

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #833

DATE: January 18, 2011

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

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

The Mission of the Oak Park Unified School District is to provide students with a strong foundation for learning, which meets the challenge of the present and of the future through a balanced education, that includes academic achievement, personal growth and social responsibility.

BOARD OF EDUCATION

Barbara Laifman, President

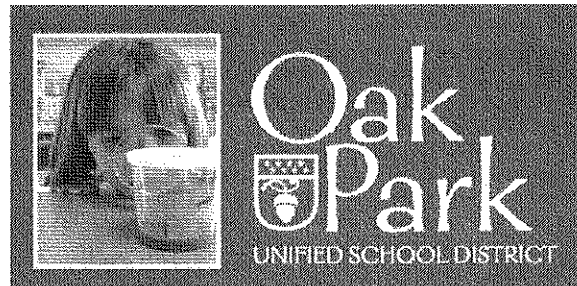
Dr. Marie Panec, Vice President

Jan Iceland, Clerk

Mary Pallant, Member

Allen Rosen, Member

Briana Mackey, Student Board Representative



EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent

Linda Sheridan, Executive Assistant

Martin Klauss, Assistant Superintendent, Business & Administrative Services

Dr. Leslie Heilbron, Assistant Superintendent, Human Resources

Cliff Moore, Consultant

Jane Mintz, Director, Educational Technology

Susan Roberts, Director, Pupil Services

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

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

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

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

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

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

Interested parties may review the recording upon request.

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

NEXT REGULAR MEETING

Tuesday, February 15, 2011

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #833

January 18, 2011

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

CLOSED SESSION: 5:00 p.m.

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

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G-9, Oak Park, California**

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

III. RECESS TO CLOSED SESSION FOR DISCUSSION AND/OR ACTION ON THE FOLLOWING ITEMS:

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT:

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Partners In Education Award – Peter Kristensen and Tom Wulf
2. Remarks from Board Members
3. Remarks from Student Board Representative
4. Remarks from Superintendent
5. Report from School Site Councils
6. Report from Facilities Planning Committee

B. DISCUSSION ITEMS (No Action required. If Action required, item will be brought to a future meeting as an Action Item)

- a. **Update on Closeout of District Construction and Repair Projects**

C. BUSINESS SESSION:

1. CONSENT AGENDA

Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

At the request of any member of the Board, any item on the Consent Agenda shall be removed and given individual consideration for action as a regular agenda item.

- a. **Approve Minutes of Regular Board Meeting December 7, 2010**
- b. **Public Employee/Employment Changes 01CL21525-01CL21533 & 01CE05045-01CE05069** 1
- c. **Approve Purchase Orders – November 20 - December 31, 2010** 3
Board Policy 3300 requires Board approval of Purchase Orders
- d. **Approve Overnight Trip for Medea Creek Middle School 8th Grade Astrocamp – February 14-16, 2011** 7
Board Policy 6153 requires Board approval for student overnight trips
- e. **Approve First Period (P-1) Attendance Report** 8
Board Policy required Board approval for enrollment and attendance reports

ACTION

2. BUSINESS SERVICES

- a. **Approve Appointment of Four Candidates to the Citizens Oversight Committee** 15
The Board has interview seven candidates for four positions on the Citizens Oversight Committee and will make their selections tonight
- b. **Approve Annual Audit Report for Fiscal Year 2009-2010** 17
Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records
- c. **Approve Change Order #1, Project 10-05R, New HVAC in Oak Park High School Gymnasium** 19
Board approval required for change orders
- d. **Approve Resolution #11-02, Participation in CSBA California School Mid-Year Cash Reserve Program** 23
Through participation in the CSBA Cash Reserve Program, the district will be able to issue a tax and revenue anticipation note (TRAN) as part of this cost effective pooled structure
- e. **Approve Budget Adoption Calendar for Fiscal Year 2010-2011** 31
AB 1200 requires Board approval of Budget Adoption Calendar
- f. **Approve Donations** 33
Board Policy 3290 requires Board approval for donations to the District

3. PUPIL SERVICES

- a. **Approve Resolution #11-01 In Support of Full Funding of County Mental Health Services for Students with Disabilities** 35
Board approval is requested for this Resolution to appeal for the Governor's suspension of AB 3632 mandates which are State funds for Mental Health monies for students with disabilities

4. CURRICULUM

- a. **Approve Modification to District's Enrollment Cap** 39
Board Policy 5117 requires Board to approve Enrollment Cap for District of Choice program
- b. **Approve Revision of Oak Park High School Code of Conduct** 41
Board is asked to approve new language to the Oak Park High School Code of Conduct
- c. **Approve 2009-2010 School Accountability Report Cards** 45
Board Policy 0510 requires Board approval of School Accountability Report Cards

- d. **Approve Oak Park Unified School District Summer Program for 2011** 47
Board approval necessary for Summer School program to be run through Friends of Oak Park Schools
5. **HUMAN RESOURCES**
- a. **Public Disclosure and Approval of Collective Bargaining Agreement between the District and the Oak Park Classified Association** 49
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
6. **BOARD POLICIES**
- a. **Approve Amendment of Board Policy 4020 – Drug and Alcohol-Free Workplace – First Reading** 55
This mandated policy is revised to reflect language prohibiting an employee from being under the influence of alcohol or a controlled substance while on duty and defining “on duty”.
- b. **Approve Amendment of Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – First Reading** 59
Policy revised to reflect new law AB 1069 which provides that students may now be assisted take, during the school day, medication ordered by a physician assistant as well as medication by a physician.
- c. **Approve Amendment of Board Policy 5141.3 – Health Examinations – First Reading** 63
Mandated policy updated to (1) clarify examinations required at school entry, (2) reflect new law (SB 1069 which allows a physician assistant to conduct a medical examination for the purpose of providing medical clearance for a student’s participant in an interscholastic athletic program, and (3) delete a report to the Board on the number of students with physical problems.
- d. **Approve Amendment of Board Policy 5141.31 – Immunizations – First Reading** 67
Policy updated to (1) clarify the circumstances under which students must submit immunization records, (2) clarify options for requiring immunization records at registration, and (3) reflect new law AB 1937 which expands the types of health professionals who may give immunizations under specified conditions.

VII. INFORMATION ITEMS

VIII. OPEN DISCUSSION

1. Board Retreat/Goal Setting

IX. ADJOURNMENT:

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

SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

- | | |
|---|----|
| 1. Brookside Elementary School Report | 71 |
| 2. Oak Hills Elementary School Report | 72 |
| 3. Red Oak Elementary School Report | 73 |
| 4. Medea Creek Middle School Report | 74 |
| 5. Oak Park High School Report | 75 |
| 6. Oak View High School/Oak Park Independent School | 77 |
| 7. Oak Park Neighborhood School | |

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

12-7-10

#831

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Rees, called the regular meeting to order at 6:33 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Mary Rees, President, Ms. Barbara Laifman, Vice President, Dr. Marie Panec, Clerk, Ms. Jan Iceland, Member and Ms. Cindy Vinson, Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Ms. Jane Mintz, Director, Education Technology, Ms. Barbara Dickerson, Director, Fiscal Services, and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Benjamin Rosen led the Pledge of Allegiance to the Flag

ADOPTION OF AGENDA

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education adopted the agenda. Motion carried 5-0.

PUBLIC SPEAKERS

None

PRESENTATION

Mike McReynolds, representing Supervisor Linda Parks, presented Mary Rees and Cindy Vinson, with Certificates of Recognition from the Ventura County Board of Supervisors.

Cheri Orgall, representing Assembly Member Julia Brownley, presented Mary Rees and Cindy Vinson, with Certificates of Recognition.

Dr. Knight presented Mary Rees and Cindy Vinson with plaques from the Oak Park Unified School District recognizing their years of service to the District and also the Partner in Education (PIE) volunteer awards. This is the fifth and sixth PIE awards presented by the Board to a dedicated volunteer to the District.

Mary Rees expressed her thanks to everyone and the importance of the partnership with the many entities throughout the communities like those represented here tonight. She hopes there will be continued partnership throughout the District among staff, administration, parents and the community for the education of all students. Cindy Vinson thanked everyone for their kindness and best wishes and expects to continue to hear good things about Oak Park.

Presentation of the CSBA Golden Bell Award for Environmental Awareness. Howard Friedman of Fagen, Friedman, Fulfrost presented a \$5,000 scholarship to the District as part of the CSBA Golden Bell Award received at the CSBA Convention held over the past weekend.

Healthy Kids Survey Update – Lou Tabone presented additional data received regarding Health Kids Survey.

REPORT FROM BOARD MEMBERS

Board Member Cindy Vinson no report. Board Member Barbara Laifman thanked Cindy Vinson and Mary Rees for the many hours of time they have given to the students of Oak Park. Ms. Laifman reported she attended the District of Choice presentation which was great. The Principals all spoke well about their schools. It's not surprising that parents want their children to come to Oak Park. Ms. Laifman attended the MAC meeting and the only item that was of interest to the District was their interest to bring the program "Every 15 Minutes" to the high school. She attended the assembly today for the Acceptance week where Brian Bushway gave such an inspiring speech about overcoming disability. Board Member Marie Panec attended the Facilities Planning Committee last week and they will give their report later in the meeting. She reported she attended the CSBA conference this weekend where she went to a session on CIF where they talked about fees being donations only, a session about California expanding K-12 environmental literacy, learned about new software that could help track bond funding that could help with our Measure R finances, met a student who was a Student Board Rep who was interested in putting forth legislation allowing students to give input on teacher evaluation, and read some EdSource research regarding Middle School practices from high performing and low performing school and realized that we were practicing many of the high performing. Board Member Jan Iceland complimented Susan Roberts and the Special Ed staff for taking students out into the community and teaching them life skills. She also thanked very much Mary Rees and Cindy Vinson for all their work on the Board. Ms. Iceland also attended the CSBA conference

Board Member Mary Rees

REPORT FROM STUDENT REPRESENTATIVE

None.

REPORT FROM SUPERINTENDENT

Dr. Knight reminded everyone that the High School will be having their Band and Choir performances this week. The Band is Thursday, December 9 and the Choir is December 10. Also Medea Creek is holding their Band and Choral performance on Wednesday, December 8.

School Site Council Reports

Brookside Elementary School – Statia Foresti reported the School Site Council discussed the Librarian hours being restored and the school garden.

Oak Hills Elementary School – Erik Warren, Principal, reported the School Site Council discussed the school plan. Oak Hills just held their Book Fair and raised \$4,000. They held their parent conferences, continue work on their school garden, and will hold a Father/Daughter dance this year.

Red Oak Elementary School – Jane Shi reported for the School Site Council.

Oak Park High School – Kevin Buchanan, Principal reported the School Site Council reviewed their school plan and picked their site for the school garden. They are also going to look at the DVD for "Every 15 Minutes". They are very busy this week with Acceptance Week activities.

Report from Facilities Planning Committee

Pater Kristensen and Tom Wolf updated the Board on completed and ongoing projects throughout the District as well as an update on efforts to get DSA Certified Project Closeouts.

C.1. CONSENT AGENDA

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the Consent Agenda except for Items C.1.a and C.1.d. Motion carried 5-0.

- a. Approve Minutes of Regular Board Meeting November 16, 2010
- b. Public Employee/Employment Changes 01CL1494-01CL1524 & 01CE05023-01CE05044
- c. Approve Purchase Orders – November 1 – November 19, 2010
- d. Approve Student Teacher Agreement with California State University, Northridge
- e. Approve Expulsion of Student in Disciplinary Case #01-10/12

ACTION

2. BOARD

a. Administration of Oath of Office to Mary Pallant, Marie Panec and Allen Rosen

Linda Sheridan administered the Oath of Office to Mary Pallant, Marie Panec and Allen Rosen

b. Election of Officers of the Board of Education

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the nomination of Barbara Laifman as President of the Board of Education. Motion carried 5-0.

On motion of Marie Panec, seconded by Mary Pallant, the Board of Education approved the nomination of Jan Iceland as Vice President of the Board of Education. Motion carried 5-0.

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the nomination of Marie Panec as the Clerk of the Board of Education. Motion carried 5-0.

c. Select and Approve School Board Representative to the County Committee on School District Organization

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the nomination of Mary Pallant as School Board Representative to the County Committee on School District Organization if this Committee remains in existence. Motion carried 5-0.

d. Approve Certification of Signatures

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved Certification of Signatures. Motion carried 5-0.

e. Approve Designation of Secretary/Authorized Agent of the Board of Education

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the Designation of the Superintendent as Secretary/Authorized Agent of the Board of Education. Motion carried 5-0.

f. Approve Proposed Board Meeting Schedule for Calendar Year 2011

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the proposed Board Meeting Schedule for Calendar Year 2011. Motion carried 5-0.

g. Confirmation and Designation of Board Representatives to District Committees

The Board chose District Committees to serve on during the remainder of the school year. The Board will revisit these committee assignments in August for the 2011-12 school year.

h. Discuss Transfer of the Duties and Powers of the Ventura County Committee on School District Organization to the Ventura County Board of Education

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education agreed to make a recommendation to the State Board of Education. Motion carried 5-0.

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education did not approve recommending to the State Board of Education to allow the Duties and Powers of the Ventura County Committee on School District Organization to remain as is. Motion failed 4 Noes: Laifman, Pallant, Panec, Rosen 1 Yes: Iceland

On motion of Allen Rosen, seconded by Marie Panec, the Board of Education agreed to recommend to the State Board of Education that the Ventura County Committee on School District Organization be made of one representative appointed from each of the five supervisorial districts, one at-large appointment and the Ventura County Board of Education to allow for more accountability to the community. Motion carried 4 Yes: Laifman, Pallant, Panec, Rosen 1 Abstain: Iceland.

