

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #828

DATE: October 19, 2010

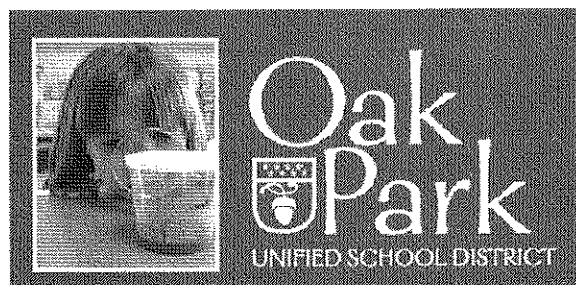
PLACE: **Oak Park High School Presentation Room – G-9**  
899 N. Kanan Road, Oak Park, CA 91377

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**

Mary Rees, President  
Barbara Laifman, Vice President  
Marie Panec, Clerk  
Jan Iceland, Member  
Cindy Vinson, 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, November 16, 2010**

**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](http://www.oakparkusd.org)

**OAK PARK UNIFIED SCHOOL DISTRICT**  
**AGENDA – REGULAR BOARD MEETING #828**  
**October 19, 2010**

**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: Guest Teachers, Instructional Assistant I's,  
Instructional Assistant II's**

**C. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Leslie Heilbron, Cliff Moore 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. Partner in Education Award – David Ross
2. Remarks from Board Members
2. Remarks from Student Board Representative
3. Remarks from Superintendent
4. Report from School Site Councils
5. 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. Safe Kids Task Force – Report on Safe and Healthy Kids Survey Results

- b. 2010 STAR Test Results
- c. Employee Evaluation, Hiring and Dismissal

**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 September 21, 2010,
- b. Public Employee/Employment Changes 01CL1428-01CL1464 & 01CE04985-01CE049 1
- c. Approve Purchase Orders – September 1 – September 30, 2010 3  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. Ratify Overnight Trip for Oak Park High School Cross Country Team – October 9, 2010 7  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. Approve Overnight Trip for Oak Park High School Life Skills Retreats – November 10-13, 2010, February 2-5, 2011 and May 4-7, 2011 8  
*Board Policy 6153 requires Board approval for student overnight trips*
- f. Approve Overnight Trip for Oak Park High School Cross Country Team – November 27, 2010 9  
*Board Policy 6153 requires Board approval for student overnight trips*
- g. Approve Overnight Trip for Medea Creek Middle School 6<sup>th</sup> Grade to Pali Institute – November 16-19, 2010 10  
*Board Policy 6153 requires Board approval for student overnight trips*
- h. Ratify Overnight Trip for Oak Park High School Advanced Peer Counseling Retreat – October 17-18, 2010 11  
*Board Policy 6153 requires Board approval for student overnight trips*
- i. Approve Student Teaching Agreement with California Lutheran University 12  
*Board Policy 3312 requires Board approval for contracts for services.*
- j. Approve Annual Teacher Assignment Report 21  
*Education Code 44257.8 requires Board approval for the Annual Teacher Assignment Report*
- k. Approve Donations 22  
*Board Policy 3290 requires Board approval for donations to the District*

**ACTION**

**2. PUPIL SERVICES**

- a. Approve Contract for Non-Public School for Special Education Student #01-10/11 - \$107,631.50 23  
*Board Policy 3312 requires Board approval for contracts for services.*
- b. Approve Contract for Non-Public School for Special Education Student #02-10/11 - \$128,675.00 27  
*Board Policy 3312 requires Board approval for contracts for services.*
- c. Approve Contract for Non-Public School for Special Education Student #03-10/11 - \$21,207.51 31  
*Board Policy 3312 requires Board approval for contracts for services.*
- d. Approve Contract for Non-Public School for Special Education Student #04-10/11 - \$36,983.85 35  
*Board Policy 3312 requires Board approval for contracts for services.*

- e. **Approve Contract for Non-Public School for Special Education Student #05-10/11 - \$35,379.85** 39  
*Board Policy 3312 requires Board approval for contracts for services.*
- f. **Approve Contract for Non-Public School for Special Education Student #06-10/11 - \$30,011.85** 43  
*Board Policy 3312 requires Board approval for contracts for services.*
- g. **Approve Contract for Non-Public School for Special Education Student #07-10/11 - \$29,043.85** 47  
*Board Policy 3312 requires Board approval for contracts for services.*
- h. **Approve Contract for Non-Public School for Special Education Student #08-10/11 - \$31,051.85** 51  
*Board Policy 3312 requires Board approval for contracts for services.*
- i. **Approve Contract for Non-Public School for Special Education Student #09-10/11 - \$25,275.25** 55  
*Board Policy 3312 requires Board approval for contracts for services.*
- j. **Approve Contract for Non-Public School for Special Education Student #10-10/11 - \$51,400.00** 59  
*Board Policy 3312 requires Board approval for contracts for services.*

### 3. **BOARD POLICIES**

- a. **Approve Amendment to Board Bylaw 9270 – Conflict of Interest – Second Reading** 63  
*Mandated bylaw revised and reorganized to clarify three types of analysis that must be conducted pursuant to different statutes and the common law doctrine to determine whether a conflict exists and if so, whether a board member must abstain and/or if the contract is prohibited. Exhibit A – Designated Positions updated to reflect current positions in the District.*

## VII. **INFORMATION ITEMS**

- 1. **Progress Report on DSA Certified Project Closeouts** 75

## VIII. **OPEN DISCUSSION**

## 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 77
- 2. Oak Hills Elementary School Report 78
- 3. Red Oak Elementary School Report 79
- 4. Medea Creek Middle School Report 80
- 5. Oak Park High School Report 81
- 6. Oak View High School/Oak Park Independent School 83
- 7. Oak Park Neighborhood School

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

**9-21-10**

**#827**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Ms. Mary Rees, called the regular meeting to order at 5:03 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, Ms. Marie Panec, Clerk, Ms. Jan Iceland, Member and Ms. Cindy Vinson, Member

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

The Board adjourned to Closed Session at 5:04 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mary Rees, reconvened the regular meeting to order at 6:10 p.m. in the Oak Park High School, Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Mary Rees, President, Ms. Barbara Laifman, Vice President, Ms. Marie Panec, Clerk, Ms. Jan Iceland, Member, Ms. Cindy Vinson, Member, and Ms. Briana Mackay, Student Board Rep

**STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, and Ms. Linda Sheridan, Executive Assistant.

**FLAG SALUTE**

Susie Harris led the Pledge of Allegiance to the Flag

**REPORT ON CLOSED SESSION**

During Closed Session held this evening the Board took no action.

**ADOPTION OF AGENDA**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education adopted the agenda except to move the Partner in Education Award to #1 and Item C.1.e. to an Action item. Motion carried 5-0.

**PRESENTATION**

Ms. Rees and Dr. Knight presented Susie Harris with the Partner in Education (PIE) volunteer award. This is only the second PIE award presented by the Board to a dedicated volunteer to the District who was nominated for this award by other community members.

**PUBLIC COMMENTS**

Lysa Schaffner addressed the Board regarding the loss of the Career Counselor at the High School.

Teachers Joyce Thomas, John McManus, David Kinberg, and Brian Winsick addressed the Board regarding their desire for the Board to not use furlough days as a cost saving measure for the District.

**REPORT FROM BOARD MEMBERS**

Board Members Cindy Vinson, Barbara Laifman and Jan Iceland waived their comments due to lengthy Public Comments. Board Member Marie Panec thanked the teachers for coming and stated she acknowledged and appreciated their comments. Board Member Mary Rees stated we love the API scores,

love MCMS highest middle school API score, but hate that we don't have any money to provide more for the schools, hate that we have to cut programs, hate that we have to cut some classified positions, hate that we have to ask teachers to make some concessions but we all have to negotiate something in these tough financial times.

#### **REPORT FROM STUDENT REP**

Briana Mackay stated she respected the teachers and how they feel about the current situation.

#### **REPORT FROM SUPERINTENDENT**

Dr. Knight also waived his remarks due to lengthy Public Comments.

#### **Report from Facilities Planning Committee**

Peter Kristensen and Keith Henderson updated the Board on completed and ongoing projects throughout the District.

#### **C.1. CONSENT AGENDA**

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved the Consent Agenda. Motion carried 5-0.

- a. Approve Minutes of Regular Board Meeting August 17, 2010, and Special Closed Session and Board Meeting September 7, 2010,
- b. Public Employee/Employment Changes 01CL1397-01CL1427 & 01CE04974-CE04984
- c. Approve Purchase Orders – August 1 – August 31, 2010
- d. Approve Donations
- f. Approve Overnight Trip for Oak Park High School Girls Volleyball – October 21-24, 2010
- g. Approve Overnight Trip for Medea Creek Middle School 7<sup>th</sup> Grade to Catalina – October 25-27, 2010
- h. Approve 2010-2011 Transportation Agreement with Tumbleweed Transportation

#### **ACTION**

##### **1. e. Approve Provisional Internship Permit (PIP)**

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the Provisional Internship Permit (PIP). Motion carried 5-0.

##### **2. BUSINESS SERVICES**

###### **a. Approve Revised Facility Use Fees**

On motion of Barbara Laifman, seconded by Jan Iceland, the Board of Education approved the Revised Facility Use Fees. Motion carried 5-0.

###### **b. Public Hearing and Approval of SBX3-4 Flexibility Transfer of 2010-11 Categorical Program Funds**

Public Hearing opened at 7:19 p.m. No Comments Open Hearing Closed at 7:30 p.m.

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved SBX3-4 Flexibility Transfer of 2010-11 Categorical program Funds. Motion carried 5-0.

###### **c. Approve Change Order #1, Project 10-16R, Parking Lot Repair and Replacement at Oak View High School**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Change Order #1, Project 10-16R, Parking Lot Repair and Replacement at Oak View High School. Motion carried 5-0.

###### **d. Approve Change Order #1, Project 10-20R, Exterior Repair and Painting at Red Oak Elementary School**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Change Order #1, Project 10-20R, Exterior Repair and Painting at Red Oak Elementary School. Motion carried 5-0.

**e. Approve Notice of Completion, Bid #10-16R, Parking Lot Repair and Replacement at Oak View High School**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the Notice of Completion, Bid #10-16R, Parking Lot Repair and Replacement at Oak View High School. Motion carried 5-0.

**f. Approve Notice of Completion, Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the Notice of Completion, Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School. Motion carried 5-0.

**g. Approve Notice of Completion, Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the Notice of Completion, Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School. Motion carried 5-0.

**h. Ratify Award of Bid #10-05R, HVAC Installation at Oak Park High School Gymnasium**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education ratified the Award of Bid #10-05R, HVAC Installation at Oak Park High School Gymnasium to Environmental Air. Motion carried 5-0.

**i. Ratify Award of Bid #10-06R, HVAC Installation at Medea Creek Middle School Gymnasium**

On motion of Cindy Vinsion, seconded by Jan Iceland, the Board of Education ratified the Award of Bid #10-06R, HVAC Installation at Medea Creek Middle School Gymnasium. Motion carried 5-0.

**3. CURRICULUM**

**a. Public Hearing and Approval of Resolution #10-28 Regarding Sufficiency of Textbooks and Instructional Materials for 2010-2011**

Public Hearing opened at 7:25 p.m. No Comments Public Hearing closed at 7:26 p.m.

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved Resolution #10-28 Regarding Sufficiency of Textbooks and Instructional Materials for 2010-2011. Motion carried 5-0.

**4. HUMAN RESOURCES**

**a. Approve Action To Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid Off Classified Employees**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved action to Reestablish Particular Kinds of Service, Increase the Number of Employees and Authorize Offers of Reappointment to Laid Off Classified Employees. Motion carried 5-0.

**b. Approve Resolution #10-27, Reducing or Discontinuing Particular Kinds of Service for Classified Employee**

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved Resolution #10-27, Reducing or Discontinuing Particular Kinds of Service for Classified Employee. Motion carried 5-0.

**c. Approve Annual Teacher Assignment Report - Declaration of Need for 2010-2011**

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the Annual Teacher Assignment Report – Declaration of Need for 2010-2011. Motion carried 5-0.



**5. BOARD**

**a. Discuss and Approve Newly Elected Board Members Attendance at CSBA Conference and Masters in Governance Workshops**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the district-paid attendance of newly elected Board Members at the CSBA Conference and one day before and at the CSBA Master In Governance Program for newly elected Board Members. Motion carried 3 Yes: Iceland, Panec, Vinson; 2 No: Laifman, Rees.

**b. Review and Approve Site Capacities**

Vida Jatulis, Natalie Friedman and Rebekah Dillingham addressed the Board regarding their concern of larger class sizes and interdistrict transfers.

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved cap enrollment at 4005 except for enrollment of new Oak Park resident students and not over 35% interdistrict students for 2011-12. Motion carried 5-0.

