

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

ADDENDUM TO REGULAR BOARD MEETING – AGENDA #843

DATE: Tuesday, June 21, 2011
TIME: 6:00 p.m. Open Session
PLACE: Oak Park High School
Presentation Room-G9
899 Kanan Road
Oak Park, CA 91377

ACTION

C.2.a. Approve Award of Bid 11-9R, Playground Repair and Replacement at Oak Hills Elementary School

Board Policy 3312 requires Board approval for contract for services

C.3.b. Approve Consolidated Programs Application – Part I -2011-2012

Board approval is required in order to receive federal and state categorical funds

C.4.c. Approve Certification of Signatures

Education Codes 42632 and 42633 requires annual Certification of Signatures

C.5.f. Approve Amendment to Bylaws of the Board 9223 – Filling Vacancies – First Reading

Suggested amendment is to consider adding language as an option to existing policy to include filling a vacancy with a past board member who has chosen not to run again under the same terms as one chosen under the wider selection criteria, i.e. until the next election, but with the added expectation that this former board member would not be running for re-election. This would enable the board to decide from the outset whether to just ask a former board member to fill in for the specified length of time or whether to go through the open selection process. Rationale: If a former board member were chosen they would be able to hit the ground running.

Date: June 17, 2011

Anthony W. Knight, Ed.D.
Superintendent and Secretary to the
Board of Education

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.2.a APPROVE AWARD OF BID 11-09R, PLAYGROUND REPAIR AND REPLACEMENT AT OAK HILLS ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board approve award of Bid 11-09R, Playground Repair and Replacement at Oak Hills Elementary School?

BACKGROUND: The June 14, 2011 bid opening for this project has occurred and one bid was received. It is being analyzed by staff and the District's construction manager, Barnhart Balfour Beatty, it is anticipated that a recommendation will be made tonight.

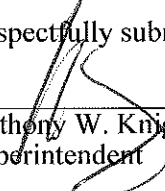
ALTERNATIVES:

1. Approve award of Bid 11-09R, Playground Repair and Replacement at Oak Hills Elementary School.
2. Do not approve award of bid.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS OF BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.3.b. APPROVE CONSOLIDATED PROGRAMS APPLICATION PART I – 2011-2011

ACTION

ISSUE: Shall the Board of Education approve the Application for Funding for Consolidated Aide Programs Part I – 2011-2012?

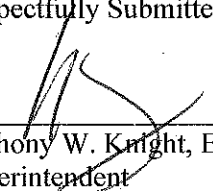
BACKGROUND: The Application for Funding Consolidated Categorical Aid Programs (SDE-100) is submitted annually to the State Department in two parts. Part I is due in July and includes estimated entitlements and general information about programs, including data collection on students served under these programs. Part II is submitted at the end of January each school year. The District is required to submit the application in order to receive federal and state categorical funds.

The application will be sent to the Board under separate cover.

ALTERNATIVES: 1. Approve the Consolidated Programs Application, Part I – 2011-2012.
2. Do not approve the Consolidated Programs Application, Part I – 2011-2012.

RECOMMENDATION: Alternative #1

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

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

Vote:	Ayes	Noes	Abstain	Absent
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.4.e APPROVE ANNUAL CERTIFICATION OF SIGNATURES FOR 2011-2012 SCHOOL YEAR

Consent

ISSUE: Shall the Board of Education approve the Certification of Signatures for the 2011-2012 school year.

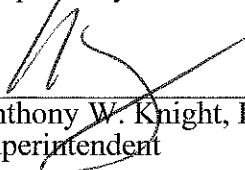
STATEMENT: The school district must annually file a Certification of Signatures at the beginning of each fiscal year as required by the Ventura County Schools Business and Advisory Services Office and in accordance with provisions of Education Code. These authorizations will be valid through June 30, 2011, unless revisions to staff responsibilities are made during the school year or new members are elected or appointed to the Board.

ALTERNATIVES: 1. Approve Certification of Signatures for the 2011-2012 school year.
2. Do not approve Certification of Signatures for 2011-2012 as submitted.

RECOMMENDATION: Alternative #1.

RATIONALE: Education Code mandates that we certify these authorizations annually at the beginning of each fiscal year or after any reorganization or staff change.