3. BUSINESS SERVICES

a. Approve Change Order #1, Bid 10-06R, Installation of HVAC System at Medea Creek Middle School Gymnasium

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Change Order #1, Bid 10-06R, Installation of HVAC System at Medea Creek Middle School Gymnasium. Motion carried 5-0.

b. Approve Notice of Completion, Bid 10-07R, District-Wide Installation of Digital Thermostats

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved Notice of Completion, Bid 10-07R, District-Wide Installation of Digital Thermostats. Motion carried 5-0.

c. Approve Notice of Completion, Bid 10-08R, Site Work for Portable Classroom Replacement at Oak Park High School

On motion of Marie Panec, seconded by Allen Rosen, the Board of Education approved Notice of Completion, Bid 10-08R, Site Work for Portable Classroom Replacement at Oak Park High School. Motion carried 5-0.

d. Approve Resolution #10-30, Authorizing Emergency Repairs at Oak Park High School, Bid 10-08R

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Resolution #10-30, Authorizing Emergency Repairs at Oak Park High School, Bid 10-08R. Motion carried 5-0.

e. Approve Fiscal Year 2010-2011 First Interim Financial Report, Certification and Budget Revisions

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Fiscal Year 2010-2011 First Interim Financial Report Certification and Budget Revisions. Motion carried 4 Yes: Iceland, Laifman, Pallant, Rosen 1 Abstain: Panec.

f. Approve Resolution #10-31, Authorizing District Participation in K-3 Class Size Reduction Program

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved Resolution #10-31, Authorizing District Participation in K-3 Class Size Reduction Program. Motion carried 5-0.

g. Approve Acceptance of Donations

On motion of Marie Panec, seconded by Allen Rosen, the Board of Education approved Acceptance of Donations. Motion carried 5-0.

4. HUMAN RESOURCES

a. Approve Authorization to Establish New Classified Position – Technology Department Assistant

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved authorization to establish new Classified position – Technology Department Assistant. Motion carried 5-0.

b. Public Disclosure and Approve Collective Bargaining Agreement Between the District and Oak Park Teachers Association

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Collective Bargaining Agreement Between the District and the Oak Park Teachers Association. Motion carried 5-0.

OPEN DISCUSSION

Ms. Iceland suggested the Board consider having a mini-retreat in January or February to help orient the new Board Members.

Ms. Laifman suggested the Board give apples or bagels to each school staff for the holidays. It was arranged among the Board which day they would take bagels to each school.

Ms. Laifman asked the Board for their opinion on a letter to the Editor regarding clarifying information that had been written in a letter to the Editor previously. The Board agreed that better communication with the community would be a good idea. Mr. Rosen suggested getting a summary of the Board meetings on the Oak Park Now and Oak Park Update could be helpful. Dr. Knight said his office would take care of that.

There being no further business before this Board, the meeting is declared adjourned at 9:43 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.1.c APPROVE PURCHASE ORDERS – NOVEMBER 20-DECEMBER 31-2010

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued November 20, 2010 through December 31, 2010?

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

ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Includes 11/20/2010 - 12/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B11-00175	ACT-Autism Ctr for Treatment	Contracted NPA services 2010-11	Pupil Services/Special Ed.	010	137,615.00
B11-00176	Inclusive Educ. & Community Pa	Contracted NPA Services 2010-2011	Pupil Services/Special Ed.	010	108,710.66
B11-00177	Parent of Special Ed Student	2010/2011 - NPS Parent Travel Reimbursement	Pupil Services/Special Ed.	010	6,000.00
B11-00178	Apex Superstores, Inc	Batteries for PA system, telephone, UPS	Business Administration	010	500.00
B11-00179	Lance's Collision Inc.	Open PO for 2010-2011 for auto repairs	Business Administration	010	1,000.00
B11-00180	California Restoration	Emergency repairs - OHES	Business Administration	010	1,000.00
B11-00181	AT & T MCI	water damage Data cable service 2010-2011	Business Administration	010	9,600.00
FS11-00016	ASR FOOD DISTRIBUTORS, INC.	Produce & Frozen Food/BES	Food Services	130	1,000.00
FS11-00017	ASR FOOD DISTRIBUTORS, INC.	Produce & Frozen Food/OHES	Food Services	130	1,000.00
FS11-00018	ASR FOOD DISTRIBUTORS, INC.	Produce & Frozen Food/ROES	Food Services	130	1,000.00
FS11-00019	ASR FOOD DISTRIBUTORS, INC.	Produce & Frozen Food/MCMS	Food Services	130	1,000.00
FS11-00020	ASR FOOD DISTRIBUTORS, INC.	Produce & Frozen Food/OPHS	Food Services	130	1,000.00
FS11-00044	Stoneground Baking Co.	Wheat Bread & Rolls	Food Services	130	3,000.00
FS11-00062	Kamran and Company Inc.	Convection gas ovens/MCMS	Food Services	130	7,657.88
FS11-00063	Chase Bros.	Dairy Products/BES	Food Services	130	3,000.00
FS11-00064	Chase Bros.	Dairy Products/OHES	Food Services	130	2,000.00
FS11-00065	Chase Bros.	Dairy Products/ROES	Food Services	130	2,000.00
FS11-00066	Chase Bros.	Dairy Products/MCMS	Food Services	130	5,000.00
FS11-00067	Chase Bros.	Dairy Products/OPHS	Food Services	130	5,000.00
P11-00168	Compuwave Inc.	Toner for HP Printer	Neighborhood Pre-School Program	010	861.67
P11-00289	PERFORMANCES TO GROW ON	Parent funded field trip	Red Oak Elementary School	010	315.00
P11-00290	Long Beach Aquarium Of The	OPIS Field Trip	Home Independent Study Program	010	210.00
P11-00291	Advanced Cable Solutions	Proj 10-07R Thermostats & Timers IDF Cabinets	Business Administration	213	4,686.00
P11-00292	Perma-Bound	PFA: AR BOOKS	Medea Creek Middle School	010	3,680.50
P11-00293	CARNEGIE ART MUSEUM CORNERSTONES ED. PROGRAM	Donation - 2nd grade field trip	Brookside School	010	340.00
P11-00294	SchoolMart	Donation/PFC/mat & supp	Oak Park High School	010	147.09
P11-00295	Document Systems	Ricoh color copies	Red Oak Elementary School	010	13.51
P11-00296	Liz Blum	Art materials & supplies/Don	Oak Park High School	010	407.91
P11-00297	Victor Anderson	AED Sign OPHS Field Replaced	Business Administration	010	32.00
P11-00298	Cengage Learning	Tech Grant/mat & supp	Oak Park High School	010	3,009.87

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

ESCAPE ONLINE

Includes 11/20/2010 - 12/31/2010					
PO Number	Vendor Name	Description	Location	Fund	Account Amount
P11-00299	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRAMS	Fourth grade field trip/Don	Oak Hills Elementary School	010	650.00
P11-00300	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRAMS	Fees for 4th grade field trip/Don	Oak Hills Elementary School	010	100.00
P11-00301	Karen Kennedy dba Camino Real Naturalist & Historical Interp	In-house 5th grade field trip/Don	Oak Hills Elementary School	010	520.00
P11-00302	Woodwind & Brasswind	PFA:Portable Keyboards for Music Tech Curriculum	Medea Creek Middle School	010	1,623.59
P11-00303	Maureen Hamilton	Charges for CPR and First Aid Training	Human Resources	010	1,540.00
P11-00304	Conejo Awards	Awards for outgoing Board Members	Board of Education	010	87.68
P11-00305	Galapagos Studios	DON: Choir Shirts	Medea Creek Middle School	010	116.48
P11-00306	Disney Performing Arts	DON:Disney Band Seminar Enrollment 1/28/2011	Medea Creek Middle School	010	2,920.00
P11-00307	Science Kit & Boreal Lab.	Dissection Materials for Science	Medea Creek Middle School	010	240.04
P11-00308	US Air Conditioning	Proj 10-05R, Modine Air Heating Units-OPHS	Oak Park High School	213	13,352.99
P11-00309	Us Bank Trust Nat'l Assn.	Admin Fees GOB Election 2006, Series 2007 (C6)	Business Administration	010	700.00
P11-00310	Arrowhead Processing Center	Drinking water for preschool 2010-11	Neighborhood Pre-School Progrm	010	487.13
P11-00311	Acorn Press	OPIS Advertisement	Home Independent Study Program	010	1,117.44
P11-00312	Ventura County Graphic Service	Folders for cumulative records	Home Independent Study Program	010	37.89
P11-00313	Robert Selman	Emergency Radios & Repairs District-Wide	Business Administration	010	2,825.33
P11-00314	Bsn Sports	Safety padding basketball poles/OHES	Business Administration	010	1,052.05
P11-00315	DawnSignPress	PFC Don/mat & supp	Oak Park High School	010	75.31
P11-00316	Bruce Wilkoff	Peer Counselling/oth exp	Oak Park High School	010	500.00
P11-00317	Conejo Rental Center	CAHSEE Tables Rental OPHS	Curriculum	010	552.13
P11-00318	Conejo Awards	Name Badges	Superintendent	010	68.20
P11-00319	Ventura County office of Education	AcaDeca/PFC/oth exp	Oak Park High School	010	400.00
P11-00320	HUMAN KINETICS	PFT Test Administration Manual for OPHS	Curriculum	010	48.09
P11-00321	Durham Transportation	Transportation for Field Trip	Oak View High School	010	415.21
P11-00322	Pep Boys	Generators for all Sites	Business Administration	010	2,092.41
P11-00323	BARBARA CLARK, ED.D. PROFESSOR EMERITUS, CSULA	GATE Workshop at MCMS	Curriculum	010	500.00

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

ESCAPE ONLINE

Includes 11/20/2010 - 12/31/2010					
PO Number	Vendor Name	Description	Location	Fund	Account Amount
P11-00324	JKF Construction	Proj 10-08R OPHS Relos - Cabinetry & Counters	Business Administration	213	1,600.00
P11-00325	Matt Kracht	Donation/PFC/Science/mat & supp	Oak Park High School	010	428.85
P11-00326	Erik Amerikaner	ROP Tech Grant/mat & supp	Oak Park High School	010	786.39
P11-00327	Curriculum Associates	Test prep materials/PTA	Brookside School	010	1,624.01
P11-00328	Pearson AGS Globe	Supplemental math materials	Home Independent Study Program	010	160.77
P11-00329	Teaching Textbooks	Supplemental math materials	Home Independent Study Program	010	1,093.22
P11-00330	Prestwick House, Inc.	DON: Tom Sawyer Books for 8th Gr	Medea Creek Middle School	010	752.02
P11-00331	Teacher's Discovery	DON: Spanish & French DVDs	Medea Creek Middle School	010	434.04
P11-00332	Leader Carpet	Emergency repairs - OHES water damage	Business Administration	010	3,595.00
T11-00036	CA Interactive Technologies	Laser/LED projector/Don	Oak Park High School	010	893.06
T11-00037	Olympic Controls Corp	Bookendz Docking Stations	Technology Coordinator	212	2,727.90
T11-00038	SmartMusic Sales	PFA: SmartMusic Subscription Renewal	Medea Creek Middle School	010	140.00
T11-00039	Naviance, Inc	Career Planning for Middle School Program	Medea Creek Middle School	010	427.59
T11-00040	Schoolwires, Inc	Upgrade services bundle/web template	Technology Coordinator	212	12,232.25
T11-00041	Compuwave Inc.	Printers for BES & OPHS	Technology Coordinator	212	1,098.74
Total				70	370,802.90

Fund Summary			
Fund	Description	PO Count	Amount
010	General Fund	52	302,447.14
130	Cafeteria Fund	12	32,657.88
212	Measure C6 Technology Bond Fun	3	16,058.89
213	Measure R FACILITIES Bond Fund	3	19,638.99
Total		70	370,802.90

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

ESCAPE ONLINE

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.1.d APPROVE OVERNIGHT TRIP FOR MEDEA CREEK MIDDLE SCHOOL 8th GRADE ASTROCAMP – FEBRUARY 14-16, 2011

CONSENT

ISSUE: Shall the Board of Education approve an overnight trip for Medea Creek Middle School 8th Grade Astrocamp trip?

BACKGROUND: Medea Creek has been participating in Astrocamp, in Idyllwild, for several years. Attendance is open to all 8th graders and is completely optional. Students attending will participate in classes that extend the 8th grade science curriculum (classes include Electricity and Magnetism, Telescope Viewing, Building and Launching Rockets) as well as team building activities that encourage physical challenges (Hiking, Ropes Course, Rock-Wall Climbing). The trip is scheduled for February 14th @8:00a.m.-February 16th, 2011@4:00p.m. The cost is \$300.00 (Includes transportation, classes, food and lodging), with participating chaperones paying half of the student fee. Financial assistance is available to students unable to pay for the trip. Chaperones include MCMS staff members and parent volunteers. The bus company is Coach USA.

ALTERNATIVES: 1. Approve the overnight trip to Astrocamp in Idyllwild.
2. Do not approve the overnight trip to Astrocamp in Idyllwild.

RECOMMENDATION: Alternative #1.

RATIONALE: It is an outstanding opportunity to study physical science, hands-on, in a unique environment, while focusing on team-building and attempting new physical challenges.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.1.e APPROVE FIRST PERIOD ATTENDANCE REPORT

CONSENT

ISSUE: Shall the Board receive and review the First Period (P-1) Attendance Report on the status of the District's Average Daily Attendance (ADA) ending with the fourth school month?

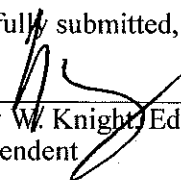
BACKGROUND: The District's Revenue Limit funding is based on its ADA, which is reported to the State three times annually. The First Period Attendance Report, commonly referred to as P-1, is filed with the State at the end of the fourth school month. The Second Period Attendance Report, typically called P-2, reports the average of month one through the last school month that ends on or before April 15th of the current school year (usually Month 7). The District's actual Revenue Limit is based on the P-2 Report. The third and final report, the Annual Report, is filed at the conclusion of the fiscal year. The first reporting period has concluded and the District's P-1 Report is attached for the Board's review.