**6. BOARD POLICIES**

**a. Approve Amendment to Board Policy 5131 – Conduct – Second Reading**

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved Board Policy 5131 – Conduct. Motion carried 5-0.

**b. Approve Amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments – Second Reading**

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved Board Policy 5131.7 -0 Weapons and Dangerous Instruments. Motion carried 5-0.

**c. Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – Second Reading**

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved Board Policy 5145.3 – Nondiscrimination/Harassment. Motion carried 5-0.

**d. Approve Amendment to Board Bylaw 9270 – Conflict of Interest – First Reading**

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved Board Bylaw – Conflict of Interest – First Reading. Motion carried 5-0.

There being no further business before this Board, the meeting is declared adjourned at 8:05 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:** OCTOBER 19, 2010  
**SUBJECT:** C.1.c APPROVE PURCHASE ORDERS

CONSENT

**ISSUE:** Shall the Board approve the attached purchase orders issued September 1, 2010 through September 30, 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.

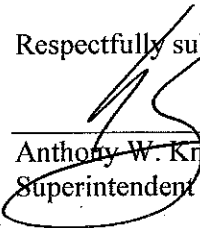
**ALTERNATIVES:**

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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes 09/01/2010 - 09/30/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B11-00132	Pitney Bowes Purchase Power	Power purchase to refill stamp supply	Medea Creek Middle School	010	250.00
B11-00133	Department Of Justice	Costs for employee fingerprinting	Human Resources	010	2,500.00
B11-00134	Bur. of Criminal Investigation	Cost for new employee fingerprinting	Human Resources	010	1,000.00
B11-00135	ACCU-PRINTS	Leslie Heilbron charge card	Human Resources	010	4,000.00
B11-00136	WELLS FARGO PAYMENT REMITTANCE CENTER				
B11-00136	Polar Electro Incorporated	Battery Replacement-PE Heart Monitors	Medea Creek Middle School	010	541.25
B11-00137	Kimberly Mogavero	Grant Writer for School District	Curriculum	010	3,000.00
B11-00138	Construction Testing & Engineer	Testing & Inspection DSA Proj 10-16R	Business Administration	213	7,500.00
B11-00139	Robert Selman	PFC: radio batts, repair, new radios as needed	Medea Creek Middle School	010	1,623.75
B11-00140	Agoura Lock Technologies, Inc.	Re-Key Project# 10-04R	Business Administration	213	3,015.00
B11-00141	ATC Associates	AHERRA Inspections BES & OPHS	Business Administration	140	1,245.00
B11-00142	AT & T Mobility	Open PO for Cell Phones & Svs 2010-11	Business Administration	010	11,100.00
B11-00143	Document Systems	Maintenance agreement for Ricoh copiers	Red Oak Elementary School	010	450.00
FS11-00051	Produce Available Inc.	Fresh Produce	Food Services	130	1,000.00
FS11-00052	Produce Available Inc.	Fresh Produce	Food Services	130	1,000.00
FS11-00053	Produce Available Inc.	Fresh Produce	Food Services	130	5,000.00
FS11-00054	Produce Available Inc.	Fresh Produce	Food Services	130	5,000.00
FS11-00055	Julie Suarez	Reim for kitchen wares order # S20528	Food Services	130	1,168.35
FS11-00056	Steinert Printing Company	School lunch tickets	Food Services	130	1,299.00
P11-00124	JKF Construction	Plastic Cabinetry work stations tops	Business Administration	010	3,890.00
P11-00125	Center Line Electric, Inc	Rm C-3 Electrical Work	Business Administration	010	8,100.00
P11-00126	Supreme School Supply	Teacher Plan Books	Oak View High School	010	44.05
P11-00127	Maureen Hamilton	CPR Class for OPNS	Human Resources	010	280.00
P11-00128	Department of General Services	ALJ & Rpt Services Teacher Layoff	Business Administration	010	66.00
P11-00129	Ventura County Schools Boards	2010-11 Membership Dues	Board of Education	010	150.00
P11-00130	Attn: Patricia Phelps Shelter Systems	Yurt Domes for all Sites	Business Administration	010	34,201.84
P11-00131	ACSA Membership Processing	Advertising in EdCAL newspaper	Human Resources	010	455.00
P11-00132	Ventura County office of Education	Alternative Ed Summit Registration	Oak View High School	010	100.00
P11-00133	Budgetext	BES Textbooks Fill In Social Studies	Curriculum	010	381.04
P11-00134	FOLLETT LIBRARY RESOURCES	BES Textbooks Fill In Order Growth Grade 5	Curriculum	010	356.41
P11-00135	Ken Paulson	Moving/oth exp	Oak Park High School	010	285.51
P11-00136	Teaching Textbooks	Math Supplemental supplies	Home Independent Study Program	010	1,967.80
P11-00137	FOLLETT LIBRARY RESOURCES	OPHS Textbook orders 2010-11AP Chemistry	Curriculum	010	1,697.35
P11-00138	Budgetext	OPHS Textbook Fil in orders Honors Biology	Curriculum	010	584.55

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 09/01/2010 - 09/30/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P11-00139	Delta Education, LLC	FOSS Grade 5 Fill in order	Curriculum	010	283.80
P11-00140	Advanced Cable Solutions	Portables Proj # 10-08R	Business Administration	213	12,000.00
P11-00141	USNC Jimenez Painting Co	Painting DO/SpEd Build	Business Administration	140	14,676.45
P11-00142	Delta Mechanical	Replace defective compressor unit on A/C	Business Administration	140	1,813.02
P11-00143	CSF/CJSF Central Office	CJSF dues 2009-2010 & 2010-2011 school year	Medea Creek Middle School	010	70.00
P11-00144	Teaching Textbooks	Supplemental Math Materials	Home Independent Study Program	010	655.93
P11-00145	Glencoe	OPHS Math Teachers Resources Alg I & II	Curriculum	010	514.64
P11-00146	BC Rincon Construction Inc.	Proj # 10-16R Parking Lot Repair OVHS	Business Administration	213	224,850.00
P11-00147	CETPA-California Educational Technology Professionals Assn	CETPA Conference 2010	Technology Coordinator	010	425.00
P11-00148	Naviance, Inc	Naviance Renewal and upgrade	Home Independent Study Program	010	1,290.00
P11-00149	Science Kit & Boreal Lab.	Donation/Sci mat & supp	Oak Park High School	010	210.03
P11-00150	Magnum Fence and Security Inc	Proj 10-08R OPHS relocatable fences	Business Administration	213	6,803.00
P11-00151	Drawing Board Printing	Envelopes/mat & supp	Oak Park High School	010	674.00
P11-00152	CJSFBALFOUR	Awards & Pins/CJSF 2009-2010 pastdue	Medea Creek Middle School	010	36.28
P11-00153	FOLLETT LIBRARY RESOURCES	OHES Textbooks Fill In Order Growth	Curriculum	010	1,786.60
P11-00154	United Mechanical Contractors	Proj # 10-06R HVAC Gymnasium @ MCMS	Business Administration	213	274,000.00
P11-00156	Environmental Heating And A/C	Proj # 10-05R HVAC for OPHS Gymnasium	Business Administration	213	447,000.00
P11-00157	Channel Islands Roofing	Roof Replacement Gym Proj# 10-12R	Business Administration	213	248,805.00
P11-00158	Painting & Decor LTD	Proj# 10-20R Exterior Painting & Repair	Business Administration	213	123,000.00
P11-00159	Document Systems	Ricoh color copies	Red Oak Elementary School	010	64.95
P11-00160	Economos Painting	Proj # 10-19R Exterior repair and Painting	Business Administration	213	54,700.00
T11-00017	Compuwave Inc.	FLAP Lab Server	Oak Park High School	010	6,197.31
T11-00018	Renaissance Learning, Inc	PFC: AR Subscrip Renewal, RP Hosting Fee Renewal	Medea Creek Middle School	010	1,828.34
T11-00019	Compuwave Inc.	Cables for FLAP Lab	Oak Park High School	010	272.79
T11-00020	California Western Visuals	21CC	Technology Coordinator	212	2,688.81
T11-00021	CA Interactive Technologies	Projectors- 21CC	Technology Coordinator	212	2,679.19
Total				59	<u>1,530,577.04</u>

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 09/01/2010 - 09/30/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
--------------	-------------	-------------	----------	------	-------------------

## Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	38	91,334.22
130	Cafeteria Fund	6	14,467.35
140	Deferred Maintenance Fund	3	17,734.47
212	Measure C6 Technology Bond Fun	2	5,368.00
213	Measure R FACILITIES Bond Fund	10	1,401,673.00
Total		59	1,530,577.04

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: OCTOBER 19, 2010**  
**SUBJECT: C.1.d RATIFY OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL  
 CROSS COUNTRY TEAM – OCTOBER 9, 2010**  
**CONSENT**

**ISSUE:** Shall the Board ratify a field trip for the Oak Park High School Cross Country Team?

**BACKGROUND:** Principal, Kevin Buchanan, requests ratification for an overnight trip for the Oak Park High School Cross Country Team who attended the Clovis Invitational held October 9, 2010 in Fresno, CA. The 50 athletes, five OPHS coaches and five parent volunteers traveled with district approved drivers in private & rental vehicles. Team and chaperones stayed at the Courtyard Marriott in Fresno. The cost was approximately \$50 per athlete to cover the cost of transportation & lodging. Meals were extra. Accept this as certification that the Principal reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* had been met.

**ALTERNATIVES:** 1. Ratify field trip as presented.  
 2. Do not ratify field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: OCTOBER 19, 2010**  
**SUBJECT: C.1.e APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL  
 LIFE SKILLS RETREATS – NOVEMBER 10-13, 2010, FEBRUARY  
 2-5, 2011, AND MAY 4-7, 2011 OPHS**

CONSENT

**ISSUE:** Shall the Board approve an overnight trip for the Oak Park High School Life Skills Retreat?

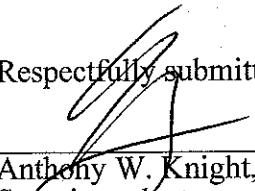
**BACKGROUND:** Principal, Kevin Buchanan, requests approval for the three retreats scheduled throughout the year (November 10-13, 2010, February 2-5, 2011 and May 4-7, 2011) at Camp Hilltop in Malibu, CA. The number of students will vary on each trip from 50-150 and are transported on school buses. All students, as well as chaperones (Dr. Jeff Appell, 5-10 staff members and 9-19 college students), will stay in cabin facilities on the campsite. Students pay \$275 to cover the cost of food, lodging, transportation and other retreat costs. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve overnight trips as presented.  
 2. Do not approve overnight trips as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: OCTOBER 19, 2010**  
**SUBJECT: C.1.f APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL  
 CROSS COUNTRY TEAM – NOVEMBER 27, 2010**  
**CONSENT**

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**ISSUE:** Shall the Board approve an overnight trip for the Oak Park High School Cross Country Team?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for the Oak Park High School Cross Country Team to attend the CA State Meet scheduled for November 27, 2010 in Fresno, CA. The 25 athletes, five OPHS coaches and two parent volunteers will travel with district approved drivers in private & rental vehicles. Team and chaperones will stay at Courtyard Marriott in Fresno. The cost will be approximately \$50 per athlete to cover the cost of transportation & lodging. Meals will be extra. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Approve field trip as presented.  
 2. Do not approve field trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT**  
**DATE: OCTOBER 19, 2010**  
**SUBJECT: C.1.g APPROVE OVERNIGHT TRIP FOR MEDEA CREEK MIDDLE SCHOOL 6<sup>th</sup> GRADE TO PALI INSTITUTE – NOVEMBER 16-19, 2010**

CONSENT

**ISSUE:** Shall the Board of Education approve an overnight trip for the 6<sup>th</sup> graders of Medea Creek Middle School to attend a four day Outdoor Education experience at the Pali Institute in Running Springs, CA. ?

**STATEMENT:** As in past years, all interested 6<sup>th</sup> graders have the opportunity to experience hands-on science and nature during an Outdoor Education trip. This year, after extensive research, we have selected the WASC and AEE accredited program at the Pali Institute. The trip is scheduled for November 16-19, 2010. The cost is \$425.00. The bus company will be Coach USA. The camp is fully staffed and will be complemented by approximately eight MCMS faculty/staff.

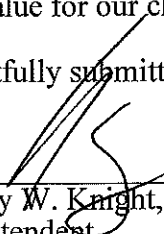
**BACKGROUND:** Outdoor Education is a 6<sup>th</sup> grade staple at Medea Creek Middle School, giving students a one-to-one experience with the outdoors, as well as with hands-on science. Pali Institute promises a high-quality program with nature walks and intriguing science classes suited for the 6<sup>th</sup> grade in a beautiful, safe and well-cared for environment.

**ALTERNATIVES:** 1. Approve the overnight Outdoor Education trip.  
 2. Do not approve the overnight Outdoor Education trip.

