, the Board may specify the duration for which the name shall be in effect.

Memorials

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

Naming Rights

The Board may grant to any person or entity the right to name any district building or facility. In doing so, the Board shall enter into a written agreement which shall:

- 1. Specify the benefits to the district from entering into the agreement*
- 2. State the roles and responsibilities of the parties to the agreement, including whether or not the Board shall retain the power to approve any proposed name*
- 3. Provide details related to the name right granted, including the building, grounds, or facility involved and the duration for which the name shall be in effect*
- 4. Prohibit any message, image, or other depiction that advocates or endorses the use of drugs, tobacco, or alcohol, encourages unlawful discrimination against any person or*

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7310(c)

group, or promotes the use of violence or the violation of any law or district policy

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

(cf. 1325 – Advertising/Promotions)

(cf. 3290 – Gifts, Grants and Bequests)

5. *Reserve the authority to terminate the naming right if it determines that the grantee, subsequent to receiving the name right, has engaged in any of the prohibited acts stated in item #4 above or other criminal or unlawful acts that might bring the district into disrepute.*

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

Adopted: 11-16-77

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

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

**SUBJECT: 11.h. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9150 –
STUDENT BOARD MEMBERS - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Bylaws of the Board 9150 – Student Board Members?

BACKGROUND: Board Bylaw 9150 clarifies that student board members must be selected by district high school students. Bylaw also includes new section on “Student Board Member Development” which 1) authorizes student board members to participate in trainings, workshops, and conferences at district expense to enhance their knowledge, understanding, and performance of board responsibilities and 2) authorizes the superintendent to provide an orientation to student board member candidates regarding board responsibilities. Board Bylaw 9150 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve the amendment of Bylaws of the Board 9150 – Student Board Members.
2. Do not approve the amendment Bylaws of the Board 9150 – Student Board Members.
3. Adopt a modified version of the amendment to Bylaws of the Board 9150 – Student Board Members.

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 9150(a)

Student Board Members

The Governing Board believes *that engaging the study body and seeking its input and feedback regarding the district's educational programs and activities are vital to achieving the district's mission of educating district students. To enhance communication between the Board and the student body and to encourage student involvement in district affairs,* it is important to seek out and consider students' ideas, viewpoints and reactions to the educational program. In order to provide student input and involvement, the Board shall include **at least** one (1) student Board member(s) selected *by the district's high school students* in accordance with procedures approved by the Board.

The term of student Board members shall be one calendar year, commencing on July 1 *of each year*. A Student Board members shall have the right to attend all Board meetings except closed (*executive*) sessions. (Education Code 35012)

A Student Board members shall be seated with regular *other members of the Board*. members and be *In addition, a Student Board member shall be* recognized at Board meetings as a full members, shall receive all materials presented to *other* Board members except those related to closed sessions, ~~They~~ and may participate in questioning witnesses and discussing issues. (Education Code 35012)

A Student Board member(s) may cast preferential votes on all matters except those subject to closed session discussion. Preferential votes shall be cast prior to the official Board vote and shall not affect the final numerical outcome of a vote. Preferential votes shall be recorded in the Board meeting minutes. (Education Code 35012)

A Student Board member(s) may make motions that may be acted upon by the Board, except on matters dealing with employer-employee relations pursuant to Government Code 3540-3549.3. (Education Code 35012)

A Student Board members may *shall* be reimbursed for mileage *to the same extent as other members of the Board* but shall not receive compensation for attendance at Board meetings. (Education Code 35012)

Student Board Member Development

As necessary, the Superintendent or designee shall, at district expense, provide learning opportunities to Student Board members, through trainings, workshops, and conferences, to enhance their knowledge, understanding, and performance of their Board responsibilities.

**OAK PARK UNIFIED SCHOOL DISTRICT
BYLAWS OF THE BOARD**

Series 9000

Bylaws of the Board

BB 9150(a)

The Superintendent or designee may periodically provide an orientation for Student Board member candidates to give them an understanding of the responsibilities and expectation of Board service.

Legal Reference:

EDUCATION CODE

33000.5 Appointment of student members to State Board of Education

35012 Board members; number, election and terms; pupil members

GOVERNMENT CODE

3540-3549.3 Meeting and Negotiating in Public Educational Employment

Management Resources:

WEB SITES

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

California Association of Student Councils: <http://www.casc.net>

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

Adopted: 3-12-02

Amended: 9-17-02