The District's 2010-11 adopted budget was based on its estimated P-2 ADA of 3,885, including 5 ADA at county schools. The actual 2010-11 ADA at P-1 has been calculated at 3,904.47. Actual enrollment has declined slightly from 4,015 at month one to 4,012 at month four. Historically, actual P-2 ADA has come in at 99.5% of the P-1 figure. The 2010-11 P-2 ADA will serve as the basis of the District's 2011-12 Revenue Limit funding.

RECOMMENDATION: None - information only.

Prepared by: Barbara Dickerson, Director of Fiscal 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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Report of School District Attendance

County: Ventura

Fiscal Year: 2010-11

District: Oak Park Unified

P-1

CDS CODE 56 73874

Certificate Number: 2415C162

Regular Elementary and High School ADA

Elementary

High School

Kindergarten	A-1	254.42	
Grades 1 - 3	A-2	663.42	
Grades 4 - 6	A-3	835.82	
Grades 7 - 8	A-4	711.70	
Grades 9 - 12	A-5		1,368.07
Continuation Education	A-6		44.91
Opportunity Schools and Full-Day Opportunity Classes	A-7	0.00	0.00
Home and Hospital	A-8	0.00	0.00
Special Education - Special Day Class	A-9	1.97	12.03
Special Ed - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)]	A-10	2.86	4.72
Special Ed - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-11	0.00	0.00
Community Day School (Divisor 70/135/180)			
Mandatory Expelled Pupils ADA	A-12	0.00	0.00
All Other Pupils ADA	A-13	0.00	0.00
Extended Year ADA (Divisor 175)			
Extended Year Special Education - Special Day Class	A-14	0.00	0.00
Extended Year Prog - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)]	A-15	0.90	3.65
Extended Year Prog - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-16	0.00	0.00
Regional Occupational Centers/Programs (Divisor 85/135/175)	B-1		0.00
Classes for Adults ADA (Divisor 85/135/175)			
Concurrently Enrolled Secondary Students	B-2		0.00
Adults Enrolled, State Apportioned	B-3		0.00
Students 21 Years or Older and Students 19 years or Older Not continuously Enrolled Since Their 18th Birthday, Participating in Full-Time Independent Study	B-4		0.00
Adults in Correctional Facilities	B-5		0.00

California Department of Education

Attendance Software

2010-10.00

Page 1 of 2

1/6/2011 11:09:37 AM

Report of School District Attendance

County: Ventura

Fiscal Year: 2010-11

District: Oak Park Unified

P-1

CDS CODE 56 73874

Certificate Number: 2415C162

ADA Totals (Sum of A-1 through B-5)	B-6	2,471.09	1,433.38
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ADA For Students on Full-time Independent Study Included in Section A (A-1 through A-7, and A-9)	C-1	37.76	56.51
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ADA Not Eligible for Funding Generated through Independent Study (A-1 through A-7, and A-9)	C-2	0.00	0.00
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ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 Included in B-1	C-3		0.00
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ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 Included in B-3 and B-4	C-4		0.00
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Apprentice Hours Pursuant to Section 3074 of the Labor Code	C-5		0
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Community Day School - Additional Funds (Divisor 70/135/180)

Mandatory Expelled Pupils - [E.C. 48915(d)]

5th Hour ADA	C-6	0.00	0.00
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6th Hour ADA	C-7	0.00	0.00
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All Other Community Day School Pupils

5th Hour ADA	C-8	0.00	0.00
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6th Hour ADA	C-9	0.00	0.00
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After-School Supervised Attendance

Pupil Hours for 7th Hour	C-10	0	0
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Pupil Hours for 8th Hour	C-11	0	0
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Report for the Gifted and Talented (GATE) Program

County: Ventura

Fiscal Year: 2010-11

District: Oak Park Unified

P-1

CDS CODE 56 73874

Certificate Number: C311DE61

The submitting LEA hereby certifies that its GATE plan has been approved by the State Board of Education and it is participating in the GATE program consistent with the approved plan

Certification

County: Ventura

Fiscal Year: FY 2010-11

District: Oak Park Unified


P-1

CDS CODE 56 73874

2415C162

Report of Attendance for Pupils Residing in the District

I hereby certify that, to the best of my knowledge and belief, this report is true and correct and all data have been compiled and reported in accordance with state and federal laws and regulations and the instructions for this report.

School District Superintendent: Date: 1/6/11

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara DickersonPHONE (818) 735-3215 *FAX (818) 865-8467E-Mail bdickerson@oakparkusd.org

Certification

County: Ventura

Fiscal Year: FY 2010-11

District: Oak Park Unified

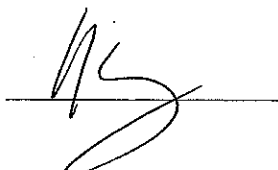
P-1

CDS CODE 56 73874

C311DE61

Report for the Gifted and Talented (GATE) Program

I hereby certify that, to the best of my knowledge and belief, this report is true and correct and all data have been compiled and reported in accordance with state and federal laws and regulations and the instructions for this report.

School District Superintendent: Date: 1/6/11

County Superintendent of Schools: _____

Date: _____

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara DickersonPHONE (818) 735-3215 *FAX (818) 865-8467E-Mail bdickerson@oakparkusd.org

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.2.a APPROVE APPOINTMENT OF FOUR CANDIDATES TO THE CITIZEN'S OVERSIGHT COMMITTEE

ACTION

ISSUE: Shall the Board of Education approve four candidates to the Citizen's Oversight Committee?

BACKGROUND: The Board of Education interviewed seven candidates on January 12, 2011 who had applied for the Citizen's Oversight Committee. Tonight they will deliberate in open session on which of these seven candidates to appoint to the four open seats on the Citizen's Oversight Committee.

The Board recommendations are:

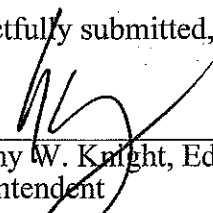
1. _____
2. _____
3. _____
4. _____

ALTERNATIVES:

1. Approve the recommendations of the Board to the Citizen's Oversight Committee.
2. Do not approve the recommendations of the Board to the Citizen's Oversight Committee.
3. Seek additional applicants for the Citizen's Oversight Committee.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.2.b APPROVE ANNUAL AUDIT REPORTS FOR FISCAL YEAR 2009-2010
ACTION

ISSUE: Shall the Board receive and accept the Annual Audit Report for fiscal year 2009-2010?

BACKGROUND: As required by Education Code Section 41020, the Board of Education employed an independent accounting firm to audit all District financial records and procedures for the fiscal year ending June 30, 20. The audit reports prepared by the accounting firm of Vavrinek Trine Day & Company LLP, including the audits for bond measures C6 and R, have been distributed to members of the Board of Education under separate cover. The audit reports are also available for public inspection in the business office of the District, located at the Support Services Center. A representative of Vavrinek Trine Day will present the audit report to the Board at this evening's meeting.

ALTERNATIVES:

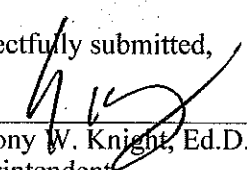
1. Accept as record the 2009-10 Annual Audit Report.
2. Do not accept the 2009-2010 Annual Audit Report.

RECOMMENDATION: Alternative No. 1

RATIONALE: Acceptance of the Annual Audit for fiscal year 2009-2010 fulfills the Board's obligation as required by EC 41020.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.2.c APPROVE CHANGE ORDER #1, PROJECT 10-05R, NEW HVAC IN GYMNASIUM AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board approve Change Order #1 to the contract with Environmental Heating & Air Conditioning, Inc. for Project 10-05R, New HVAC in Gymnasium at Oak Park High School?

BACKGROUND: On September 13, 2010, the District awarded a contract for Project 10-05R, New HVAC in Gymnasium at Oak Park High School to Environmental Heating & Air Conditioning, Inc. During the course of the project, District staff and construction manager Barnhart, Inc. have recommended changes to the project's scope for conditions unforeseen at the time the contract was awarded. Change Order #1 includes the following changes in scope and cost to the original contract:

Description	Cost
Ductwork modifications required by DSA	\$ 13,274.00
Re-route plumbing to rooftop HVAC units	3,218.00
Re-route scoreboard conduit obstructing new ductwork	1,76.00
Added ductwork for coaches offices and training rooms	19,243.00
Total Amount – Change Order No.1	\$ 36,811.00

Barnhart, Inc., has provided the attached supporting documentation of the change order for the Board's review and information. The total amount of Change Order #1 is \$36,811, which will increase the original contract from \$447,000 to \$483,811. It is recommended by Barnhart and District staff that the Board approve Change Order #1.

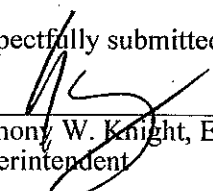
ALTERNATIVES:

1. Approve Change Order #1 to the contract with Environmental Heating & Air Conditioning, Inc. for Project 10-05R, New HVAC in Gymnasium at Oak Park High School.
2. Do not approve Change Order #1.

RECOMMENDATION: Alternative 1.

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

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

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

CHANGE ORDER 10-05R -1

1-4-11

PROJECT NO: 10-05R

CHANGE ORDER NO: 1

PROJECT NAME: New HVAC in Gymnasium at Oak Park High School

CONTRACTOR: Environmental Heating and Air Conditioning, Inc

SCOPE OF WORK: SEE ATTACHED

COST:

Original Contract Amount	\$ 447,000.00
Previous Approved Change Orders	\$ -
This Change Order	\$ 36,811.00
Adjusted Contract Amount	\$ 483,811.00

TIME:

Original Contract Completion Date	January 7, 2011
Previous Approved Completion Extension Days	0
Completion Days Extension this Change Order	0
Adjusted Contract Completion Date	January 7, 2011

IT IS AGREED BY THE CONTRACTOR THAT THE ADJUSTED CONTRACT AMOUNT AND/OR TIME, IF ANY, INCLUDES FULL AND COMPLETE EQUITABLE ADJUSTMENT AND COMPENSATION FOR ALL CONTRACT WORK AND EXTRA WORK PERFORMED ON THE PROJECT INCLUDING BUT NOT LIMITED TO CHANGES, DIFFERING SITE CONDITIONS, SUSPENSIONS, DELAYS, RESCHEDULING, ACCELERATION, IMPACT AND EXTENDED OVERHEAD. CONTRACTOR HEREBY WAIVES ANY AND ALL RIGHT TO ADDITIONAL COMPENSATION OR TIME ARISING OUT OF THIS CHANGE AND HEREBY ACKNOWLEDGES AND AGREES THAT THE AMOUNT SHOWN ABOVE CONSTITUTES PAYMENT IN FULL ACCORDING TO THE CONTRACT DOCUMENTS.

EXCEPT TO THE EXTENT THE CONTRACT HAS BEEN MODIFIED BY PREVIOUSLY ISSUED DISTRICT CHANGE ORDERS, AND FURTHER MODIFIED BY THIS CHANGE ORDER, THE CONTRACT REMAINS IN FULL FORCE AND EFFECT.

OAK PARK UNIFIED SCHOOL DISTRICT

By _____

Date _____

Architect; KPI Architects

By _____

Date _____

CONTRACTOR: Environmental Htg and A/C, Inc

By *Mr. Castle president*

Date 1-6-11

District PM/CM; Barnhart - Balfour Beatty

By _____

Date _____

Oak Park Unified School District

1/4/2011

Bid No 10-05R

New HVAC in Gym at Oak Park High School

CHANGE ORDER # 10-05R 1

Environmental Heating and Air

Item No.	GC No.	Description	Reason	Cost
1.1	3	Ductwork Modifications on A/C Units 1 & 4 changed from Bid set to DSA set (DSA approved plan changes from bid set and Owner requested adds)	DSA approved plan changes from bid set and Owner requested adds	\$ 13,274
1.2	4	Re-Routing of plumbing vents for roof top A/C Units 1 & 4 per RFI#06.1 response (HVAC Rooftop Unit locations versus plumbing vent code clearance & Distance requirements)	HVAC Rooftop Unit locations versus plumbing vent code clearance & Distance requirements	\$ 3,218
1.3	5	Re-Route Scoreboard Conduits per RFI#04.1 on South Wall of Main Gym obstructing new ductwork installation. (New Duct work conflict)	Existing conduits to scoreboard found to conflict with new ductwork during installation.	\$ 1,076
1.4	6	Install new ductwork for A/C to Boys and Girls Coaches Offices and Training Rooms per District request.	Existing HVAC supply inadequate	\$ 19,243
			Subtotal	\$ 36,811

Original Contract

\$ 447,000

Previous Change Orders

\$ -

This Change Order

\$ 36,811

Revised Contract

\$ 483,811

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.2.d APPROVE RESOLUTION #11-02, PARTICIPATION IN CSBA CALIFORNIA SCHOOL MID-YEAR CASH RESERVE PROGRAM

ACTION

ISSUE: Shall the Board adopt Resolution #11-02 for participation in the Cash Reserve Program sponsored by the California School Boards Association (CSBA) Finance Corporation?

BACKGROUND: Through participation in the CSBA Cash Reserve Program, the District will be able to issue a tax and revenue anticipation note (TRAN) as part of this cost-effective pooled structure. In addition to the Resolution, an overview of this cash management concept and the Program is attached. It should be noted that this is an amendment to the 2010-11 TRAN authorized by the Board in February of 2010. As discussed with the Board in December, this second TRAN has become necessary due to the State's deferral of District funding appropriations into the 2011-12 fiscal year. It is expected that the District's participation in this program will: 1) not obligate the District to borrow from its other funds; 2) maximize its interest earnings on available cash; and 3) will earn additional income on the interest "spread" through the TRAN issue.

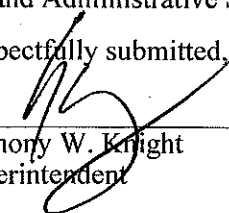
ALTERNATIVES:

1. Adopt Resolution #11-02 authorizing the borrowing of additional funds for fiscal year 2010-11, the sale of one or two series of 2010-11 Tax and Revenue Anticipation Note(s), participation in the California School Cash Reserve Program; and requesting the Board of Supervisors to issue and sell said note(s).
2. Do not adopt Resolution #11-02.

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

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

Respectfully submitted,


 Anthony W. Knight
 Superintendent

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

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

THIS RESOLUTION MUST BE DISCUSSED, CONSIDERED AND DELIBERATED BY THE GOVERNING BOARD AS A SEPARATE ITEM OF BUSINESS ON THE GOVERNING BOARD'S AGENDA IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 53635.7.

**DISTRICT RESOLUTION
Resolution No. 11-02**

NAME OF DISTRICT: OAK PARK UNIFIED SCHOOL DISTRICT*

LOCATED IN: COUNTY OF VENTURA

ORIGINAL NOTE RESOLUTION ADOPTION DATE: MARCH 16, 2010

ORIGINAL MAXIMUM AMOUNT OF BORROWING: \$5,000,000

SERIES A PRINCIPAL AMOUNT: \$3,185,000

SERIES A ISSUANCE DATE: JULY 1, 2010

INCREASED MAXIMUM AMOUNT OF BORROWING: \$7,500,000

RESOLUTION OF THE GOVERNING BOARD AUTHORIZING AN INCREASE TO MAXIMUM AMOUNT OF BORROWING OF FUNDS FOR FISCAL YEAR 2010-2011 AND AUTHORIZING THE ISSUANCE AND SALE OF AN ADDITIONAL SERIES OF 2010-2011 TAX AND REVENUE ANTICIPATION NOTES THROUGH THE CALIFORNIA SCHOOL CASH RESERVE PROGRAM AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY TO ISSUE AND SELL SAID SERIES OF ADDITIONAL NOTES

WHEREAS, school districts, community college districts and county boards of education are authorized by Sections 53850 to 53858, both inclusive, of the California Government Code (the "Act") (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code) to borrow money by the issuance of temporary notes; and

* If the Name of the District indicated on the face hereof is not the correct legal name of the District which adopted this Resolution, it shall nevertheless be deemed to refer to the District which adopted this Resolution, and the Name of the District indicated on the face hereof shall be treated as the correct legal name of said District for all purposes in connection with the Program (as hereinafter defined).

WHEREAS, on the Original Note Resolution Adoption Date set forth above, the governing board (the "Board") determined, pursuant to a resolution (the "Original Note Resolution") that, in order to satisfy certain obligations and requirements of the school district, community college district or county board of education specified above (the "District"), a public body corporate and politic located in the County designated above (the "County"), it was desirable that a sum (the "Principal Amount"), not to exceed the Original Maximum Amount of Borrowing designated above, be borrowed for such purpose during its fiscal year ending June 30, 2011 ("Fiscal Year 2010-2011") by the issuance of its 2010-2011 Tax and Revenue Anticipation Notes (the first series of which has been issued and shall be referred to herein as the "Series A Notes" and any subsequent series of which shall be referred to herein as "Additional Notes," and collectively with the Series A Notes, the "Notes"), in one or more series (each a "Series"), therefor in anticipation of the receipt by or accrual to the District during Fiscal Year 2010-2011 of taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for such fiscal year for the general fund and, if so indicated in a Pricing Confirmation, capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District (capitalized undefined terms used in this Supplemental Resolution shall have the meanings ascribed thereto in the Original Note Resolution); and

WHEREAS, on the Series A Issuance Date set forth above, the District issued the Series A Note in the Series A Principal Amount set forth above; and

WHEREAS, the Original Note Resolution provides that the District (or the County on its behalf, as applicable) may at any time issue pursuant to the Original Note Resolution one or more Series of Additional Notes consisting of Senior Notes or Subordinate Notes (including Subordinate Notes that are further subordinated to previously issued Subordinate Notes, as provided in the applicable Pricing Confirmation), subject in each case to certain specific conditions set forth in Section 2(B) of the Original Note Resolution; and

WHEREAS, the Original Note Resolution provides that, whenever the District shall determine to issue, execute and deliver any Additional Notes pursuant to the Original Note Resolution, the Series Principal Amount of which, when added to the Series Principal Amounts of all Series of Notes previously issued by the District, would exceed the Original Maximum Amount of Borrowing authorized by the Original Note Resolution, the District shall adopt a Supplemental Resolution amending the Original Note Resolution to increase the Original Maximum Amount of Borrowing as appropriate; and

WHEREAS, the District desires to issue, pursuant to the Original Note Resolution, a Series of Additional Notes in a Series Principal Amount which, when added to the Series A Principal Amount, would exceed the Original Maximum Amount of Borrowing authorized by the Original Note Resolution; and

WHEREAS, because the District does not have fiscal accountability status pursuant to Section 42650 or Section 85266 of the California Education Code, it requests the Board of Supervisors of the County to borrow, on the District's behalf, said Series Principal Amount by the issuance of the Series of Additional Notes; and

WHEREAS, pursuant to Section 53853 of the Act, if the Board of Supervisors of the County fails or refuses to authorize the issuance of the Series of Additional Notes within the time period specified in said Section 53853, following receipt of this Supplemental Resolution, and the Series of Additional Notes are issued in conjunction with tax and revenue anticipation notes of other Issuers within the meaning of Section 53853 of the Act, the District may issue the Series of Additional Notes in its name pursuant to the Original Note Resolution as supplemented by terms stated herein; and

WHEREAS, it appears, and this Board hereby finds and determines, that said Series Principal Amount of the Series of Additional Notes, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for Fiscal Year 2010-2011 which will be received by or which will accrue to the District during such fiscal year for the general fund and, if so indicated in a Pricing Confirmation, capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District and which will be available for the payment of the principal of the Series of Additional Notes and the interest thereon;

NOW, THEREFORE, the Board hereby finds, determines, declares and resolves as follows:

Section 1. Recitals. All the above recitals are true and correct and this Board so finds and determines.

Section 2. Increased Maximum Amount of Borrowing. The Original Note Resolution is hereby amended to increase the Original Maximum Amount of Borrowing set forth in the Original Note Resolution to the Increased Maximum Amount of Borrowing designated above.

Section 3. Issuance of Series B Notes. In accordance with the Original Note Resolution, this Board hereby determines to borrow, and hereby requests the Board of Supervisors of the County to borrow for the District, solely for the purpose of anticipating the receipt by or accrual to the District during Fiscal Year 2010-2011 of taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys provided for such fiscal year for the general fund and, if so indicated in the Pricing Confirmation for the Series of Additional Notes authorized hereby, capital fund and/or special revenue fund (or similarly named fund or funds as indicated in such Pricing Confirmation) of the District, and not pursuant to any common plan of financing of the District, by the issuance by the Board of Supervisors of the County, in the name of the District, of a Series of Additional Notes under Sections 53850 *et seq.* of the Act and to be designated generally as the District's "2010-2011 [Subordinate] ** Tax and Revenue Anticipation Notes, Series B" (referred to herein as the "Series B Notes"). The Series B Notes shall be issued in a Series Principal Amount which, when added to the Series A Principal Amount, shall not exceed the Increased Maximum Amount of Borrowing designated above. If the conditions of the Original Note Resolution are met, the

** The Series of Additional Notes shall bear the "Subordinate" designation if it is a Series of Subordinate Notes.

Series B Notes may be issued as Senior Notes. If not issued as Senior Notes, the Series B Notes shall be issued as Subordinate Notes.

In the event the Board of Supervisors of the County fails or refuses to authorize the issuance of the Series B Notes within the time period specified in Section 53853 of the Act, following receipt of this Supplemental Resolution, this Board hereby authorizes issuance of the Series B Notes, in the District's name pursuant to and in accordance with the Original Note Resolution as supplemented by the terms stated in this Supplemental Resolution. The Series B Notes shall be issued in conjunction with the note or notes of one or more other Issuers as part of the California School Cash Reserve Program (the "Program") and within the meaning of Section 53853 of the Act.

Section 4. Sale of Series B Notes. The Series B Notes shall be sold, under the Bond Pool Structure authorized in the Original Note Resolution, to the California School Cash Reserve Program Authority (the "Authority") in accordance with the Original Note Resolution. Each Authorized Officer is hereby authorized and directed, during the period commencing on the date of adoption of this Supplemental Resolution and ending on June 15, 2011, to execute and deliver the Pricing Confirmation applicable to the Series B Notes on a date within five (5) days (or such longer period of time as agreed by the Authority) of the negotiation of the interest rate or rates and the purchase price to be paid for the Series B Notes in accordance with Section 4 of the Original Note Resolution.

Section 5. Preliminary Official Statement and Official Statement. Each Authorized Officer is hereby authorized and directed to provide Piper Jaffray & Co., as underwriter for the Program (the "Underwriter") with such information relating to the District as the Underwriter shall reasonably request for inclusion in the preliminary official statement (the "Preliminary Official Statement") and official statement of the Authority relating to the Series of Pool Bonds to which the Series B Notes will be assigned. If, at any time prior to the execution of the Pricing Confirmation for the Series B Notes, any event occurs as a result of which the information contained in the Preliminary Official Statement or other offering document relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriter.

Section 6. Effect of Supplemental Resolution. The Original Note Resolution is hereby ratified and confirmed and shall continue in full force and effect in accordance with the terms and provisions thereof, as supplemented by the terms stated in this Supplemental Resolution, including the authority granted to the Authorized Officers named therein to take all actions therein authorized with respect to a Series of Additional Notes.

Section 7. Submittal of Resolution to County. The Secretary or Clerk of the Board of the District is hereby directed to submit one certified copy each of this Resolution to the Clerk of the Board of Supervisors of the County, to the Treasurer of the County and to the County Superintendent of Schools.

CALIFORNIA SCHOOL CASH RESERVE PROGRAM
Sponsored by CSBA Finance Corporation
Mid-year TRAN
Board Agenda Item Description

By passing the resolution before the Board, our District will have the opportunity to participate in the mid-year TRAN offering from the California School Cash Reserve Program sponsored by California School Boards Association Finance Corporation. In 2010-2011, over 139 school districts, community college districts, and county offices of education were involved in the issuance of more than \$612 million of notes issued through the Program. This participation represents a majority of schools that issue TRANs.

The 2010-11 mid-year TRAN offering is specifically designed to address cash flow deficits caused by the State's deferral of apportionment funding from February, April, May and June (across the end of the fiscal year) until July and August. Based on preliminary estimates, up to one-third of 2010-11 K-12 State apportionment funds will be deferred until next fiscal year. The deferral of these revenues can have a significant impact to cash balances at the end of the fiscal year. Issuance of this TRAN will provide funds to our District to address cash deficits caused by these deferrals.

Through participation in the Cash Reserve Program, our District will be able to issue a tax and revenue anticipation note as part of this cost-effective pooled structure. An overview of this cash management concept and the Program is provided below:

Tax and Revenue Anticipation Notes (TRANs): TRANs are short-term debt instruments issued by school districts throughout the State to create an additional reserve to the general fund. In our District, this reserve will act as a cushion to the general fund in the event that we experience temporary cash flow needs. These cash flow needs may occur as a result of the timing mismatch between the receipt of revenues (generally received in an uneven fashion) and the expenditure of general fund moneys (generally paid out in a more level fashion).

TRANs Economics: Through our participation in the Program, our District will issue a tax-exempt note. The proceeds from the sale of this note, while not needed for cash flow, are invested in a taxable investment. This may result in a positive spread between the borrowing rate and the investment return on the TRAN proceeds.

Cash Reserve Program Background: The first Cash Reserve Program was issued in June of 1988 for six districts with an aggregate issue amount of \$9.6 million. Since that time the Program has grown dramatically in size, servicing the majority of California school district TRAN issuers, issuing more than \$612 million for the 2010-2011 fiscal year. Each year the Program has resulted in a significant benefit to the participants. The highlights of the Program are as follows:

- ♦ Participants benefit from a cost-effective and administratively simple method to issue their TRANs

Board Agenda Item Description***Page Two***

- ♦ Documentation is streamlined for governing board approval
- ♦ Participants benefit from year-round administrative assistance

Cash Reserve Program Process:

The Cash Reserve Program involves the following key steps in order to participate:

1. ***Adoption of Resolution:*** Adoption of the resolution does not obligate the District to participate in the Program. The resolution simply delegates to the administration the right to decide on participation.
2. ***Cash Flow and Credit Background Process:*** Participants submit a completed credit questionnaire and financial information (including audits, budget, interim reports and cash flow projections) that is used to develop an initial pro-forma cash flow statement for 2010-2011 that extends up to the anticipated State deferment payment dates. Piper Jaffray works with the District to review, revise, and finalize the cash flow statement and TRAN issuance amount. The cash flows are reviewed by Orrick, Herrington & Sutcliffe, the Program's Bond Counsel.
3. ***Pricing:*** The pricing of the issue is anticipated to occur in mid-February. At that time the interest rate on the notes will be locked-in. Our District is not obligated to participate until it acknowledges issuance prior to the sale of notes.
4. ***Closing:*** Closing of the issue will occur in February/March. Our District will have access to the proceeds of the TRAN available to meet our temporary cash flow needs.

We recommend that the Board adopt the resolution. This will allow administration to proceed to the next step in the process and take part in this beneficial Program for schools. Once again, our District is not obligated to participate as a result of resolution adoption. The Resolution simply delegates to the administration the right to decide on participation prior to the time of TRAN issuance.