**RECOMMENDATION:** Alternative #1

**RATIONALE:** It is a wonderful opportunity to study science in a natural setting. In the past, Outdoor Education has been a highlight for students. It has both social and academic value for our children.

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: OCTOBER 19, 2010**  
**SUBJECT: C.1.h. RATIFY OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL  
 ADVANCED PEER COUNSELING RETREAT – OCTOBER 17-18,  
 2010**

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CONSENT

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**ISSUE:** Shall the Board ratify an overnight trip for the Oak Park High School Advanced Peer Counselors Retreat?

**BACKGROUND:** Principal, Kevin Buchanan, requests approval for this retreat scheduled for October 17-18, 2010 in Malibu, CA. Approximately 42 students, OPHS Counselor Debi Fries, two-three staff members and three past graduates will travel by district approved drivers in private vehicles. Students and chaperones will depart on Sunday morning at 7:30 and return Monday evening. They will stay at the Shalom Institute in Malibu. Students will pay approximately \$100 per student to cover the cost of meals transportation, and lodging. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

**ALTERNATIVES:** 1. Ratify overnight trip as presented.  
 2. Do not ratify overnight trip as presented.

**RECOMMENDATION:** Alternative #1.

Prepared by: Geri Sterling  
 Certified by: Kevin Buchanan

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: ANTHONY W. KNIGHT Ed.D., SUPERINTENDENT**

**DATE: OCTOBER 19, 2010**

**SUBJECT: C.1.i APPROVE STUDENT TEACHING AGREEMENT WITH CALIFORNIA LUTHERAN UNIVERSITY**

CONSENT

**ISSUE:** Shall the Board of Education enter into Student Teaching Agreement with California Lutheran University (CLU) commencing September 15, 2010 and is valid for five years (2015).

**STATEMENT:** Education Code section 11006 authorizes the Governing Board of any school district to enter into agreements with a state college/university or private college/university accredited by the State Board of Education as a teacher education institution, to provide supervised student teaching experience.

**ALTERNATIVES:**

1. Approve Student Teaching Agreement with CLU commencing September 15, 2010, is valid for five years (2015) and authorize the Superintendent to sign the agreement on behalf of the District.
2. Do not approve Student Teaching Agreement with CLU.

**RECOMMENDATION:** Alternative #1

Respectfully submitted,

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

Prepared by:  
Leslie Heilbron, Ed.D., Assistant Superintendent, HR

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____



## STUDENT TEACHING CONTRACT

This Agreement is made between California Lutheran University ("CLU") and Oak Park School District ("Facility").

### RECITALS

- A. CLU has established an approved program of special training entitled the Student Teacher Program, to provide initial teaching experience through supervised teaching to students enrolled in teacher training curricula (the "Program"); multiple and single subject and educational specialist initial credentials.
- B. Program requires supervision and facilities where students can obtain the clinical learning experience required in the curriculum; and
- C. Facility has the clinical setting, supervision, and equipment needed by Program trainees as part of their practical learning experience.

### TERMS

In consideration of the mutual promises and conditions in this Agreement and for good and valuable consideration, CLU and Facility agree as follows:

#### 1.0 Obligations of Facility.

1.1 Facility will provide suitable clinical learning experience and supervision consistent with the Program's curriculum and objectives in accordance with CLU's academic calendar. Clinical learning experience shall include supervised teaching in schools and classes of the Facility, not to exceed ten (10) semester units of supervised student teaching for up to 75 full time individual students during the academic year, and/or up to ten (10) CLU students possessing valid internship credentials and enrolled with CLU for supervised teaching in schools or classes of the Facility, and under the direct supervision and instruction of Facility's employees as agreed upon by duly authorized representatives of Facility and CLU. Professional development schools are exempt from the unit limitation.

1.2 Facility will designate appropriate personnel to coordinate the students' clinical learning experience in the Program. This will involve working with CLU faculty and staff to assign students to specific clinical cases and experiences, and include the students in selected conferences, clinics, courses, and programs conducted under the direction of Facility. "Supervised teaching" as used in the contract means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of tenured employees of Facility holding valid professional clear credentials, authorizing them to serve as classroom teachers in the school or classes in which the supervised teaching is provided. It is understood that in no case shall students in learning situations replace regular staff. CLU students enrolled in the clinical experience shall receive a minimum of fifteen (15) weeks of supervision, in conformity with Title 5, California Administrative Code, Sections 6130 (f) (2) and 6160 (f) (2). The clinical experience shall commence on the date the student presents the assignment card and attendant CLU documents to the designated Facility employee.

1.3 Facility will permit, on reasonable request, the inspection of clinical and related facilities by agencies charged with responsibility for accreditation of CLU's program.

1.4 Facility shall provide to the teacher candidate appropriate access to student records, including CELDT scores, IEP goals and objectives, and other student demographic data as required by CalTPA.

1.5 Facility will assist the teacher candidate in obtaining parent permission to use student work and the videotaping of lessons for the express purpose of CalTPA requirements.

1.6 Facility will recommend to CLU the withdrawal of a Program student if: (1) the achievement, progress, adjustment, or health of the student does not warrant continuation at Facility, or (2) the behavior of the student fails to conform to the applicable regulations of Facility. Facility will assist CLU, if necessary, in implementing this recommendation.

1.7 Facility reserves the right, exercisable in its discretion after consultation with CLU, to exclude any student from its premises in the event that such person's conduct or state of health is deemed objectionable or detrimental, having in mind the proper administration of said Facility.

1.8 Facility shall provide all equipment and supplies needed for clinical instruction at Facility.

1.9 Facility shall arrange for emergency care in case of illness or accident to any participating student.

## 2.0 Obligations of CLU.

2.1 CLU will provide and maintain the records and reports necessary for conducting the students' clinical learning experience.

2.2 CLU will withdraw a student from the clinical program at Facility if, after consultation with Facility personnel, CLU determines such action to be warranted.

2.3 CLU will prohibit the publication by the students, faculty, and staff members of any material relative to their clinical learning experience that has not been approved for release for publication by both Facility and CLU.

2.4 CLU, through Office of the Dean of the School of Education or Coordinator of Candidate Placement, after consultation with Facility, shall plan and oversee the educational program for student clinical experiences.

2.5 CLU will ensure that all candidates have passed subject matter competency, have been fingerprinted and issued a Certificate of Clearance, and have passed all state and university requirements prior to being placed in the classroom.

2.6 CLU will provide Facility with an annual announcement or description of the program, curriculum and objectives to be achieved at Facility, and the academic calendar of CLU.

2.7 Instructors and students at CLU will abide by the rules and policies of Facility while using its facilities.

### 3.0 Term.

3.1 This agreement will commence on September 15, 2010 and is valid for five years.

### 4.0 Application of Facility's Rules.

CLU students, during clinical training at Facility, will be under the jurisdiction of Facility officials for training purposes and will follow Facility rules to the extent that such rules directly relate to clinical training. CLU students will be expected to conduct themselves in a professional manner such that their attire and their appearance conform to the accepted standards of Facility.

### 5.0 Reservation of Rights: Placement.

CLU and Facility each reserve the right to withhold placement of Program students depending upon the availability of facilities and personnel to adequately provide a satisfactory field experience.

### 6.0 Insurance Hold Harmless.

6.1 CLU agrees to render a certificate of liability insurance to Facility indicating coverage of CLU and its agents, employees, and students for their acts, failure to act, or negligence arising out of or caused by the activity which is the subject of this Agreement.

6.2 Facility agrees that it will indemnify and hold harmless CLU, its servants, agents and employees, and any students acting as such, from any and all liability, damage, expense, causes of action, suits, claims, or judgments arising from injury to person(s) or personal property or otherwise which arises out of the act, failure to act, or negligence of Facility, its servants, agents, or employees, in connection with or arising out of the activity which is the subject of this Agreement.

#### 7.0 Laws, Rules, and Regulations; Non-Discrimination.

7.1 Facility and CLU agree that neither will discriminate against any individual on the basis of age, sex, race, creed, color, sexual orientation, religious belief, national origin, disability, status as a disabled veteran, or veteran of the Vietnam era, and that Facility agrees to comply with all nondiscriminatory laws and policies that CLU promulgates and to which CLU is subject.

7.2 Facility agrees that it will abide by all applicable executive orders, federal, state and local laws, rules and regulations in effect as of the date of this Agreement, and as they may change or be amended from time to time, including, but not limited to, compliance with the Americans with Disabilities Act.

#### 8.0 Remuneration.

8.1 CLU shall pay Facility's supervising teachers for the performance of all services required to be performed under this contract at the rate indicated on the annual cooperating teacher agreement (see Appendix A).

8.2 Facility will not provide remuneration either in the form of pay or in kind to any employees of CLU for any services performed or activity required in connection with matters associated with this Agreement.

#### 9.0 Use of Name; Advertising.

Neither party shall use the other's name or any corporate or business name which is reasonably likely to suggest that the two parties are related, without first obtaining the written consent of the other-party.

#### 10.0 Termination

Either party may terminate this agreement upon 30 day's written notice to the other party except that if CLU terminates this agreement based on lack of funding, the 30 days' notice shall not apply. The notice required under this clause shall be sent by registered mail.

#### 11.0 Non-Assignment and Subcontracting.

Facility shall not assign, transfer, or contract for the furnishing of services to be performed under this Agreement without the written approval of CLU.

#### 12.0 Entire Agreement; Modification.

This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and may be modified only by a writing signed by both parties.

#### 13.0 Governing Law.

This Agreement shall be governed by and construed under the laws of the State of California, which shall be the forum for any lawsuit arising from or incident to this Agreement.

#### 14.0 Consideration.

Under the terms of this Agreement, neither party provides any compensation to the other party for services rendered under this agreement.

#### 15.0 Severability.

In the event one or more clauses of this Agreement are declared illegal, void or unenforceable, that shall not affect the validity of the remaining portions of this Agreement.

#### 16.0 Waiver.

The failure of either party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights, and no waiver by either party, whether written or oral, express or implied, of any rights under or arising from the Agreement shall be binding on any subsequent occasion; and no concession by either party shall be treated as an implied modification of the Agreement unless specifically agreed in writing.



IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement on this 15<sup>th</sup> day of September, 2010.

California Lutheran University:

Facility: Oak Park School District

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
(Signature)

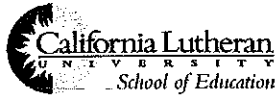
\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

## Appendix A



Department of Teacher Education  
60 West Olsen Road #4100  
Thousand Oaks, CA 91360-2700

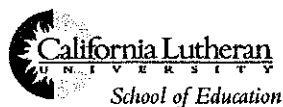
## Cooperating Teacher Agreement

Cooperating Teacher Name \_\_\_\_\_ Semester \_\_\_\_\_  
School \_\_\_\_\_ Grade \_\_\_\_\_  
District \_\_\_\_\_

*I agree to be a mentor of Student Teachers. I also agree to provide guidance in establishing a portfolio for evaluation of teaching standards. I have received the Cooperating Teacher version Teacher Preparation Handbook and an invitation to the orientation for Cooperating Teachers. I understand that the Student Teacher needs experience with many aspects of classroom organization, management, and curriculum, including (but not limited to) the following:*

- Student assessment in reading, writing, math and science (multiple subject)
- Student assessment in reading and content area (single subject)
- Instruction based on state content standards
- Opportunity to use technology in instruction
- Access to both English learning and special needs students to complete required methods assignments and TPA tasks
- Access to focus students' Cumulative Files in order to complete required methods assignments and TPA tasks
- Lesson planning in all curricular areas including integration of subjects
- Grouping students for skill, heterogeneity, interest, level
- Differentiating lesson plans to meet the needs of sub populations
- Manipulative materials for reading, math, science
- Classroom library organization including leveled readers, age appropriate, culturally diverse literature in a variety of genres, and expository texts
- Resources of school: resource, reading lab, computer lab, etc.
- Grade level, faculty meetings, in-service, parent conferences
- Allow the video taping of a lesson in order to meet the requirements of the TPAs.

Cooperating Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_


**Department of Teacher Education**

805-493-3423

Fax 805-493-3924

**Cooperating Teacher Information and Stipend Form**

In order to provide better service and facilitate stipend payment to Cooperating Teachers, this form is required **for internal use only**. For questions, please contact the Department of Teacher Education at (805) 493-3423.

Semester: Spring \_\_\_\_\_ Fall \_\_\_\_\_ ☐ Methods ☐ Full-time Student Teaching  
(YEAR) (YEAR)

Student \_\_\_\_\_ Supervisor \_\_\_\_\_

Cooperating Teacher \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_

Former Name(s) \_\_\_\_\_

Home Address \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

Previous Address \_\_\_\_\_

Former Name(s) \_\_\_\_\_

E-mail Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Education: BA or BS in \_\_\_\_\_ University \_\_\_\_\_ Date \_\_\_\_\_  
MA or MS in \_\_\_\_\_ University \_\_\_\_\_ Date \_\_\_\_\_  
Other \_\_\_\_\_

Credential(s) Held: ☐ Elementary ☐ Secondary Subject(s): \_\_\_\_\_

Name of School \_\_\_\_\_

School Address \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_

Principal \_\_\_\_\_ School Phone \_\_\_\_\_

Stipend: \_\_\_\_\_ \$200 (one Full-time Student) \_\_\_\_\_ \$100 (one Methods Student)  
\_\_\_\_\_ \$100 (Full-time share) \_\_\_\_\_ \$200 (two Methods Students)

Cooperating Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

*Thank you for your participation.*

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: OCTOBER 19, 2010**  
**SUBJECT: C.1.j APPROVE ANNUAL TEACHER ASSIGNMENT REPORT**

CONSENT

**ISSUE:** Shall the Board of Education approve the recommendation of the Superintendent to certify that all teachers are appropriately assigned in subject areas for which they qualified?

**BACKGROUND:** Education code Section 44258.9 requires school districts to establish procedures for reviewing teacher assignments annually and to report their findings to their local government in a public meeting. The state has recognized the need to provide a degree of flexibility in the assignment of teachers and offers several ways in which teachers can be deemed qualified to serve in particular areas. These include:

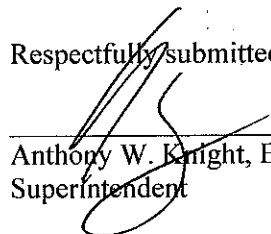
1. Credentials on file
2. Education code provisions
3. Board Waiver
4. Committee on Assignment

**ALTERNATIVES:**

1. Approve the recommendations of the Superintendent
2. Do not approve the recommendations of the Superintendent
3. Alter the recommendations of the Superintendent

**RECOMMENDATION:** Alternative #1

Respectfully submitted,

  
 Anthony W. Knight, Ed.D.  
 Superintendent

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

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: OCTOBER 19, 2010**  
**SUBJECT: C.1.k APPROVE ACCEPTANCE OF DONATION**

CONSENT

**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>
OPHS	Power Tools & Woodworking Accessories/Sharon Taylor	\$ 1,865.16

**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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.a. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #01-10/11 - \$107,631.50  
ACTION

**ISSUE:** Should the Board of Education approve this contract for non-public school agency services #01-10/11?

**BACKGROUND:** The District has reduced Behavioral Supervision/Consultation costs from 2009-2010 by approximately \$20,000.00 by utilizing district staff to provide these services. Behavioral Supervision by an NPA provider remains on one student's IEP. In addition, hours of NPA Supervision were funded through October 2010 to facilitate the transfer of cases from the NPA provider to district staff.

According to their respective IEPs, two severely handicapped students attending District schools continue to require instructional aide NPA services.

The total cost of these services is \$107,631.50.

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

**RECOMMENDATION:** Alternative #1

**RATIONALE:** The District is required by law to provide the services stated on a student's IEP. Inclusive Education and Community Partnership (IECP) is a certified non-public agency.

Respectfully Submitted

  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (#01-10/11)**

24

**THIS NON-PUBLIC AGENCY CONTRACT** is made and entered into this 19th day of October 2010, between **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **Inclusive Education and Community Partnership**, 117 Fillmore Ave., Oxnard, CA 93035, Telephone: (805) 985-4808, hereinafter referred to as "Contractor" for:

Name of Pupil: - -

Address of Pupil:

Date of Birth:                      Sex:                      Grade Level:

Pupil's school of residence is:

Name of Parent(s):

Address of Parent:

Telephone Number:

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will provide the services and, where applicable, implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program for any student.
  2. This contract is authorized to cover services during the regular school year and for the extended school year only as specified in the Individualized Education Program, or as designated in this contract.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** for specified services outlined in this contract.
  4. The pupil's service providers will hold the following license: Proper education, certificate, and training.
  5. The pupil: supervisor ratio will be **1:1 (N/A)**
  6. The frequency of the related services will be provided as specified in the students' Individualized Education Programs and in Item 7A of this Contract.
  7. **A. Behavioral Supervision (BID)**

4 full days (9/22-10/13) at \$638.00/day \$2,554.40

44 hours (10/20 – 6/17) at \$90.13/hr

\* 12 hours 10/20-11/24

\* 32 hours (5 hours a month for 6.5 months – 12/1-6/17) \$2884.16

Behavioral Supervision Grand Total:

\$5,438.56

25

**B. BII (Behavior Intervention Implementation) (\$42.75/hour)**

1.

- \* ESY 2010: 4.75 hours/day x 22 days = 104.5 hours \$ 4,467.38
- \* Regular School Year 2010/2011: 6 hours per day (prorated for shorter days) for 180 days: \$46,170.00

2.

- \* ESY 2010: 4.75 hours/day x 25 days = 118.75 hours \$ 5,385.563
- + 3 hours of Supervision (103.00 x 3 = 309.00)
- \* Regular School Year 2010/2011: 6 hours per day (prorated for shorter days) for 180 days: \$46,170.00

**GRAND TOTAL \$107,631.50**

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

The contract is effective on July 1, 2010 and terminates at 5:00 PM on June 30, 2011, unless sooner terminated as provided herein.

**CONTRACTOR**

IECP

(Name of Nonpublic School/Agency)

117 Fillmore Ave

(Mailing Address)

Oxnard CA 93035

(City / State / Zip Code)

**DISTRICT**

Oak Park Unified School District

(Name of School District)

5801 E Conifer St

(Mailing Address)

Oak Park, CA 91377

(City / State / Zip Code)

\_\_\_\_\_  
(Contracting Officer's Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Type Name and Title)

Anthony W. Knight

(Superintendent)

\_\_\_\_\_  
(Date)

October 21, 2010

(Date) Amended

Approved by the Oak Park Governing Board on: \_\_\_\_\_

October 20, 2010



**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.b. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #02-10/11 - \$128,675.00  
ACTION

**ISSUE:** Should the Board of Education approve this contract for non-public agency services for #02-10/11?

**BACKGROUND:** Currently there are two autistic students who reside and attend school within Oak Park Unified School District, both of whom require specialized behavior intervention services throughout their school day. Autism Center for Treatment (ACT) is able to provide these specialized services on the school campuses. The total cost for these services is: \$128,675.00. (Our contract last year included 3 students.)

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

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

Board Action: On motion of _____, seconded by _____, the Board of Education:				
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (#02-10/11)**

28

**THIS NON-PUBLIC AGENCY CONTRACT** is made and entered into this 19<sup>th</sup> day of October 2010, between **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **Autism Center for Treatment (ACT)**, 301 Science Drive, Suite 180, Moorpark, CA 93021, hereinafter referred to as "Contractor" for:

Name of Pupils: \_\_\_\_\_

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

**A. DESIGNATED INSTRUCTION AND SERVICES/RELATED SERVICES:**

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

1.

**ESY 2010:**

1:1 ABA Aide (College level behavior therapist) @ 19 days x 4 hours / 10 minutes per day @  
\$50.00 per hour = 80 hours x \$50.00 per hour \$ 4,000.00.

Supervision:

Up to 2 hours of supervision during ESY, to be provided by any of the following:

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

Maximum ESY Supervision Cost: \$ 350.00

**Maximum Total ESY 10/11 Cost: \$ 4,350.00**

**Regular School Year 2010/2011:**

September 1, 2010 to June 17, 2011.

1:1 ABA Aide (College level behavior therapist). 6 hours per day for 180 days, pro-rated for weeks less than full weeks.

6 hours per day for 180 days @ \$50.00 per hour = \$54,000.00.

Maximum School Year Aide Cost:	\$ 54,000.00
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**Supervision:**

Up to 4 hours per month, maximum of 35 hours total, of supervision services, pro-rated for shorter months, to be provided by any of the following:

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

Total Maximum 10/11 School Year Supervision Cost:	\$ 6,125.00
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<b>Total 10/11 School Year Cost:</b>	<b>\$ 60,125.00</b>
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<b>Total ESY 2010 Cost:</b>	<b>\$ 4,350.00</b>
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<b>GRAND TOTAL:</b>	<b>\$ 64,475.00</b>
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**2.****ESY 2010:**

1:1 ABA Aide (College level behavior therapist) @ 14 days x 4 hours / 10 minutes per day @ \$50.00 per hour = 60 hours x \$50.00 per hour \$ 3,000.00.

**Supervision:**

2 hours of behavioral services during ESY, to be provided by any of the following:

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

Maximum ESY Supervision Cost:	\$ 200.00
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<b>Total ESY 10/11 Cost:</b>	<b>\$ 3,200.00</b>
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**Regular School Year 2010/2011:**

September 1, 2010 to June 17, 2011.

1:1 ABA Aide (College level behavior therapist). 6 hours per day for 180 days, pro-rated for weeks less than full weeks.

6 hours per day for 180 days @ \$50.00 per hour = \$54,000.00.

<b>Total 10/11 School Year Aide Cost:</b>	<b>\$ 54,000.00</b>
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**Supervision:**

Up to 4 hours per month for 10 months total behavioral services, pro-rated for shorter months, to be provided by any of the following:

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

(Any unused hours may be applied to planning and/or attending IEP meeting)

4 hours per month for 10 months @ max \$175/hr = \$7,000.00

**Total Maximum 10/11 School Year Supervision Cost: \$ 7,000.00**

**Total 10/11 School Year Cost: \$ 54,000.00**

**Total ESY 2010 Cost: \$ 3,200.00**

**GRAND TOTAL: \$ 64,200.00**

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011, unless sooner terminated as provided herein.

**CONTRACTOR**

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

301 Science Dr., Suite 180  
(Mailing Address)  
Moorpark CA 93021  
(City / State / Zip Code)

\_\_\_\_\_  
(Contracting Officer's Signature)

\_\_\_\_\_  
(Type Name and Title)  
Aimee Anderson, PhD  
Director, ACT

\_\_\_\_\_  
(Date)

**DISTRICT**

Oak Park Unified School District  
(Name of School District)

5801 E Conifer St  
( Mailing Address)  
Oak Park, CA 91377  
(City / State / Zip Code)

\_\_\_\_\_  
(Signature)

Dr. Anthony W. Knight

(Superintendent)

October 20, 2010  
(Date)

Approved by the Oak Park Governing Board on: October 19, 2010

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.c APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #03-10-11 - \$21,207.51  
ACTION

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

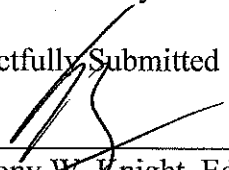
**BACKGROUND:** This fourteen-year-old, ninth grade student requires a non public residential treatment facility, as has been determined by the IEP team, including Ventura County Behavioral Health. The IEP Team has determined that RTC/NPS is the least restrictive appropriate placement at this time. Forest Heights Lodge RTC/ NPS is State certified and has a Master Contract with Ventura County SELPA. The District funds the NPS, while Ventura County Behavioral Health funds the therapeutic and residential portion. The cost for 2010/2011 is \$21,207.51. The district will receive \$3,885.00 in ADA to reduce the actual cost to \$17,322.51.

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

**RECOMMENDATION:** Alternative #1

**RATIONALE:** The District is required by law to provide the services stated on a student's IEP. Forest Heights Lodge Non-Public School is a certified non-public school and has a Master Contract with Ventura County SELPA.

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 03-10/11)**

32

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October 2010 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **Forest Heights Lodge**, P.O. Box 789, Evergreen, CO. 80437, Telephone: 303-674-6681, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil: \_\_\_\_\_

Address of Pupil: \_\_\_\_\_

Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Sex: \_\_\_\_\_

Grade Level: 9th

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

Pupil's school of residence: Medea Creek Middle School

NPS: Forest Heights Lodge

Name of Parent(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to **220 days** as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$105.51/day** as defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential, as defined in Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils, as defined in Item #24 of the Master Contract**.
  6. The length of the instructional program for **Grade 9** will be **300 minutes per day, Monday through Friday, and as defined in Item #23 of the Master Contract**.
  7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.
  8. Authorized educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

**BASIC EDUCATION PROGRAM:**

2010 ESY: 21 days

Regular School Year: 180 days

Total Number of Days: 201 days times Per Diem rate **\$105.51****MAXIMUM TOTAL BASIC EDUCATION COSTS:****\$ 21,207.51****9. Other provisions as necessary:**

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR:**

**Forest Heights Lodge**  
P.O. Box 789  
Evergreen, CO. 80437

**DISTRICT:**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 21, 2010

\_\_\_\_\_  
Date

Approved by the Oak Park Governing Board on (date): October 19, 2010

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.d APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #04-10/11 - \$36,983.85  
ACTION

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

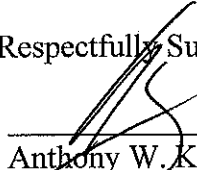
**BACKGROUND:** This seventeen-year-old, eleventh grade, Orthopedically Impaired student has been attending Bridgeport Non-Public School for the past three years. The IEP team has determined that a non-public school is the least restrictive appropriate placement at this time. Bridgeport Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$36,983.85. The District will receive \$3,885.00 in ADA to reduce the actual cost to \$33,098.85.

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____



**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 04-10/11)**

36

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010, between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. Group**, 13130 Burbank Blvd., Sherman Oaks, CA 91401, Telephone: (818) 779-5105, FAX (818) 779-5103, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil: \_\_\_\_\_

Address of Pupil:

Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Sex: \_\_\_\_\_

Grade Level: 11th

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

Pupil's school of residence: Oak Park High School

NPS: Bridgeport (HELP Group)

Name of Parent(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to 175 days as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$144.43/day** as defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
  6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.
  7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.

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

37

**A. Basic Education Program:**

2010 ESY: 20 days

Regular school year: 175 days

Total number of Days: 195 times Per Diem of \$ 144.43

**MAXIMUM TOTAL BASIC EDUCATION COSTS (A):**

**\$28,163.85**

**B. Designated Instruction and Services/Related Services:**

**Speech/Language Services:** 30 minutes per week.

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

**Total Speech/Language Cost:**

**\$ 1,848.00**

**Occupational Therapy:** 60 minutes per week for 42 weeks @ \$100.00 per hour (4 wks ESY + 38 wks Regular school year).

**Total Occupational Therapy Cost:**

**\$ 4,200.00**

**Adapted Physical Education:** 60 minutes per week for 42 weeks @ \$66.00 per hour (4 wks ESY + 38 wks Regular school year).

**Total Adapted Physical Education Cost:**

**\$ 2,772.00**

**MAXIMUM TOTAL RELATED SERVICES COST (B)**

**\$ 8,820.00**

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

**\$36,983.85**

9. Other provisions as necessary:

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR**

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

**DISTRICT**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 21, 2009

\_\_\_\_\_  
Date

Approved by the Oak Park Unified School District Governing Board on (date): October 20, 2009

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.e. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #05-10/11 - \$35,379.85  
ACTION

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

**BACKGROUND:** This ten-year-old, 4th grade, autistic student has been attending school at The Help Group for the last four years. The IEP team has determined that a non-public school is the least restrictive appropriate placement at this time. Sunrise Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$35,379.85. The District will receive \$3,885.00 in ADA to reduce the actual cost to \$31,494.85.

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 05-10/11)**

40

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010, between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. Group**, 13130 Burbank Blvd., Sherman Oaks, CA 91401, Telephone: (818) 779-5105, FAX (818) 779-5103, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil: \_\_\_\_\_

Address of Pupil:

Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Sex: \_\_\_\_\_

Grade Level: 4th

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

Pupil's school of residence: Oak Hills Elementary School

NPS: Sunrise (HELP Group)

Name of Parent(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to 175 days as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** \$144.43/day as defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
  6. The length of the instructional program will be **280 minutes per day ,Monday through Friday**, as defined in **Item #23 of the Master Contract**.
  7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.

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

41

**A. Basic Education Program:**

2010 ESY: 20 days

Regular school year: 175 days

Total number of Days: 195 times Per Diem **144.43**

**MAXIMUM TOTAL BASIC EDUCATION COSTS (A):**

**\$28,163.85**

**B. Designated Instruction and Services/Related Services:**

Speech/Language Services:

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

**Total Speech/Language Cost:**

**\$ 3,696.00**

**Occupational Therapy:**

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

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

**Total Occupational Therapy Cost:**

**\$ 3,520.00**

**MAXIMUM TOTAL RELATED SERVICES COST (B)**

**\$ 7,216.00**

**MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COST (A&B) \$35,379.85**

9. Other provisions as necessary:

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR**

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

**DISTRICT**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 20, 2010

\_\_\_\_\_  
Date

Approved by the Oak Park Unified School District Governing Board on (date): October 19, 2010

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER, 2010

**SUBJECT:** C.2.f. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #06-10/11 - \$30,011.85  
ACTION

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

**BACKGROUND:** This sixteen-year-old, tenth grade, autistic student has been attending Village Glen Non-Public School for the past two years. The IEP team has determined that a non-public school is the least restrictive appropriate placement at this time. Village Glen Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$30,011.85. The District will receive \$3,885.00 in ADA to reduce the actual cost to \$26,126.85.

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

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

Board Action: On motion of _____, seconded by _____, the Board of Education:				
<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 06-10/11)**

44

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010, between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. Group**, 13130 Burbank Blvd., Sherman Oaks, CA 91401, Telephone: (818) 779-5105, FAX (818) 779-5103, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil: \_\_\_\_\_

Address of Pupil:

Telephone: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Sex: \_\_\_\_\_

Grade Level: Tenth

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

Pupil's school of residence: Oak Park High School

NPS: Village Glen (HELP Group)

Name of Parent(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to 175 days as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR** \$144.43/day as defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
  6. The length of the instructional program will be **300 minutes per day ,Monday through Friday**, as defined in **Item #23 of the Master Contract**.
  7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.

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

45

**A. Basic Education Program:**

2010 ESY: 20 days

Regular school year: 175 days

Total number of Days: 195 times Per Diem **\$144.43**

**MAXIMUM TOTAL BASIC EDUCATION COSTS (A):**

**\$28,163.85**

**B. Designated Instruction and Services/Related Services:**

**Counseling:** 1x 30min/week for 42 weeks @ \$44.00 each month.

**\$ 1,848.00**

**MAXIMUM TOTAL RELATED SERVICES COST (B)**

**\$ 1,848.00**

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

**\$30,011.85**

9. Other provisions as necessary:

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR**

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

**DISTRICT**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 20, 2010

\_\_\_\_\_  
Date

Approved by the Oak Park Unified School District Governing Board on (date): October 19, 2010



**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.g. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #07-10/11 - \$ 29,043.85  
ACTION

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

**BACKGROUND:** This fifteen-year-old, tenth grade, Other Health Impaired student requires placement at Summit View Non-Public School. Summit View Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$29,043.85. The District will receive \$3,885.00 in ADA to reduce the actual cost to \$25,158.85. This cost will be absorbed by decreased costs of other students who have come home from their RTC/NPS placements.

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

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

Board Action: On motion of _____, seconded by _____, the Board of Education:				
<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 07-10/11)**

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. GROUP**, 13130 Burbank Blvd., Sherman Oaks, CA. 91401, Telephone: (818) 779-5105, FAX (818) 779-5103 a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level: 10th

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

Pupil's school of residence is School: Oak Park High School

NPS: Summit View (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to **175** days as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$144.43 per day**, defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
  6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.

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

**A. Basic Education Program:**

2010 ESY: 20 days

Regular school year: 175 days

Total number of Days: 195 days times Per Diem **\$144.43**

**MAXIMUM TOTAL BASIC EDUCATION COSTS (A):**

**\$ 28,163.85**

**B. Designated Instruction and Services/Related Services:**

**Counseling - Individual:**

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

**Total Counseling Cost:**

**\$ 880.00**

**MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COSTS**

**\$ 29,043.85**

9. Other provisions as necessary:

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR**

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

**DISTRICT**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 20, 2010  
Date

Approved by the Oak Park Unified School District Governing Board on (date): October 19, 2010

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.h. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #08-10/11 - \$31,051.85  
ACTION

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

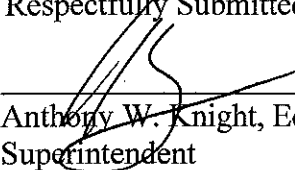
**BACKGROUND:** This seventeen-year-old, 12th grade autistic student's needs cannot be met with the current public school options per the IEP team. Sunrise Non-Public School (HELP Group) is a certified non-public school and has a Master Contract with Ventura County SELPA. The total cost of this placement is \$31,051.85. The District will receive \$3,885.00 in ADA to reduce the actual cost to \$27,166.85.

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 08-10/11)**

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. GROUP**, 13130 Burbank Blvd., Sherman Oaks, CA. 91401, Telephone: (818) 779-5105, FAX (818) 779-5103 a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level: 12th

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

Pupil's school of residence is School: Oak Park High School

NPS: Sunrise (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

- 
- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to **175** days as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$144.43 per day**, defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.

6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.
7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.
8. Authorized related educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

**A. Basic Education Program:**

2010 ESY: 20 days

Regular school year: 175 days

Total number of Days: **195** times Per Diem **\$144.43**

**MAXIMUM TOTAL BASIC EDUCATION COSTS (A):**

**\$28,163.85**

**B. Designated Instruction and Services/Related Services:**

**Speech/Language Services:**

30 minutes per week @ \$44.00/ ½ hr for 42 weeks

**\$ 1,848.00**

30 minutes per month consult @ \$44.00 Per 1/2 hour for 10 months

**\$ 440.00**

**Total Speech/Language Cost:**

**\$ 2,288.00**

**Occupational Therapy:**

30 minutes per month @ \$60 per 1/2 hr for 10 months

**Total Occupational Therapy Cost:**

**\$ 600.00**

**MAXIMUM TOTAL RELATED SERVICES COST (B)**

**\$ 2,888.00**

**MAXIMUM TOTAL BASIC EDUCATION & RELATED SERVICES COSTS (A+B) \$31,051.85**

9. Other provisions as necessary:

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR**

**DISTRICT**

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

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

54

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 21, 2010

\_\_\_\_\_  
Date

Approved by the Oak Park Unified School District Governing Board on (date): October 19, 2010

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.i APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR  
SPECIAL EDUCATION STUDENT #09-10/11 - \$ 25,275.25  
ACTION

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

**BACKGROUND:** This fifteen-year-old, tenth grade, Other Health Impaired student requires placement at Coldwater Canyon Non-Public School. Coldwater Canyon Non-Public School (HELP Group) is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of this placement is \$25,275.25. The District will receive \$3,885.00 in ADA to reduce the actual cost to \$21,390.25. This cost will be absorbed by decreased costs of other students who have come home from their RTC/NPS placements.

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

**RECOMMENDATION:** Alternative #1

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

Respectfully Submitted

  
Anthony W. Knight, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____



**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 09-10/11)**

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **The H.E.L.P. GROUP**, 13130 Burbank Blvd., Sherman Oaks, CA. 91401, Telephone: (818) 779-5105, FAX (818) 779-5103 a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil:

Address of Pupil:

Telephone:

Date of Birth:

Sex:

Grade Level: Tenth

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

Pupil's school of residence is School: Oak Park High School

NPS: Coldwater Canyon (HELP Group)

Name of Parent(s):

Address:

Telephone Number:

- 
1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
  2. This contract is authorized for up to **175** days as specified in the Individualized Education Program.
  3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$144.43 per day**, defined in **Item #62 of the Master Contract**.
  4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential**, as defined in **Item #47 of the Master Contract**.
  5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
  6. The length of the instructional program will be **300 minutes per day, Monday through Friday**, as defined in **Item #23 of the Master Contract**.

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

**A. Basic Education Program:**

Regular school year: 175 days

Total number of Days: 175 days times Per Diem **\$144.43**

**MAXIMUM TOTAL BASIC EDUCATION COSTS (A):**

**\$ 25,275.25**

9. Other provisions as necessary:

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

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

The contract is effective on September 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR**

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

**DISTRICT**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 21, 2010  
Date

Approved by the Oak Park Unified School District Governing Board on (date): October 19, 2010

**TO:** BOARD OF EDUCATION

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

**DATE:** OCTOBER 19, 2010

**SUBJECT:** C.2.j APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR SPECIAL EDUCATION STUDENT #10-10/11 - \$51,400.00

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ACTION

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

**BACKGROUND:** This eighteen-year-old, post secondary (18-22) student moved into Oak Park Unified School District on September 28, 2009. This student had been placed and is receiving services at Preparatory School at National Deaf Academy; a residential treatment facility with non-public school. Historically, this deaf student with significant mental health needs was hard to place due to needs. Oak Park Unified School District is legally required to continue to fund the current placement until the IEP team and Ventura County Behavioral Health determine that a change of placement is appropriate. The IEP Team is currently investigating placement options in California. Preparatory School at National Deaf Academy RTC/ NPS is State certified and has a Master Contract with Ventura County SELPA. The District funds the NPS, while Ventura County Behavioral Health funds the therapeutic and residential portion. The educational cost for 2010/2011 is \$51,400.00. The district will receive \$3,885.00 in ADA to reduce the actual cost to \$ 47,515.00.

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

**RECOMMENDATION:** Alternative #1

**RATIONALE:** The District is required by law to provide the services stated on a student's IEP. Preparatory School at National Deaf Academy Non-Public School is a certified non-public school and has a Master Contract with Ventura County SELPA.

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	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

**INDIVIDUAL SERVICES CONTRACT FOR  
NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES  
(Education Code Sections 56365 - 56366.5) (# 10-10/11)**

60

**THIS SERVICE CONTRACT** is made and entered into this 19th day of October, 2010 between, **Oak Park Unified School District** County of Ventura, hereinafter referred to as "**DISTRICT**," and **Preparatory School at National Deaf Academy**, 19650 US Highway 441, Mount Dora, FL. 32757, Telephone: 352-735-9500, a nonpublic school, hereinafter referred to as "**CONTRACTOR**" for

Name of Pupil: - -

Address of Pupil:

Telephone:

Date of Birth:                      Sex:              Grade Level: Post Secondary (18-22)

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

Pupil's school of residence: Oak Park High School

Name of Parent(s):

Address:

Telephone Number:

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1. All terms and conditions of the current Master Contract for Nonpublic, Nonsectarian School/Agency Services, hereinafter referred to as the Master Contract, previously executed by the parties hereto, are incorporated herein by reference. The **CONTRACTOR** will implement the Individualized Education Program (IEP) and will request an IEP review prior to any change in the service program.
2. This contract is authorized for up to **182 days** as specified in the Individualized Education Program.
3. Subject to the performance of this contract **DISTRICT** will pay **CONTRACTOR \$225.00/day** as defined in **Item #62 of the Master Contract**.
4. The pupil's coordinating teacher/service provider will hold the following credential/license: **Appropriate, valid credential, as defined in Item #47 of the Master Contract**.
5. The class size for the pupil will not exceed **12 pupils**, as defined in **Item #24 of the Master Contract**.
6. The length of the instructional program will be **300 minutes per day, Monday through Friday, and as defined in Item #23 of the Master Contract**.
7. District graduation requirements, including differential proficiency standards, if applicable, shall be implemented as attached, or as specified in the IEP.
8. Authorized educational services as specified in the IEP, shall be provided by the **CONTRACTOR** up to the amount specified.

**BASIC EDUCATION PROGRAM:**

ESY 2010: 32 days x \$200.00 (6,400.00)

Regular School Year: 200 days times Per Diem rate \$225.00 (45,000.00)

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**MAXIMUM TOTAL BASIC EDUCATION COSTS:**

**\$ 51,400.00**

9. Other provisions as necessary:

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

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

The contract is effective on July 1, 2010 and terminates at 5:00 P.M. on June 30, 2011 unless sooner terminated as provided herein.

**CONTRACTOR:**

**Preparatory School at National Deaf Academy**  
19650 US Highway 441  
Mount Dora, FL. 32757

**DISTRICT:**

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

\_\_\_\_\_  
Contracting Officer's Signature

\_\_\_\_\_  
District Officer's Signature

\_\_\_\_\_  
Print/Type Name and Title

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
October 20, 2010  
Date

Approved by the Oak Park Governing Board on (date): \_\_\_\_\_  
October 19, 2010

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~SEPTEMBER 21, 2010~~ OCTOBER 19, 2010**

**SUBJECT: C.3.a APPROVE AMENDMENT TO BOARD BYLAW 9270 – CONFLICT OF INTEREST - First Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Bylaw 9270 – Conflict of Interest?

**BACKGROUND:** Board Bylaw 9270 is being revised and reorganized to clarify three types of analysis that must be conducted pursuant to different statutes and the common law doctrine to determine whether a conflict exists and if so, whether a board member must abstain and/or if the contract is prohibited. Exhibit A – Designated Position updated to reflect current positions in the District. Board Bylaw 9270 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Bylaw 9270 – Conflict of Interest.
2. Do not amend Board Bylaw 9270 – Conflict of Interest.
3. Adopt a modified version of the amendment to Board Bylaw 9270 – Conflict of Interest.

**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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9270(a)

### Conflict of Interest

*The Governing Board desires to maintain the highest ethical standards and help ensure that decisions are made in the best interest of the district and the public. In accordance with law, Board members and designated employees shall disclose any conflict of interest and, as necessary, shall abstain from participating in the decision.*

*(cf. 9005 – Governance Standards)*

### Incompatible Activities

~~Governing Board members shall not engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties as an officer of the district. (Government Code 1126)~~

### Conflict of Interest Code

~~The district's conflict of interest code shall be comprised of the terms of 2CCR 18730 and any amendments to it adopted by the Fair Political Practices Commission, together with a district attachment specifying designated positions and the specific types of disclosure statements required for each position.~~

~~Upon direction by the code reviewing body, the Board shall review the district's conflict of interest code **and submit any changes to the code reviewing body.** in even-numbered year. If no change in the code is required, the district shall submit by October 1 a written statement to that effect to the code reviewing body. If a change in the code is necessitated by changed circumstances, the district shall submit an amended code to the code reviewing body. (Government Code 87306.6)~~

When a change in the district's conflict of interest code is necessitated *due to* by changed circumstances, such as the creation of new designated positions, ***changes to the duties assigned to existing positions***, amendments, or revisions, the ~~changed~~ ***amended*** code shall be submitted to the code reviewing body within 90 days. (Government Code 87306)

*When reviewing and preparing the district's conflict of interest code, the Superintendent or designee shall provide officers, employees, consultants, and members of the community adequate notice and a fair opportunity to present their views. (Government Code 87311)*

*(cf. 9320 – Meetings and Notices)*

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9270(b)

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*Board members and designated employees shall annually file a Statement of Economic Interest/Form 700 in accordance with the disclosure categories specified in the district's conflict of interest code. A Board member who leaves office or a designated employee who leaves district employment shall, within 30 days, file a revised statement covering the period of time between the closing date of the last statement and the date of leaving office or district employment. (Government Code 87302, 87500)*

*(cf. 4117.2, 4217.2/4317.2 – Resignation)  
(cf. 9222 – Resignation)*

### *Conflict of Interest under the Political Reform Act*

*A Board member or designated employee shall not make, participate in making, or in any way use or attempt to use his/her official position to influence a governmental decision in which he/she knows or has reason to know that he/she has a disqualifying conflict of interest. A conflict of interest exists if the decision will have a "reasonably foreseeable material financial effect" on one or more of the Board member's or designated employee's "economic interests," unless the effect is indistinguishable from the effect on the public generally or the Board member's or designated employee's participation is legally required. (Government Code 87100, 87101, 87103; 2 CCR 18700-18709)*

*A Board member or designated employee makes a governmental decision when, acting within the authority of his/her office or position, he/she votes on a matter, appoints a person, obligates or commits the district to any course of action, or enters into any contractual agreement on behalf of the district. (2 CCR 18702.1)*

*A Board member who has a disqualifying conflict of interest on an agenda item that will be heard in an open meeting of the Board shall abstain from voting on the matter. He/she may remain on the dais, but his/her presence shall not be counted towards achieving a quorum for that matter. A Board member with a disqualifying conflict of interest shall not be present during a closed session meeting of the Board when the decision is considered and shall not obtain or review a recording or any other nonpublic information regarding the issue. (2 CCR 18702.1)*

### *Additional Requirements for Boards that Manage Public Investments*

*A Board member who manages public investments pursuant to Government Code 87200 and who has a financial interest in a decision shall, upon identifying a conflict or potential conflict of interest and immediately prior to the consideration of the matter, do all of the following: (Government Code 87105; 2CCR 18702.5)*



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1. Publicly identify the financial interest that gives rise to the conflict or potential conflict of interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required. (~~Government Code 87105~~)

2. Recuse himself/herself from discussing and voting on the matter, or otherwise acting in violation of Government Code 87100. This Board member shall not be counted toward achieving a quorum while the item is discussed

**However**, the Board member may speak on the issue during the time that the general public speaks on **it and may** the issue. ~~The Board member shall recuse himself/herself from voting on the matter and leave the dais to speak from the same area as members of the public. He/she may listen to the public discussion of the matter with members of the public~~

3. Leave the room until after the discussion, vote, and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters. (~~Government Code 87105~~)

If the item is on the consent calendar, the Board member must recuse him/herself from discussing or voting on that matter, but the Board member is not required to leave the room during the consent calendar. (~~CCR 18702.5~~)

4. If the Board's decision is made during closed session, ~~the public identification may be made~~ **disclose his/her interest** orally during the open session. ~~before the Board goes into closed session and This disclosure shall be limited to a declaration that his/her recusal is because of a conflict of interest pursuant to Government Code 87100. The Board member He/she shall not be present when the decision item is considered in closed session or and shall not knowingly obtain or review a recording or any other non-public information regarding the Board's decision. (2 CCR 18702.5)~~

(cf. 3430 – Investing)

### Conflict of Interest under Government Code 1090

Board members, ~~and designated employees, or district consultants shall not be financially interested in any contract made by the Board on behalf of the district, including in the development, preliminary discussions, negotiations, compromises, planning, reasoning, and specifications and solicitations for bids. or in any contract they make in their capacity as Board members or designated employees. (Government Code 1090)~~ If a Board member or designated employee determines that he/she has **such** a financial interest, **the district is barred from**

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

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*entering into the contract. (Government Code 1090; Klistoff v. Superior Court, (2007) 157 Cal.App. 4<sup>th</sup> 469 in a decision, as described in Government Code 87103, this determination shall be disclosed. The member shall be disqualified from voting unless his/her participation is legally required. (2 CCR 18700)*

*A Board member shall not be considered to be financially interested in a contract if his/her interest is a "noninterest" as defined in Government Code 1091.5. One such noninterest is when a Board member's spouse/registered domestic partner has been a district employee for at least one year prior to the Board member's election or appointment. (Government Code 1091.5)*

A Board member shall not be deemed to be financially interested in a contract if he/she has only a "remote interest" in the contract *as specified in Government Code 1091* and if the remote interest is disclosed during a Board meeting and noted in the official Board minutes. The affected Board member shall not vote or debate on the matter or attempt to influence any other Board member to enter into the contract. ~~Remote interests are specified in Government Code 1091(b); they include, but are not limited to, the interest of a parent in the earnings of his/her minor child. (Government Code 1091)~~

Even if there is no prohibited *conflict of interest* ~~or remote interest~~, a Board member shall abstain from voting on personnel matters that uniquely affect a *his/her* ~~relatives of the Board member~~. *However*, a Board member may vote, ~~however~~, on collective bargaining agreements and personnel matters that affect a class of employees to which the *his/her* relative belongs. "Relative" means an adult who is related to the *Board member* ~~person~~ by blood or affinity within the third degree, as determined by the common law, or an individual in an adoptive relationship within the third degree. (Education Code 35107)

A relationship within the third degree includes the individual's parents, grandparents and great-grandparents, children, grandchildren and great-grandchildren, brothers, sisters, aunts and uncles, nieces and nephews, and the similar family of the individual's spouse/*registered domestic partner* unless the individual is widowed or divorced.

### *Common Law Doctrine Against Conflict of Interest*

*A Board member shall abstain from any official action in which his/her private or personal interest may conflict with his/her official duties.*

### *Rule of Necessity or Legally Required Participation*

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

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BB 9270(e)

*On a case-by-case basis and upon advise of legal counsel, a Board member with a financial interest in a contract may participate in the making of the contract if the rule of necessity or legally required participation applied pursuant to Government Code 87101 and 2 CCR 18708.*

### Incompatible Offices and Activities

*Board members shall not engage in any employment or activity or hold any office which is inconsistent with, incompatible with, in conflict with, or inimical to the Board member's duties as an officer of the district. (Government Code 1099, 1126)*

*(cf. 4136, 4236, 4336 – Nonschool Employment)*

### Gifts

Board members and designated employees may accept gifts only under the conditions and limitations specified in Government Code 89503 and 2 CCR 18730.

The limitations on gifts do not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. (Government Code 89503)

Gifts of travel and related lodging and subsistence shall be subject to the ~~prevailing~~ **current** gift limitation except as described in Government Code 89506.

A gift of travel does not include travel provided by the district for Board members and designated employees. (Government Code 89506)

### Honoraria

Board members and designated employees shall not accept any honorarium, which is defined as any payment made in consideration for any speech given, article published, or attendance at any public or private gathering, in accordance with law. (Government Code 89501, 89502)

The term "honorarium" does not include: (Government Code 89501)

1. Earned income for personal services customarily provided in connection with a bona fide business, trade or profession unless the sole or predominant activity of the business, trade or profession is making speeches.

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

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*Bylaws of the Board*

*BB 9270(f)*

2. Any honorarium which is not used and, within 30 days after receipt, is either returned to the donor or delivered to the district for donation into the general fund without being claimed as a deduction from income for tax purposes.

~~Statements of economic interests submitted to the district by designated employees in accordance with the conflict of interest code shall be available for public inspection and reproduction. (Government Code 81008)~~

### Financial Interest

~~A Board member shall not be considered to be financially interested in a contract if his/her interest includes, but not limited to, any of the following: (Government Code 1091.5)~~

- ~~1. That of an officer who is being reimbursed for his/her actual and necessary expenses incurred in the performance of an official duty.~~
- ~~2. That of a recipient of public services generally provided by the public body or board of which he/she is a member, on the same terms and conditions as if he or she were not a member of the board.~~
- ~~3. That of a landlord or tenant of the contracting party if such contracting party is the federal government or any federal department or agency, this state or an adjoining state, any department or agency of this state or an adjoining state, any county or city of this state or an adjoining state, or any public corporation or special, judicial or other public district of this state or an adjoining state unless the subject matter of such contract is the property in which such officer or employee has such interest as landlord or tenant in which even his/her interest shall be deemed a remote interest within the meaning of, and subject to, the provisions of Government Code 1091.~~
- ~~4. That of a spouse of an officer or employee of the district if his/her spouse's employment or office holding has existed for at least one year prior to his/her election or appointment.~~
- ~~5. That of a non-salaried member of a nonprofit corporation, provided that such interest is disclosed to the Board at the time of the first consideration of the contract, and provided further that such interest is noted in its official records.~~
- ~~6. That of a non-compensated officer of a nonprofit, tax-exempt corporation which, as one of its primary purposes, supports the functions of the board or to which the school Board~~

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~~has legal obligation to give particular consideration, and provided further that such interest is noted in its official records.~~

- ~~7. That of a person receiving salary, per diem, or reimbursement for expenses from a governmental agency, unless the contract directly involves the department of the governmental agency that employs the officer or employee, provided that such interest is disclosed to the Board at the time of consideration of the contract, and provided further that the interest is noted in its official records.~~
- ~~8. That of an attorney of the contracting party of that of an owner, officer, employee or agent of a firm which renders, or has rendered, service to the contracting party in the capacity of stockbroker, insurance agent, insurance broker, real estate agent, or real estate broker if these individuals have not received and will not receive remuneration, consideration, or a commission as a result of the contract and if these individuals have an ownership interest of less than 10 percent in the law practice or firm, stock brokerage firm, insurance firm or real estate firm.~~

~~In addition, a Board member or employee shall not be deemed to be interested in a contract made pursuant to competitive bidding under a procedure established by law if his/her sole interest is that of an officer, director, or employee of a bank or savings and loan association with which a party to the contract has the relationship of borrower or depositor, debtor or creditor. (Government Code 1091.5)~~

~~A Board member may enter into a contract if the rule of necessity or legally required participation applies as defined in Government Code 87101.~~

### Designated Positions and Disclosure Categories

~~It has been determined that persons occupying the following positions manage public investments and shall file a full statement of economic interests pursuant to Government Code 87200:~~

- ~~\_\_\_\_\_ Governing Board Members~~
- ~~\_\_\_\_\_ Superintendent~~

- ~~1. Persons occupying the following positions are designated employees in Category 1:~~

~~Assistant Superintendent~~

~~Designated persons in this category must report:~~

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

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- ~~a. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests including any leasehold, beneficial or ownership interest or option to acquire such interest in real property.~~
- ~~b. Investments or business positions in or income from sources which:
 
  - ~~1. Are engaged in the acquisition or disposal of real property within the district,~~
  - ~~2. Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district, or~~
  - ~~3. Manufacture or sell supplies, books, machinery or equipment of the type used by the district.~~~~
- ~~2. Persons occupying the following positions are designated employees in Category 2:
 
  - Director
  - ~~Principal~~
  - ~~Assistant Principal~~
  - ~~Program Specialist~~
  - ~~Inclusion Specialist~~
  - ~~Counselor~~
  - ~~Athletic Coordinator~~
  - ~~Executive Assistant to the Superintendent~~~~
- ~~Designated persons in this category must report investments or business positions in or income from sources which:
 
  - ~~a. Are contractors or subcontractors engaged in work or services of the type used by the department which the designated person manages or directs, or~~
  - ~~b. Manufacture or sell supplies, books, machinery or equipment of the type used by the department which the designated person manages or directs. For the purposes of this category, a principal's department is his/her entire school.~~~~
- ~~3. Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based~~

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

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~~upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.~~

~~A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18701)~~

- ~~a. Approve a rate, rule or regulation;~~
- ~~b. Adopt or enforce a law;~~
- ~~c. Issue, deny, suspend or revoke a permit, license, application, certificate, approval, order or similar authorization or entitlement;~~
- ~~d. Authorize the district to enter into, modify or renew a contract that requires district approval;~~
- ~~e. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party;~~
- ~~f. Grant district approval to a plan, design, report, study or similar item; or~~
- ~~g. Adopt or grant district approval of district policies, standards or guidelines.~~

~~A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the District's Conflict of Interest Code. (2 CCR 18701)~~

### *Legal References:*

#### **EDUCATION CODE**

1006 Qualifications for holding office  
 35107 School district employees  
 35230-35240 Corrupt practices  
 35233 Prohibitions applicable to members of governing boards  
 35239 Compensation for board members in districts under 70 ADA  
 4100-41003 Moneys received by school districts

#### **FAMILY CODE**

297.5 Rights, protections, and benefits of registered domestic partners

#### **GOVERNMENT CODE**

1090-1099 Prohibitions applicable to specified officers  
 1125-1129 Incompatible activities  
 81000-91014 Political Reform Act of 1974, especially:  
 82011 Code reviewing body

## OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

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~~82019 Definition of "designated employee"~~  
~~82028 Definition of "Gifts"~~  
~~82030 Definition of "income"~~  
~~82033 Definition of "interest in real property"~~  
 87100-87103.6 General prohibitions  
 87200-87210 Disclosure  
 87300-87313 Conflict of interest code  
 87500 Statements of economic interests  
 89501-89503 Honoraria and gifts  
 91000-91014 Enforcement

### **PENAL CODE**

#### **85-88 Bribes**

### **CODE OF REGULATIONS, TITLE 2**

18110-18997 Regulations of Fair Political Practices Commission  
 18702.5 Public identification of a conflict of interest for Section 87200 filers

### **COURT DECISIONS**

***Klistoff v. Superior Court, (2007) 157 Cal.App.4<sup>th</sup> 469***

*Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4<sup>th</sup> 655*

*Kunec v. Brea Redevelopment Agency (1997) 55 Cal.App. 4<sup>th</sup> 511*

### **ATTORNEY GENERAL OPINIONS**

***92 Ops. Cal. Atty. Gen. 26 (2009)***

***92 Ops. Cal. Atty. Gen. 19(2009)***

***89 Ops. Cal. Atty. Gen. 217(2006)***

***86 Ops. Cal. Atty. Gen. 138(2003)***

***85 Ops. Cal. Atty. Gen. 60 (2002)***

***82 Ops. Cal. Atty. Gen. 83 (1999)***

***81 Ops. Cal. Atty. Gen. 327 (1998)***

***80 Ops. Cal. Atty. Gen. 320 (1997)***

***69 Ops. Cal. Atty. Gen. 255 (1986)***

***68 Ops. Cal. Atty. Gen. 171 (1985)***

***65 Ops. Cal. Atty. Gen. 606 (1982)***

***63 Ops. Cal. Atty. Gen. 868(1980)***

### **Management Sources:**

#### **CSBA PUBLICATIONS**

***Conflict of Interest: Overview of Key Issues for Government Board Members, Fact Sheet, July 2010***

#### **FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS**

***Can I Vote? A Basic Overview of Public Officials' Obligations Under the Conflict-of-Interest Rules, 2005***

#### **INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS**

***Understanding the Basics of Public Service Ethics: Personal Financial Gain Laws, 2009***

***Understanding the Basics of Public Service Ethics: Transparency Laws, 2009***

#### **WEB SITES**

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

***Fair Political Practices Commission: <http://www.fppc.ca.gov>***

***Institute of Local Government: <http://www.ca-ilg.org>***

Adopted: 10-19-77

Amended: 11-6-84, 9-11-90, 3-12-02, 9-17-02, 11-19-02, 11-14-06



## 2010 EXHIBIT A – DESIGNATED POSITIONS

OAK PARK UNIFIED SCHOOL DISTRICT

### EXHIBIT A Designated Positions

<u># OF</u> <u>POSTIONS</u>	<u>POSITION</u> <u>TITLE</u>	<u>DISCLOSURE</u> <u>CATEGORY</u>
5	Governing Board Members	1
1	Superintendent	1
2	Assistant Superintendent	1
6	Directors	2
5	Principal	2
3	Assistant Principal	2
1	Program Specialist	2
8	Counselor	* 2
2	Athletic Coordinator	2
1	Executive Assistant to the Superintendent	2

\* The disclosure, if any, required of a Consultant (as the term is defined in the Political Reform Act and applicable regulations) will be determined on a case-by-case basis by the head of the agency/department or his/her designee. The determination of whether a particular Consultant has or will have disclosure requirements is to be made in writing. The determination should include a description of the Consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each writing, or the combined writing, is a public record and is to be retained for public inspection either in the same manner and locations as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Consultant determination(s).

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: OCTOBER 19, 2010**

**SUBJECT: 1. PROGRESS REPORT ON DSA CERTIFIED PROJECT CLOSEOUTS**  
INFORMATION

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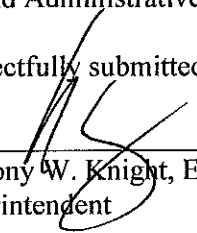
**ISSUE:** Shall the Board receive a progress report from District staff and construction manager Barnhart-Balfour Beatty regarding DSA certified project closeouts?

**BACKGROUND:** Over the last year, Barnhart-Balfour Beatty has been assisting the District in obtaining DSA certification and close out for several construction projects. At this evening's meeting Barnhart and District staff will provide an update on the progress in obtaining these certifications.

**RECOMMENDATION:** None – discussion only.

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

Respectfully submitted,

  
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Anthony W. Knight, Ed.D.  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: October 19, 2010**

**SUBJECT: Brookside Elementary School, Monthly Board Report**

**SCHOOL SITE COUNCIL MEETING:** Our first SSC meeting was September 14. Parent members: Statia Foresti, Jen Willet, Tanya Tong and EL Parent vacancy. Staff members are: Nicole Elsokary, Tawnya Watson, Virginia Standring and Debra Burgher. Jen Willet and Statia Foresti will serve as co-presidents. Brookside's API score of 947 again placed us in the top three elementary schools in Ventura County.

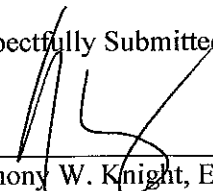
**TECHNOLOGY:** In the computer lab, students are using the formatting tools in Microsoft Word. They are using the center, bold, italics and underline functions along with changing font and adding color and borders. Students in grades 4 & 5 can take an image from the internet and insert it into their project. Kindergartners are learning to use a mouse and finding the letters in their first names. First graders are being introduced to touch typing and basic word building by labeling pictures they create.

**MANDARIN CHINESE:** Fifth grade students are being introduced to Mandarin Chinese and Chinese culture. Students receive thirty minutes a week of instruction provided by Ms. Charlotte Shih. Students have learned the class greeting ritual for the teacher, which includes standing and bowing, all prompted in Chinese. The American game of rock/paper/scissors is played by students to learn the Chinese names for the words.

**FALL SERVICE LEARNING PROJECT:** Kids Helping Kids – Money for Musanze. Musanze is a county in the country of Rwanda. Brooksidiers will be raising money to help the children of Wisdom Primary School in Rwanda. Students are reading *Sebgugugu the Glutton*, a Rwandan folktale. A display of books is available to students in the library. All students attended an information assembly about Musanze on October 6<sup>th</sup>.

**TEACHING AND LEARNING:** Math and Literacy Intervention Aides are working with students. Fifth graders visited Santa Cruz Island on October 8<sup>th</sup>. Debbie West provided background learning and info the day before the island trip at a 5<sup>th</sup> grade assembly. Fourth grade is finishing geography and will soon make landform maps of California. Third grade is working on Launching the Notebook Unit for Writer's Workshop and the FOSS unit on matter. Second graders are being introduced to the Icons of Depth and Complexity. Students are writing about their lives as Writer's workshop is launched. FOSS science unit Pebbles, Sand and Silt will be taught this month. First graders are working on the Matter unit which will culminate with centers about solids and liquids at Halloween time. Kindergartners are working through their first FOSS science unit and taking a field trip to Tree People in Beverly Hills.

Respectfully Submitted:

  
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 Anthony W. Knight, Ed.D.  
 Superintendent

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

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

**DATE: October 19, 2010**

**SUBJECT: Monthly Board Report**

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Oak Hills Botanical Society met this week to begin work on our garden and greenhouse. A group of about thirty eager and hard-working fifth graders met with Dr. Knight, Ms. West, and Mr. Warren to learn about this exciting program. We explored the greenhouse and outdoor garden where we discovered zucchini, summer squash, peppers, tomatoes, and a wide variety of herbs. The students learned how the food grown at the Oak Hills farm is used in our daily lunch items. The fifth graders also harvested some samples to bring home and share with their families. By growing their own food, our students will learn about important ways human beings impact the environment. There will be plenty of opportunities to develop critical thinking and problem solving skills, and to simply experience the long term rewards of hard work. The Botanical Society is open to all fifth graders and will meet on Fridays at lunch.

The Oak Hills Student Council is off and running under the careful guidance of Mrs. Rossiter. Council members were selected from each class after delivering a speech to their classmates about why they want to serve our school in this capacity. The Student Council met during lunch in Mrs. Rossiter's room and selected individual students to serve as officers. I want to thank all of the students who have courageously stepped forward to lead our school. I am pleased to announce the student leaders who will serve in the following positions:

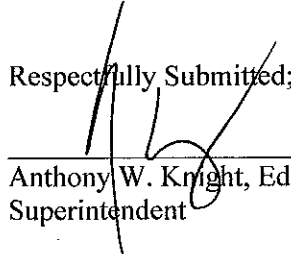
President: Regan Finch  
 Vice-President: Matthew Neville  
 Secretary: Lauren Bowman  
 Treasurer: Conner Brinkley  
 Publicists: Emma Randy & Maddie Posner

With all the involved students working together as a team, I am confident that this will be successful year for Student Council. I am excited to see what this talented group will be able to accomplish.

Preparations are under way for our after-school Homework Club. This program will bring selected Oak Park High School students to Oak Hills each Thursday afternoon to provide extra help to upper elementary students referred by their teacher. Special thanks go out to Ms. Shapiro and OPHS student Bridget Laifman for organizing this program.

This week, we are welcoming a new staff member, Whitney Humphrey, to our Oak Hills family. She will be filling the open position on our Literacy Team. Mrs. Humphrey comes to us with considerable experience as a certificated teacher, and is rejoining the profession after taking time off to raise her family. She rose to the top of a strong group of candidates. The interview panel was impressed by her passion for ensuring that every child can succeed, and is highly recommended by her previous supervisors and colleagues. Her creative energy and collaborative approach will be tremendous assets for our outstanding Literacy program.

Respectfully Submitted;

  
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 Anthony W. Knight, Ed.D.  
 Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: October 19, 2010**

**SUBJECT: Monthly Board Report**

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**Back-to-School Nights**

Back-to-School Nights were held on September 22 for all grade levels. Our Discovery Kindergarten, Kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> grades made their presentations at 6:00. A short, but informative half hour parent meeting at 7:00 was held in the Multipurpose Room prior to classroom presentations for 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> grades at 7:30. The principal welcomed the parents and talked about the value of parental involvement at Red Oak Elementary School. One speaker each from the Oak Park Schools Foundation and the Parent Faculty Association spoke informing parents about the purpose of their organizations and to ask for support. Throughout the night, teachers made presentations individually in their classrooms and also as a grade level group in our Multi-purpose Room. All the presentations at Back-to-School nights were well attended by parents. The superintendent and various school board members made classroom visitations.

**Spirit Assemblies**

Our first monthly Spirit Assemblies were held on September 30 and October 7. The Spirit Assemblies recognize those students who best embodied the targeted positive monthly character traits. A new student body leadership team ran the assemblies and gave out the awards.

**School Site Council**

Our School Site Council met for the first time this school year on September 20. We had one new faculty member, and two new parent members. Our SSC purpose statement was reviewed and the bylaws were passed out. New additions to our staff were introduced, enrollment reviewed and the work that was done this summer to improve our facilities was explained. Like our staff and PFA board, the council loved our new exterior paint job. Leaders were selected to report, record and lead our SSC.

Respectfully Submitted,

  
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Anthony W. Knight, Ed.D  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: OCTOBER 19, 2010**

**SUBJECT: MONTHLY SCHOOL REPORT**

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**MCMS 8<sup>th</sup> Grade GATE Students Document the 5<sup>th</sup> grade Santa Cruz Island October 14, 2010:**

MCMS students accompanied the 5<sup>th</sup> graders, mentoring them, as well as putting together a project about the Island by documenting their hiking adventure. Students are using this experience to demonstrate their work "thinking like a naturalist, marine biologist" etc. They will share this project with the MCMS community later in the school year.

**Great California Shake Out October 21, 2010:** MCMS will participate in the State-wide event, practicing our Emergency Preparedness. The MCMS Student Safety Squad, comprised of Nicole Schwartz, Emily Markarian, Jordyn Bradbury, Julia Jones, Juliette Lezak, Alex Ardi, Bella Pokras, Claire Goldes, Casey Ahern, Courtney Ahdoot, Olivia Goldrich, Morgan Irwin, Julia Parry, Cassidy Cohen, Jade Weidenfeller and Marlena DeCastro have been instrumental in helping us prepare.

**Special Interests Clubs at MCMS are Up and Running!** From Creative Writing, to Movie Making, to Environmental, to Chess, to Walking, to Art and to Cooking—Clubs, sponsored by MCMS Staff are engaging students during lunch.

**Mark Brown Assembly October 12th:** MCMS is pleased and grateful to host Mr. Brown, a speaker well-known for his positive message about never giving up when life presents challenges.

**Dance: October 22, 6:00-8:00:** ASB sponsors the first in a series of hugely popular school dances.

**MCMS Goes to Mt.Sac, October 15<sup>th</sup>:** Many thanks to our Coaches, Calce, Son nabend and Hermosillo, along with parents, for getting a large number of 6<sup>th</sup>-8<sup>th</sup> graders to compete in this year's event. Good Luck, everyone!

**Catalina Information Night: October 18<sup>th</sup> at OPHS Pavilion: 6:30:** Parent information night about the upcoming trip

**7<sup>th</sup> Grade Catalina Curricular Trip October 25<sup>th</sup>-27<sup>th</sup>:** Here we go again!!!! Many thanks to a host of parent chaperones, as well as our own Cindy Ligeti, Annette Johnson, Al Calce, Jessica Curtis, Robert Large and Tim Chevalier for helping to make this exceptional learning adventure possible.

**Outdoor Education Information Night October 26<sup>th</sup> at 6:30 OPHS Pavilion:** An information night about the November trip to Pali Institute in Running Springs, CA.

**Thank you to Counselors Patricia Frieband, Dianne Large and Carol Bailey** for visiting each 6<sup>h</sup> grade Humanities class this month, reviewing safe behavior and school resources at school to help ensure that students have a part in creating a successful year and a positive school climate.

**Congratulations to MCMS for winning an award from the 2010 Heal The Bay Event:** Our students picked up over 1500 cigarette butts, thereby saving countless species from imminent peril. Thanks to Cindy Ligeti, Marianne Seaborne and Katie Cohen for involving MCMS in this event.

Respectfully submitted,

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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: October 19, 2010**

**SUBJECT: Monthly Board Report**

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### **REGISTRATION DEBRIEF**

All the staff and parents involved in organizing the registration process had a very productive meeting where we reviewed the processes to improve next year. Specifically, having all the new students register on their respective grade day and having a special freshman event day. Among other items, we also discussed more efficient methods of updating student and parent information in Zangle such as current emails and changes in contact information. This is an important element as it impacts our ability to conduct "all calls" and get important information out to all our families quickly and efficiently.

### **FACILITIES**

All the lockers finally arrived and are now installed; we are in the process of assessing how they are being used.

The gym HVAC and roofing projects have begun. The corners of the gym containing the Spanish tiles have been demolished and the fences between the gym and the football field are installed to set the staging area for the interior gym demo. So far, our PE classes and fall athletics have not been impacted. Yet, once the interior demo begins, PE classes will meet elsewhere, usually outdoors unless it rains and we will then use the Pavillion and other available spaces.

We now have a Pavilion sound and light action committee and our first meeting is scheduled to move that project forward

We held the first meeting of our OPHS Garden committee to determine how to get our organic garden installed and running. Each member was tasked with investigating and researching various components of the project and a tour of Oak Hills Garden is scheduled for October 26<sup>th</sup>.

We are also looking into the feasibility of installing a substantial permanent shade structure between the gym and the Pavilion.

On a more serious note, we've had several incidents of vandalism, and some are taking a troubling turn and involve burning student ASB banners and graffiti. These are occurring late at night and are going a little beyond the usual high school pranks. We are meeting with District office technical, business, and facility folk to discuss getting security cameras installed with the intention of moving ahead on that project.

### **BACK TO SCHOOL ACTIVITIES**

OPHS held a very successful back to school night with a great turnout and included quick a dramatic "trailer" for Julius Caesar. I got many very positive comments from parents and teachers did a great job of showcasing what students will be learning in their classes this year.

ASB held a very spirited Back to School rally, the highlight was a choreographed dance performed by the teachers and administration. It is on *Youtube*. We are reinstituting the School Song at assemblies as a tradition and a new arrangement was performed "a cappella" by the choir.

Club week was held in the Pavilion and the students were out in force with all sorts of clubs ranging from Beekeeping to Quiddich. Our Rocket Club is getting a private guided tour of JPL on October 29.

**ATHLETICS**

The recent heat-wave focused our attention on athletic practices and the need for administrative directives for when practices should be modified. We met with the football coaches and spoke with and provided all coaches with information on recognizing and treating the signs and symptoms of heat-related illnesses. We also provided them with statistics and information for the modification of practices to prevent the occurrence of heat related illnesses.

**NATIONAL MERIT SCHOLARSHIP PROGRAM**

This year, seven OPHS seniors were selected as Semi-finalists for the 2010-11 National Merit Scholarship Program. Thirteen students were also recognized as National Merit Commended Scholars. Semi-finalists represent the top one percent of each state's high school seniors, and Commended Scholars the top 3%.

**COLLEGE KNOWLEDGE NIGHT**

Through a collaborative effort between Calabasas, Oak Park, and Agoura PFCs, an evening of workshops ranging from financial aid and essay writing, to the application process of public and private colleges and universities was presented to parents and students from all local schools in the Calabasas High School gym on October 7.

**OPHS MAC REPRESENTATIVE**

The OPHS Student representative to the MAC was selected through an application process that included a written statement of intent and interview. Anisha Rajavel will continue for a second year in the position and is to be congratulated for having a firm understanding of school and community issues and a commitment to improvement on both fronts.

**SCHOOL SITE COUNCIL**

School Site Council held it's first meeting and has full representation and all spots are filled.

**SAFE SCHOOL AMBASSADORS**

OPHS Safe School Ambassadors held their annual Kick-Off event on October 5, and it was a very positive and promising start to this year's program.

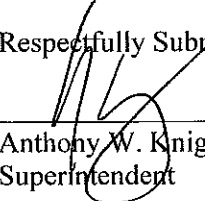
**SCHOOL SAFETY**

We have focused our attention this October on school safety with several activities including a full review of our safety and disaster procedures. PFC has replenished the Black Boxes in classrooms and the perishables in disaster bins. We held a large meeting of our Disaster and Safety Team and informed the faculty of revised procedures. We've had one full evacuation drill and are preparing for the Great Shake Out on October 21<sup>st</sup>. The Principal's message in the PFC newsletter this month is also devoted to emergency preparedness and procedures.

**MATHEMATICS ARTICULATION**

The first in a series of dialogues is currently planned between OPHS and MCMS to increase collaboration, understanding, and articulation of mathematics between the middle and high school grades.

Respectfully Submitted:

  
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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: October 19, 2010**

**SUBJECT: Monthly Board Report**

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Oak View

We have increased enrollment to 49 students, leaving only two openings for additional students from both OPHS and permit students.

Back to School was held on Wednesday, September 15<sup>th</sup> at 6:30-8:00 PM. We had good attendance from our parents as we explained our program and the educational experiences planned for our students. A wonderful outcome of the meeting was a donation of \$1000 from a parent. We will fund our specialized chemical dependency counseling program with these funds. We also received a donation of a home gym from a neighbor that attended our graduation last year and was so impressed with our program that she chose Oak View rather than any other charity for her donation. Wendy Doheny is volunteering twice per week as a P.E. resource person.

The site council held our first meeting and we have several new, energetic parents on board.

Special education students are now enrolled with the SELPA Workability Program instructor once per week. We hope to place several students in part time jobs.

Our teachers and I attended the VCOE Alternative Education Conference on the 17<sup>th</sup>. We are quite excited about pursuing the development of several on line courses to fill some gaps in our course offerings. These courses will be interactive and require students to download, upload and utilize web-based research skills to complete the course. We are positioned well, with our 21<sup>st</sup> Century technology resources and a trained staff. We hope to explore Title II funds for support.

Independent School

Linda Roberts has done a wonderful job in covering the duties of our student services worker who has been ill since August. Jan Mieding has now resigned the position and we are exploring strategies to meet the clerical needs.

Our site council is up and running with several new parents.

The departmental meetings, chaired by an OPIS teacher, are really going well. It provides leadership opportunities for teachers as they address the curriculum goals for our school program.

Tutorial opportunities are well-attended each Wednesday, as we offer sessions in general academic support, specific assistance for Algebra and a writing workshop for our middle school students. The Naviance Career and College on line program is taking shape and will be available to our grade 7-12 students-coordinated by Dianne Large, school counselor.

Respectfully submitted,

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Anthony W. Knight, Ed.D.  
Superintendent