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	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

CERTIFICATION OF SIGNATURES

I, Anthony W. Knight, Secretary to the Board of Education of the Oak Park Unified School District of Ventura County, California certify that the signatures shown below are the verified signatures of the members of the Governing Board of the above-named school district (Part 1). Verified signatures of the person or persons authorized to sign orders drawn on the funds of the school district, notices of employment, contracts, etc., appear in Part 2. These certifications are made in accordance with the provisions of Education Code Sections indicated.* If those authorized to sign orders shown in Part 2 are unable to do so, the law requires the signatures of the majority of the Governing Board.

These approved signatures will be considered valid for the period of 7-1-11 to 12-6-11.

Date of Board Action: 6-21-11 Signature: _____
Secretary of the Board

PART I

Signatures of Members of the Board:

Signature: _____
Print/Type: Barbara Laifman
President of the Board of Education

Signature: _____
Print/Type: Mary Pallant
Member of the Board of Education

Signature: _____
Print/Type: Allen Rosen
Clerk of the Board of Education

Signature: _____
Print/Type: _____
Member of the Board of Education

Signature: _____
Print/Type: Jan Iceland
Member of the Board of Education

Signature: _____
Print/Type: _____
Member of the Board of Education

***K-12 Districts**


42632
42633

Community College Districts

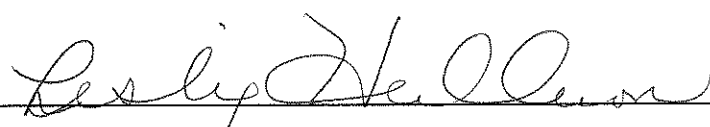
85232
85233


PART 2

Signatures of Personnel and/or Members of the Governing Board authorized to sign checks, orders for salary payment, notices of employment, contracts, etc. Please list after each name all items that a person is authorized to sign.

Signature: 
Print/Type: Anthony W. Knight
Title: Superintendent
Authorized to Sign: A,B,C,D,E,F,G,1,2,3,4,5

Signature: _____
Print/Type: Martin Klauss
Title: Assistant Superintendent, Business Services
Authorized to Sign: B,C,D,E,F,G,1,2,4,5

Signature: 
Print/Type: Leslie Heilbron
Title: Assistant Superintendent, Human Resources
Authorized to Sign: 1,2,3

Signature: 
Print/Type: Barbara Dickerson
Title: Director, Fiscal Services
Authorized to Sign: B,C,D,E

Signature: _____
Print/Type: _____
Title: _____
Authorized to Sign: _____

Please attach an extra sheet for additional signatures if needed. If the Board has given special instructions for the signing of checks or orders, please attach a copy of the resolution.

The following documents must be filed with School Business and Advisory Services:

- ❖ Authorization to sign reports, budgets, and all documents requiring signature of Secretary or Clerk.
- ❖ Authorization to approve payroll orders.
- ❖ Authorization to approve commercial check orders.
- ❖ Authorization to sign collection reports to the County.
- ❖ Authorization to sign Board approved budget transfers.
- ❖ Authorization to sign Interfund and Intrafund Transfers.
- ❖ Authorization to sign contracts after Board approval.

Examples of documents requiring District authority (not required to be filed with School Business and Advisory Services):

- ❖ Authorization to sign employment contracts.
- ❖ Appointment of authorized agents, for Federal and State applications.
- ❖ Appointment of representatives to acquire surplus property.
- ❖ Authorization to sign cafeteria reports.
- ❖ Authorization to sign checks on District bank accounts; i.e., cafeteria; clearing account.

Districts must notify School Business and Advisory Services in writing and submit Board approved signature authorization amendments as staff and/or organizational changes occur mid-year.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
**SUBJECT: C.5.f APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9223–
FILLING VACANCIES- First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Bylaws of the Board 9223 – Filling Vacancies?

BACKGROUND: Suggested amendment is to consider adding language as an option to existing policy to include filling a vacancy with a past board member who has chosen not to run again under the same terms as one chosen under the wider selection criteria, ie. until the next election, but with the added expectation that this former board member would not be running for re-election. This would enable the board to decide from the outset whether to just ask a former board member to fill in for the specified length of time or whether to go through the open selection process.
Rationale: If a former board member were chosen they would be able to hit the ground running. The Board will write the amended language to insert into the Bylaw of the Board.

ALTERNATIVES:

1. Approve the suggested amendment of Bylaws of the Board 9223 – Filling Vacancies.
2. Do not approve the suggested amendment Bylaws of the Board 9223 – Filling Vacancies.
3. Adopt a modified amendment of the Bylaws of the Board 9223 – Filling Vacancies.

RECOMMENDATION: At the discretion of the Board.

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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____