CALIFORNIA SCHOOL CASH RESERVE PROGRAM

2010-2011 Midyear TRAN Issuance Process & Timeline

Step 1	Document Preparation November-December 2010	Send required financial reports to Piper Jaffray: <ol style="list-style-type: none"> 1. 2010-11 First Interim Report (SACS file preferred) and cash flow worksheet if not included in SACS 2. Audited financial statements for the fiscal years ended June 30, 2008, 2009, and 2010 if not previously sent to Piper Jaffray
Step 2	Resolution Adoption December 2010 – January 2011	District's Board adopts program documents and sends signature pages to Piper Jaffray by January 14, 2010.
Step 3	Cash Flow Projection January 2011	The financing team assists school with the preparation of pro-forma cash flows for individual district TRAN sizing. <ol style="list-style-type: none"> 1. Piper Jaffray sends financial data questionnaire to district 2. District completes questionnaire 3. Piper Jaffray sends TRAN sizing cash flow for district's review, correction, and sign off 4. Cash flows and TRAN sizing amount finalized and signed cash flow sent to Piper Jaffray
Step 4	Pricing Mid February 2011	District's administration approves all aspects of the pricing including the interest rate on the notes, the investment of proceeds and the final costs of issuance.
Step 5	Closing Late February – Mid March 2011	Funds are wired into the district's sub-account held by the Trustee and are invested per the district's instructions. Proceeds begin earning interest from the date of closing.
Step 6	Access Note Proceeds Mid March to June 30, 2011	Districts may draw note proceeds for cash flow purposes.
Step 7	Set Aside Repayments July & August 2011	Principal and interest set aside to repay investors from deferred state apportionment payments.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.2.e BUDGET ADOPTION CALENDAR FOR FISCAL YEAR 2011-12

ACTION

ISSUE: Shall the Board approve the Budget Adoption Calendar for fiscal year 2011-12?

BACKGROUND:

At its November 27, 1990 meeting, the Board granted its approval for participation in a July 1, Budget Adoption (single adoption) pilot program for fiscal year 1991-92. This timeline, used in all subsequent fiscal years, is now a requirement under AB 1200. The timeline more evenly distributes the Business Office workload throughout the year, allows the Budget to coincide with the fiscal year business cycle, and eliminates the duplication of effort involved in the preparation of the tentative Budget. It also allows the District to make budget revisions earlier in the school year and provide greater planning and study time by the Board, Superintendent, Fiscal Services, Human Resources, Leadership Team, and District Finance Committee.

A fiscal year, like the calendar year, is 12 months long. However, the actual life of a fiscal year budget, from development, to adoption, to closing the books, typically spans a 20 month period. Budget development and administration continue on a daily basis throughout the fiscal year. At any point in time, work and analysis is being performed on one or more fiscal years' budgets. There are five major phases in budget development and management, and the budget calendar is developed each year to ensure important financial legal timelines are met:

1) THE GOVERNOR'S JANUARY BUDGET PROPOSAL

- JANUARY
- The Governor proposes the State budget for the upcoming fiscal year, including K-12 education revenue allocations.
 - The District establishes its preliminary enrollment and staffing projections.
 - The District establishes its preliminary budget assumptions and expenditure guidelines.

2) THE GOVERNOR'S MAY BUDGET REVISION

- MAY
- In the May Revise, the Governor proposes the revisions to the January budget proposal, including K-12 education revenue allocations.
 - Based on the May revise, the District revises its budget assumptions, enrollment and staffing projections, and expenditure guidelines.
 - The District updates its projected beginning balance estimate.

3) ADOPTION OF THE DISTRICT BUDGET

(Assumes passage of State budget prior to July 1)

- JUNE
- District revenue projections are updated to reflect the final State budget.
 - District program and expenditure plans are updated to reflect the final State budget.
 - The District updates its projected beginning balance estimate.
 - The Board of Education approves the District's Adopted Budget for the new fiscal year.

BOARD MEETING JANUARY 18, 2011

Budget Adoption Calendar For Fiscal Year 2011-12

Page 2 of 2

4) ADOPTION OF THE STATE BUDGET*(Assumes passage of State budget after July 1)*

- 45 DAYS AFTER ADOPTION OF STATE BUDGET
- District revenue projections are updated to reflect the final State budget.
 - District program and expenditure plans are updated to reflect the final State budget.
 - The District updates its projected beginning balance estimate.

5) MONITORING AND CLOSING THE DISTRICT BUDGET

DECEMBER 15 The District files 1st Interim Budget Report and Revisions.

MARCH 15 The District files 2nd Interim Budget Report and Revisions.

SEPTEMBER 15 The District files its Unaudited Actuals (financial year-end closing).

The budget calendar was being finalized as this agenda was going to press and will be provided to the Board under separate cover.

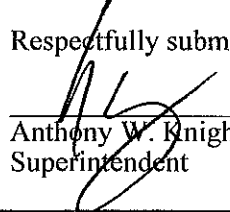
ALTERNATIVES:

1. Move to approve the Budget Adoption schedule for the 2011-12 budget based upon the proposed Budget Development Calendar.
2. Make selected revisions to the Budget Development Calendar.
3. Do not approve the Budget Development Calendar.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.2.f APPROVE ACCEPTANCE OF DONATIONS

ACTION

ISSUE: Shall the Board acknowledge and accept donations made to the Oak Park Unified School District?

BACKGROUND: The following donations have been made to the District:

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OHES	Reimbursement of Salaries and Supplies/Oak Hills PTA	\$ 17,118.00
OPUSD	Donation for the Arts/Alex & Leah Winck	\$ 105.00
OPNS	Five Gallon Italian Stone Pine Tree/Deborah Fabos	\$ 80.00
OPHS	Donation for Rocket Club/Johnson Aviation - Charles Johnson	\$ 1,000.00
MCMS	Donation for Garden/Shirley Masuda	\$ 150.00

RECOMMENDATION: Accept the donations with thanks.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUEPRINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.3.a APPROVE RESOLUTION #11-01 – IN SUPPORT OF FULL FUNDING OF COUNTY MENTAL HEALTH SERVICES FOR STUDENTS WITH DISABILITIES
ACTION

ISSUE: Should the Board of Education approve Resolution #11-01 – In Support of Full Funding of County Mental Health Services for Students with Disabilities?

BACKGROUND: Pursuant to IDEA, School districts are required to provide to qualifying students a free, appropriate public education, including mental health services. In 1984, the state passed AB 3632, mandating that county mental health agencies be responsible for assessment and mental health services of special education students. Based on the provisions of AB 3632, school districts have relied on county mental health to assess, diagnose, case manage, serve, and make residential placements for, students with mental health needs. On October 8, 2010, the Governor signed the Budget Act but exercised a line item veto of the \$133 million appropriated by the Legislature to fund the state mandate under AB 3632. In addition, the Legislature failed to provide funding in the budget of the Human Services Agency (HSA) to pay the room and board costs for special education students who require residential placement. (Until October 8, 2010, when students required residential placement, the district funded the educational portion of the program, mental health funded the mental health services, and HSA funded the room and board costs.) Under IDEA, if a public agency such as county mental health fails to provide or pay for the special education and related services necessary for the student, the local educational agency (i.e. school district) is required to provide or pay for those services.

Several lawsuits have been filed, and are pending, challenging the Governor's legal authority to suspend the AB 3632 mandate; CDE representatives continue to meet with legislative staff to determine a resolution to the veto of the state funding for these important services. The Ventura County SELPA has developed a Memorandum of Understanding (MOU) between the SELPA and Ventura County Behavioral Health. The MOU establishes the mental health services, and the cost for those services, that county mental health will provide, pending an outcome of the legal challenges.

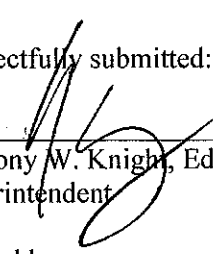
Oak Park Unified School District currently has nine students receiving mental health services such as counseling, medication management, case management, etc. We have two students currently placed in residential treatment programs. The SELPA expects to be able to fund, through the end of the 2010-2011 school year, the mental health services for students with disabilities EXCEPT for those students in residential placement. The total cost (education, mental health services, and room and board) for the two Oak Park students is \$277,000.00 per year; \$89,000.00 had been budgeted to cover the educational portion of the students' placements, leaving a deficit of \$188,000.00.

School districts have been encouraged adopt a Board Resolution in support of full state funding of county mental health services for students with disabilities.

- ALTERNATIVES:**
1. Approve Resolution #11-01 – In Support of Full Funding of County Mental Health Services for Students with Disabilities.
 2. Do not approve Resolution #11-01 – In Support of Full Funding of County Mental Health Services for Students with Disabilities.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT
Resolution #11-01
In support of Full Funding of County Mental Health Services for
Students with Disabilities

A RESOLUTION of the Oak Park Unified School District calling for full funding of county mental health services for children with disabilities.

WHEREAS, if all California children and youth are to reach California's high educational standards that will allow them to succeed in school, work, and life, the state must commit adequate resources to schools and services children require to benefit from their education; and

WHEREAS, studies have shown that appropriate early intervention services and programs at the first sign of academic difficulty have proven to greatly improve a child's chance of success; and

WHEREAS, special education is a federally mandated program and children with disabilities are entitled to a free appropriate public education (FAPE); and

WHEREAS, AB 3632 (Brown) was created in 1984 because mental health services and therapeutic residential services were not available for school-age children, and parents were surrendering them to the foster care system in order for their children to receive treatment and services.

WHEREAS, the State Legislature rightly determined that county mental health agencies have the best expertise to provide necessary mental health services to children with disabilities.

WHEREAS, the Governor vetoed funding from the 2010-11 State Budget for services provided by county mental health agencies for educationally-necessary AB 3632/1984 mental health services to children with disabilities

WHEREAS, our state cannot afford to wait for more students to face hardship before taking decisive action;

NOW, THEREFORE, BE IT RESOLVED that the Oak Park Unified School District strongly urges the Governor and the State Legislature to immediately provide full funding for AB 3632/1984 county mental health services to children with disabilities.

PASSED AND ADOPTED this 18th day of January, 2011, by the Governing Board of the Oak Park Unified School District of Ventura County, California, by the following vote:

_____YES:

_____NOES:

_____ABSENT:

 Clerk of the Board of Education
 Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.4.a APPROVE MODIFICATION TO THE DISTRICT'S ENROLLMENT CAP

ACTION

ISSUE: Shall the Board authorize a modification to the District's enrollment cap and exclude from the calculation the students of OPUSD staff members and Oak View High School and Oak Park Independent School students?

BACKGROUND: In September 2010, the Board established an enrollment cap for District of Choice students. The number of DOC students would not exceed 35% of the district's total enrollment. This number would be based on the district's enrollment at that time of 4005 students.

ALTERNATIVES: 1. Approve the modification to the district's enrollment cap
 2. Do not approve the modification to the district's enrollment cap.

RECOMMENDATION: Alternative No. 1

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.4.b APPROVE REVISION OF OAK PARK HIGH SCHOOL CODE OF CONDUCT

ACTION

ISSUE: Shall the Board of Education approve the revision of the Oak Park High School Code of Conduct to replace inconsistent policy language that refers to when students are subject to disciplinary action arising out of violation of conditions set forth therein?

BACKGROUND: The Oak Park High School Code of Conduct as currently written contains conflicting statements as to when students are subject to losing co-curricular privileges. In the introduction, the policy states that students who engage in certain behaviors at any time in or out of season may be suspended from participation. However, later in the document where the student is asked to sign that they understand the expectations, the policy states they are only subject to disciplinary action if infractions occur during the season of the co-curricular activity.

This incongruity has caused concern in the past where students have been disciplined for behavior at a party or event while other student athletes engaging in the same behavior were exempt from discipline because their sport season had just concluded. The intention of the policy is to have students who represent the school in co-curricular activities behave appropriately at all times to maintain the privilege. The expectation is that the policy is in effect at all times and covers student conduct on and off campus.

STATEMENT: With my signature below, I acknowledge that I understand the expectations of Oak Park High school regarding my personal conduct and that this contract is applicable 24 hours a day, seven days a week. I am expected to display appropriate and acceptable standards of sportsmanship and behavior – on and off the field, in and out of school, including nights and weekends, in or out of the season of sport or activity. I pledge to live by the contents of this contract.

ALTERNATIVES:

1. Approve the revision to the Oak Park High School Code of Conduct as written in the Statement above.
2. Do not approve the revision to the Oak Park High School Code of Conduct.

RECOMMENDATION: Alternative #1 - The Code of Conduct is revised to include the above language.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____

**OAK PARK HIGH SCHOOL
CODE OF ETHICS CONTRACT FOR PARTICIPATION IN
CO-CURRICULAR ACTIVITIES**

42

Co-curricular activities are an integral part of the school's total educational program. All school activities, curricular and extra-curricular, in the classroom and on the playing field, must be congruent with the school's stated goals and objectives established for the intellectual, physical, social and moral development of its students.

When Oak Park students participate in co-curricular activities, they represent not only themselves, but also their families and our school and community. **They are expected to display appropriate and acceptable standards of sportsmanship and behavior – on and off the field, in and out of school, including nights and weekends, in or out of the season of sport or activity.** They are further expected to do everything in their power **to not be involved with or present** at functions where any of the below mentioned prohibited activities are taking place.

1. Place academic achievement as the highest priority. This includes maintaining a 2.0 GPA with no "F's" in all subjects during the preceding marking period and during the season of sport/activity. Eligibility will be checked at the quarter and semester report card times. Students with 2.0 and one "F" may petition for probation. Scholastic probation may be granted to a student only once in his/her high school career.
2. Attendance – Students must attend a minimum of 2 block periods the day of any co-curricular activity in order to participate in that activity, practice, contest or performance. If the activity takes place on a Saturday or holiday, then the student will be required to attend 2 block periods on the preceding school day. Exceptions must be cleared by an administrator. Truancy from any class or classes will result in suspension from the next contest/activity. Students on disciplinary suspension will not be allowed to participate in practices/ games during the period of suspension.
3. No athlete/participant may quit one co-curricular activity and go out during the same season for another.
4. Show respect for teammates, opponents, officials, coaches and all other participants.
5. Respect the integrity and judgment of activity officials.
6. Exhibit fair play, sportsmanship and proper conduct on and off the playing field.
7. Refrain from the use of profanity, vulgarity and other offensive language and gestures.
8. Adhere to the established rules and standards of the activity.
9. Respect all equipment and use it safely and appropriately. Students are financially responsible for all equipment checked out to him/her. All equipment must be returned in a timely manner. A delinquent account will result in a "hold" on transcripts, report cards, yearbooks, and/or diplomas.
10. Know and follow all school rules, and CIF rules and regulations as they pertain to eligibility and sports participation.
11. Win/perform with character, and face challenges with dignity.
12. Athlete/participants must travel to and from contests in transportation provided for and arranged by the school. Any exception to this is rare and must be approved by an administrator at least 48 hours in advance.
13. Refrain from participation in hazing. Hazing is defined as any behavior that is physically, emotionally, or psychologically abusive to an individual, or selected group of individuals, for the purpose of gaining entrance or acceptance into an established group.
14. Refrain from the use of alcohol, tobacco, illegal and non-prescriptive drugs, anabolic steroids or any substance to increase physical development or performance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
15. Refrain from being arrested or cited for any misdemeanor or felony at school or in the community.

I understand that a participant will be immediately suspended from the co-curricular activity if he/she exercises poor judgment and acts in an irresponsible manner as outlined above. This suspension will remain in force until the coaching staff and administration has had time to conduct an investigation and determine an appropriate consequence. I further understand that since I have been put on notice of these conduct guidelines by the staff that any violation may result in suspension or removal from all-co-curricular activity for up to one calendar year from the date of the incident, in addition to other administrative actions.

With my signature below, I acknowledge that I understand the expectations of Oak Park High school regarding my personal conduct and that this contract is applicable 24 hours a day, seven days a week. **I am expected to display appropriate and acceptable standards of sportsmanship and behavior – on and off the field, in and out of school, including nights and weekends, in or out of the season of sport or activity.** I pledge to live by the contents of this contract.

Name of Student: _____ Date _____
(Please print)

Signature of Student: _____

As a parent, I support the efforts of Oak Park High school to encourage and enforce proper standards of conduct for my child. With my signature below, I acknowledge that I understand the expectation of Oak Park High school regarding my son/daughter and pledge to support the contents of this contract.

Name of Parent: _____ Date _____
(Please print)

Signature of Parent: _____

**OAK PARK HIGH SCHOOL
CODE OF ETHICS CONTRACT FOR PARTICIPATION IN
CO-CURRICULAR ACTIVITIES**

43

Co-curricular activities are an integral part of the school's total educational program. All school activities, curricular and extra-curricular, in the classroom and on the playing field, must be congruent with the school's stated goals and objectives established for the intellectual, physical, social and moral development of its students.

When Oak Park students participate in co-curricular activities, they represent not only themselves, but also their families and our school and community. **They are expected to display appropriate and acceptable standards of sportsmanship and behavior – on and off the field, in and out of school, including nights and weekends, in or out of the season of sport or activity.** They are further expected to do everything in their power **to not be involved with or present** at functions where any of the below mentioned prohibited activities are taking place.

1. Place academic achievement as the highest priority. This includes maintaining a 2.0 GPA with no "F's" in all subjects during the preceding marking period and during the season of sport/activity. Eligibility will be checked at the quarter and semester report card times. Students with 2.0 and one "F" may petition for probation. Scholastic probation may be granted to a student only once in his/her high school career.
2. Attendance – Students must attend a minimum of 2 block periods the day of any co-curricular activity in order to participate in that activity, practice, contest or performance. If the activity takes place on a Saturday or holiday, then the student will be required to attend 2 block periods on the preceding school day. Exceptions must be cleared by an administrator. Truancy from any class or classes will result in suspension from the next contest/activity. Students on disciplinary suspension will not be allowed to participate in practices/ games during the period of suspension.
3. No athlete/participant may quit one co-curricular activity and go out during the same season for another.
4. Show respect for teammates, opponents, officials, coaches and all other participants.
5. Respect the integrity and judgment of activity officials.
6. Exhibit fair play, sportsmanship and proper conduct on and off the playing field.
7. Refrain from the use of profanity, vulgarity and other offensive language and gestures.
8. Adhere to the established rules and standards of the activity.
9. Respect all equipment and use it safely and appropriately. Students are financially responsible for all equipment checked out to him/her. All equipment must be returned in a timely manner. A delinquent account will result in a "hold" on transcripts, report cards, yearbooks, and/or diplomas.
10. Know and follow all school rules, and CIF rules and regulations as they pertain to eligibility and sports participation.
11. Win/perform with character, and face challenges with dignity.
12. Athlete/participants must travel to and from contests in transportation provided for and arranged by the school. Any exception to this is rare and must be approved by an administrator at least 48 hours in advance.
13. Refrain from participation in hazing. Hazing is defined as any behavior that is physically, emotionally, or psychologically abusive to an individual, or selected group of individuals, for the purpose of gaining entrance or acceptance into an established group.
14. Refrain from the use of alcohol, tobacco, illegal and non-prescriptive drugs, anabolic steroids or any substance to increase physical development or performance that is not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
15. Refrain from being arrested or cited for any misdemeanor or felony at school or in the community.

I understand that a participant will be immediately suspended from the co-curricular activity if he/she exercises poor judgment and acts in an irresponsible manner as outlined above. This suspension will remain in force until the coaching staff and administration has had time to conduct an investigation and determine an appropriate consequence. I further understand that since I have been put on notice of these conduct guidelines by the staff that any violation may result in suspension or removal from all-co-curricular activity for up to one calendar year from the date of the incident, in addition to other administrative actions.

With my signature below, I acknowledge that I understand the expectations of Oak Park High school regarding my personal conduct and that this contract is applicable 24 hours a day, seven days a week throughout the duration of the co-curricular activity in which I am involved. I pledge to live by the contents of this contract.

Name of Student: _____ Date _____
(Please print)

Signature of Student: _____

As a parent, I support the efforts of Oak Park High school to encourage and enforce proper standards of conduct for my child. With my signature below, I acknowledge that I understand the expectation of Oak Park High school regarding my son/daughter and pledge to support the contents of this contract.

Name of Parent: _____ Date _____
(Please print)

Signature of Parent: _____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JANUARY 18, 2011
SUBJECT: C.4.c APPROVE 2009-2010 SCHOOL ACCOUNTABILITY REPORT CARDS

ACTION

ISSUE: Shall the Board of Education approve the School Accountability Report Cards for 2009-201?

BACKGROUND: In November 1988, California voters passed Proposition 98, also known as The Classroom Instructional Improvement and Accountability Act. This ballot initiative provides California's schools with a source of funding. In return, all public schools in California are required annually to prepare SARC's and disseminate them to the public. SARC's are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals.

In the years since the passage of Proposition 98, additional requirements for school accountability reporting and dissemination have been established through legislation. Most SARC requirements are codified in California Education Code 33126 and 33126.1. In addition, similar requirements are contained in the federal No Child Left Behind. The SARC's will be provided to the Board under separate cover.

ALTERNATIVES:

1. Approve the SARC drafts.
2. Do not approve the SARC drafts.

RECOMMENDATION: Alternative No. 1

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.4.d APPROVE OAK PARK UNIFIED DISTRICT SUMMER PROGRAM FOR 2011
DISCUSSION/ACTION

ISSUE: --- -- To discuss and consider the concept of administering the 2011 Oak Park summer school for grades 6-12 as a private program through the Friends of Oak Park Educational Foundation.

BACKGROUND: Due to the fact that the funding for all hourly programs (of which summer school is the largest) is continuing to be included in the Tier III flexibility category, the district will again receive a fixed amount of funding this year for our summer school regardless of whether or not the district offers a program. This dollar amount is capped based on a calculation of funding received for hourly programs in the 2007-08 school year. In the past the district has been required to provide programs beyond the normal school year for 1) students who are not meeting standards and are at risk of retention; 2) students who are going to be retained; 3) seniors in need of credits for graduation; 4) students who need to repeat courses required for graduation; 5) eligible special education students in an extended school year setting.

However, for this year many districts are considering no summer program, or a much reduced summer school that will only offer classes for seniors in need of credits for graduation. Districts are only required to run a program for their eligible special education students in an extended school year setting based on their IEP's.

Last year a special appeal was made to parents of students in the middle school and high school for voluntary donations to be able to run a cost-neutral summer school program and the parents responded by contributing enough money to do this without any encroachment on the district. In the past our parents have generously supplemented our reimbursement from the State through donations for summer school, and as a result our district has been able to offer an exceptional enrichment and remedial program at the elementary, middle and high school levels. However, with the State contributing less and less funding even this model is in jeopardy.

One option that many districts are moving to involves turning their summer school program over to a private non-profit educational foundation. Members of the board of the Friends of Oak Park Educational Foundation have discussed the possibility of this approach and their board has unanimously approved their leadership to pursue this with the district for 2011. A number of meetings have been held between district officials, Friends of Oak Park board members, high school administrators and counselors and representatives of the Las Virgenes Educational Foundation (the foundation who administers the summer school program for LVUSD).

Contingent upon district approval, the Friends of Oak Park are ready to move forward with organizing and developing the specifics of the program with the input of the district and secondary school sites. Since the Friends of Oak Park is not an accredited summer school program it will be necessary for the governing board of the Oak Park Unified School District to approve a resolution that states OPUSD will accept the credits for the courses taught in the summer program administered by the foundation. If the governing board elects to move the summer program to a private entity then this resolution and other pertinent information will be brought to the February board meeting for approval.

STATEMENT: Recommend that the Friends of Oak Park Educational Foundation proceed with organizing a grades 6-12 summer school program for 2011.

ALTERNATIVES:

1. Approve the recommendation for the Friends of Oak Park to organize and implement a grades 6-12 summer school program for 2011.
2. Do not approve the recommendation for the Friends of Oak Park to organize and implement a grades 6-12 summer school program for 2011.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.5.a PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND THE OAK PARK CLASSIFIED ASSOCIATION

ACTION

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

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

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

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

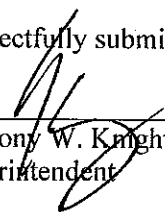
RATIONALE: Public disclosure of the major provisions of the Collective Bargaining Agreement with the Oak Park Classified Association satisfies the requirements of Board Policy 4143.1, Government Code 3547.5 and Assembly Bill 1200.

ALTERNATIVES:

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

RECOMMENDATION: Alternative #1

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:
VOTE: **AYES** **NOES** **ABSTAIN** **ABSENT**

Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

50

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

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Classified Association

The proposed agreement covers the period:

Beginning: July 1, 2010

Ending: June 30, 2013

Employee Type:

Certificated:

Classified: XX

The proposed agreement will be acted upon by the Governing Board
at its meeting on: January 18, 2011

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2010-11	Year 2 2011-12	Year 3 2012-13
1.	Salary Schedule - Increase/(Decrease)	\$ 3,128,868	\$ 238,255 7.61%	\$ 238,255 7.61%	\$ 238,255 7.61%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 3,574 0.11%	\$ 3,574 0.11%	\$ 3,574 0.11%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 465,660	\$ 35,459 7.61%	\$ 35,459 7.61%	\$ 35,459 7.61%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 363,809	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 3,958,337	\$ 277,287 7.01%	\$ 277,287 7.01%	\$ 277,287 7.01%
7.	Total Number (FTE) of Represented Employees	# 100	# 100	# 100	# 100
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 39,504	\$ 2,767 7.01%	\$ 2,767 7.01%	\$ 2,767 7.01%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$	\$	\$	\$
			%	%	%
	-Maximum Daily Rate	\$	\$	\$	\$
			%	%	%
	-Substitute Daily Rate	\$	\$	\$	\$
			%	%	%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 16,483	\$ 16,483	\$ 16,483	\$ 16,483
	<input type="checkbox"/> Actual <input checked="" type="checkbox"/> Capped		0.00%	0.00%	0.00%

Please include comments and explanations as necessary: In reference to No. 1 above, there is no change to the salary schedule in the settlement; the increase shown is the result of the elimination of furlough days assumed in the District's adopted budget in June 2010, and the restoration of staffing reductions to library, special ed and kindergarten aides.

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

None

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

None

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

Automatic reopeners on salaries and benefits in each year of the agreement and two additional articles selected by each of the parties. The agreement also provides for reopeners in 2010-11 on salaries and work year/working hours in the event the State imposes mid-year K-12 revenue cuts.

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

Due to Federal Education Jobs funding (one-time) and Revenue Limit funding increase (on-going) provided by State's 2010-11 adopted budget, there is no deficit spending projected in the current year. Costs are on-going, and therefore have the potential to increase deficit financing. However, the District is committed to making necessary budget adjustments to meet its financial obligations while maintaining the highest quality educational programs.

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Current year cost increase is met through Federal Education Jobs funding (one-time) and increase to Revenue Limit funding (on-going) as provided by State's 2010-11 adopted budget.

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

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

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

Revenue Limit funding (on-going) and anticipated COLAs. Assume only step and column increases. Assumes no increase to salaries or benefits as reopeners are provided in each year of the contract to negotiate these articles.

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 29,002,390
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	\$ 870,072

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

a. General Fund Budgeted <u>Unrestricted</u> Designated for Economic Uncertainties	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 139,423
c. Special Reserve Fund (17) Budgeted Designated for Economic Uncertainties	\$ 939,552
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 0
e. Total District Budgeted Unrestricted Reserves	\$ 1,078,975

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

☒ Yes

☐ No

H. Certification

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

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

District Superintendent
(Signature)

January 7, 2011

Date

District Chief Business Official
(Signature)

January 7, 2011

Date

	(Col. 1) Latest Board Approved Budget Before Settlement (As of June 29, 2010)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
Revenue Limit Sources (8010-8099)	20,406,075	0		20,406,075
Remaining Revenues (8100-8799)	8,684,877	0		8,684,877
TOTAL REVENUES	29,090,952	0	0	29,090,952
EXPENDITURES				
1000 Certificated Salaries	15,487,891	0	0	15,487,891
2000 Classified Salaries	3,653,734	241,829	0	3,895,563
3000 Employees' Benefits	5,418,782	35,459	0	5,454,241
4000 Books and Supplies	771,827	0	0	771,827
5000 Services and Operating Expenses	3,154,868	0	0	3,154,868
6000 Capital Outlay	0	0	0	0
7000 Other	238,000	0	0	238,000
TOTAL EXPENDITURES	28,725,102	277,288	0	29,002,390
OPERATING SURPLUS (DEFICIT)	365,850	(277,288)	0	88,562
OTHER SOURCES AND TRANSFERS IN	0	0	0	0
OTHER USES AND TRANSFERS OUT	0	0	0	0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	365,850	(277,288)	0	88,562
BEGINNING BALANCE	355,700			355,700
CURRENT YEAR ENDING BALANCE	721,550	(277,288)	0	444,262
COMPONENTS OF ENDING BALANCE				
Reserved Amounts	304,839	0		304,839
Reserved for Economic Uncertainties	0	0		0
Board Designated Amounts	0	0		0
Unappropriated Amounts	416,711	(277,288)	0	139,423

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

Please include comments and explanations as necessary: Settlement increases in Column 2 are the result of the elimination of budgeted furlough days and the restoration of positions and hours in the classified service assumed in the District's adopted budget and at First Interim.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.6.a APPROVE AMENDMENT TO BOARD POLICY 4020 – DRUG AND ALCOHOL-FREE WORKPLACE - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4020 – Drug and Alcohol-Free Workplace?

BACKGROUND: Board Policy 4020 is being revised to reflect new language regarding prohibiting employee from being under the influence of alcohol or a controlled substance while on duty and definition of “on duty”. Board Policy 4020 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4020 – Drug and Alcohol-Free Workplace.
2. Do not amend Board Policy 4020 – Drug and Alcohol-Free Workplace.
3. Adopt a modified version of the amendment to Board Policy 4020 – Drug and Alcohol-Free Workplace.

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4020(a)

Drug And Alcohol-Free Workplace

The Governing Board believes that the maintenance of drug- and alcohol-free workplace is essential to ***staff and student safety and to help ensure a productive and safe work and learning environment.*** school and district operations.

(cf. 4112.41/4212.41/4312.41 - Employee Drug Testing)

(cf. 4112.42/4212.42/4312.42 - Drug and Alcohol Testing for School Bus Drivers)

No employee shall unlawfully manufacture, distribute, dispense, possess, use or be under the influence of any alcoholic beverage, drug or ***any*** controlled substance as defined in 21 USC 81 at any school district ***in the*** workplace. (Government Code 8355; 41 USC 701)

Employees are prohibited from being under the influence of controlled substances or alcohol while on duty. For purposes of this policy, on duty means while an employee is on duty during both instructional and non-instructional time in the classroom or workplace, at extracurricular or cocurricular activities or while transporting students or otherwise supervising them. Under the influence means that the employee's capabilities are adversely or negatively affected, impaired, or diminished to an extent that impacts the employee's ability to safely and effectively perform his/her job.

(cf. 4032 - Reasonable Accommodation)

These prohibitions apply before, during and after school hours. A school district workplace is any place where school district work is performed, any school-owned or school-approved vehicle used to transport students to and from school or school activities; any off school sites when accommodating a school-sponsored or school-approved activity or function where students are under district jurisdiction; or during any period of time when an employee is supervising students on behalf of the district or otherwise engaged in district business.

The Superintendent or designee shall notify employees of ***these the District's prohibitions against drug use and the actions that will be taken for violation of such prohibition.*** (Government Code 8355; 41 USC 702I)

An employee shall abide by the terms of this policy and ***shall*** notify the district, within five days, of ***his/her conviction for violation in the workplace of*** any criminal drug or alcohol statute conviction which he/she receives for a violation occurring in the workplace. (Government Code 8355; 41 USC 702I)

The Superintendent or designee shall notify the appropriate federal granting or contracting agencies within 10 days after receiving notification, from an employee or otherwise, of any conviction for a violation occurring in the workplace. (41 USC 701)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4020(b)

The Board may not employ or retain in employment persons convicted of a controlled substance offense as defined in Education Code 44011. If any such conviction is reversed and the person acquitted in a new trial or the charges dismissed, his/her employment is no longer prohibited. A plea or verdict of guilty, a finding of guilt by a court in a trial without a jury, or a conviction following a plea of nolo contendere shall be deemed to be a conviction. (Education Code 44836, 45123)

(cf. 4112 - Appointment and Conditions of Employment)

(cf. 4212 - Appointment and Conditions of Employment)

A classified employee may be reemployed after conviction of such an offense if the Board determines, from the evidence presented, that the person has been rehabilitated for at least five years. (Education Code 45123)

In accordance with law and the district's collective bargaining agreements, the Superintendent or designee The Board may take appropriate disciplinary action, up to and including termination, ***against an employee for violating the terms of this policy and/or shall*** or require the employee to satisfactorily participate in and complete a drug assistance or rehabilitation program approved by a federal, state or local ***public health, or law enforcement or other appropriate agency.***

(cf. 4112/4212 - Appointment and Conditions of Employment)

(cf. 4117.4 - Dismissal)

(cf. 4118 - Suspension/Disciplinary Action)

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

The Superintendent or designee shall establish a drug- and alcohol-free awareness program to inform employees about: (Government Code 8355; ***41 USC 701***)

1. The dangers of drug and alcohol abuse in the workplace
2. The district policy of maintaining drug- and alcohol-free workplaces
3. Any available drug and alcohol counseling, rehabilitation, and employee assistance programs

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

4. The penalties that may be imposed on employees for drug and alcohol abuse violations ***occurring in the workplace***

Legal Reference:

EDUCATION CODE

44011 Controlled substance offense

44425 Conviction of controlled substance offenses as grounds for revocation of credential

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4020(c)

44836 Employment of certificated persons convicted of controlled substance offenses

44940 Compulsory leave of absence for certificated persons

44940.5 Procedures when employees are placed on compulsory leave of absence

45123 Employment after conviction of controlled substance offense

45304 Compulsory leave of absence for classified persons

GOVERNMENT CODE

8350-8357 Drug-free workplace

UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug Free Schools and Communities Act

UNITED STATES CODE, TITLE 21

812 Schedule of controlled substances

UNITED STATES CODE, TITLE 41**701-707 Drug-Free Workplace Act****CODE OF FEDERAL REGULATIONS, TITLE 21**

1308.01-1308.49 Schedule of controlled substances

COURT DECISIONS*Cahoon v. Governing Board of Ventura USD, (2009) 171 Cal.App.4th 381**Ross v. Raging Wire Telecommunications, Inc., (2008) 42 Cal.4th 920***Management Resources:****WEB STIES***California Department of Alcohol and Drug Programs:*<http://www.adp.ca.gov>*California Department of Education:*<http://www.cde.ca.gov>*U.S. Department of Labor:*<http://www.dol.gov>

Adopted: 1-21-92

Amended: 5-2-95, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.6.b AMENDMENT TO BOARD POLICY 5141.21 – ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS – First Reading

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

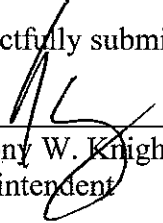
BACKGROUND: Board Policy 5141.21 is being submitted for revision to reflect new law SB 1069 which provides that students may now be assisted to take, during the school day, medication order by a physician assistant as well as medication prescribed by a physician. Board Policy 5141.21 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(a)

Administering Medication and Monitoring Health Conditions

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

~~(cf. 5141.24 – Specialized Health Care Services)~~

~~(cf. 6159 – Individualized Education Plan)~~

~~(cf. 6164.6 – Identification and Education Under Section 504)~~

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

~~(cf. 1250 – Visitors/Outsiders)~~

~~(cf. 6116 – Classroom Interruptions)~~

Self-Administration and Monitoring

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

~~(cf. 4119.43 – Universal Precautions)~~

~~(cf. 5141 – Health Care and Emergencies)~~

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

~~(cf. 5141.23 – Asthma Management)~~

~~(cf. 5141.27 – Food Allergies/Special Dietary Needs)~~

Administration of Medication by School Personnel

Any medication prescribed *by an authorized health care provider* may be administered by the school nurse or other designated school personnel only when the Superintendent or designee has received written statements from both the student's parent/guardian and *physician authorized health care provider.* (Education Code 49423; 5 CCR 600)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(b)

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

(cf. 3530 - Risk Management/Insurance)

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

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

Only a school nurse or other school employee with an appropriate medical license may administer an insulin injection to a student. In the event such licensed school personnel are unavailable, the district may contract with a licensed nurse from a public or private agency to administer insulin to the student. However, in an emergency situation such as a public disaster or epidemic, a trained, unlicensed district employee may administer an insulin injection to a student.

(cf. 5141.24 – Specialized Health Care Services)

To the extent that the administration of School staff who administer medication to students, including such as epinephrine auto-injections or glucagon, is authorized by law, the Superintendent or designee shall ensure that unlicensed personnel designated to administer it to students receive appropriate training from qualified medical personnel before any on how such medication should be administered. At a minimum, the training shall cover how and when such medication should be administered, the recognition of symptoms and treatment, emergency follow-up procedures, and as well as training in the proper documentation and storage of the medication. Such trained, unlicensed designed school personnel shall be supervised by and provided with emergency communication access to a school nurse, physician, or other appropriate individual.

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

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

Staff authorized to administer medication shall do so in accordance with administrative regulations and shall be afforded appropriate liability protection.

Legal Reference:

EDUCATION CODE

48980 Notification at beginning of term

49407 Liability for treatment

49408 Emergency information

49414 Emergency epinephrine auto-injectors

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(c)

49414.5 Providing school personnel with voluntary emergency training

49422-49427 Employment of medical personnel, especially:

49423 Administration of prescribed medication for student

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

49423.5 Specialized health care services

49426 School nurses

49480 Continuing medication regimen; notice

BUSINESS AND PROFESSIONS CODE

2700-2837 Nursing, especially:

2726 Authority not conferred

2727 Exceptions in general

3501 Definitions**CODE OF REGULATIONS, TITLE 5**

600-611 Administering medication to students

UNITED STATES CODE, TITLE 20**1232g Family Educational Rights and Privacy Act of 1974****1400-1482 Individuals with Disabilities Education Act****UNITED STATES CODE, TITLE 29****794 Rehabilitation Act of 1973, Section 504****COURT DECISIONS****American Nurses Association v. O'Connell, (2010) 185 Cal.App.4th 393**

Management Resources:

AMERICAN DIABETES ASSOCIATION PUBLICATIONS**Glucagon Training Standards for School Personnel: Providing Emergency Medical Assistance to Pupils with Diabetes, May 2006****CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES****Legal Advisory on Rights of Students with Diabetes in California's K-12 Public Schools, August 2007****CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS****Training Standards for the Administration of Epinephrine Auto-Injectors, December, 2004****NATIONAL DIABETES EDUCATION PROGRAM PUBLICATIONS****Helping the Student with Diabetes Succeed: A Guide for School Personnel, June 2003****WEB SITES**American Diabetes Association: <http://www.diabetes.org>California Department of Education, Health Services and School Nursing: <http://www.cde.ca.gov/ls/he/hn>**National Diabetes Education Program: <http://www.ndep.nih.gov>**Department of Health and Human Services, National Institutes of Health, National Heart, Lung and Blood Institute, asthma information: <http://www.nhlbi.nih.gov/health/public/lung/index.htm#asthma>

Adopted: 10-15-80

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

SUBJECT: C.6.c AMENDMENT TO BOARD POLICY 5141.3 –HEALTH EXAMINATIONS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5141.3 –Health Examinations?

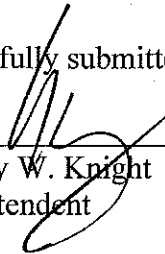
BACKGROUND: Board Policy 5141.3 is being updated to (1) clarify examinations required at school entry, (2) reflect new law SB 1069 which allows a physician assistant to conduct a medical examination for the purpose of providing medical clearance for a student's participation in an interscholastic athletic program, and (3) delete a report to the Board on the number of students with physical problems. Board Policy 5141.3 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5141.3 – Health Examinations.
2. Do not amend Board Policy 5141.3 – Health Examinations.
3. Adopt a modified version of the amendment to Board Policy 5141.3 – Health Examinations.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.3(a)

Health Examinations

The Governing Board recognizes that periodic health examinations of students may lead to the detection and treatment of conditions that impact learning. Health examinations also may help in determining whether special adaptations of the school program are necessary.

The Superintendent or designee shall verify ~~In addition to verifying~~ that students have complied with legal requirements for ***a comprehensive health screening, an oral health assessment, examinations and immunizations at school entry.*** ~~In addition, before enrolling in school the~~ district shall administer tests for vision, hearing and scoliosis as required by law.

(cf. 5141.26 - Tuberculosis Testing)

(cf. 5141.31 - Immunizations)

(cf. 5141.32 - ~~Child Health and Disability Prevention Program~~ **Health Screening for School Entry**)

(cf. 5141.6 - ~~Student Health and Social Services~~)

All students who participate as cheerleaders, song leaders, or athletes in organized competitive sports shall first undergo ~~and file with the district a current~~ medical examination ***and submit documentation of medical clearance to the district.*** Upon sustaining an injury or serious illness, a student may be required to have another examination before participating further. This requirement does not apply to participants in occasional play day or field day activities.

(cf. 5143 - Insurance)

(cf. 6145.2 - Athletic Competition)

The Superintendent or designee shall ensure that staff employed to examine students exercise proper care of each student and that examination results are kept confidential. Records related to these examinations shall be ***maintained and released*** available only in accordance with law.

(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE

44871-44879 Employment qualifications

48980 Parental notifications

49400-49413 ~~General powers school boards (re pupil health)~~ **49414.5 Student health, general powers of school boards**

49422 Supervision of health and physical development

49450-49457 **8** Physical examinations (of pupils)

49460-49466 Development of standardized health assessments

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable diseases

121475-121520 Tuberculosis tests for pupils

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.3(b)

*124025-124110 Child Health and Disability Prevention Program**CODE OF REGULATIONS, TITLE 5**590-596 Vision screening**3027 Hearing and vision screening for special education**3028 Audiological screening**UNITED STATES CODE, TITLE 20**1232g Family Educational Rights and Privacy Act**1232h Protection of student rights**Management Resources:**CSBA PUBLICATIONS**Expanding Access to School Health Services: Policy Considerations for Governing Boards, November 2008**Promoting Oral Health for California's Students: New Roles, New Opportunities for Schools, November 2008**CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**Standards for Scoliosis Screening in California Public Schools, 2007**A Guide for Vision Testing in California Public Schools, 2005**U.S. DEPARTMENT OF EDUCATION PUBLICATIONS**Joint Guidance on the Application of FERPA and HIPAA to Student Health Records, November 2008**WEB SITES**CSBA: <http://www.csba.org>**California Department of Education, Health Services/School Nursing: <http://www.cde.ca.gov/ls/he/hn>**California Department of Education, Type 2 Diabetes Information:**<http://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>"><http://www.cde.ca.gov/ls/he/hn>">[http://www.cde.ca.gov/ls/he/hn](http://www.cde.ca.gov/ls/he/hn/type2diabetes.asp)**U.S. Department of Education: <http://www.ed.gov>*

Adopted: 10-15-80

Amended: 5-15-84, 5-20-86, 8-18-92, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011

**SUBJECT: C.6.d AMENDMENT TO BOARD POLICY 5141.31 –IMMUNIZATIONS
– First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5141.31 –Immunizations?

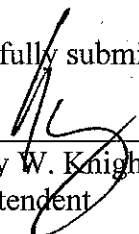
BACKGROUND: Board Policy 5141.31 is being updated to (1) clarify the circumstances under which students must submit immunization records, (2) clarify options for requiring immunization records at registration, and (3) reflect new law AB 1937 which expands the types of health professionals who may give immunizations, under specified conditions. Board Policy 5141.31 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5141.31 –Immunizations.
2. Do not amend Board Policy 5141.31 –Immunizations.
3. Adopt a modified version of the amendment to Board Policy 5141.31 –Immunizations.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.31(a)

Immunizations

To protect the health of all students and staff and to curtail the spread of infectious diseases, the Governing Board ~~desires to~~ **shall** cooperate with state and local health agencies to encourage immunization of all district students against preventable diseases.

(cf. 1400 - Relations between Other Governmental Agencies and the Schools)

(cf. 5141.22 - Infectious Diseases)

(cf. 5141.26 - Tuberculosis Testing)

(cf. 6142.8 - Comprehensive Health Education)

Each student enrolling for the first time in a district elementary school or secondary school, preschool, Students entering a district school or child care and development program, or transferring between school campuses, shall present an immunization record from any authorized private or public health care provider certifying that he/she received all required which shows at least the month and year of each immunizations in accordance with law. Students shall be excluded from school or exempted from immunization requirements only as allowed by law.

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5141.32 - Health Screening for School Entry)

(cf. 5148 - Child Care and Development)

(cf. 5148.3 - Preschool/Early Childhood Education)

Except to the extent otherwise authorized by law, each transfer student shall present evidence of immunization before he/she record certifying that he/she has received all required immunizations currently due before he/she is admitted to school. Such evidence may include the child's personal immunization record from his/her authorized health care provider or his/her cumulative file from his/her previous school.

The Superintendent or designee may arrange for **an authorized health care provider** qualified medical personnel to administer immunizations at school to any student whose parent/guardian has consented in writing. **At the beginning of the school year, parent/guardians shall be notified of their right to provide consent for the administration of an immunization to their child at school** (Education Code 49403)

(cf. 5141.3 - Health Examinations)

(cf. 5141.6 - Student Health and Social Services)

(cf. 5145.6 - Parental Notifications)

Legal Reference:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.31(b)

EDUCATION CODE**44871 Qualifications of supervisor of health**

46010 Total days of attendance

48216 Immunization

48853.5 Immediate enrollment of foster youth

48980 Required notification of rights

49403 Cooperation in control of communicable disease and immunizations

49426 Duties of school nurses**49701 Flexibility in enrollment of children of military families****HEALTH AND SAFETY CODE**

120325-120380 Immunization against communicable disease especially:

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information

CODE OF REGULATIONS, TITLE 5**430 Student records****CODE OF REGULATIONS, TITLE 17**

6000-6075 School attendance immunization requirements

UNITED STATES CODE, TITLE 20**1232g Family Educational Rights and Privacy Act****UNITED STATES CODE, TITLE 42****11432 Immediate enrollment of homeless children****CODE OF FEDERAL REGULATIONS, TITLE 34****99.1-99.67 Family Educational Rights and Privacy****Management Resources:****DEPARTMENT OF HEALTH SERVICES**

Commonly Asked Questions About the New School Immunization Requirements, March 1999

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH**California Immunization Handbook for Schools and Child Care Programs, July 2003****Guide to Immunizations Required for School Entry****Guide to the Requirements of the California School Immunization Law for Parents of Children in or Entering School or Child Care****U.S. DEPARTMENT OF EDUCATION GUIDANCE****Family Educational Rights and Privacy Act (FERPA) and H1N1, October 2009****WEB SITES**CDE: <http://www.cde.ca.gov>**California Department of Public Health, Immunization Branch: <http://www.cdph.ca.gov/programs/immunize>****U.S. Department of Education: <http://www.cdc.gov>****California Department of Health Services: <http://www.dhs.ca.gov>****Centers for Disease Control and Prevention: <http://www.cdc.gov>**

Adopted: 10-15-80

Amended: 5-15-84, 5-20-86, 8-18-92, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: January 18, 2011

SUBJECT: Monthly Board Report

TEACHING AND LEARNING:

First graders are learning about landforms and maps. Second graders visited the Carnegie Art Museum to study abstract art. In the role of Geologists, second graders are learning about rocks. Third graders are immersed in the Chumash Unit and reading Badger Claws of Ojai. Fourth graders visited the Getty Museum. Fifth graders are creating Mayflower Journals and reading Sign of The Beaver. Visit a student created website about The Sign of the Beaver at web.me.com/fab5th (contact Jan Rosen for user name and password).

SCHOOL SITE COUNCIL MEETING:

The November/December SSC meeting was held on November 30, 2010. Agenda items included: Review of Single Plan for Improving Student Achievement. Expanded library program and Book Talk Tuesdays. A parent shared the cost of renting a garden plot at the Oak Park Community Park as an alternative to having a garden on campus. Concerns about music performances and the year-end music show were discussed.

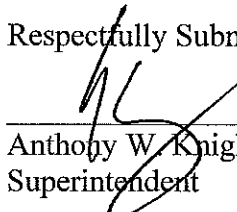
THE ARTS AND REFLECTIONS PROGRAM:

Student's received awards and recognition at Brookside's annual Reflections Gallery Night on November 30th. The District Level Awards Night is on January 12th at the Ventura County Office of Education at 6:00 pm. Projects by five students will be moving on to the district level: Daniella Becerra in visual arts; Olivia Winck in photography; Camille Driggs in musical composition; Miles Friedman in literature and Elisha Tong in photography and literature. Projects going to the state level will be announced Jan. 12th.

HAPPENINGS:

Jan. 11	School Tour for Prospective Parents
Jan. 12	Reflections Night at VCOE 6:00 – 8:00 pm
Jan. 18	PTA Meeting 8:30 am in MPR
Jan. 21	Pajama Day – Spirit & Pride Event
Jan. 25	Disaster Drill 9:00 am
Jan. 25	School Site Council Meeting 2:45 pm
Jan. 31	Spirit Assembly & Announcements– 5 th Grade Performs Songs

Respectfully Submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: January 18, 2010

SUBJECT: Monthly Board Report

Spelling Bee

Our annual Spelling Bee involving 18 student finalists occurred on Friday, December 10 in the Multipurpose Room. Fourth and fifth grade students competed in classroom spelling bees for the chance to be a finalist in the school spelling bee. Our winner this year is fifth grader Ashlyn Dobbie. Ashlyn will compete in the Ventura County Spelling Bee in the spring.

College Sweatshirt Day

College Sweatshirt Day was on Tuesday, December 14. Staff members wore a sweatshirt and/or t-shirt from a college that they attended. The purpose was to demonstrate to our students that we as a staff value education, that we want them to aspire to attend a college (and be life-long learners), and that teachers and staff members are professionals who attended college themselves. Teachers talked to their classes about their college experiences, the value of the education that they received and how education can help students to achieve their goals in life.

Street Sign Presentation

Students who participated in providing input into naming our two outside hallways were recognized at our morning assembly on Monday, December 13th. The list of possible names was pared down to six finalists. A vote was taken to select the two street names needed. Students who suggested the winning names of Rattler Road and Spirit Street were given certificates. An article about this project appeared in the Acorn that same week.

Information Meeting with the Superintendent

Superintendent Anthony Knight was the guest speaker at a school district information meeting with both our Parent Faculty Association and School Site Council on Monday, December 13th. Many topics were discussed including the elementary music program, state budget cuts and the Oak Park School District's current and future financial situation.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: January 18, 2011

SUBJECT: Monthly Board Report

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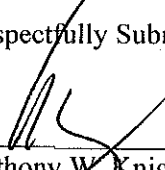
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Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: JANUARY 18, 2011
SUBJECT: MONTHLY SCHOOL REPORT

Spelling Bee on January 6, 2011 at 3:00 p.m. in the Library.

Lock Down Drill January 7, 2011: MCMS will participate in an annual Lock Down Drill to practice one of our many safety protocols.

Panther Ambassador's Training January 10, 11: Forty 6-8th grade students and MCMS faculty and staff will gather together for this important workshop promoting a positive, safe school climate as one of the many antidotes to harassment and bullying. Students work to identify negative behavior and turn it around by being positive forces in their peer groups on campus. Throughout the year they meet with identified adults on campus during twice-monthly discussion sessions that focus on school climate.

Kaiser Permanente's "Someone Like Me" Evening Performance January 13th at 7:00 p.m. for 8th graders and their parents. This is an outstanding, frank dramatization of our health and safety issues facing young teens. It stresses communication between adults and young people and parents as the central figure in a child's life for helping to make safe choices about sex, drugs, bullying and peers. Not to be missed!

National Geographic Geobee January 19th at 3:00 p.m. in the Library.

Ability Awareness Faire January 25, 26: During 7th grade physical education classes, MCMS parents host this annual hands-on exploration for students that demonstrates what it is like to have a designated disability.

Band Students Attend Disney Curricular Workshop January 28th: Ms. Elana Levine accompanies her students to this outstanding workshop for eager band students intent on going above and beyond.

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: January 18, 2011

SUBJECT: Monthly Board Report

Holiday Luncheon

The PFC graciously hosted a wonderful Holiday Luncheon for the OPHS staff on December 15th. The food was delicious and the decorations were festive and beautiful. All the staff were very appreciative and in good spirits. During the luncheon, staff were entertained by student musicians. Heartfelt thanks to all the parent volunteers who worked so hard to make it possible.

PSAT Scoreback Session

On January 6th, PSAT scores were given to students along with a presentation on how to interpret the College Board PSAT/NMSQT score report to determine individual strengths and growth areas. This presentation discussed each element of the PSAT, Critical Reading, Math, and Writing and what steps students can take to focus their preparation for the SAT Reasoning Test. Next steps for juniors was discussed as well as the Naviance Succeed college preparation system. I conducted the PSAT portion of the presentation and Cheryl Di Spaltro and Jean Hawkins discussed timelines, deadlines, and Naviance.

Academic Decathlon

The teams are conducting their dress rehearsals at the time of writing this report and will have competed in competition in the ten events. Our teams, sponsored by PFC and guided by Cheryl DiSpaltro have spent countless hours studying this year's topic, The Great Depression. Guest presenters, including myself, have shared insights and knowledge on the literature, history, and art that characterized the period to help the students prepare.

Race To Nowhere

Two community screenings of this nationally recognized documentary film followed by facilitated discussions along with a panel of educators, students, and Board members were held on January 6th in the Pavilion. The event was hosted by OPHS and Agoura High PFCs and intended to stimulate dialogue around the issues of student stress in a high achievement school culture. These screenings were followed by three additional screenings for students and staff in optional assemblies during and after school. At the time of writing, these screenings have yet to be held, so I will discuss community reaction in my next report.

Black Box Production

The first of two full-scale musical productions is ready to hit the stage on January 14th. Bye Bye Birdie promises to be a rousing rendition of the classic play and will be set in the '50s. Allan Hunt, Heidi Cissel, and Don Enoch have spent many days over the break conducting rehearsals and building the remarkable set replete with a 12 foot revolving record turntable. Over 100 students are involved in the production and OPPAA has provided immeasurable support.

New College Career Specialist

Jean Hawkins has joined OPHS in the College and Career Center and comes to us from Calabasas High School where she served in the same capacity for 15 years. She has hit the ground running and is already making an impact with students and families as she works with Cheryl DiSpaltro to help our students prepare their post-secondary plans.

Athletics

We are currently in the Winter sports season and girls and boys basketball teams are currently engaged in league competition, as are the girls and boys soccer teams.

Fall Summary for 2010				
		Overall	League	
Football	Varsity	6-4	2-2	2nd place (by tiebreaker), went to CIF play-offs
	JV	3-6	2-2	
	Frosh	3-5-1	1-0-1	
Girls VB	Varsity	13-11	7-5	4th place, went to CIF play-offs
	JV	5-10	5-7	
	Frosh	4-10	4-8	
Girls Tennis	Varsity	5-11	4-6	4th place
Boys X Country	Varsity	1st place – League Champions		
	JV	1st place		
Girls X Country	Varsity	1st place – League Champions		
	JV	1st place - Varsity, Kaycee Holcomb qualified for state in her division		

Respectfully Submitted by:



 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: January 18, 2011
SUBJECT: Monthly Board Report

Oak View & Independent School

Both programs enjoyed the holiday season with special treats and luncheons and gifts and cards among students, staff and parents.

We are putting the final revisions in place for our Single School Plans and for the Safety Plan. Site Councils will approve both documents in early January.

Independent School students enjoyed the field learning trip to the Aquarium of the Pacific on December 6th.

Oak View students participated in three community service activities: service at the L.A. Mission and the Ventura Mission and our annual Gift Giving to our Special Needs School trip on December 14th.

Planning meetings are finalizing the STAR assessment schedule for both schools.

We are ready for the 10th grade Exit Exam event on February 1-2, 2011.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent