

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.5.b. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR
SPECIAL EDUCATION STUDENT #02-12/13 - \$ 27,757.40**

ACTION

ISSUE: Should the Board of Education approve contract for non-public school for Special Education student #02-12/13?

BACKGROUND: This seventeen-year-old, twelfth grade, Other Health Impaired student requires placement at Summit View Non-Public School. Summit View Non-Public School (HELP Group) is a certified non-public school and has a master contract with Ventura County SELPA. The cost of this placement is \$27,757.40. The District will receive \$5,000.00 in revenue limit funds to reduce the actual cost to \$22,757.40.

ALTERNATIVES: 1) Fund this non-public school placement.
2) Do not fund this non-public school placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. The H.E.L.P. Group—Summit View School is a certified non-public school.

Respectfully Submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

**INDIVIDUAL SERVICES CONTRACT FOR
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 - 56366.5) (# 02-12/13)**

THIS SERVICE CONTRACT is made and entered into this 18th day of September, 2012 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. GROUP**, 13130 Burbank Blvd., Sherman Oaks, CA. 91401, Telephone: (818) 779-5105, FAX (818) 779-5103 a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level:

Hereinafter referred to a "PUPIL", who is a resident of Ventura County

Pupil's school of residence is School: Oak Park High School
NPS: Summit View (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

-
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
 2. This contract is authorized for up to **180** days as specified in the Individualized Education Program.
 3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** **\$144.43 per day**, defined in **Item #62 of the Master Contract**.
 4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
 5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
 6. The length of the instructional program will be **300 minutes per day**, Monday through Friday, as defined in **Item #23 of the Master Contract**.

7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.
8. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

A. Basic Education Program:

Regular school year: 180 days

Total number of Days: 180 days times Per Diem **\$144.43**

MAXIMUM TOTAL BASIC EDUCATION COSTS (A):

\$ 25,997.40

B. Designated Instruction and Services/Related Services:

Counseling - Individual:

120 minutes per month @ \$88/ hr for 10 months (pro-rated for shorter months)

Total Counseling Cost:

\$ 1,760.00

MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COSTS

\$ 27,757.40

9. Other provisions as necessary:

- A. Progress reports on all goals and objectives will be submitted quarterly and at report card times with the report card to the District in a timely manner.
- B. All test results, reports, and data will be submitted to the District when completed.
- C. District observations of student.
- D. Participation in IEP meetings.
- E. All other provisions in the Master Contract.

The parties hereto have executed this contract by and through their duly authorized agents or representatives.

The contract is effective on July 1, 2012 and terminates at 5:00 P.M. on June 30, 2013 unless sooner terminated as provided herein.

CONTRACTOR

Name and Address of Nonpublic School/Agency:
H.E.L.P GROUP-SUMMIT VIEW SCHOOL
13130 Burbank Blvd.
Sherman Oaks, California 91401

DISTRICT

Name and Address of Contractor:
OAK PARK UNIFIED SCHOOL DIST.
5801 E.Conifer Street
Oak Park, CA 91377

Contracting Officer's Signature

District Officer's Signature

Print/Type Name and Title

Anthony W. Knight, Superintendent

Date

September 19, 2012
Date

Approved by the Oak Park Unified School District Governing Board on (date): September 18, 2012

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.5.c. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR
SPECIAL EDUCATION STUDENT #03-12/13 - \$ 25,997.40**

ACTION

ISSUE: Should the Board of Education approve this contract for non-public school for Special Education student #03-12/13?

BACKGROUND: This seventeen-year-old, twelfth grade, Other Health Impaired student requires placement at Coldwater Canyon Non-Public School. Coldwater Canyon Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$25,997.40. The District will receive \$5,000.00 in revenue limit funds to reduce the actual cost to \$20,997.40. Student will graduate in June and will no longer require non-public school placement.

ALTERNATIVES: 1) Fund this non-public school placement.
2) Do not fund this non-public school placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. The H.E.L.P. Group—Coldwater Canyon School is a certified non-public school.

Respectfully Submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

**INDIVIDUAL SERVICES CONTRACT FOR
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 - 56366.5) (# 03-12/13)**

THIS SERVICE CONTRACT is made and entered into this 18th day of September, 2012 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. GROUP**, 13130 Burbank Blvd., Sherman Oaks, CA. 91401, Telephone: (818) 779-5105, FAX (818) 779-5103 a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level:

Hereinafter referred to a "PUPIL", who is a resident of Ventura County

Pupil's school of residence is School: Oak Park High School
NPS: Coldwater Canyon (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

-
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
 2. This contract is authorized for up to **180** days as specified in the Individualized Education Program.
 3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$144.43 per day**, defined in **Item #62 of the Master Contract**.
 4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
 5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
 6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.

7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.
8. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

A. Basic Education Program:

Regular school year: 180 days

Total number of Days: 180 days times Per Diem **\$144.43**

MAXIMUM TOTAL BASIC EDUCATION COSTS (A):

\$ 25,997.40

9. Other provisions as necessary:

- A. Progress reports on all goals and objectives will be submitted quarterly and at report card times with the report card to the District in a timely manner.
- B. All test results, reports, and data will be submitted to the District when completed.
- C. District observations of student.
- D. Participation in IEP meetings.
- E. All other provisions in the Master Contract.

The parties hereto have executed this contract by and through their duly authorized agents or representatives.

The contract is effective on July 1, 2012 and terminates at 5:00 P.M. on June 30, 2013 unless sooner terminated as provided herein.

CONTRACTOR

Name and Address of Nonpublic School/Agency:
H.E.L.P GROUP-SUMMIT VIEW SCHOOL
13130 Burbank Blvd.
Sherman Oaks, California 91401

DISTRICT

Name and Address of Contractor:
OAK PARK UNIFIED SCHOOL DIST.
5801 E.Conifer Street
Oak Park, CA 91377

Contracting Officer's Signature

District Officer's Signature

Print/Type Name and Title

Anthony W. Knight, Superintendent

Date

September 19, 2012
Date

Approved by the Oak Park Unified School District Governing Board on (date): September 18, 2012

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.5.d. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR
SPECIAL EDUCATION STUDENT #04-12/13 - \$33,886**

ACTION

ISSUE: Should the Board of Education approve this contract for non-public school for Special Education student #04-12/13?

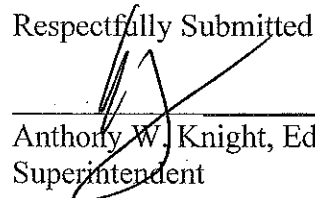
BACKGROUND: This eighteen-year-old, twelfth grade, student has been attending Village Glen Non-Public School for the past three years. The IEP team has determined that a non-public school is the least restrictive appropriate placement at this time. Village Glen Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$33,886. The District will receive \$5,000 in revenue limit funds to reduce the actual cost to \$28,886.

ALTERNATIVES: 1) Fund this non-public school placement.
2) Do not fund this non-public school placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. The H.E.L.P. Group—Village Glen School is a certified non-public school.

Respectfully Submitted



Anthony W. Knight, Ed.D.
Superintendent

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

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

**INDIVIDUAL SERVICES CONTRACT FOR
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 - 56366.5) (# 04-12/13)**

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THIS SERVICE CONTRACT is made and entered into this 18th day of September, 2012, between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. Group**, 13130 Burbank Blvd., Sherman Oaks, CA 91401, Telephone: (818) 779-5105, FAX (818) 779-5103, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level:

Hereinafter referred to a "PUPIL", who is a resident of Ventura County

Pupil's school of residence: Oak Park High School
NPS: Village Glen (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
2. This contract is authorized for up to 200 days as specified in the Individualized Education Program.
3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** \$144.43/day as defined in **Item #62 of the Master Contract**.
4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.
7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.

8. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

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A. Basic Education Program:

2012 ESY: 20 days

Regular school year: 180 days

Total number of Days: 200 times Per Diem \$144.43

MAXIMUM TOTAL BASIC EDUCATION COSTS (A): **\$28,886.00**

B. Transportation:

\$25.00 per day x 200 days

\$ 5,000.00

MAXIMUM TOTAL RELATED SERVICES COST (B) **\$ 5,000.00**

MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COST (A&B) **\$33,886.00**

9. Other provisions as necessary:

- A. Progress reports on all goals and objectives will be submitted quarterly and at report card times with the report card to the District in a timely manner.
- B. All test results, reports, and data will be submitted to the District when completed.
- C. District observations of student.
- D. Participation in IEP meetings.
- E. All other provisions in the Master Contract.

The parties hereto have executed this contract by and through their duly authorized agents or representatives.

The contract is effective on July 1, 2012 and terminates at 5:00 P.M. on June 30, 2013 unless sooner terminated as provided herein.

CONTRACTOR

H.E.L.P Group-Bridgeport School
13130 Burbank Blvd.
Sherman Oaks, California 91401

DISTRICT

Oak Park Unified School District
5801 E. Conifer Street
Oak Park, California 91377

Contracting Officer's Signature

District Officer's Signature

Print/Type Name and Title

Anthony W. Knight, Superintendent

Date

September 19, 2012

Date

Approved by the Oak Park Unified School District Governing Board on (date): September 18, 2012

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

SUBJECT: C.5.e. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR SPECIAL EDUCATION STUDENT #05-12/13 - \$36,102

ACTION

ISSUE: Should the Board of Education approve contract for non-public school for Special Education student #05-12/13?

BACKGROUND: This twelve-year-old, 6th grade, severely handicapped autistic student has been attending school at The Help Group for the last five years. The IEP team has determined that a non-public school is the least restrictive appropriate placement at this time. Sunrise Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$36,102. The District will receive \$5,000 in revenue limit funds to reduce the actual cost to \$31,102.

ALTERNATIVES: 1) Fund this non-public school placement.
2) Do not fund this non-public school placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. The H.E.L.P. Group—Sunrise School is a certified non-public school.

Respectfully Submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

**INDIVIDUAL SERVICES CONTRACT FOR
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 - 56366.5) (# 05-12/13)**

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THIS SERVICE CONTRACT is made and entered into this 18th day of September, 2012, between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. Group**, 13130 Burbank Blvd., Sherman Oaks, CA 91401, Telephone: (818) 779-5105, FAX (818) 779-5103, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level:

Hereinafter referred to a "PUPIL", who is a resident of Ventura County

Pupil's school of residence: Medea Creek Middle School
NPS: Sunrise (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
2. This contract is authorized for up to 200 days as specified in the Individualized Education Program.
3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** \$144.43/day as defined in **Item #62 of the Master Contract**.
4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
6. The length of the instructional program will be **280 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.
7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.

8. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

97

A. Basic Education Program:

2012 ESY: 20 days

Regular school year: 180 days

Total number of Days: 200 times Per Diem 144.43

MAXIMUM TOTAL BASIC EDUCATION COSTS (A):

\$28,886.00

B. Designated Instruction and Services/Related Services:

Speech/Language Services:

60 minutes per week for 42 weeks @ \$88.00 per hour.

Total Speech/Language Cost:

\$ 3,696.00

Occupational Therapy:

30 minutes per week for 42 weeks @ \$60.00 per 30 minutes = 2,520.00

60 minutes per month (1x) @ \$100.00 for 10 months = 1,000.00.

Total Occupational Therapy Cost:

\$ 3,520.00

MAXIMUM TOTAL RELATED SERVICES COST (B)

\$ 7,216.00

MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COST (A&B)

\$36,102.00

9. Other provisions as necessary:

- A. Progress reports on all goals and objectives will be submitted quarterly and at report card times with the report card to the District in a timely manner.
- B. All test results, reports, and data will be submitted to the District when completed.
- C. District observations of student.
- D. Participation in IEP meetings.
- E. All other provisions in the Master Contract.

The parties hereto have executed this contract by and through their duly authorized agents or representatives.

The contract is effective on July 1, 2012 and terminates at 5:00 P.M. on June 30, 2013 unless sooner terminated as provided herein.

CONTRACTOR

H.E.L.P Group-Bridgeport School
13130 Burbank Blvd.
Sherman Oaks, California 91401

DISTRICT

Oak Park Unified School District
5801 E. Conifer Street
Oak Park, California 91377

Contracting Officer's Signature

District Officer's Signature

Print/Type Name and Title

Anthony W. Knight, Superintendent

Date

September 19, 2012

Date

Approved by the Oak Park Unified School District Governing Board on (date): September 18, 2012

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

SUBJECT: C.5.f. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR SPECIAL EDUCATION STUDENT #06-12/13 - \$35,003

ACTION

ISSUE: Should the Board of Education approve this contract for non-public school for this student?

BACKGROUND: This eighteen-year-old, Post Secondary, severely handicapped, orthopedically impaired student has been attending Bridgeport Non-Public School since 2007. The IEP team has determined that a non-public school is the least restrictive appropriate placement at this time. Bridgeport Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$35,003. The District will receive \$5,000 in revenue limit funds to reduce the actual cost to \$30,003.

ALTERNATIVES: 1) Fund this non-public school placement.
2) Do not fund this non-public school placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. The H.E.L.P. Group—Bridgeport School is a certified non-public school.

Respectfully Submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

**INDIVIDUAL SERVICES CONTRACT FOR
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 - 56366.5) (# 06-13/13)**

100

THIS SERVICE CONTRACT is made and entered into this 18th day of September, 2012, between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. Group**, 13130 Burbank Blvd., Sherman Oaks, CA 91401, Telephone: (818) 779-5105, FAX (818) 779-5103, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level:

Hereinafter referred to a "PUPIL", who is a resident of Ventura County

Pupil's school of residence: Oak Park High School

NPS: Bridgeport (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

-
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
 2. This contract is authorized for up to 200 days as specified in the Individualized Education Program.
 3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** \$144.43/day as defined in **Item #62 of the Master Contract**.
 4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
 5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
 6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.
 7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.

8. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

101

A. Basic Education Program:

2012 ESY: 20 days

Regular school year: 180 days

Total number of Days: 200 times Per Diem of \$ 144.43

MAXIMUM TOTAL BASIC EDUCATION COSTS (A):

\$28,886.00

B. Designated Instruction and Services/Related Services:

Speech/Language Services: 30 minutes per week.

42 weeks @ \$88.00 per hour. (\$44.00 per 30 minutes)

Total Speech/Language Cost:

\$ 1,848.00

Occupational Therapy: 30 minutes direct service per week for 42 weeks @ \$60.00 per hour (4 wks ESY + 38 wks Regular school year).

Total Occupational Therapy Cost:

\$ 2,520.00

Adapted Physical Education: 60 minutes per week for 42 weeks @ \$66.00

per hour (\$33.00 per 30 minutes) (4 wks ESY + 38 wks Regular school year). = \$1,386.00

30 minutes per month Consultation (1x) @ \$33.00 for 11 months = \$363.00

Total Adapted Physical Education Cost:

\$ 1,749.00

MAXIMUM TOTAL RELATED SERVICES COST (B)

\$ 6,117.00

MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COST (A&B)

\$35,003.00

9. Other provisions as necessary:

- A. Progress reports on all goals and objectives will be submitted quarterly and at report card times with the report card to the District in a timely manner.
- B. All test results, reports, and data will be submitted to the District when completed.
- C. District observations of student.
- D. Participation in IEP meetings.
- E. All other provisions in the Master Contract.

The parties hereto have executed this contract by and through their duly authorized agents or representatives.

The contract is effective on July 1, 2012 and terminates at 5:00 P.M. on June 30, 2013 unless sooner terminated as provided herein.

CONTRACTOR

H.E.L.P Group-Bridgeport School
13130 Burbank Blvd.
Sherman Oaks, California 91401

DISTRICT

Oak Park Unified School District
5801 E. Conifer Street
Oak Park, California 91377

Contracting Officer's Signature

District Officer's Signature

Print/Type Name and Title

Anthony W. Knight, Superintendent

Date

September 19, 2012

Date

Approved by the Oak Park Unified School District Governing Board on (date): September 18, 2012

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.5.g. APPROVE CONTRACT FOR NON-PUBLIC AGENCY FOR
THREE SPECIAL EDUCATION STUDENTS #07-12/13 - \$69,450.00
ACTION**

ISSUE: Should the Board of Education approve this contract for non-public agency services for #07-12/13?

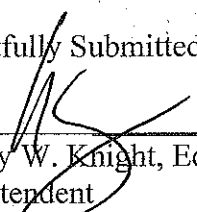
BACKGROUND: Currently there is one autistic student who resides and attends school within Oak Park Unified School District, and who requires specialized behavior intervention services throughout their school day. Autism Center for Treatment (ACT) is able to provide these specialized services on the school campuses. (A second student received NPA services from ACT during July 2012 ESY.) The total cost for these services is: \$69,450.00.

ALTERNATIVES: 1) Fund this non-public school placement.
2) Do not fund this non-public school placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. Autism Center for Treatment (ACT) is a certified non-public agency.

Respectfully Submitted



Anthony W. Knight, Ed.D.
Superintendent

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

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

**INDIVIDUAL SERVICES CONTRACT FOR
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 - 56366.5) (#07-12/13)**

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THIS NON-PUBLIC AGENCY CONTRACT is made and entered into this 18th day of September 2012, between **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **Autism Center for Treatment (ACT)**, 29525 Canwood Street, Suite 303, Agoura Hills, CA 91301, hereinafter referred to as "Contractor" for:

Name of Pupils:

1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
2. This contract is authorized to cover services during the regular school year and for the extended school year only as specified in the Autism Center for Treatment (ACT), or as designated in this contract.
3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** for behavior intervention services.
4. The pupil's service provider will hold the following license: Proper education, certificate, and training to supervise and provide behavioral services to the student.
5. The pupil:supervisor ratio will be **1:1**
6. The frequency of the related services will be provided as specified in the student's Individualized Education Program and in Item 7A of this Contract.
7. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified below.

A. RELATED SERVICES:

All Aide and Supervision services are to be provided on school days of student attendance, during school hours, and on the school campus.

1.

ESY 2012- July only:

1:1 ABA Aide (College level behavior therapist) @ 8 days x 4 hours per day @ \$50.00 per hour = 32 hours x \$50.00 per hour \$ 1,600.00

ESY 2013 – June only:

1:1 ABA Aide (College level behavior therapist) @ 9 days x 4 hours per day @ \$50.00 per hour = 36 hours x \$50.00 per hour \$ 1,800.00

Supervision:

Up to 1 hour of supervision during July 2012 ESY, to be provided by any of the following:

- a. Psychological Assistant @ \$125/hr or
- b. PhD Licensed Psychologist @ \$175/hr

Up to 1 hour of supervision during June 2013 ESY, to be provided by any of the following:

- a. Psychological Assistant @ \$125/hr or
- b. PhD Licensed Psychologist @ \$175/hr

Maximum ESY Supervision Cost:	\$ 350.00
Maximum Total ESY 2012/2013 Cost:	\$ 3,750.00

Regular School Year 2012/2013:

August 29, 2012 to June 14, 2013.

1:1 ABA Aide (College level behavior therapist). 6.30 hours per day for 180 days, pro-rated for weeks less than full weeks.

6.30 hours per day for 180 days @ \$50.00 per hour = \$56,700.00.

Maximum Total 2012/2013 School Year Aide Cost:	\$ 56,700.00
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Supervision:

Up to 4 hours per month (except 6 hours per month for September and October), maximum of 39 hours total, of supervision services, pro-rated for shorter months, to be provided by any of the following:

- a. Psychological Assistant @ \$125/hr or
 - b. PhD Licensed Psychologist @ \$175/hr
- 35 hours @ maximum \$175/hr = \$6,125.00

Total Maximum 2012/2013 School Year Supervision Cost:	\$ 6,825.00
Total 2012/2013 School Year Aide Cost:	\$ 56,700.00
Total 2012/2013 ESY Cost:	\$ 3,750.00

GRAND TOTAL:	\$ 67,275.00
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2.

ESY 2012- July only:

1:1 ABA Aide (College level behavior therapist) @ 10 days x 4 hours per day @ \$50.00 per hour = 40 hours x \$50.00 per hour \$ 2,000.00

Supervision:

1 hour of behavioral services during July 2012 ESY, to be provided by any of the following:

- c. Psychological Assistant @ \$125/hr or
- d. PhD Licensed Psychologist @ \$175/hr

Maximum 2012 ESY Supervision Cost:	\$ 175.00
Maximum Total ESY 2012 Cost:	\$ 2,175.00

Total 2012 ESY Cost:	\$ 2,175.00
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GRAND TOTAL:	\$ 2,175.00
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GRAND TOTAL – BOTH STUDENTS:**\$69,450.00**

8. A log of services, including dates and times, and progress notes signed by the clinician/supervisor will be submitted with each month's billing.

The parties hereto have executed this contract by and through their duly authorized agents or representatives.

The contract is effective on July 1, 2012 and terminates at 5:00 P.M. on June 30, 2013, unless sooner terminated as provided herein.

CONTRACTOR

Autism Center for Treatment (ACT)
(Name of Nonpublic School/Agency)

29525 Canwood Street, Suite 303

(Mailing Address)

Agoura Hills, CA 90301

(City / State / Zip Code)

(Contracting Officer's Signature)

(Type Name and Title)

Aimee Anderson, PhD

Director, ACT

(Date)

Approved by the Oak Park Governing Board on: _____

DISTRICT

Oak Park Unified School District
(Name of School District)

5801 E Conifer St

(Mailing Address)

Oak Park, CA 91377

(City / State / Zip Code)

(Signature)

Dr. Anthony W. Knight

(Superintendent)

September 19, 2012

(Date)

September 18, 2012

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 18, 2012
SUBJECT: C.6.a. APPROVE RESOLUTION #12-20 IN SUPPORT OF PROPOSITION 30

ACTION

ISSUE: Shall the Board of Education approve Resolution #12-20 in support of Proposition 30 and/or Proposition 38 on the November 2012 ballot?

BACKGROUND: The school district budget has already been cut \$1.4 million this year and will need to be cut an additional \$1.5 million if Proposition 30 does not pass. If Proposition 38 passes and 30 does not, the cut will still need to be made this year but revenues would increase in the following year. An analysis of both issues is attached as well as a sample resolution for the consideration of the Board

ALTERNATIVES:

1. Approve a resolution in support of Proposition 30
2. Approve a resolution in support of Proposition 38
3. Approve a resolution in support of both Proposition 30 and 38
4. Do not approve a resolution in support of either measure.

RECOMMENDATION: Alternative #1.

RATIONALE: Proposition 30 will provide immediate assistance to the schools and allow us to balance our budget. Proposition 38 will delay funding and will also create a complex system of funding, which will require greater oversight by the District and take decision-making regarding funding and expenditures away from the elected school Board and transfer it to the school site councils. This could create disunity of programs in the District and have a negative impact on student achievement.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE: AYES NOES ABSTAIN ABSENT

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

OAK PARK UNIFIED SCHOOL DISTRICT
Resolution #12-20

Schools & Local Public Safety Protection Act (Proposition 30)

WHEREAS, the Oak Park Unified School District Board of Education is committed to making policy and financial decisions that enable the school district to provide quality educational programs and services to the school-age children of our community; and

WHEREAS, since the onset of the state's fiscal crisis in 2008, public schools statewide have experienced unprecedented funding reductions and apportionment deferrals totaling more than \$20 billion; and

WHEREAS, California public schools now rank 47th out of the 50 states in per-pupil spending. Moreover, more than 40,000 educators have been laid off from California public schools since 2008, impacting the quality of the educational programs delivered to students; and

WHEREAS, the district has implemented over \$_____ million in program and personnel reductions since 2008-09, and faces an additional \$_____ million in ongoing revenue reductions should Proposition 30 fail; and

WHEREAS, the school funding crisis is at historic proportions with 188 school districts certifying possible difficulty in meeting their financial obligations over the next two years; and

WHEREAS, the 2012-13 state budget is predicated on voter approval in November 2012 of the Schools & Local Public Safety Protection Act (Proposition 30), without which schools will receive additional mid-year funding reductions that will result in additional cuts in services and programs to students; and

WHEREAS, Proposition 30 will protect public schools by providing a critical short-term funding solution that could allow for the restoration of some student programs and services in the future; and

BE IT RESOLVED that the district's Board of Trustees joins school districts and county offices of education around the state, in supporting Proposition 30 to urge state leaders to work with the education community to identify long-term adequate funding solutions for public schools in California; and

BE IT FURTHER RESOLVED, that the Oak Park Unified School District Board of Trustees, supports the passage of Proposition 30 because it will protect the district and California's public education system from further devastating reductions.

The foregoing Resolution is adopted by the Governing Board of the Oak Park Unified School District on the 18th day of September, 2012, by the following vote:

Ayes: _____ Noes: _____ Absent: _____ Abstain: _____

 President, Governing Board of the
 Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 19, 2012 AUGUST 21, 2012 SEPTEMBER 18, 2012

**SUBJECT: C.7.a. APPROVE AMENDMENT TO BOARD POLICY 5144.1 –
SUSPENSION AND EXPULSION/DUE PROCESS – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process?

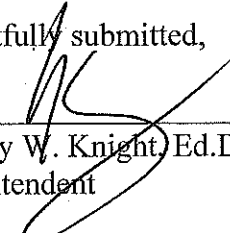
BACKGROUND: Board Policy 5144.1 is a mandated policy being reorganized to include language requiring fair, consistent enforcement of suspension and expulsion rules in response to new U.S. Department of Education Office for Civil Rights (OCR) report finding disproportionate rates of suspension/expulsion by race and ethnicity, gender, and disability. Policy also revises materials re: zero tolerance to encourage use of alternative disciplinary measures that keep students in school during the school day, except under specified circumstances. Board Policy 5144.1 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process.
2. Do not amend Board Policy 5144.1 – Suspension and Expulsion/Due Process.
3. Adopt a modified version of the amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process.

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 5144.1(a)

Suspension And Expulsion/Due Process

The Governing Board *desires to provide district students access to education opportunities in an orderly school environment that protects their safety and security, ensures their welfare and well-being, and promotes their learning and development. The Board shall develop* ~~has established policies~~ *rules and regulations setting the standards of behavior expected of district students and the disciplinary processes and procedures for addressing violations of those standards, including suspension and/or expulsion.* ~~and standards of behavior in order to promote learning and protect the safety and well-being of all students. When these policies and standards are violated, it may be necessary to suspend or expel a student from regular classroom instruction.~~

(cf. 5131 – Conduct)

(cf. 5144 - Discipline)

The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be those specified in law and/or administrative regulation.

District staff shall enforce the rules concerning suspension and expulsion of students fairly, consistently, and in accordance with the district's nondiscrimination policies.

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

~~Except where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code 48900.5)~~

~~Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature~~ *or offenses for which suspension or expulsion is required by law*, ~~expulsion is~~ *shall be* ~~used only when there is the student involved has a history of misconduct, when other forms of discipline, including suspension, and other means of correction have failed to bring about proper conduct, or when the student's presence causes a continuing danger to him/herself or others. (Education Code 48915)~~

To correct the behavior of students who are subject to discipline, the Superintendent or designee, to the extent allowed by law, shall use alternative disciplinary measures that keep students in school during the day.

(cf. 1020 – Youth Services)

(cf. 5138 – Conflict Resolution/Peer Mediation)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5144.1(b)

*(cf. 6142.4 – Service Learning/Community Service Classes)**(cf. 6164.2 – Guidance/Counseling Services)**(cf. 6164.5 – Student Success Teams)*

Alternatives to suspension or expulsion also shall be used with students who are truant, tardy or otherwise absent from assigned school activities.

*(cf. 5113 – Absences and Excuses)**(cf. 5113.1 – Chronic Absence and Truancy)*

Suspended or expelled students shall be denied the privilege of participation in all school-related extracurricular activities during the period of suspension or expulsion.

*(cf. 6145 – Extracurricular and Cocurricular Activities)**(cf. 6145.2 – Athletic Competition)*

Progressive Discipline

Although the Oak Park Unified School District follows a progressive approach to student discipline, the acts enumerated in Education Code 48915 (“possessing, selling or otherwise furnishing a firearm; brandishing a knife at another person; unlawfully selling a controlled substance listed in section 11053 of the Health and Safety Code; committing or attempting to commit a sexual assault; and possession of explosives”) constitute serious threats to school and individual safety. As a result, they will be dealt with in a swift and appropriate manner as prescribed by Education Code. This approach makes the removal of potentially dangerous students from the classroom a top priority. It ensures fair and equal treatment of all students and requires that all offenders be punished to the fullest extent allowed by law. Staff shall immediately report to the Superintendent or designee any incidence of offenses specified in law, Board policy and administrative regulation as cause for suspension or expulsion.

The Superintendent or designee shall notify staff, students and parents/ guardians about the district's discipline policies and the consequences which may result from student offenses. He/she shall also ensure strict enforcement of these policies.

Student Due Process

The Board shall provide for the fair and equitable treatment of students facing suspension and expulsion by affording them their due process rights under the law. The Superintendent or designee shall comply with procedures for notices and appeals as specified in law **and** administrative regulation ~~and/or~~. (Education Code 48911, 48915, 48915.5)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5144.1(c)

*(cf. 5119 - Students Expelled from Other Districts)**(cf. 5144.2 - Suspension and Expulsion/Due Process (Individuals with Disabilities))*

Removal from Class by a Teacher and Required Parental Attendance

The Board believes that parental involvement plays an important role in the resolution of classroom behavior problems. ~~The Board expects that teachers will communicate with parents/guardians when behavior problems arise.~~

Whenever is removing a student from a class because he/she ~~for~~ committeding an obscene act, engaging in habitual profanity or vulgarity, disrupteding school activities or otherwise willfully ~~defying~~ valid staff authority, the teacher of the class from which the student was removed may provide **require any** that the student's parent/guardian **who lives with the student** to attend a portion of a school day in that class from which the student ~~was~~ **is being** suspended, **to assist in resolving the classroom behavior problem.** (Education Code 48900.1)

~~Before requiring parental attendance, the teacher shall make reasonable efforts to have the parent/guardian visit the class voluntarily. The teacher also may inform the parent/guardian about available resources and parent education opportunities. Teachers should reserve the option of required parental attendance for cases in which they have determined that it is the best strategy to promote positive interaction between the student and the parent/guardian and to improve classroom behavior.~~

The ~~Any~~ teacher **requiring parental attendance pursuant to this policy** shall apply ~~this~~ **the** policy uniformly to all students within the classroom. ~~This policy shall apply only to a parent/guardian who lives with the student.~~ (Education Code 48900.1)

When a teacher requires parental attendance, the principal shall send a written notice to the parent/guardian stating that his/her attendance is pursuant to law. (Education Code 48900.1)

~~The notice shall specify that the attendance may be on either the date the student returns to class or within one week thereafter.~~

A parent/guardian who has received a written notice shall attend class as specified in the notice. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. **(Education Code 48900.1)**

When a parent/guardian does not respond to the request to attend school, the principal or designee shall contact **his/her by telephone, mail, or other means that maintains the confidentiality of the student's records.** ~~any parents/guardians who do not respond to the~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5144.1(d)

~~request to attend school. The Board recognizes that parental compliance with this policy may be delayed, modified or prevented for reasons such as serious illness/injury/disability, absence from town, or inability to get release time from work.~~

(cf. 5125 – Student Records)

District regulations and school-site rules for student discipline shall include procedures for implementing parental attendance requirements. Parents/guardians shall be notified of this policy prior to its implementation. (Education Code 48900.1)

On-Campus ~~Supervised~~ Suspension Classroom Program

~~The Board recognizes that students who are suspended from school often have no supervision or guidance during the school hours when they are off campus and may fall behind in the coursework. The Board believes that, in many cases, it would be better to manage the student's behavior by keeping the student at school and providing him/her with supervision that is separated from the regular classroom.~~

To ensure the proper supervision and ongoing learning of students who are suspended for any of the reasons enumerated in Education Code 48900 and 48900.2, but who pose no imminent danger or threat to anyone at school and for whom expulsion proceedings have not be initiated, the Superintendent or designee shall establish a supervised ~~in-house~~ *classroom* suspension program which meets the requirements of law. *The use of such alternatives does not preclude off-campus suspensions.* ~~for suspended students for any of the reasons enumerated in Education Code 48900 and 48900.2, who pose no imminent danger or threat at school and for whom an expulsion action has not been initiated.~~

~~The Superintendent or designee shall examine alternatives to off-campus suspension and may establish a suspension program which involves progressive discipline during the school day on campus; use of conferences between staff, parents/guardians and students; detention; student study teams or other assessment-related teams; and/or referral to school support services staff. The use of such alternatives does not preclude off-campus suspensions.~~

Decision Not to Enforce Expulsion Order

In cases where expulsion is mandatory pursuant to Education Code 48915(c), the enforcement of an expulsion order shall not be suspended by the Board. In all other cases of expulsion, the order for expulsion may be suspended by the Board, on case-by-case basis, pursuant to the requirements of law.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5144.1(e)

Legal Reference:

EDUCATION CODE

212.5 Sexual harassment

1981 Enrollment of students in community school

17292.5 Program for expelled students

~~32050 Hazing~~**32261 Interagency School Safety Demonstration Act of 1985**

35146 Closed sessions (re suspensions)

35291 Rules (for government and discipline of schools)

35291.5 Rules and procedures on school discipline

48660-48666 Community day schools

48900-48926 Suspension and expulsion

48950 Speech and other communication

49073-49079 Privacy of student records

CIVIL CODE

47 Privileged communication

48.8 Defamation liability

CODE OF CIVIL PROCEDURE

1985-1997 Subpoenas; means of production

GOVERNMENT CODE

11455.20 Contempt

54950-54963 Ralph M. Brown Act (re closed sessions)

HEALTH AND SAFETY CODE

11014.5 Drug paraphernalia

11053-11058 Standards and schedules

LABOR CODE

230.7 Discharge or discrimination against employee for taking time off to appear in school on behalf of a child

PENAL CODE

31 Principal of a crime, defined

240 Assault defined

241.2 Assault fines

242 Battery defined

243.2 Battery fines

243.4 Sexual battery

245 Assault with deadly weapon

245.6 Hazing

261 Rape defined

266c Unlawful sexual intercourse

286 Sodomy defined

288 Lewd or lascivious acts with child under age 14

288a Oral copulation

289 Penetration of genital or anal openings

417.25-417.27 Laser scope

~~422.6 Interference with civil rights; damaging property~~~~422.7 Aggravating factors for punishment~~~~422.75 Protected classes~~

626.2 Entry upon campus after written notice of suspension or dismissal without permission

626.9 Gun-Free School Zone Act of 1995

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5144.1(f)

626.10 Dirks, daggers, knives, razors or stun guns

868.5 Supporting person; attendance during testimony of witness

WELFARE AND INSTITUTIONS CODE

729.6 Counseling

UNITED STATES CODE, TITLE 18

921 Definitions

UNITED STATES CODE, TITLE 20

7151 Gun free schools

COURT DECISIONST.H. v. San Diego Unified School District (2004) 122 Cal. App. 4th 1267Woodbury v. Dempsey (2003) 108 Cal. App. 4th 421

Board of Education of Sacramento City Unified School District v. Sacramento County Board of Education and Kenneth H., (2001) 85 Cal.App.4th 1321

Garcia v. Los Angeles Board of Education (1991) 123 Cal.App.3d 807

Fremont Union High School District v. Santa Clara County Board (1991) 235 Cal. App. 3d 1182

John A. v. San Bernardino School District (1982) 33 Cal. 3d 301, 308

ATTORNEY GENERAL OPINIONS

84 Ops.Cal.Atty.Gen 146 (2001)

80 Ops.Cal.Atty.Gen. 91 (1997)

80 Ops.Cal.Atty.Gen. 85 (1997)

Management Resources:**CSBA PUBLICATIONS***Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011***U.S. DEPARTMENT OF EDUCATION PUBLICATIONS***Civil Rights Data Collection Summary, March 2012***WEB SITES**CSBA: <http://www.csba.org>California Attorney General's Office: <http://www.caag.state.ca.us>CDE: <http://www.cde.ca.gov>U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr/docs/crdc-2012-data-summary.pdf>U.S. Department of Education, Office of Safe and Drug-Free Schools: <http://www.ed.gov/about/offices/list/osdfs>

Adopted: 5-24-78

Amended: 10-15-80; 5-15-84; 5-2-95; 2-2-99; 2-20-01; 9-17-02; 6-17-03; 6-15-04; 3-22-05

Legal Resources | Education Code | 33000 | EC 48900.1

Parental Attendance

(a) The governing board of each school district may adopt a policy authorizing teachers to require the parent or guardian of a pupil who has been suspended by a teacher pursuant to Section 48910 for reasons specified in subdivision (i) or (k) of Section 48900, to attend a portion of a schoolday in the classroom of his or her child or ward. The policy shall take into account reasonable factors that may prevent compliance with a notice to attend. The attendance of the parent or guardian shall be limited to the class from which the pupil was suspended.

(b) The policy shall be adopted pursuant to the procedures set forth in Sections 35291 and 35291.5. Parents and guardians shall be notified of this policy prior to its implementation. A teacher shall apply any policy adopted pursuant to this section uniformly to all pupils within the classroom.

The adopted policy shall include the procedures that the district will follow to accomplish the following:

(1) Ensure that parents or guardians who attend school for the purposes of this section meet with the school administrator or his or her designee after completing the classroom visitation and before leaving the schoolsite.

(2) Contact parents or guardians who do not respond to the request to attend school pursuant to this section.

(c) If a teacher imposes the procedure pursuant to subdivision (a), the principal shall send a written notice to the parent or guardian stating that attendance by the parent or guardian is pursuant to law. This section shall apply only to a parent or guardian who is actually living with the pupil.

(d) A parent or guardian who has received a written notice pursuant to subdivision (c) shall attend class as specified in the written notice. The notice may specify that the attendance of the parent or guardian be on the day the pupil is scheduled to return to class, or within a reasonable period of time thereafter, as established by the policy of the board adopted pursuant to subdivision (a).

(Amended by Stats. 2004, Ch. 895, Sec. 9.)

Reference:

Education Code 35291

Education Code 35291.5

Education Code 48900

Education Code 48910

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.7.b. APPROVE AMENDMENT TO BOARD POLICY 1312.3 –
UNIFORM COMPLAINT PROCEDURES - First Reading**

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

BACKGROUND: Mandated Board Policy 1312.3 is being submitted to reflect new law (AB 887 and SB 559) which expands the prohibited bases of discrimination subject to uniform complaint procedures (UCP) to including genetic information, gender expression, and gender identity. Board Policy 1312.3 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(a)

Uniform Complaint Procedures

The Governing Board recognizes that the district's ~~is primarily responsibility for~~ complying with applicable state and federal laws and regulations governing educational programs. The district shall investigate **any** complaints alleging failure to comply with such laws and/or alleging **unlawful** discrimination, and shall seek to resolve those complaints in accordance with the district's uniform complaint procedures. (~~5 CCR 4620~~)

The district shall ~~follow~~ **use** uniform complaint procedures ~~when addressing to resolve any~~ complaints alleging unlawful discrimination **in district programs and activities based on** ~~against any protected group as identified under Education Code 200 and 220 and Government Code 11135, including actual race, ancestry, color, national origin, ethnic group identification, age, religion, marital or parental status, mental or physical disability, or perceived sex, sexual orientation, gender, gender identity or expression, or genetic information; perception of one or more of such characteristics; or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics. in any district program or activity that receives or benefits from state financial assistance.~~

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

Uniform complaint procedures shall also be used ~~to when addressing any~~ complaints alleging **the district's** failure to comply with state and/or federal laws in adult education **programs**, consolidated categorical aid programs, migrant education, career technical and technical education and ~~career and technical~~ training programs, child care and development programs, child nutrition programs, and special education programs **and the development and adoption of the school safety plan.** (~~5 CCR 4610~~)

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

The Board prohibits any form of retaliation against any complainant in the complaint process, including but not limited to a complainant's filing of a complaint or the reporting of instances of

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(b)

~~discrimination.~~ Such Participation shall not in any way affect the status, grades or work assignments of the complainant.

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

In investigating complaints, the confidentiality of the parties involved and the integrity of the process shall be protected. As appropriate, the Superintendent or designee may keep the identity of a complainant confidential to the extent that the investigation of the complaint is not obstructed. The Board acknowledges and respects individual's right to privacy. Discrimination complaints shall be investigated in a manner that protects the confidentiality of the parties and the integrity of the process. This may include keeping the identity of the complainant confidential and except to the extent necessary to carry out the investigation or proceedings, as determined by the Superintendent or designee, on a case-by-case basis.

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

(cf. 5125 - Student Records)

(cf. 9011 - Disclosure of Confidential/Privileged Information)

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

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

(cf. 1312.4 - Williams Uniform Complaint Procedures)

(cf. 6162.52 - High School Exit Examination)

(cf. 6179 - Supplemental Instruction)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

8200-8498 Child care and development programs

8500-8538 Adult basic education

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1312.3(c)

18100-18179 School libraries
 32289 School safety plan, uniform complaint procedure
 35186 Williams uniform complaint procedure
37254 Intensive instruction and services for student who have not passed exit exam
 41500-41513 Categorical education block grants
 48985 Notices in language other than English
 49060-49079 Student records
 49490-49590 Child nutrition programs
 52160-52178 Bilingual education programs
 52300-52499.6 Career-technical education
 52500-52616.24 Adult schools
 52800-52870 School-based coordinated programs
 54000-54041 Economic impact aid programs
 54100-54145 Miller-Unruh Basic Reading Act
 54400-54425 Compensatory education programs
 54440-54445 Migrant education
 54460-54529 Compensatory education programs
 56000-56885 Special education programs
 59000-59300 Special schools and centers
 64000-64001 Consolidated application process

GOVERNMENT CODE

11135 Nondiscrimination in programs or activities funded by state

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

3080 Application of section

4600-4687 Uniform complaint procedures

4900-4965 Nondiscrimination in elementary and secondary education programs

UNITED STATES CODE, TITLE 20

6301-6577 Title I basic programs

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

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

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

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

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

Management Resources:

WEB SITES

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

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

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

Adopted 2-16-93

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18

**SUBJECT: C.7.c APPROVE AMENDMENT TO BOARD POLICY 4030 –
NONDISCRIMINATION IN EMPLOYMENT - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4030 – Nondiscrimination in Employment?

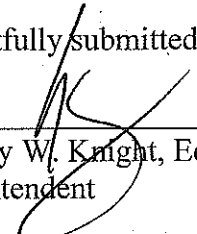
BACKGROUND: Board Policy 4030 is being revised to reflect new law (SB 559 and AB 887) which expands categories of prohibited discrimination to include genetic information, gender expression, and gender identity. Board Policy 4030 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4030 – Nondiscrimination in Employment.
2. Do not amend Board Policy 4030 – Nondiscrimination in Employment.
3. Adopt a modified version of the amendment to Board Policy 4030 – Nondiscrimination in Employment.

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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Personnel

BP 4030(a)

Nondiscrimination in Employment

The Governing Board *desires to provide a positive work environment where employees and job applicants are free from harassment and are assure of equal access and opportunities in accordance with law.* The Board prohibits *any district employee from harassing or* discriminating against ~~and/or harassment of~~ *any other* district employees and job applicants at ~~any district site and/or activity~~ on the basis of *the person's* actual or perceived race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, *gender identity, gender expression*, sex, or sexual orientation.

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

(cf. 4032 - Reasonable Accommodation)

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

(cf. 4119.41/4219.41/4319.41 - Employees with Infectious Disease)

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

(cf. 5145.7 – Sexual Harassment)

Prohibited discrimination ~~or harassment~~ consists of *any adverse employment action, including termination or denial of job promotion, job assignment, or training*, based on any of the prohibited categories of discrimination listed above. *Harassment consists of any* unwelcome conduct, whether verbal, physical, or visual *conduct* that it is *based on any of the prohibited categories of discrimination listed above and that is* so severe and pervasive that it adversely affects an individual's employment opportunities, ~~or~~ has the purpose or effect of unreasonably interfering with his/her *the individual's* work performance, or creating an intimidating, hostile, or offensive work environment.

The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, assists, or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Any district employee who engages or participates in unlawful ~~prohibited~~ discrimination, ~~or~~ harassment, **retaliation** or who aids, abets, incites, compels or coerces another to engage in such behavior shall be in violation of this policy and shall be subject to disciplinary action, up to and including dismissal.

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action))

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

The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4030(b)

Superintendent
Oak Park Unified School District
5801 E. Conifer Street
Oak Park, CA 91377

Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy or regulation should, **as appropriate**, immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or applicant about the district's procedures for filing, investigating, and resolving any such complaints.

Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4031 – Complaints Concerning Discrimination in Employment.

(cf. 4031 – Complaints Concerning Discrimination in Employment)

Any supervisory or management employee who observes or has knowledge of an incident of prohibited discrimination or harassment shall report the incident to ~~his/her supervisor~~, the Coordinator or Superintendent as soon as practical after the incident. All other employees are encouraged to report such incidents to their supervisor immediately.

Training and Notifications

The Superintendent or designee shall provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.

(cf. 4131, 4231, 4321 – Staff Development)

The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. Such publication shall be included in each announcement, bulletin or application form that is used in employee recruitment. (34 CFR 100.6, **106.9**)

The district's policy shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

CIVIL CODE

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4030(c)

51.7 Freedom from violence or intimidation

GOVERNMENT CODE

11135 Unlawful discrimination

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.56 Definitions, hate crimes

CODE OF REGULATIONS, TITLE 2

7287.6 Terms, conditions and privileges of employment

CODE OF REGULATIONS, TITLE 5

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

UNITED STATES CODE, TITLE 20

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

UNITED STATES CODE, TITLE 29

621-634 Age of Discrimination in Employment Act

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

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

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

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

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

6101-6107 Age discrimination in federally assisted programs

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 American with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

104-7 Designation of responsible employee for Section 504

104.8 Notice

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

110.1-110.39 Nondiscrimination on the basis of age*COURT DECISIONS***Thompson v. North American Stainless LP, (2011) 131 S.Ct. 863**Shepard v. Loyola Marymount, (2002) 102 CDalApp.4th 837

Management Resources:

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Questions and Answers: Religious Discrimination in the Workplace, 2008

Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, October 2002

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

*U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS*Notice of Non-Discrimination, ~~January, 1999~~ August 2010*WEB SITES*California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

Adopted: 1-21-92

Amended: 9-17-02, 6-8-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.7.d. APPROVE AMENDMENT TO BOARD POLICY 4312.1 –
CONTRACTS - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4312.1 – Contracts?

BACKGROUND: Board Policy 4312.1 is being updated to reflect new law (AB 1344) which prohibits the Board from calling a special meeting to consider the salary or other compensation of management employees, prohibits automatic renewal of a contract with a provision for automatic increase that exceeds the cost-of-living adjustment, and requires contracts executed and renewed after January 1, 2012, to contain a provision requiring an employee to reimburse the district in the event he/she is convicted of a crime involving abuse of his/her office or position. Board Policy 4313.2 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4312.1 – Contracts.
2. Do not amend Board Policy 4312.1 – Contracts.
3. Adopt a modified version of the amendment to 4312.1 – Contracts.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4312.1(a)

Contracts

*The Governing Board recognizes the importance of qualified and competent individuals to lead district programs and to assist the Superintendent in coordinating efforts to achieve district goals and objectives. To that end, the Board may fill certificated ~~In order to attract and retain qualified staff, the Governing Board may employ~~ certificated **administrative** and supervisory and classified senior management of the staff on a contract basis.*

(cf. 0000 – Vision)

(cf. 2121 – Superintendent's Contract)

(cf. 4111/4211/4311 – Recruitment and Selection

(cf. 4300 – Administrative and Supervisory Personnel)

(cf. 4313.1 – Load/Scheduling/Hours of Employment)

(cf. 4313.2 – Promotion/Demotion/Reassignment)

(cf. 4314 – Transfers)

The Board may offer a continuing contract of up to four years to any deputy, associate, or assistant superintendent; and certificated employee holding a position requiring a supervision or administration credential; or any senior manager of the classified services. ~~Contracts with the Superintendent and, if any, with the deputy, assistant or associate superintendent shall be ratified at an open Board meeting and reflected in the Board's minutes. Copies of the contracts shall be available to the public upon request. Contracts with these administrators may not be for more than four years. (Education Code 35031, 44929.20 Government Code 53262)~~

(cf. 2121 – Superintendent's Contract)

Prior to entering into any such contract, the Board and Superintendent shall consider the financial impact of the contract on the district. The proposed contract shall also be reviewed by legal counsel to ensure that all legally required provisions are included in the contract and to address any potential adverse obligations to the district.

(cf. 3460 – Financial Reports and Accountability)

The Board shall deliberate in the closed session of a regular meeting about the terms of an employment contract for a deputy, associate, or assistant superintendent; other certificated employee holding a position requiring a supervision or administration credential; or a senior manager of the classified service. (Government Code 54957)

(cf. 9320 – Meetings and Notices)

(cf. 9321 – Closed Session Purposes and Agendas)

(cf. 9321.1 – Closed Session Actions and Reports)

Any such employment contract shall be ratified by the Board during an open session of a regularly scheduled Board meeting and reflected in the Board's minutes. Copies of the contract shall be available to the public upon request. (Government Code 53262)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4312.1(b)

(cf. 1340 – Access to District Records)
(cf. 9322 – Agenda/Meeting Materials)
(cf. 9324 – Minutes and Recordings)

Extension of Contract and Reemployment

A contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the employee's performance. No employment contract shall include a provision for automatic renewal of the contract.

(cf. 4315 – Evaluation/Supervision)

During the term of the contract and with the consent of the employee involved, the Board may reelect or reemploy the employee starting on the next succeeding first day of July and based on terms and conditions mutually agreed upon by the Board and the employee. (Education Code 35031)

~~Certificated supervisors and administrators, other than the Superintendent or deputy, assistant or associate superintendent, may be offered a continuing contract covering a period longer than one year but not exceeding four years.~~

~~Employee contracts shall include a provision specifying the legal maximum cash settlement that the employee may receive upon termination of the contract. (Government Code 53260)~~

~~If the Board decides not to reelect or reemploy the Superintendent, a deputy, associate or assistant superintendent, or a senior manager of the classified service upon the expiration of his/her term, it shall notify the employee in writing 45 days prior to the expiration of the term of the contract. (Education Code 35031)~~

Termination of Contract

Every employee contract shall include a provision specifying the legal maximum cash settlement that the employee may receive in the event that the Board finds it necessary to terminate the contract prior to its expiration date. (Government Code 53260)

(cf. 4117.5/4217.5/4317.5 - Termination Agreements)

In addition, all employee contract shall include a provision that, if the employee is convicted of a crime involving an abuse of his/her office or position, he/she shall fully reimburse the district for payments he/she receives as paid leave salary pending investigation or as cash settlement upon his/her termination and for any funds expended by the district in his/her criminal legal defense. (Government Code 53242-53243.4, 53260)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4312.1(c)

Legal Reference:

EDUCATION CODE

35030 Title of deputy, associate or assistant superintendent for certain positions

35031 Term of employment

44842 Automatic declining of employment

44843 Notice of employment (to county superintendent)

44929.20 Continuing contract

44951 Continuation in position unless notified

GOVERNMENT CODE

351101-351102 Local agency executives

53243-53243.4 Abuse of office

53260-53264 Employment contracts

54954 Time and place of regular meetings

54956 Brown Act – Open meeting laws; special meetings

54957 Closed session, personnel matters

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: The Board's Relationship to District Staff, 2007

WEB SITES

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

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

Adopted: 9-17-02

Amended: 4-20-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: AUGUST 17, 2010

SUBJECT: C.7.e. APPROVE AMENDMENT TO BOARD POLICY 5126 – AWARDS FOR ACHIEVEMENT – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5126 – Awards for Achievement?

BACKGROUND: Board Policy 5126 is being amended to reflect new law (AB 8115) which establishes a State Seal of Biliteracy to recognize high school graduates who have attained a high level of proficiency in one or more languages in addition to English. Board Policy 5126 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5126 – Awards for Achievement.
2. Do not amend Board Policy 5126 – Awards for Achievement.
3. Adopt a modified version of the amendment to Board Policy 5126 – Awards for Achievement.

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 5126(a)

Awards For Achievement

The Governing Board encourages excellence as a goal for all students and wishes to publicly recognize students for ~~unique or~~ exemplary achievements in academic, **athletic**, extracurricular or community service activities. ~~The purpose of such awards shall be consistent with school goals.~~

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

(cf. 5127 – Graduation Ceremonies and Activities)

District/School Awards

Student awards may include verbal recognition, a letter, a certificate, a Board resolution, a public ceremony, trophy, gift, plaque or cash gift.

The Superintendent or designee shall develop **criteria** procedures for the appropriate selection of student award recipients.

(cf. 1260 – Educational Foundation)

(cf. 3290 – Gifts, Grants and Bequests)

Golden State Seal Merit Diplomas

At graduation from high school, special recognition shall be awarded to those students whose academic achievements **in core curriculum areas** have been outstanding.

The Superintendent or designee shall identify high school students who have demonstrated mastery of the high school curriculum qualifying them for the Golden State Seal Merit Diploma. (Education Code 51454)

(cf. 5127 – Graduation Ceremonies and Activities)

(cf. 6162.51 – Standardized Testing and Report Program)

Biliteracy Award

The district shall present the State Seal of Biliteracy to each graduating high school student who has attained a high level of proficiency in speaking, reading, and writing in one or more languages in addition to English. (Education Code 51460-51464)

(cf. 6142.2 – World/Foreign Language Instruction)

(cf. 6174 – Education for English Language Learners)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5126(b)

In order to affirm the value of bilingualism and encourage students' enrollment in world language programs, the Superintendent or designee may present awards at appropriate grade levels to recognize the pursuit and/or attainment of grade-level proficiency in one or more languages in addition to English.

Legal Reference:

EDUCATION CODE

220 Nondiscrimination

35160 Authority of governing boards

35310-35319 Scholarship and loan funds

44015 Awards to employees and students

51243-51245 Credit for private school foreign language instruction

51450-51455 Golden State Seal Merit Diploma

51460-51464 State Seal of Biliteracy

52164.1 Assessment of English language skills of English learners

CODE OF REGULATIONS, TITLE 5

876 Golden State Merit Diploma

1632 Credit for private school foreign language instruction

11510-11516 California English Language Development Test

Management Resources:

WEB SITES

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

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

Californians Together: <http://www.californianstogether.org>

Adopted: 5-20-86

Amended: 6-23-92, 9-17-02, 7-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

**SUBJECT: C.7.f APPROVE AMENDMENT TO BOARD POLICY 5141.6 –
STUDENT HEALTH AND SOCIAL SERVICES - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5141.6 – Student Health and Social Services?

BACKGROUND: Board Policy 5141.6 is being updated to reflect new law (AB 499) which allows a minor age 12 and older to consent to medical care related to the prevention of a sexually transmitted disease, and exiting law which provides that minors age 12 and older can consent to mental health services under certain conditions. Board Policy 5141.6 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5141.6 – Student Health and Social Services.
2. Do not amend Board Policy 5141.6 – Student Health and Social Services.
3. Adopt a modified version of the amendment to Board Policy 5141.6 – Student Health and Social Services.

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 5141.6(a)

Student Health and Social Services

The Governing Board recognizes that good physical and mental health is critical to a student's ability to learn, and believes that all students should have access to comprehensive health services. The Board **and the Superintendent** shall collaborate with local and state agencies and health care providers to assess the health needs of students in district schools and the community. Based on **the results of** this needs assessment and the availability of resources, the Superintendent or designee shall recommend for Board approval the types of health services to be provided by the district.

(cf. 5131.6 – Alcohol and Other Drugs)
 (cf. 5131.61 – Drug Testing)
 (cf. 5131.62 – Tobacco)
 (cf. 5131.63 – Steroids)
 (cf. 5141 – Health Care and Emergencies)
 (cf. 5141.21 – Administering Medication and Monitoring Health Conditions)
 (cf. 5141.22 – Infectious Diseases)
 (cf. 5141.23 – Asthma Management)
 (cf. 5141.24 – Specialized Health Care Services)
 (cf. 5141.26 – Tuberculosis Testing)
 (cf. 5141.3 – Health Examinations)
 (cf. 5141.31 – Immunizations)
 (cf. 5141.32 – Health Screening for School Entry)
 (cf. 5141.33 – Head Lice)
 (cf. 5141.4 – Child Abuse Prevention and Reporting)
 (cf. 5141.52 – Suicide Prevention)
 (cf. 6145.2 – Athletic Competition)
 (cf. 6159 – Individualized Education Program)
 (cf. 6164.6 – Identification and Education Under Section 504)

Board approval shall be required for any proposed use of district resources and facilities to support school health services. The Superintendent or designee shall identify funding opportunities available through grant programs, private foundations, and partnerships with local agencies and organizations.

(cf. 1260 – Educational Foundation)
 (cf. 1330.1 – Joint Use Agreement)
 (cf. 3100 – Budget)
 (cf. 7000 – Facilities Master Plan)

School health services shall be provided or supervised by a licensed health care professional. The Board may employ or contract with health care professionals or partner with community health centers to provide the services under the terms of a written contract of memorandum of understanding.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.6(b)

*(cf. 1020 – Youth Services)**(cf. 3312 – Contracts)*

If a school nurse is employed by the school or district, he/she shall be involved in the planning and implementing the school health services as appropriate.

The Superintendent or designee shall coordinate the provision of school health services with other student wellness initiatives, including health education, programs that address nutrition and physical fitness, and other activities designed to create a healthy school environment. The Superintendent or designee shall encourage joint planning and regular communications among health services staff, district administrators, teachers, counselors, other staff, and parents/guardians.

*(cf. 3550 – Food Service/Child Nutrition Program)**(cf. 5030 – Student Wellness)**(cf. 6142.7 – Physical Education)**(cf. 6142.8 – Comprehensive Health Education)**(cf. 6164.2 – Counseling/Guidance Services)*

Consent and Confidentiality

The Superintendent or designee shall obtain written parent/guardian consent prior to providing services to a student, except when the student is authorized to consent to the service pursuant to Family Code 6920-6929 or other applicable laws.

The Superintendent or designee shall maintain the confidentiality of student health records in accordance with law.

(cf. 5125 – Student Records)

To further encourage student access to health care services, the Superintendent or designee shall develop and implement outreach strategies to increase enrollment of eligible students from low- to moderate-income families in affordable, comprehensive state or federal health coverage programs and local health initiatives. Such strategies may include, but not be limited to, providing information about the Medi-Cal program on the application for free and reduced-price meals in accordance with law and providing students and parents/guardians with information about the low-cost Healthy Families Insurance program. The Board directs the Superintendent or designee to promote the participation by district students in affordable, comprehensive health coverage programs such as Healthy Families, Medi-Cal for Children and other health coverage programs to children of low to moderate income working families.

(cf. 1020 - Youth Services)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.6(c)

*(cf. 3553 – Free and Reduced Price Meals)***Program Evaluation**

In order to continuously improve school health services, the Board shall evaluate the effectiveness of such services and the extent to which they continue to meet student needs.

The Superintendent or designee shall provide the Board with periodic reports that may include, but not necessarily be limited to, rates of participation in school health services; changes in student outcomes such as school attendance or achievement; feedback from staff and participants regarding program accessibility and operations, including accessibility to low-income and linguistically and culturally diverse students and families; and program costs and revenues.

(cf. 0500 – Accountability)

Legal Reference:

EDUCATION CODE

8800-8807 Healthy Start support services for children

49073-49079 Privacy of student records

49423.5 Specialized physical health care services

49557.2-49558 Eligibility for free and reduced price meals/sharing information with Medi-Cal

FAMILY CODE

6920-6929 Consent by minor for medical treatment

GOVERNMENT CODE

95020 Individualized family service plan

HEALTH AND SAFETY CODE**104830-104865 School based application of fluoride or other tooth decay-inhibiting agent**

121020 HIV/AIDS testing and treatment; parental consent for minor under age 12

123110 Minor's right to access health records

123115 Limitation on parent/guardian access to minor's health records

123800-123995 California Children's Services Act

124025-124110 Child Health and Disability Prevention Program

124172-124174.5 Public School Health Center Support Program

124260 Mental health services; consent by minors age 12 and older

130300-130317 Health Insurance Portability and Accountability Act (HIPAA)

WELFARE AND INSTITUTIONS CODE

14059.5 Definition of "medically necessary"

14100.2 Confidentiality of Medi-Cal information

14115 Medi-Cal claims process

14124.90 Third-party health coverage

14132.06 Covered benefits; health services provided by local educational agencies

14132.47 Administrative claiming process and targeted case management

CODE OF REGULATIONS, TITLE 10

2699.6500-2699.6815 Healthy Families Program

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 5000**Students**BP 5141.6(d)**CODE OF REGULATIONS, TITLE 17*

2951 Testing standards

688-6874 Child Health and Disability Preventing Program

CODE OF REGULATIONS, TITLE 22

51009 Confidentiality

51050-51192 Definitions of Medi-Cal providers and services

51200 Requirements for providers

51231.2 Wheelchair van requirements

51270 Local educational agency provider; conditions for participation

51304 Limitations on specified benefits

51309 Psychology

51323 Medical transportation services

51351 Targeted case management services

51360 Local educational agency; types of services

51491 Local educational agency eligibility for payment

51535.5 Reimbursement to local educational agency providers

UNITED STATES CODE, TITLE 20

1232g Family Education and Privacy Act (FERPA)

UNITED STATES CODE, TITLE 42

1320c-9 Prohibition against disclosure of records

1397aa-1397jj State Children's Health Insurance Program

CODE OF FEDERAL REGULATIONS, TITLE 42

431.300 Use and disclosure of information on Medicaid applicants and recipients

CODE OF FEDERAL REGULATIONS, TITLE 45

164.500-164-534 Health Insurance Portability and Accountability Act (HIPAA)

*Management Resources:**CSBA PUBLICATIONS*

Expanding Access to School Health Services: Policy Considerations for Governing Boards, Policy Brief, November 2008

Promoting Oral Health for California's Student: New Role, New Opportunities for Schools, Policy Brief, November 2008

Providing School Health Services in California: Perceptions, Challenges and Needs of District Leadership Teams, 2008

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**Health Framework for California Public Schools, Kindergarten through Grade Twelve, 2003**CALIFORNIA DEPARTMENT OF HEALTH SERVICES PUBLICATIONS*

LEA Medi-Cal Provider Manual

California School-Based Medi-Cal Administrative Activities Manual

DEPARTMENT OF HEALTH SERVICES POLICY LETTERS

00-06 Managed Care Plan Relationships with Local Education Agency Providers, December 11, 2000

NATIONAL ASSEMBLY ON SCHOOL-BASED HEALTH CARE PUBLICATIONS

A Guidebook for Evaluation School-Based Health Centers

NATIONAL CENTER FOR YOUTH LAW PUBLICATIONS

Minor Consent, Confidentiality, a Child Abuse Reporting in California, October 2006

*WEB SITES*CSBA: <http://www.csba.org>CSBA, PractiCal Program: [http://www.csba.org/Services/Services/District Services/PractiCal.aspx](http://www.csba.org/Services/Services/District%20Services/PractiCal.aspx)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.6(e)

California County Superintendents Educational Services Association: <http://www.ccsesa.org>
CDE, Health Services and School Nursing: <http://www.cde.ca.gov/ls/he/hn>
California Department of Health Care Services: <http://www.dhcs.ca.gov>
California Department of Public Health: <http://www.cdph.ca.gov>
California School Health Centers Association: <http://www.schoolhealthcenters.org>
California School Nurses Organization: <http://www.csno.org>
Center for Health and Health Care in Schools: <http://www.healthinschools.org>
Centers Disease Control and Prevention, School Health Policies and Programs (SHPPS) Study:
<http://www.cdc.gov/HealthyYouth/shpps>
Centers for Medicare and Medicaid Services: <http://www.cms.hhs.gov>
Healthy Families Program: <http://www.healthyfamilies.ca.gov>
National Assembly on School-Based Health Care: <http://www.nasbhc.org>
National Center for Youth Law: <http://www.youthlaw.org>

Adopted: 10-15-80

Amended: 5-15-84, 8-18-92, 9-17-02, 4-21-09

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

SUBJECT: C.7.g. APPROVE AMENDMENT TO BOARD POLICY 6178.1 – WORK-BASED LEARNING – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6178.1 – Work-Based Learning?

BACKGROUND: Board Policy 6178.1 is retitled and updated to address a broad range of work-based learning opportunities in addition to work experience education (WEE). Board Policy 6178.1 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6178.1 – Work Experience Education.
2. Do not amend Board Policy 6178.1 – Work Experience Education.
2. Adopt a modified version of the amendment to 6178.1 – Work Experience Education.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6178.1(a)

Work-Based Learning Experience Education

The Governing Board desires to facilitate *the preparation of secondary school students for college and career by providing work-based learning opportunities* school-to-career transitions by providing secondary students with a program of work experience education (WEE) which links *classroom learning with real-world* the academic curriculum with experiences in actual work settings. *Work-based learning opportunities offered by the district shall be designed to teach* The Superintendent or designee shall encourage programs which provide paid and/or unpaid on-the-job experiences as well as instruction in the skills, attitudes and knowledge necessary for successful employment *and to reinforce mastery of both academic and career technical education (CTE) standards.*

(cf. 5147 – Dropout Prevention)

(cf. 6000 – Concepts and Roles)

(cf. 6143 – Courses of Study)

(cf. 6178 - Vocational Career Technical Education)

(cf. 6178.2 – Regional Occupational Center/Program)

Work-based learning opportunities offered by the district may include paid and/or unpaid work experiences, including, but not limited to, work experience education as defined in Education Code 51764, cooperative CTE or community classrooms as defined in Education Code 52372.1, job shadowing as defined in Education Code 51769, student internships, apprenticeships, service learning, employment in social/civic or school-based enterprises, and technology-based or other simulated work experiences.

(cf. 6142.4 – Service Learning/Community Service Classes)

District staff shall coordinate with the workplace supervisor or mentor to ensure appropriate guidance and supervision of participating students and maximum educational benefit from placement in the program. Students enrolled in this program shall receive guidance and supervision designed to ensure maximum educational benefit from placement in suitable WEE courses. The program shall integrate the efforts of teachers, counselors, students, parents/guardians, and employers to assist students in selecting a career path and developing a positive work ethic and work habits.

(cf. 6164.2 – Guidance/Counseling Services)

The WEE program shall include the part-time employment of students in jobs which are selected or approved as having educational value for the employed students and which are coordinated by school employees. (Education Code 51764)

A minor student shall be issued a work permit before beginning employment through a paid

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6178.1(b)

work-based learning program in accordance with law, Board policy, and administrative regulation. (Education Code 49113, 49160)

(cf. 5113.2 – Work Permits)

All laws or rules applicable to minors in employment relationships shall be applicable to student enrolled in work-based learning programs. (Education Code 51763)

The Superintendent or designee shall ensure that any student participating in a work-based learning program off school grounds is covered under the employer's or district's insurance, as applicable, in the event the student is injured. district may provide for liability insurance for students participating in work experience programs of study off school grounds in accordance with law and Board policy. (Education Code 51760)

(cf. 3530 – Risk Management/Insurance)

(cf. 5143 - Insurance)

The Superintendent or designee shall maintain records for each student's participation in the program, including, but not limited to, the student's individualized training plan, his/her employment hours and job site, work permit if applicable, employer's report of student's attendance and job performance, the teacher/coordinator's consultations and observations, and the student's grade and credits earned.

(cf. 5125 – Student Records)

Legal Reference:

EDUCATION CODE

35208 Liability insurance

46144 Minimum school day for vocational training and work experience program

46147 Exception for minimum day, students in last semester or quarter of grade 12

46300 Method of computing ADA

48402 Enrollment in continuation education, minors not regularly employed

49110-49119 Permits to work

51760-51769.5 Work experience education

52300-52499.66 Career technical education

54690-54697 Partnership academies

56026 Students with exceptional needs

53272.1 Community classrooms and cooperative career technical education programs

LABOR CODE

1285-1312 Employment of minors

1391-1394 Working hours for minors

3070-3099.5 Apprenticeship

3200-6002 Workers' compensation and insurance

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6178.1(c)

CODE OF REGULATIONS, TITLE 5

1635 Credit for work experience education

10070-10075 Work experience education

10080-10090 Community classrooms**10100-10111 Cooperative career technical education programs***UNITED STATES CODE, TITLE 20*

2301-2414 Carl D. Perkins Career and Technical Education Act of 2006

CODE OF FEDERAL REGULATIONS, TITLE 29

570.35a Work experience programs

Management Resources:

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**Work Permit Handbook for California Schools: Laws and Regulations Governing the Employment of Minors, 2007**Multiple Pathways to Student Success: Envisioning the New California High School, 2010**2008-2012 California State Plan for Career Technical Education, 2008*

Work Experience Education Guide, 2005

CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Child Labor Laws 2000

WEST ED PUBLICATIONS*Work-Based Learning in California: Opportunities and Models for Expansion, 2009**WEB SITES***CSBA:** <http://www.csba.org>California Association of Work Experience Educators: <http://www.cawee.org>CDE, Work Experience Education: <http://www.cde.ca.gov/ci/ct/we>California Department of Industrial Relations: <http://www.dir.ca.gov>**Linked Learning Alliance:** <http://www.linkedlearning.org>**WestEd:** <http://www.wested.org>

Adopted: 9-17-02

Amended: 9-16-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

SUBJECT: C.7.h. APPROVE AMENDMENT TO BOARD POLICY 7110 – FACILITY MASTER PLAN – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 7110 – Facility Master Plan?

BACKGROUND: Board Policy 7110 updated to add (1) role of Board in approving the facilities master plan, (2) regular review and updating of the plan, (3) plan components, and (4) a list of minimum general standards. Board Policy 7110 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 7110 –Facility Master Plan.
2. Do not amend Board Policy 7110 –Facility Master Plan.
3. Adopt a modified version of the amendment to Board Policy 7110 – Facility Master Plan.

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 7110(a)

Facilities Master Plan

The Governing Board recognizes the importance of long-range planning for school facilities in order to ***address changes in student enrollment and in the district's educational program needs. The Superintendent or designee shall develop, for Board approval, a master plan for district facilities which describes the district's anticipated short-and long-term facilities needs and priorities.*** ~~help meet the changing needs of district students and to help ensure that resources are allocated in an efficient and effective manner. To that end, the Board directs the Superintendent or designee to develop and maintain a master plan for district facilities.~~

~~The plan shall describe the district's anticipated short and long term facilities needs and priorities and shall be aligned with the district's educational goals.~~

~~(cf. 0000 - Vision)~~

~~(cf. 7000 - Concepts and Roles)~~

~~(cf. 7111 - Evaluating Existing Buildings)~~

~~(cf. 7210 - Facilities Financing)~~

Plan Development

The district's facilities master plan shall be based on an assessment of the condition and adequacy of existing facilities, a projection of future enrollments, and alignment of facilities with the district's vision for the instructional program.

(cf. 7111 - Evaluation of Existing Buildings)

To solicit broad input into the planning process, the Superintendent or designee may establish a facilities advisory committee consisting of staff, parents/guardians, and business, local government, and other community representatives. He/she shall also ensure that the public is informed of the need for construction and modernization of facilities and of the district's plan for facilities.

~~The Superintendent or designee shall ensure that staff, parents/guardians, students, and business and community representatives are kept informed of the need for construction and modernization of facilities and of the district's plans for facilities. The Superintendent or designee may also establish a facilities committee that shall meet at regular intervals in order to give community members opportunities to provide input into the planning process. The committee may consult local governmental and state planning agencies in order to ensure compliance with local and state standards.~~

~~(cf. 1220 - Citizen Advisory Committees)~~

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Series 7000

Facilities

BP 7110(b)

At least 45 days prior to completion of any facilities plan that relates to the potential expansion of existing school sites or the necessity to acquire additional school sites, the Superintendent or designee shall notify and provide copies of the plan or any relevant and available information to the planning commission or agency of the city or county with land use jurisdiction within the district. (Government Code 65352.2)

(cf. 7131 - Relations with Local Agencies)

If the city or county commission or agency requests a meeting, the Superintendent or designee shall meet with them within 15 days following the notification. Items that the parties may discuss at the meeting include, but are not limited to, methods of coordinating planning with proposed revitalization efforts and recreation and park programs, options for new school sites, methods of maximizing the safety of persons traveling to and from the site, and opportunities for financial assistance. (Government Code 65352.2)

The master plan shall be regularly reviewed and updated as necessary to reflect changes in the educational program, existing facilities, finances, or demographic data.

Plan Components

The facilities master plan shall include:

- 1. A statement of purpose, including district goals, philosophy, and related policies***
- 2. A description of the planning process***
- 3. Demographics of the community, such as economic trends, migration patterns, employment base, residential base, socioeconomic makeup, historical school enrollments, and inventory of physical resources and needs***
- 4. A description of the educational program, such as grade-level organization, class size, staffing patterns, technology plans, special programs and support services, and other educational specifications***
- 5. Analysis of the safety, adequacy, and equity of existing facilities and potential for expansion, including the adequacy of classrooms, school cafeterias and food preparation areas, physical activity areas, playgrounds, parking areas, and other school grounds***

(cf. 3514 - Environmental Safety)

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Series 7000

Facilities

BP 7110(c)

(cf. 3517 – Facilities Inspection)
 (cf. 3550 – Food Services/Child Nutrition Program)
 (cf. 5030 – Student Wellness)
 (cf. 5141.7 – Sun Safety)
 (cf. 5142 – Safety)
 (cf. 6142.7 – Physical Education and Activity)

6. *Site selection criteria and process*
7. *Development of a capital planning budget and identification of potential funding sources*
8. *Policy for reviewing and updating the plan*

Planning shall ensure that school facilities meet the following minimum standards: (5 CCR 14001)

1. *Are aligned with the district's educational goals and objectives*

(cf. 0000 – Vision)

2. *Provide for maximum site enrollment at school facilities*
3. *Are located on a site that meets California Department of Education standards as specified in 5 CCR 14010*
4. *Are designed for the environmental comfort and work efficiency of the occupants*
5. *Are designed to require a practical minimum of maintenance*
6. *Are designed to meet federal, state, and local statutory requirements for structure, fire, and public safety*
7. *Are designed and engineered with flexibility to accommodate future needs*

Plans for design and construction of new school facilities also shall meet the standards described in 5 CCR 14030, green building standards pursuant to 24 CCR 101 et seq., the Americans with Disabilities Act pursuant to 42 USC 12101-12213, and any other requirements applicable to the funding sources and type of project.

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

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Facilities

BP 7110(d)

(cf. 3510 – Green School Operations)

To facilitate the efficient use of public resources when planning for new construction or modernization of school facilities, the district may consider designs that facilitate joint use of the facility with a local governmental agency, public postsecondary institution, or nonprofit organization.

(cf. 1330.1 – Joint Use Agreements)

Legal Reference:

EDUCATION CODE

16011 Long range comprehensive master plan

16322 Department of Education services

17017.5 Approval of applications for projects

17070.10-17079.30 Leroy F. Greene School Facilities Act

17251 Powers and duties of CDE

17260-17268 Plans of schoolhouses

17280-17317 Field Act

17365-17374 Fitness for occupancy

17405 Relocatable structures; lease requirements

35275 New school planning; cooperation with recreation and park authorities

GOVERNMENT CODE

53090-53097.5 Regulation of local agencies by counties and cities

65352.2 Communicating and coordinating of school sites

65995.6 School facilities needs analysis

CODE OF REGULATIONS, TITLE 2**1859-1859.199 Leroy F. Greene School Facilities Act****CODE OF REGULATIONS, TITLE 5**

14001 Minimum standards

14010 Site selection standards**14030-140306 Standards, planning and approval of school facilities****CODE OF REGULATIONS, TITLE 24****101 et seq. Green building standards code****UNITED STATES CODE, TITLE 42**

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28**35.101-35.190 Americans with Disabilities Act**

Management Resources:

CSBA PUBLICATIONS**Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, September 2009****Facilities Master Planning, Fact Sheet, November 2007****CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS****Schools of the Future Report, September 2011****Educational Specifications: Linking Design of School Facilities to Educational Program, 1997****OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS**

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7110(e)

An Overview of the State School Facility Programs, rev. October 2011

School Facility Program Handbook, 2008

STATE ALLOCATION BOARD PUBLICATIONS

Public School Construction Cost Reduction Guidelines, 2000

WEB SITES

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

Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

CDE, School Facilities Division: <http://www.cde.ca.gov/facilities>

Adopted: 12-14-77

Amended: 8-5-81, 2-2-83, 9-4-84, 1-12-88, 3-16-93, 3-20-01, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

SUBJECT: C.7.i. APPROVE AMENDMENT TO BOARD POLICY 7214 – GENERAL OBLIGATION BONDS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 7214 – General Obligation Bonds?

BACKGROUND: Board Policy 7214 updated including material formerly in AR re: appointment of citizens' oversight committee for bonds approved under the 55 percent threshold, reflect new law (SB 423) which establishes a date by which audits must be given to the committee, and provides option for districts to establish citizens' oversight committee for bond approved under the 66.67 percent threshold. Board Policy 7214 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 7214 – General Obligation Bonds.
2. Do not amend Board Policy 7214 – General Obligation Bonds.
3. Adopt a modified version of the amendment to Board Policy 7214 – General Obligation Bonds.

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 7214(a)

General Obligation Bonds

The Governing Board *recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it* desires to provide adequate facilities in order to enhance curriculum and to help the district achieve its vision for educating district students. To that end, the Board may order an election on the question of whether bonds shall be issued for school facilities when in the Board's judgment it is advisable and in the best interest of district students.

(cf. 1160 – Political Processes)

(cf. 7110 - Facilities Master Plan)

(cf. 7210 - Facilities Financing)

The Board shall determine the appropriate **amount** size of the bond in accordance with law.

Bonds Requiring 55% Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55% majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agree to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55% majority of the voters. (Education Code 15266)

The bond election may only be ordered at a primary or general election, a statewide special election, *or* a regularly scheduled local election *at which all of the electors of the school district are entitled to vote.* (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for the *following purposes:* (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. *The* construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

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Facilities

BP 7214(b)

1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified above and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facility projects to be funded and certification that the Board has evaluated safety, class size reduction and information technology needs in developing that list

(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 6151 - Class Size)
3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55% majority is approved by the voters, the Board shall appoint an independent citizens' advisory oversight committee. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 - Citizen Advisory Committees)
(cf. 9324 - Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits conducted pursuant to items #3 and #4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards. He/she shall submit the audits to the citizens' oversight committee by March 31 of each year. (Education Code 15286)

Bonds Requiring 66.67% Approval by Local Voters

Bonds shall be sold for the purpose of raising money for the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings

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Facilities

BP 7214(c)

-
3. Making of alterations or additions to school building(s) other than as may be necessary for current maintenance, operation or repairs
 4. Repairing, restoring or rebuilding of any school building damaged, injured or destroyed by fire or other public calamity
 5. Supplying of school buildings and grounds with furniture, equipment or necessary apparatus of a permanent nature
 6. Permanent improvement of school grounds
 7. Refunding of any outstanding valid indebtedness of the district, evidenced by bonds or of state school building aid loans
 8. Carrying out of sewer or drain projects or purposes authorized in Education Code 17577
 9. Purchase of school buses with a useful life of at least 20 years
 10. Demolition or razing of any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows the appropriate majority of the voters are in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the county board of supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolution Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution to issue the sale of bonds. The resolution shall prescribe the total amount of

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Facilities

BP 7214(d)

the bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable, which shall not be more than 25 years from the date of the bonds. (Education Code 15140)

Prior to the sale of bonds, the Board shall adopt, as an agenda item at a public meeting, another resolution, which includes all of the following items: (Education Code 15146)

- 1. Express approval of the method of sale*
- 2. Statement of the reasons for the method of sale selected*
- 3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial advisor if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected*
- 4. Estimates of the costs associated with the bond issuance*

After the sale, the Board shall be presented with the actual cost information and shall disclose that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146)

Legal Reference:

EDUCATION CODE

7054 Use of district property, campaign purposes

15100-15254 Bonds for school districts and community college districts

15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000

17577 Sewers and drains

17584.1 Deferred maintenance, reports

47614 Charter school facilities

ELECTIONS CODE

324 General election

328 Local election

341 Primary election

348 Regular election

356 Special election

357 Statewide election

1302 School district election

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Facilities

BP 7214(e)

*15372 Elections official certificate***GOVERNMENT CODE**

1090-1098 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

8855 California Debt and Investment Advisory Commission

53580-53595.55 Bonds

54952 Definition of legislative body, Brown Act**CALIFORNIA CONSTITUTION**

Article 13A, Section 1 Tax limitation

Article 16, Section 18 Debt limit

COURT DECISIONS*San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District (2006) 139 Cal.App.4th 1356***ATTORNEY GENERAL OPINIONS***88 Ops. Cal. Atty. Gen. 46 (2005)**87 Ops. Cal. Atty. Gen. 157 (2004)*

Management Resources:

CSBA PUBLICATIONS*Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011***WEB SITES**CSBA: <http://www.csba.org>California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>CDE: <http://www.cde.ca.gov>California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>Better Schools for CA: <http://www.betterschoolsforca.org>

Adopted: 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 18, 2012

SUBJECT: C.7.j. APPROVE AMENDMENT TO BOARD POLICY 1330 – USE OF SCHOOL FACILITIES - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 1330 – Use of School Facilities?

BACKGROUND: Board Policy 1330 is being submitted change wording on Exhibit to more closely align to the Board Policy and Administrative Regulation. Board Policy 1330 is being submitted with recommended changes from the Business Office base on the Board Policy.

ALTERNATIVES:

1. Approve the amendment to Board Policy 1330 – Use of School Facilities .
2. Do not amend Board Policy 1330 – Use of School Facilities.
3. Adopt a modified version of the amendment to Board Policy 1330 – Use of School Facilities.

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	_____	_____	_____	_____
Laiyman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1330(a)

Use Of School Facilities

The Governing Board recognizes that district facilities and grounds are a community resource and authorizes their use by community groups for purposes provided for in the Civic Center Act when such use does not interfere with school activities.

(cf. 6145.5 - Student Organizations and Equal Access)

All school-related activities (clubs, class events etc.) shall be given priority in the use of facilities and grounds under the Civic Center Act. Thereafter, the use of facilities shall be on a first-come, first-served basis.

The Superintendent or designee shall maintain procedures and regulations for the use of school facilities and grounds that: (Education Code 38133)

1. Aid, encourage and assist groups desiring to use school facilities for approved activities
2. Preserve order in school buildings and on school grounds and protect school facilities, designating a person to supervise this task, if necessary.

(cf. 0450 - Comprehensive School Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of school work.

Fees

The Board authorizes the use of school facilities or grounds without charge by nonprofit organizations, clubs or associations organized to promote youth and school activities. These groups include, but are not limited to, Girl Scouts, Boy Scouts, Camp Fire, Inc., parent-teacher associations, school-community advisory councils, Oak Park Municipal Advisory Council and Community Foundation for Oak Park. Other groups requesting the use of school facilities under the Civic Center Act shall be charged at least direct costs.

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

Legal Reference:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1330(b)

EDUCATION CODE

10900-10914.5 Community Recreation Programs

32282 School safety plan

37220 School holidays

38130-38138 Civic Center Act, use of school property for public purposes

BUSINESS AND PROFESSIONS CODE

25608 Alcoholic beverage on school premises

MILITARY AND VETERANS CODE

1800 Definitions

UNITED STATES CODE, TITLE 20

7905 Equal access to public school facilities

COURT DECISIONS

Good New Club v. Milford Central School, (2001) 533 U.S. 98

Lamb's Chapel v. Center Moriches Union Free School District (1993) 113 S.Ct. 2141

Cole v. Richardson, (1972) 405 U.S. 676, 92 S.Ct. 1332

Connell v. Higgenbotham, (1971) 403 U.S. 207, 91 S.Ct. 1772

ACLU of So. Calif. v. Board of Education of Los Angeles, (1961) 55 Cal .2d 167

Ellis v. Board of Education, (1945) 27 Cal.2d 322

ATTORNEY GENERAL OPINIONS

82 Ops.Cal.AttyGen. 90 (1999)

79 Ops.Cal.Atty.Gen. 248 (1996)

Management Resources:

CDE LEGAL ADVISORIES

1101.89 School District Liability and "Hold Harmless" Agreements, LO: 4-89

WEB SITES

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

California Department of Education: <http://222.cde.ca.gov>

Adopted: 2-22-78

Amended: 10-4-83, 12-17-85, 5-15-90, 4-2-91, 9-26-95, 9-17-02, 11-18-03

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1330(a)

Use Of School Facilities

Application for Use of Facilities

Any persons applying for the use of any school facility or grounds on behalf of any society, group or organization shall present written authorization from the group or organization to make the application.

Persons or organizations applying for the use of school facilities or grounds shall submit a statement of information indicating that the organization upholds the state and federal constitutions and does not intend to use school premises to commit unlawful acts.

Civic Center Use

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes: (Education Code 38131, 32282)

1. Public, literary, scientific, recreational, educational or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age

(cf. 5148 – Child Care and Development)

(cf. 5148.2 – Before/After School Programs)

5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youths may participate regardless of religious belief or denomination
7. A community youth center

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1330(b)

(cf. 1020 - Youth Services)

8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)

10. Other purposes deemed appropriate by the Governing Board

The district may grant the use of the school facilities on those days on which the public school is closed. (Education Code 37220)

Restrictions

School facilities shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of the school facility for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption or sale of alcoholic beverages or any restricted substances, including tobacco use

(cf. 3513.3 - Tobacco-Free Schools)

The district may exclude certain school facilities from non-school use for safety or security reasons.

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1330(c)

Damage and Liability

Groups, organizations, or persons using school facilities or grounds shall be liable for any property damages caused by the activity. The Board may charge the amount necessary to repair the damages and may deny the group further use of school facilities.

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of insurance against claims arising out of the group's own negligence. Groups or organizations shall also be required to include the district as an additional insured on their liability policies for claims arising out of the negligence of the group.

As permitted, the Superintendent or designee may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facility being used.

Adopted: 2-22-78

Amended: 9-17-02, 11-06, 9-09

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 18, 2012
SUBJECT: VII.1. MONTHLY GENERAL FUND STATUS REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on General Fund expenditures through August 31st of the 2012-13 fiscal year?

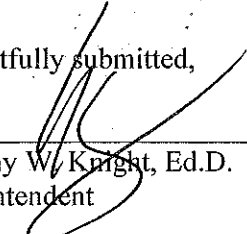
BACKGROUND: The Board maintains its awareness of the State's financial position and its significant impact on K-12 education, and more particularly on the Oak Park Unified School. It is critical that the Board and Administration carefully monitor the District's budget and expenditures to insure fiscal solvency. As a tool to assist in this process, the Administration has developed the attached General Fund Status Report, which will provide the Board with the most current budget and expenditure information available. This report will be updated and reported to the Board every month at its regular meeting, accompanied by staff analysis of the information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 18, 2012
SUBJECT: VII. 2. MONTHLY MEASURE R BOND FUND FINANCIAL STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on Measure R Fund income and expenditures through August 31st of the 2012-13 fiscal year?

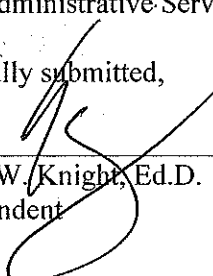
BACKGROUND: On November 4, 2008, Oak Park voters approved Measure R, School Improvement Bond of 2008, authorizing the issuance of general obligation bonds to repair and maintain school district facilities. The Board understands its obligation to use this resource effectively and efficiently to benefit both students and the Oak Park community. As a tool to assist in managing and monitoring the bond program, the Administration has developed the attached Measure R Bond Fund Status Report, which will provide the Board with the most current budget and expenditure information available. This report will be updated and reported to the Board every month at its regular meeting, accompanied by staff analysis of the information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: September 18, 2012

SUBJECT: Monthly Board Report

MEET OUR NEW TEACHERS: Mrs. Allison Gerin is teaching second grade. Ms. Sarah Landis is teaching fourth grade and Mr. Erik Squire is teaching third grade. Brookside's new librarian is Mrs. Kelly Shaver and the new P.E. coach is Mrs. Allison Kaufman. We are so pleased they have joined the Brookside family.

STAR & OAK TREE AWARDS: Mrs. Michelle Varju, third grade, was honored with an Oak Tree award. She has not only embraced all of the new and wonderful technology afforded to our 21st Century Classroom teachers, but has distinguished herself as a leader and innovator! First grade teacher Cynthia Morrow received the Star Among Stars Award at our District welcome back. Mrs. Morrow creates a classroom environment where children have choices and love learning. Additionally, Mrs. Morrow is a great supporter of a positive school climate. Mrs. Jan Rosen, computer teacher, plans fabulous learning experiences for K-5 students in the computer lab. She is a technology mentor to the entire staff and is always willing to help with the website and computer questions. Congratulations to our award winners!

NEW STUDENT AND KINDERGARTEN ORIENTATIONS:

Eighty parents and new students attended an orientation for new families on August 23rd. Principal Burgher conducted an information meeting in the outdoor quad area and PTA President, Julie Prince, invited parents to get involved. Current Brookside Tigers gave school tours and answered student friendly questions. Kindergarten teachers held a meet-and-greet for incoming students and their families on August 28th and a Back to School Night on September 6th. Both events were well attended.

START OF THE YEAR ACTIVITIES:

Sept. 19	Back to School Night	5:45-6:30 pm	Grades: 3-5
		6:30 -7:10pm	Parent Meeting in MPR
		7:15-8:00 pm	Grades: 1 & 2

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: September 18, 2012

SUBJECT: Monthly Board Report

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New and Improved Facilities

Over the summer, our Kindergarten playground was completely resurfaced and restriped. We relocated several classrooms to create a row of four rooms dedicated to our growing fifth grade program. All music classes will now be held in the Multipurpose Room. The Resource program has been relocated to room 23, adjacent to the playground, and the Literacy program has been relocated to two new classrooms where the bicycle racks used to be, creating a "Literacy Patio". These new rooms have been painted to match the rest of the campus and fit in very nicely. We are very grateful for the support of our facilities staff for getting everything done before opening day.

New Staff

We are proud to welcome three outstanding educators to the Oak Hills team. Eva Novak and Stacy Reisman will be joining our fifth-grade team, and Erin Weaver will be taking over as Resource Specialist in our Special Education program.

Eva Novak obtained her Master's degree in Elementary Education at Southern New Hampshire University, where she first began teaching and mentoring students in second, third, and fourth grade classrooms in Nashua and Hollis, New Hampshire. Besides working in both New Hampshire and Montana as an elementary school teacher, Eva has educational experience working as an academic tutor at a public charter high school in Oxnard, California. During the 2011-2012 school year, Eva worked as an instructional assistant within a fifth-grade classroom at Oak Hills Elementary School, and she will now be joining the fifth-grade team as a full-time teacher for the 2012-2013 school year. In her spare time, Eva enjoys reading, exercising, walking her dog at the beach, and spending time with her friends and family.

Stacey Reisman graduated from the University of Wisconsin-Madison with a Bachelor's Degree in Psychology...Go Badgers! She then attended Cal State University-Northridge where she received her elementary teaching credential and worked with first and fourth grade students. The 2012-2013 school year will be Stacey's fifth year of teaching. She has worked as a teacher for LAUSD at Saturn Street Elementary and Fairburn Avenue Elementary and has taught fifth grade, first grade, and kindergarten. She is extremely eager and excited to join Oak Hills Elementary School as part of the fifth grade team! She has many interests and hobbies. Some of those are listening to music, watching sports, and eating sushi! She also loves spending time with family and friends who have been her biggest supporters over the years!

Erin Weaver received her bachelor's degree at CSUCI in Camarillo, and her Special Education credential at Azusa Pacific University. Erin is currently completing her Master's degree in Educational Technology from Azusa Pacific University. Erin began working with special needs students at Pleasant Valley School District 6 years ago as an Instructional Assistant. Since then, she has worked in Phoenix, Arizona and Las Virgenes Unified School District. In addition, she has been a tutor for students with learning disabilities and worked as a vendor for the Tri-Counties Regional Center, assessing adults with disabilities to insure they are receiving the services they need. Her student teaching was completed at Red Oak Elementary in our very own Oak Park Unified School District. In her free time, Erin enjoys reading, cooking, and spending time with family.

Possible Schedule Changes

For the past decade or so, Oak Hills has been able to use PTA funds to hire a credentialed PE teacher, allowing our classroom teachers to have 45 minutes of grade-level common planning time, and 45 minutes of individual planning time each week, all without banking time and having a shortened day Wednesday. This was made possible because of an agreement between the Oak Park Teachers' Association (OPTA) and the District, known as a Memorandum of Understanding (MOU), which must be renewed each year.

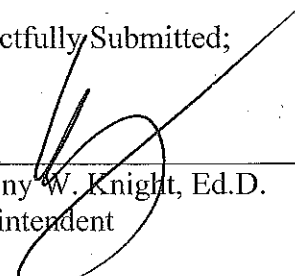
The OPTA has informed us over the summer that the union will no longer agree to the MOU. Without this agreement, our regular classroom teachers are forbidden from leaving their students with these specialists and using this time to plan. Therefore, Oak Hills will be considering switching to a banking time schedule. We have put together a Schedule Committee that includes both parents and teachers. This group will work out the best possible plan, carefully taking into account the needs of all stakeholders. While it may not be possible to develop a schedule that is perfect for everyone, we will do our best to design a schedule that maximizes instructional time, and minimizes any inconvenience for parents. The committee will be working quickly so that parents and staff will have as much lead-time as possible to adjust.

We have begun the school year with our regular schedule in place with no shortened days. Any revised schedule would not be implemented until Thanksgiving break, after the first trimester parent conferences at the earliest. Our PTA has agreed to continue to fund the PE and Music positions. As a result, our students will continue to experience outstanding PE instruction, and will be able to have Music with support for grade-level performances throughout the year. We will also continue our plans to rebuild our choir and create an after-school instrumental music program.

Opening Day

We had a great opening day at Oak Hills. Our eager students gathered together on the playground Wednesday morning, and were greeted by our enthusiastic teachers and staff. Two assemblies were held to discuss expectations and daily responsibilities with all of the students. We were very pleased to have our School Board stop by for a visit. The entire Oak Hills school community is excited for another fantastic year!

Respectfully Submitted;



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: September 18, 2012

SUBJECT: Monthly Board Report

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

Our New Student Orientation was held the Tuesday before school began and included tours of the campus and information provided by members of our student council. Additionally, many 5th grade students shared what they liked best about Red Oak. Our Kindergarten teachers and Discovery Kindergarten teacher gave previews of our programs in their classrooms. Our PFA also hosted their annual, "Welcome Back Staff" breakfast with wonderful food and fellowship on Monday, August 27.

Registration

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

New Student Family Picnic

To welcome new families to Red Oak, our PFA organized a picnic at Indian Springs Park. The picnic occurred after registration on August 28 from 6:00 to 8:00. The PFA provide desserts and information to the new families. The principal and members of the PFA welcomed our new families personally.

Welcome Back Parent Coffee and Donut Gathering

The Red Oak Elementary School Parent Faculty Association hosted an event to welcome back parents, particularly parents new to our school. This activity occurred on the first day of school, August 29 from 8:15 to 10:30. The gathering was billed as an opportunity for parents to meet other parents and PFA members and also to get assistance in filling out school paperwork. The event attracted many parents and generated a lot of goodwill.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: SEPTEMBER 18, 2012
SUBJECT: MONTHLY SCHOOL REPORT

ASB Magazine Drive: Beginning September 6th Medea Creek Middle School will launch its annual magazine fund-raising event with an interactive assembly. The Drive's profits go directly to ASB and fund students and enrichment activities for the school year.

Back-To-School Night: September 6th (6th grade) and September 13th (7th and 8th grades): again MCMS faculty and staff host the community with informative details of the MCMS classroom experience and share some of the wonderful things in store for students this year. This is the first year doing a separate 6th Grade BTSN to better inform 6th grade parents about the middle school. Thanks to everyone for making this evening a welcoming occasion for parents.

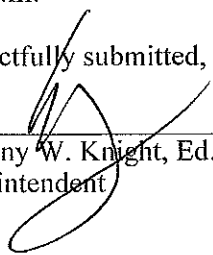
Club Fair: On September 21st students have the opportunity to sign-up for a student Club that interests them—or they may work with the Assistant Principal to, possibly, start one of their own with an adult sponsor. Thanks to ASB for hosting this, as well as the adult club sponsors for being their and sponsoring a year-long Club!

Homework Club: Funded by our PFC, Homework Club begins September 18th (Tuesdays and Thursdays) from 3:00-4:00 in the MCMS Library, and facilitated by two MCMS teachers.

TUPE Tobacco Education Bus: Will be at MCMS on September 24th, 25th and 27th. Sixth grade science classes will participate in this important health education opportunity provided by the County.

Morning Study Hall at MCMS: Monday-Friday Study Hall, currently facilitated by an MCMS teacher, is available in the library from 7:30-8:00 a.m.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Kevin Buchanan, Principal, Oak Park High School

DATE: September 18, 2012

SUBJECT: Monthly Board Report

REGISTRATION

Thanks to Lori DiGrinis and Bev Futterman, PFC volunteers, and staff, the fall registration went very smoothly. Because of several adjustments to the scheduling processes and procedures, there was less pressure on the counseling office as students adjusted their schedules. Currently, the counselors are busy balancing classes and making minor adjustments to student schedules. The new layout of the Admin building really helped ease the flow of traffic in the building.

TEACHERS RETURN

Teachers returned and welcomed 10 new staff members, seven teachers and three instructional aides. The first day began with a review of assessment results including STAR, Advanced Placement, and SAT which all showed strong gains across the board but especially in math. Also we discussed the WASC three-year review process and the adoption of Common Core Standards. Following the introductions of new staff, the District awards, and an OPTA-hosted luncheon, staff spent an afternoon of professional development with a review of the Q-SIS revamped student information system and grade-book.

FACILITIES

The modernized Administrative Services offices were ready to be occupied just in time for support staff to move in prior to the students' return, with minor items to be completed during the first few days of school. Updated student restrooms were badly needed and are a major improvement. Upgrades to the pavilion and G-9 audio/video systems were completed and the gym got a brand new sound system and a motorized U.S flag that descends slowly from the rafters during the National Anthem. The bungalows adjacent to the Great Lawn received fresh interior paint and carpet.

OPENING DAY

Opening day went very smoothly with an air of student excitement. Administrators visited every classroom to discuss school policies related to attendance, discipline, electronic behavior, and academic honesty.

NATIONAL MERIT SCHOLARSHIP PROGRAM

This year, six OPHS seniors were selected as Semifinalists for the 2013 National Merit Scholarship Program. Their selection indicates that they scored among the top 1,200 students in the state of California. Representing the top one percent of each state's high school seniors, these excellent students continue in the competition for National Merit Scholarship Finalist awards. The students are: Annie Cheng, Hemaxi Desai, Michael Ebert, Rachel Hsiong, Avyay Panchapakesan, and Ellice Wang.

BACK-TO-SCHOOL NIGHT

Back to School Night will be held on September 20. The evening will begin for our teachers with a dinner hosted by our PFC; and following a brief parent welcome in the Pavilion, the school bell will then lead parents through their student's class schedule and to their classrooms where teachers will discuss the courses and class procedures.

SENIOR COLLEGE ADVISEMENT

On October 2-4, OPHS Counselors will be holding an Advisement Session for all 4-year college bound students. Procedures for college applications, letters of recommendation, transcripts, scholarships, Naviance and more will be discussed.

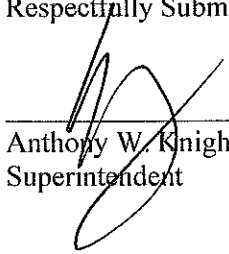
COLLEGE KNOWLEDGE NIGHT

Oak Park is hosting College Knowledge Night this year through a collaborative effort between Calabasas, Oak Park, and Agoura PFCs. An evening of workshops ranging from financial aid and essay writing, to the application process of public and private colleges and universities will be offered to parents and students from all local schools at on October 11.

SWEENEY TODD

Under the direction of Mr. Allan Hunt and produced by the Oak Park Performing Alliance (OPPAA) our students are auditioning for our fall production, "Sweeney Todd, Demon Barber of Fleet Street." The play will run from Friday, November 1 to Sunday, November 3.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

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

DATE: September 18, 2012

SUBJECT: Monthly Board Report

Oak View and Independent School

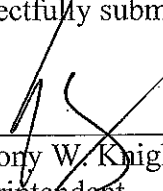
Classes have begun and we have a nice group of students in both schools. I am so fortunate to have such a fine staff at both schools!

OPIS remains strong, with interdistrict enrollment, attracting students from as far as central Los Angeles locations. Last June, we projected 103 students and we have 160 at this time.

Our additional outreach and advertisement strategies are paying off very well. We have attracted a group of working actors from Disney and beyond. We also have enrolled Somis students from their defunct charter school. Additionally, we continue to attract athletes and just a variety of students from out of district.

Oak View is steadily increasing enrollment, as well. We have 42 and heading higher. As you know, it is very challenging to have over 20 students per teacher in continuation, getting diminished return in learning, so we hope to begin a discussion soon about a part time third teacher, focusing on science/math. It is a mid-term review WASC year and I believe it will be quite important to have the best program in place that is possible.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent