

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #836

DATE: March 15, 2011

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

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

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

BOARD OF EDUCATION

Barbara Laifman, President

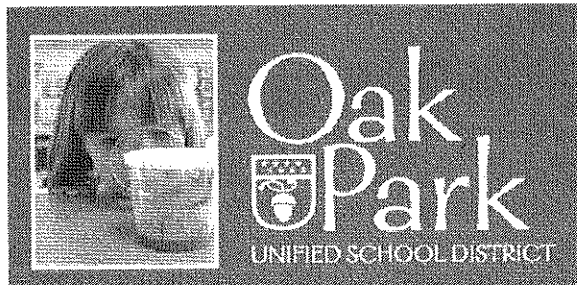
Jan Iceland, Vice President

Dr. Marie Panec, Clerk

Mary Pallant, Member

Allen Rosen, Member

Briana Mackey, Student Board Representative



EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent

Linda Sheridan, Executive Assistant

Martin Klauss, Assistant Superintendent, Business & Administrative Services

Dr. Leslie Heilbron, Assistant Superintendent, Human Resources

Cliff Moore, Consultant

Jane Mintz, Director, Educational Technology

Susan Roberts, Director, Pupil Services

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

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

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

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

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

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

Interested parties may review the recording upon request.

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

NEXT REGULAR MEETING

Tuesday, April 19, 2011

**Closed Session at 5:00 p.m. Open Session at 6:00 p.m.
Oak Park High School, Presentation Room, G9**

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.
Brookside Elementary School, 165 N. Satinwood Ave.
Oak Hills Elementary School, 1010 N. Kanan Rd.
Red Oak Elementary School, 4857 Rockfield St.
Medea Creek Middle School, 1002 Double Tree Rd
Oak Park High School, 899 N. Kanan Rd.
Oak View High School, 5701 East Conifer St
Oak Park Library, 899 N. Kanan Rd.
Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #836
March 15, 2011

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

CLOSED SESSION: 5:00 p.m.

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

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

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: Instructional Assistants II, Chorus Director, Food Services Subs, Instruction Assistant II Sub, Guest Teachers

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. Partners In Education Award – Stella Granirer
2. Presentation to Kevin Lu, Medea Creek Middle School Student
3. Remarks from Board Members
3. Remarks from Student Board Representative
4. Remarks from Superintendent
5. Report from School Site Councils
6. Report from Facilities Planning Committee

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

1. Update on Closeout of District Construction and Repair Projects

C. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. Approve Minutes of Regular Board Meeting February 15, 2011 and Special Board Meeting March 3, 2011**
- b. Public Employee/Employment Changes 01CL21549-01CL21569 & 01CE05099-01CE05115** 1
- c. Approve Purchase Orders – February 1 – February 28, 2010** 3
Board Policy 3300 requires Board approval of Purchase Orders
- d. Approve Overnight Trip for Oak Park High School Junior Statesmen of America Club – April 15-17, 2011** 6
Board Policy 6153 requires Board approval for student overnight trips
- e. Approve Overnight Trip for Oak Park High School Dance Team – March 25-27, 2011** 7
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. BUSINESS SERVICES

- a. Approve Award of Bids #10-01R-A, #10-01-B, and #10-01R-C for New Fire Alarm Systems at All District Sites** 9
Board Policy 3312 Requires Board approval for contract for services
- b. Approve Notice of Completion, Project #10-08R, Purchase of Replacement Relocatable Classrooms at Oak Park High School** 11
Board approval required for job completion
- c. Approve Change Order #3, Project 10-05R, New HVAC at Oak Park High School Gymnasium** 13
Board approval required for change orders
- d. Approve Resolution #11-10, Authorizing the Issuance of Measure C6 General Obligation Bonds** 15
Board Policy 7214 requires Board approval of Resolution authorizing issuance of General Obligation bonds
- e. Approve Resolution #11-11, Authorizing the Issuance of Measure R General Obligation Bonds** 17
Board Policy 7214 requires Board approval of Resolution authorizing issuance of General Obligation bonds
- f. Approve Acceptance of Oak Park High School Football Field Donation by Oak Park Athletic Boosters Association** 19
Board Policy 3312 Requires Board approval for contract for services
- g. Approve Updated Measure R Projects** 21
Board approval of updated Measure R Projects
- h. Approve Certification of 2010-11 Second Interim Financial Report and Budget Revisions** 23
Education Code 42130 and 42131 and Board Policy 3460 requires Board approve and certification of financial reports filed on behalf of the District
- i. Approve Safe School Plans** 25
The District must annually review and update the Safe School Plans in order to remain in compliance with Education Code 35294.2

- j. **Approve Renewal of Joint-Use Agreement with Rancho Simi Recreation and Parks District** 27
Board approval required for agreements
- k. **Approve Acceptance of Donations** 35
Board Policy 3290 requires Board approval for donations to the District
- 3. **CURRICULUM**
 - a. **Approve Resolution #11-08, Friends of Oak Park Schools Education Foundation to Offer a Fee-Based Summer School Program** 37
Requires Board approval in order for Friends of Oak Park Schools to conduct Fee-Based Summer School Program
- 4. **BOARD**
 - a. **Approve Resolution #11-09, In Support of Tax Extension on June Ballot** 39
Board is asked to approve Resolution to support placing the tax extension on the June ballot to which if passed will directly help education funding
- 5. **BOARD POLICIES**
 - a. **Approve Amendment of Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – Second Reading** 41
Policy revised to reflect new law AB 1069 which provides that students may now be assisted to take medication, during the school day, medication ordered by a physician assistant as well as to take medication by a physician.
 - b. **Approve Amendment of Board Policy 5141.3 – Health Examinations – 2nd Reading** 45
Mandated policy updated to (1) clarify examinations required at school entry, (2) reflect new law (SB 1069 which allows a physician assistant to conduct a medical examination for the purpose of providing medical clearance for a student's participation in an interscholastic athletic program, and (3) delete a report to the Board on the number of students with physical problems.
 - c. **Approve Amendment of Board Policy 5141.31 – Immunizations – Second Reading** 49
Policy updated to (1) clarify the circumstances under which students must submit immunization records, (2) clarify options for requiring immunization records at registration, and (3) reflect new law AB 1937 which expands the types of health professionals who may give immunizations under specified conditions.
 - d. **Approve Amendment of Board Policy 9323 – Meeting Conduct – Second Reading** 53
Policy revised to extend Board Meetings to 10:30 p.m. instead of 10:00 p.m. without making motions.
 - e. **Approve Amendment of Board Policy 4020 – Drug and Alcohol-Free Workplace – First Reading** 59
This mandated policy is revised to reflect language prohibiting an employee from being under the influence of alcohol or a controlled substance while on duty and defining "on duty".
 - f. **Approve Amendment of Board Policy 5113.1 - Chronic Absence and Truancy – First Reading** 63
Policy retitled and revised to include concepts related to "chronic absence", defined by new law SB 1357 for purposes of the California Longitudinal Pupil Achievement Data System as students missing 10 percent of the days in the school year due to excused and/or unexcused absences. Policy adds materials regarding attendance tracking, prevention and intervention strategies, analysis and reporting of attendance data.

- g. **Approve Amendment of Board Policy 6164.4 – Identification of Individuals For Special Education – First Reading** 69
This mandated policy is revised to including notification to parents/guardians regarding their right to consent to the assessment of their child for purposes of determining the child's eligibility for special education or related services.
- h. **Approve Amendment of Board Policy 6161.1 – Selection and Evaluation of Instructional Materials – First Reading** 73
Policy revised to reflect new law AB 2211 which revised the definition of "sufficiency of instructional materials" to include materials in a digital format as long as specified conditions are met.
- i. **Approve Amendment of Board Policy 6011 – Academic Standards – First Reading** 79
Policy revised to reflect State Board of Education's adoption of Common Core Standards, a set of national voluntary standards in English language arts and mathematics. Policy also add language regarding (1) involvement of representations of business and postsecondary institutions in the recommendation of district standards; (2) alignment of standards with graduation requirements, college entrance requirement, and other student outcomes; and (3) review of standards in response to changing student needs.

VII. INFORMATION ITEMS

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 83
- 2. Oak Hills Elementary School Report 84
- 3. Red Oak Elementary School Report 85
- 4. Medea Creek Middle School Report 86
- 5. Oak Park High School Report 87
- 6. Oak View High School/Oak Park Independent School 88
- 7. Oak Park Neighborhood School

MINUTES OF REGULAR BOARD MEETING 2-15-11 #834
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the regular meeting to order at 5:10 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD-PRESENT

Ms. Barbara Laifman, President, Ms. Jan Iceland, Vice President, Dr. Marie Panec, Clerk, Ms. Mary Pallant, Member and Mr. Allen Rosen, Member

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:11 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Barbara Laifman, reconvened the regular meeting to order at 6:05 p.m. in the Oak Park High School, Pavilion, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Barbara Laifman, President, Ms. Jan Iceland, Vice President, Dr. Marie Panec, Clerk, Ms. Mary Pallant, Member, and Mr. Allen Rosen, Member

BOARD ABSENT

Brianna Mackay, Student Board Rep

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Cliff Moore, Consultant, Ms. Jane Mintz, Director, Educational Technology, and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Barry Myerson led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

In Closed Session, the Board took action to issue a notice of nonreelection to probationary and/or temporary certificated employee, identified by Resolution #11-04, pursuant to Education Codes 44929.21(b) and/or 44954, effective at the end of the 2010-2011 school year, and directed the Superintendent or designee to send out appropriate legal notice. The roll call vote was as follows: Ayes: 5, Nays: 0, Abstentions: 0.

ADOPTION OF AGENDA

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education adopted the agenda except to move Consent Agenda item C.1.c to Action and C.3.b to the first Action item. Motion carried 5-0.

V. Approve the Lottery Process for District of Choice Admission into Oak Park Unified for 2011-2012

On motion of Marie Panec, seconded by Mary Pallant, the Board of Education approved the Lottery Process for District of Choice Admission into Oak Park Unified for 2011-12. Motion carried 5-0.

District of Choice Lottery – Cliff Moore explained the process as Jane Mintz worked the computer program that randomized the families who have applied for the District of Choice program. The results will be posted on the District website by 10:00 p.m. this evening.

Meeting adjourned at 6:20 p.m. to reconvene in Room G9.

The Board of Education President, Barbara Laifman, reconvened the regular meeting to order at 6:30 p.m. in the Oak Park High School, Presentation Room, G9, 899 N. Kanan Road, Oak Park.

PUBLIC SPEAKERS

Natalie Friedman, Roy MacKinnon and Wendy Bani addressed the Board regarding class sizes.

Jean Gilbert Hankins addressed the Board regarding their support of the Oak Park High School College and Career Advisor.

PRESENTATION

Dr. Knight presented Doug Orens with Partner in Education (PIE) volunteer award for his dedicated service to the District.

REPORT FROM BOARD MEMBERS

Board Member Mary Pallant reported her senior daughter attended the Life Skills Retreat which is a phenomenal program. She also attended the college bound athlete workshop which was very informative. Board Member Jan Iceland thanked everyone for attending the Ventura County School Boards Association Dinner which had a very timely topic on charter school and district of choice. She encouraged Board Members to attend future Dinner meetings. Ms. Iceland reported the Curriculum and Technology Meetings were canceled this month so nothing to report. Board Member Marie Panec reported she has been attending the weekly Facilities meetings and Peter will be giving a report later in the meeting to update the Board. She visited the Red Oak Chinese class and was amazed at what Ms. Shi has accomplished in few short months with the students. On the same day the high school Safe Ambassadors along with Deborah King were working with the elementary students. Dr. Panec expressed how proud she was of the Safe Ambassadors program. Board Member Allen Rosen thanked Martin and Barbara for spending a couple of hours with he and Mary going over the financials. It really helped to understand the situation the district is facing. Mr. Rosen reported he also attended the CSBA New School Board Member workshop and found it very informative. He also attended the GATE DAC and Safe Kids Task Force Committee meetings. Board Member Barbara Laifman reported the District should be proud that we have received a positive certification of the First Interim report. She also visited the Red Oak Chinese class and her son is a fifth grader experiencing the program and she has witnessed the kids bringing the language into home, singing at birthday parties, etc.

REPORT FROM STUDENT REPRESENTATIVE

None

REPORT FROM SUPERINTENDENT

Dr. Knight reported he would like to encourage support of the Oak Park Farmers Market because it helps to fund our school gardens and it also has some very good vendors that deserve our support. Quik Science projects are due within the next two weeks and one part of the project is cross age teaching. Dr. Knight thanked Dr. Heilbron for bringing Susan Baum to speak in the District on February 24 for parents and teachers on the topic of Twice Exceptional students.

School Site Council Reports

Brookside, Oak Hills, and Red Oak Elementary Schools, Medea Creek Middle School, and Oak Park High School all gave School Site Council Reports

Report from Facilities Planning Committee

Peter Kristensen reported they will updating the master plan schedule for the next 18 months in anticipation of possibly issuing bonds. He reported that the fire alarm system bids came in very high so they will be researching further why they have come in that high.

DISCUSSION ITEMS

1. Update on effect of Governor's Budget on Oak Park Unified School District– Martin Klauss presented a powerpoint presentation giving a Plan A and Plan B budget scenario.
2. API Similar School Ranking – Dr. Knight shared Kevin Buchanan's research on Oak Park High School's API Similar School Ranking.
3. Oak Park High School Artificial Turf Concept – Kevin Buchanan and Stew McGugan presented to the Board the information they have research on artificial turf and the shared use contract with soccer club to pay for the turf. The Board supported the shared use contract concept and the school will move forward with plans to install artificial turf.

C.1. CONSENT AGENDA

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

- a. Approve Minutes of Special Board Meeting January 12, 2011 and Regular Board Meeting January 18, 2011
- b. Public Employee/Employment Changes 01CL21535-01CL21548 & 01CE05070-01CE05098
- d. Approve Overnight Trip for Oak Park High School Boys' Volleyball Team – March 11-12, 2011
- e. Approve Expulsion of Student In Disciplinary Case #02-10/11
- f. Approve Student Teaching Agreement with Loyola Marymount University – February 12, 2011 to June 30, 2014
- g. Approve Overnight Trip for Oak Park High School Winter Sport Teams Who Qualify for CIF Play-Offs

3. b. Approve 2010-2011 Single Plans

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the 2010-2011 Single Plans. Motion carried 5-0.

c. Approve Purchase Orders – January 1 - January 31, 2010

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the Purchase Orders – January 1-January 31, 2010. Motion carried 5-0.

ACTION

2. BUSINESS SERVICES

- a. **Approve Notice of Completion, Bid #10-04R, Door Lock Replacement at all District School Sites**

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the Notice of Completion, Bid #10-04R, Door Lock Replacement at all District School Sites. Motion carried 5-0.

- b. **Approve Change Order #2, Project 10-5R, New HVAC at Oak Park High School Gym**

c. Approve Award of Bid #10-01R-A, #10-01R-B, #10-01R-C for New Fire Alarm Systems at all District Sites

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education tabled this item. Motion carried 5-0.

d. Approve Annual Audit Reports for Fiscal Year 2009-2010 for Bond Measures

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the Annual Audit Reports for Fiscal Year 2009-2010 for Bond Measures. Motion carried 5-0.

e. Approve Resolution #11-05, Participation in CSBA California School Cash Reserve Program for Fiscal Year 2011-2012

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved Resolution #11-05, Participation in CSBA California School Cash Reserve Program for Fiscal Year 2011-2012. Motion carried 5-0.

3. CURRICULUM

a. Approve District Instructional Calendar for School Year 2011-2012 and 2012-2013

On motion of Marie Panec, seconded by Allen Rosen, the Board of Education approved the District Instructional Calendar for School Year 2011-2012 and 2012-2013. Motion carried 5-0.

4. PUPIL SERVICES

a. Approve Contract for Services for Non-Public School for Special Education Student #11-10/11 - \$35,507.75

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the contract of Services for Non-Public School for Special Education Student #11-10/11 - \$35,507.75. Motion carried 5-0.

5. HUMAN RESOURCES

a. Approve Resolution #11-03 Non-Reelecting Temporary Certificated Employees #1-13

On motion of Mary Pallant, seconded by Jan Iceland, the Board of Education approved Resolution #11-03 Non-Reelecting Temporary Certificated Employees #1-13. Motion carried 5-0. The Board takes this action reluctantly as they respect these employees and value their service.

6. BOARD

a. Approve 2011 CSBA Delegate Assembly Election of Candidates

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education cast their vote for Suzanne Kitchens and Christina Urias for 2011 CSBA Delegate Assembly Election. Motion carried 5-0.

7. BOARD POLICIES

a. Approve Amendment of Board Policy 4020 – Drug and Alcohol-Free Workplace – First Reading

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education tabled this policy to get further information from CSBA. Motion carried 5-0.

b. Approve Amendment of Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – First Reading

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the amendment of Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – First Reading. Motion carried 5-0.

c. Approve Amendment of Board Policy 5141.3 – Health Examinations – First Reading

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the amendment of Board Policy 5141.3 – Health Examinations – First Reading. Motion carried 5-0.

d. Approve Amendment of Board Policy 5141.31 – Immunizations – First Reading

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the amendment of Board Policy 5141.31 – Immunizations – First Reading. Motion carried 5-0.

e. Approve Amendment of Board Policy 9323 – Meeting Conduct – First Reading

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the amendment of Board Policy 9323 – Meeting Conduct – First Reading. Motion carried 4 Yes: Iceland Laifman, Pallant, Rosen 1No: Panec

OPEN DISCUSSION

Ms. Sheridan advised the Board they would be receiving an e-mail from the Clerk of the Board of Supervisors on February 17 how to efile their annual Statements of Economic Interest Form 700 this year.

Ms. Iceland would like the minutes of the following Board Meeting to reflect changes made to the minutes made the previous meeting.

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

Date

President of the Board

Date

Clerk or Secretary of the Board

**MINUTES OF SPECIAL BOARD MEETING 3-3-11
BOARD OF EDUCATION**

#835

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the special board meeting to order at 4:30 p.m. at Oak Park Unified School District, 5801 E. Conifer Street, Conference Room, Oak Park, CA.

BOARD PRESENT

Ms. Barbara Laifman, President, Dr. Marie Panec, Clerk, Ms. Mary Pallant, Member, and Mr. Allen Rosen. Ms. Jan Iceland, Vice President Member was present by phone.

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss and Ms. Linda Sheridan, Executive Assistant.

PUBLIC COMMENTS

None

PLEDGE OF ALLEGIANCE

Barbara Laifman led the Pledge of Allegiance to the Flag

The Board reviewed the Facilities Master Plan Update

The Board reviewed the Summer/Fall Projects.

The Board reviewed the bond issuance options.

On motion of Marie Panec, seconded by Allen Rosen, the Board of Education directed staff to prepare documents for issuance of Q Bonds and additional Prop 39 bonds for Measure R with additional information about projects and prepare documents for issuance of bonds for Measure C6 with additional information on how much money is left from first issuance and how new money will be spent. Motion passed 5-0.

ACTION

Approve Resolution #11-06 Regarding Administration Reduction of Work Day and/or Compensation

On motion of Marie Panec, seconded by Mary Pallant, the Board of Education approved Resolution #11-06 Regarding Administration Reduction of Work Day and/or Compensation. Motion carried 5-0.

Approve Resolution #11-07 Authorizing Emergency Repairs at Medea Creek Middle School

On motion of Allen Rosen, second by Marie Panec, the Board of Education approved Resolution #11-07 Authorizing Emergency Repairs at Medea Creek Middle School. Motion carried 5-0.

There being no further business before this Board, the meeting is declared adjourned at 6:33 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: MARCH 15, 2011

SUBJECT: C.1.b APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

CONSENT

ISSUE: Approval/ratification of classified personnel actions.

AUTHORIZATION TO HIRE

Number	Name	Position	Salary	Fund	Start Date	Site
CL21549	Roland Trajano	Instructional Assistant II	\$18.22	Spec. Ed.	1/31/11	ROES
CL21550	Karin Lee	Instructional Assistant II	\$14.97	Spec. Ed.	2/14/11	OHES
CL21551	Darlynn Wilhelm	Chorus Director	\$51.00	General	3/7/11	Elem.
CL21552	Nicki Osborne	Food Services Sub	\$11.90	FS	2/15/11	DO
CL21553	Shirley Byrne	Instructional Assistant II Sub	\$14.46	Spec. Ed.	2/14/11	DO
CL21554	Myrna Bergman	Food Services Sub	\$11.90	FS	1/31/11	FS

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
CL21555	Chris McCarthy	Co JV Head Boys' Basketball	11/22/10-2/11/11	ASB	\$700.00	OPHS
CL21556	Kelly Ross	F/S Boys' Basketball Coach	11/22/10-2/11/11	ATH	\$1530.00	OPHS
CL21557	D. Copeland Smith	Boys' Var. Soccer Coach	11/22/10-2/11/11	ATH	\$2043.00	OPHS
CL21558	Julianna Bloom	Boys' JV Volleyball Coach	2/26/11-5/6/11	ATH	\$1530.00	OPHS
CL21559	Patrick Quinn	Boys' Var. Volleyball Coach	2/26/11-5/6/11	ATH	\$2808.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Site
CL21560	Tenna Laugesen	Transfer from OHES to ROES	2/2/11	ROES
CL21561	Dave Pelletier	Temporary increase in hours for 30 days	2/25/11	DO
CL21562	Linda Santiago	Increase from 15 hrs to 18.75 hrs/week	3/2/11	ROES
CL21563	Mary Salzman	Transfer from OHES to ROES	3/2/11	ROES

SEPARATION

Number	Name	Position	Separation Type	Effective Date	Site
CL21564	Natalie Willis	Instructional Assistant II	Resignation	1/21/11	ROES
CL21565	Joanna Garcia	Instructional Assistant I	Resignation	1/31/11	ROES
CL21566	Chris Crittenden	Instructional Assistant II	Resignation	2/25/11	DO
CL21567	Sandy Manzo	Instructional Assistant II	Medical Leave	2/9/11- 6/30/11	OHES
CL21568	Carlos Cruz	Campus Supervisor	Termination	2/18/11	ROES
CL21569	Diane Rishe	Campus Supervisor	Resignation	2/14/11	ROES

Prepared by:
Leslie Heilbron Assistant Superintendent /Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, Superintendent

DATE: MARCH 15, 2011

**SUBJECT: C.1.b APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED
BY THE SUPERINTENDENT**

Consent

ISSUE: Approval/ratification of certificated personnel actions.

AUTHORIZATION TO EMPLOY

Number	Name	Classification	Start Date	Fund Source	Site/Grade
01CE05099	Betty Posner	LT Sub – J Aaronson	2/28-5/30/2011	General	OHES
01CE05100	Stuart Craner	Guest Teacher	2/2011	General	DO
01CE05101	Marc Minasian	Guest Teacher	2/2011	General	DO
01CE05102	Morgan Shiller	Guest Teacher	2/2011	General	DO
01CE05103	Laura Stark	Guest Teacher	2/2011	General	DO

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
01CE05104	Linda Niebergall	Support POrvider	1 st semester 10/11	BTSA	500.00	OPHS
01CE05105	Tim Chevalier	JV Head Coach Bskball	11/22-2/11/2011	Site	1912.00	OPHS
01CE05106	Aaron Shaw	Head Coach Bskball	11/22-2/11/2011	Site	2552.00	OPHS
01CE05107	DJ Cook	Class Coverage	1 st semester 10/11	General	8.00	OPHS
01CE05108	Sheri Boone	Class Coverage	1 st semester 10/11	General	2.00	OPHS
01CE05109	Geri Langley	Class Coverage	1 st semester 10/11	General	4.00	OPHS
01CE05110	Eric Pryor	Class Coverage	1 st semester 10/11	General	73.00	OPHS
01CE05111	Kathy Schultheis	Class Coverage	1 st semester 10/11	General	39.00	OPHS
01CE05112	Pam Vaughan	Class Coverage	1 st semester 10/11	General	208.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective	Fund	Site
01CE05113	Alison Stein	Medical Leave	1/31-3/3/2011	General	MCMS
01CE05114	Nancy Kollander	Unpaid Leave	3/25 – 4/4/2011	General	MCMS
01CE05115	Chris Henderson	Parental Leave	2/11-2/21/2011	General	MCMS

SEPARATION

Number	Name	Position	Separation	Effective Date	Site
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Prepared by:
Leslie Heilbron, Ed.D.
Assistant Superintendent, HR

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.1.c APPROVE PURCHASE ORDERS – FEBRUARY 1 – 28, 2011

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued February 1, 2011 through February 28, 2011?

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

ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

ReqPay11c

Board Report with Fund

Includes 02/01/2011 - 02/28/2011					
PO Number	Vendor Name	Description	Location	Fund	Account Amount
B11-00186	Construction Testing & Engineer	DSA Inspector Services Proj 10-08R OPHS Relos	Business Administration	213	4,500.00
B11-00187	Construction Testing & Engineer	DSA Inspector Services Proj 10-06R MCMS HVAC	Business Administration	213	11,130.00
B11-00188	Construction Testing & Engineer	DSA Inspector Services Proj 10-05R Gym HVAC	Business Administration	213	21,147.50
B11-00189	Gregary Gam dba Gam Graphics	Blanket P.O. for printing services	District-wide	010	10,000.00
B11-00190	Document Systems	Open Purchase order for toner and ink	Brookside School	010	500.00
B11-00191	Early Childhood.Com Db	Art Supplies	Neighborhood Pre-School Progm	010	700.00
FS11-00068	Gold Star Foods	Cooler, Dry, & Frozen Storage Charges	Food Services	130	400.00
P11-00380	PEARSON ASSESSMENTS ORDER PROCESSING	Pearson Psych Corp - OT Protocol Order	Pupil Services/Special Ed.	010	175.01
P11-00381	Pro-Ed	Pro Ed - OT Protocol Order	Pupil Services/Special Ed.	010	264.88
P11-00382	Inno Thread Graphics	OVHS T-Shirts w/logo - Sizes Attached	Oak View High School	010	311.49
P11-00383	Palos Verdes High School	DON: CJSF Regional Conf, Register 10 students	Medea Creek Middle School	010	125.00
P11-00384	CITY OF VENTURA COMM SVCS DEPT INTERPRETIVE OUTREACH PROGRAMS	Donation 4th grade field trip	Brookside School	010	910.00
P11-00385	EAI Education	Discretionary: 6th gr Math - set of compasses	Medea Creek Middle School	010	87.89
P11-00386	Loose in the Lab	Lottery: 6th Gr Science Lab Chemicals	Medea Creek Middle School	010	686.75
P11-00387	SCHOOL NURSE SUPPLY INC	DISC: Emergency/Medical Supplies	Medea Creek Middle School	010	495.79
P11-00388	Island Packers Cruises	Balance for Whale Watch Charter	District-wide	010	2,960.00
P11-00389	Nbc Studio Tour	NBC Field Trip	Home Independent Study Program	010	348.00
P11-00390	AKT Inc.	Writer Word Prediction Units	Pupil Services/Special Ed.	010	1,203.32
P11-00391	Erik Amerikaner	Tech Grnt/mat & supp	Oak Park High School	010	969.19
P11-00392	David Kelly dba D.J. Kelly Ent	MCMS Bldg C ElecRm Transformer	Business Administration	010	6,453.00
P11-00393	Budgetext	OPHS Textbook English	Curriculum	010	361.56
P11-00394	Richard Miller Plumbing	OPHS Electric Boiler	Business Administration	010	2,400.00
P11-00395	JRL Enterprises, Inc	Math support licenses	Oak View High School	010	235.34
P11-00396	Compuwave Inc.	Toner for Printer	Superintendent	010	216.50
P11-00397	Wincraft School	DON: ASB to reimburse Prizes for Awards	Medea Creek Middle School	010	7,943.38
P11-00398	D & S Marketing Systems, Inc.	AP/Don/mat & supp	Oak Park High School	010	263.34
P11-00399	Thomson West	Education Code Books	Superintendent	010	178.61
P11-00400	FOLLETT LIBRARY RESOURCES	CELDT Books Grammar	Curriculum	010	31.66

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

ReqPay11c

Board Report with Fund

Includes 02/01/2011 - 02/28/2011					
PO Number	Vendor Name	Description	Location	Fund	Account Amount
P11-00401	Just In Case Survival	Emergency Supplies for OPNS	Neighborhood	010	293.57
P11-00402	Town & Country Printing	Disaster/New Company	Pre-School Progrm	010	1,067.80
P11-00403	Document Systems	Cash Receipt Books	Accounting & Payroll	010	26.36
		Ricoh color copies	Red Oak Elementary School	010	
P11-00404	UNDERWOOD FAMILY FARMS AT TIERRA REJADA	Parent funded field trip	Red Oak Elementary School	010	1,260.00
T11-00043	Compuwave Inc.	Printer for Red Oak Lab	Technology Coordinator	212	785.90
T11-00044	Compuwave Inc.	Printers for stock	Technology Coordinator	212	743.68
T11-00045	Compuwave Inc.	Cables & UPS for FLAP lab	Technology Coordinator	212	560.74
T11-00046	School Tech Supply	21stCC HoverCam	Technology Coordinator	212	4,055.15
T11-00047	VCOE	Amgen Technology Equipment Processing	Technology Coordinator	010	100.00
			Total	37	83,891.41

Fund Summary			
Fund	Description	PO Count	Amount
010	General Fund	29	40,568.44
130	Cafeteria Fund	1	400.00
212	Measure C6 Technology Bond Fun	4	6,145.47
213	Measure R FACILITIES Bond Fund	3	36,777.50
Total		37	83,891.41

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: MARCH 15, 2011
**SUBJECT: C.1.d APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 JUNIOR STATESMEN OF AMERICA CLUB – APRIL 15-17, 2011
 CONSENT**

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Junior Statesmen of America club?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this Junior Statesmen of American Club to attend a convention scheduled for April 15-17, 2011 at the LAX Hilton Hotel. Approximately 10-16 club members and two approved parent chaperones will travel by district-approved drivers in private vehicles. They will depart on Saturday at 7:45 a.m. and return by 3:00 p.m. on Sunday. Students and chaperones (one male & one female) will stay at the LAX Airport Hilton Hotel. Individual club members will pay approximately \$115.00 to cover the cost of convention, & transportation, meals are 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 overnight trip as presented.
 2. Do not approve 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	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.1.e APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL DANCE TEAM – MARCH 25-27, 2011

CONSENT

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

BACKGROUND: Principal, Kevin Buchanan, requests approval for the Oak Park High School Dance Team to attend the United Spirit National Dance Competition scheduled for March 25-27, 2010 at the Anaheim Convention Center. Eleven team members, OPHS coach and one male & one female parent-chaperone will depart on Friday, March 25th at 3:30 p.m. and return by 5 p.m. on Sunday. Team and chaperones will travel in private vehicles driven by district-approved drivers. The team and chaperones will stay at the Anaheim Hilton Hotel and team members will pay approximately \$385 to cover the cost of the competition & accommodations. 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 trip as presented.
 2. Do not approve 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	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.a APPROVE AWARD OF BID #10-01R-A, #10-01R-B, AND 10-01R-C
 FOR NEW FIRE ALARM SYSTEMS AT ALL DISTRICT SITES

ACTION

ISSUE: Shall the Board award Bid #10-01R-A, #10-01R-B, and #10-01R-C for new fire alarm systems at all district sites?

BACKGROUND: At its meeting in January 2010, the Board authorized Project #10-01R for the replacement of aging fire alarm systems at all district sites. As specified in the Measure R Master Plan, this project is necessary as the fire alarm systems are 20-30 years old and in need of replacement and repair.

This project has been broken into three separate bids, pairing district schools as follows: Bid #10-01R-A (Oak Park High School and Oak Hills Elementary School), Bid #10-01R-B (Brookside and Red Oak Elementary Schools), and Bid #10-01R-C (Medea Creek Middle School, Oak View High School and District Office). A total of four contracting firms attended the mandatory project job walk conducted by the District's construction management firm, Barnhart Inc., on January 25, 2011. Bids for this work are scheduled to be received and opened on February 8, 2011. After review and analysis of the bids by Barnhart and District staff, a recommendation for award will be prepared and forwarded to the Board prior to this evening's meeting.

ALTERNATIVES:

1. Award Bid #10-01R-A, #10-01R-B, and #10-01R-C for new fire alarm systems at all district sites as recommended.
2. Reject the all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 15, 2011

**SUBJECT: C.2.b APPROVE NOTICE OF COMPLETION, PROJECT 10-08R,
PURCHASE OF REPLACEMENT RELOCATABLE CLASSROOMS
AT OAK PARK HIGH SCHOOL**

ACTION

ISSUE: Shall the Board approve the Notice of Completion for Project 10-08R, Purchase of Replacement Relocatable Classrooms at Oak Park High School, contracted with Silver Creek Industries?

BACKGROUND: At it's meeting on March 16, 2010, the Board of Education authorized the purchase of six new relocatable classrooms from Silver Creek Industries under the cooperative purchase provision of San Gabriel Unified School District Bid #16-04/05, pursuant to the provisions of Public Contract Code (PCC) Section 20118.

The fabrication and installation of these relocatable classrooms is now complete, and the District's staff and construction manager Barnhart-Beatty Balfour has inspected the finished project and is satisfied that it has been completed in compliance with contract specifications. It is recommended that the Board approve a Notice of Completion accepting the finished project.

ALTERNATIVES:

1. Approve the Notice of Completion for Project 10-08R, Purchase of Replacement Relocatable Classrooms at Oak Park High School, contracted with Silver Creek Industries.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,


Anthony W. Knight, Ed.D.
Superintendent

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

Notice of Completion

Notice is hereby given that the Oak Park Unified School District, a school district in Ventura County, is the owner-in fee of the following described and real property, to-wit:

Description: Oak Park High School, 899 N. Kanan Road, Oak Park, CA 91377

That on or about March 16, 2010 the said Oak Park Unified School District of Ventura County entered into a contract with Silver Creek Industries of Perris, California, for Project 10-08R, Purchase of Replacement Relocatable Classrooms at Oak Park High School on certain real property hereinbefore described: that said building and improvements were actually completed on March 15, 2011; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Anthony W. Knight, Ed.D., Superintendent, Secretary to
the Oak Park Unified School District Board of Trustees

Anthony W. Knight, being first duly sworn, deposes and says: that he is secretary of the Board of Trustees of the Oak Park Unified School District, a school district of Ventura County, California: that he therefore verifies the foregoing Notice of Completion on behalf of said Oak Park Unified School District: that the Oak Park Unified School District of Ventura County, California is owner of the property described in the foregoing notice: that he has read the foregoing notice and knows the contents thereof: that he has personal knowledge of the facts therein stated: that the same are true.

STATE OF CALIFORNIA
COUNTY OF VENTURA

Anthony W. Knight, Ed.D., Superintendent
Oak Park Unified School District

On _____ before me, Linda Sheridan, Notary Public, personally appeared Anthony W. Knight, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.c APPROVE CHANGE ORDER #3, PROJECT 10-05R, NEW HVAC AT OAK PARK HIGH SCHOOL GYMNASIUM

ACTION

ISSUE: Shall the Board approve Change Order #3, to the contract with Environmental Heating and Air Conditioning, Inc. for Project 10-05R, New HVAC at Oak Park High School Gymnasium?

BACKGROUND: On September 13, 2010, the District awarded a contract for Project 10-05R, New HVAC in Gymnasium at Oak Park High School to Environmental Heating & Air Conditioning, Inc. During the course of the project, District staff and construction manager Barnhart, Inc. has recommended changes to the project's scope for conditions unforeseen at the time the contract was awarded. Change Order #3 includes the following changes in scope and cost to the original contract:

Description	Cost
Replacement of failing air handlers and ductwork in student locker rooms	\$ 35,318.00
Replacement of non-operational exhaust fans and associated ductwork in student locker rooms	14,137.00
Total Cost – Change Order No. 3	\$ 49,455.00

The total amount of Change Order #3 is \$49,455, which will increase the current contract amount from \$521,583 to \$571,038. The change order also extends the contractual completion date by 21 days. It is recommended by Barnhart and District staff that the Board approve Change Order #3.

ALTERNATIVES:

1. Approve Change Order #3 to the contract with Environmental Heating and Air Conditioning, Inc. for Project 10-05R, New HVAC at Oak Park High School Gymnasium.
2. Do not approve Change Order #3.

RECOMMENDATION: Alternative 1.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.d. APPROVE RESOLUTION #11-10, AUTHORIZING THE ISSUANCE OF MEASURE C6 GENERAL OBLIGATION BONDS

ACTION

ISSUE: Shall the Board approve Resolution #11-10, and related documents, authorizing the issuance and sale of Series C Measure C6 General Obligation bonds?

BACKGROUND: In June 2006, the voters of Oak Park approved the Measure C6 General Obligation bond, for the purpose of providing educational technology, science and computer lab equipment, acquiring safe student transportation vehicles, and replacing aging furniture and equipment. The District has finalized its list of technology and equipment to be purchased from bond proceeds. At this evening's meeting the Board is asked to approve Resolution #11-10, authorizing the third issuance and sale of Measure C6 bonds. The resolution, provided to the Board under separate cover, includes the authorization for sale, the forms of the proposed bonds, preliminary official statement, and purchase contract. Assuming the Board's approval of the resolution, it is expected that the bonds will be sold in mid-April 2011, with proceeds being received by the District at the end of April.

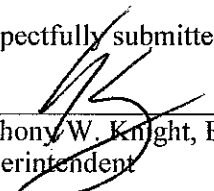
ALTERNATIVES:

1. Approve Resolution #11-10, and related documents, authorizing the issuance and sale of Measure C6 General Obligation bonds.
2. Do not approve Resolution #11-10

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.e. APPROVE RESOLUTION #11-11, AUTHORIZING THE ISSUANCE OF MEASURE R GENERAL OBLIGATION BONDS

ACTION

ISSUE: Shall the Board approve Resolution #11-11, and related documents, authorizing the issuance and sale of Series B Measure R General Obligation bonds?

BACKGROUND: In November 2008, the voters of Oak Park approved the Measure R General Obligation bond, for the purpose of repairing and maintaining district facilities. At its meeting in March 2009, the Board authorized the first issuance of Measure R bonds to address projects outlined in the District's Measure R Master Plan. At this evening's meeting the Board is asked to approve Resolution #11-11, authorizing the second issuance and sale of Measure R bonds. The resolution, provided to the Board under separate cover, includes the authorization for sale, the forms of the proposed bonds, preliminary official statement, and purchase contract. Assuming the Board's approval of the resolution, it is expected that the bonds will be sold in mid-April 2011, with proceeds being received by the District at the end of April.

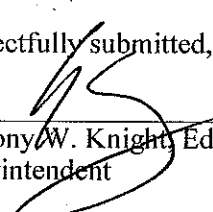
ALTERNATIVES:

1. Approve Resolution #11-11, and related documents, authorizing the issuance and sale of Measure R General Obligation bonds.
2. Do not approve Resolution #11-11

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.f. APPROVE DONATION OF FOOTBALL FIELD INSTALLATION BY OAK PARK ATHLETIC BOOSTERS ASSOCIATION

ACTION

ISSUE: Shall the Board of Education approve the donation of a synthetic turf football field installation by Oak Park Athletic Boosters Association?

BACKGROUND: Oak Park High School principal Kevin Buchanan requests approval of the donation of the synthetic turf football field from the Oak Park Boosters Association (OPBA). Working in association with OPBA, Oak Park High School and the West Valley Soccer Association (WVSL) are proposing to enter into a joint-use agreement for the high school football field and other Oak Park Unified School District fields. Under the agreement, WVSL will make a monetary donation to OPBA, who in turn will donate the installation of a synthetic turf football field to replace the existing grass field. The proposed 20 year agreement also provides for the replacement of the turf surface in approximately ten years. As consideration for its generous donation, WVSL will have exclusive use of the football field, areas of the lower OPHS practice field, and the OVHS practice field outside of regular school hours and event. Assuming the Board's acceptance of the donation, installation of the new field is expected to commence June 17, 2011, with a projected completion date of August 22, 2011. It is anticipated that the construction of the new field will be performed by Hellas Construction Company. A copy of the proposed joint-use agreement will be provided to the Board under separate cover.

ALTERNATIVES:

- 1). Approve the joint-use agreement and accept the donation of a synthetic football field installation by Oak Park Athletic Boosters Association.
- 2). Approve the joint-use agreement and accept the donation with modifications as directed by the Board.
- 3). Do not accept the donation.

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Assistant Principal, Oak Park High School
 Certified by: Kevin Buchanan, Principal, Oak Park High School

Respectfully submitted:

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.g. APPROVE UPDATED MEASURE R MASTER PLAN

ACTION

ISSUE: Shall the Board of Education review and approve revisions to the Measure R Facility Master Plan?

BACKGROUND: In January 2010, the Board of Education approved the Measure R Master Plan, incorporating the District's 2009 "quick start" projects. Since the approval of the initial plan, many projects have been completed and new priorities have been identified. Over the last few months, the District's Facility Planning Committee (FPC) subcommittee and PM/CM firm, Barnhart, Inc. have worked to revise the Master Plan to reflect these changes. The plan is intended to prioritize projects, and provide estimated costs and timelines for implementation. Barnhart and FPC co-chairs Peter Kristensen and Tom Wulf have done an enormous amount of work to give the plan focus and update both actual and projected costs. At the Board's study session earlier in March, the initial draft of the revised plan was shared with the Board, who provided input and direction.

The draft plan was shared with the full Facilities Planning Committee, who met on March 2, 2011 to review and provide input to the plan. As this agenda was going to press, the final editing of the document was in progress. The completed plan will be sent to the Board prior to this evening's meeting, and PM/CM Barnhart, Mr. Kristensen, Mr. Wulf, and District staff will be present to lead the presentation and discussion of the plan.

ALTERNATIVES:

- 1). Approve the updated Measure R Master Plan as presented.
- 2). Approve the plan with modifications as directed by the Board.
- 3). Do not approve the plan.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.h. APPROVE CERTIFICATION OF 2010-11 SECOND INTERIM FINANCIAL REPORT AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board certify the 2010-11 Second Interim Financial Report and Budget Revisions?

BACKGROUND: Education Code Sections 1240(j), 42130, and 42131 requires the Governing Board of each district to receive and review interim financial reports for specified intervals (July 1-October 31 and July 1-January 31), and to certify that the district can meet its financial obligations. The 2009-10 Second Interim Financial Report is still being prepared as this agenda goes to press. The Second Interim Report, including the State's criteria and standards report, will be completed during the week of March 7, 2010, and will be provided to the Board under separate cover. The complete interim report will also be available for public review in the District's Support Services Center at that time.

ALTERNATIVES:

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

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.i. APPROVE SAFE SCHOOL PLANS

ACTION

ISSUE: Shall the Board review and approve the Safe School Plan for each District school as required by Education Code 35294.2?

BACKGROUND: The Oak Park Unified School District must annually review and update its Safe School Plans in order to remain in compliance with EC 35294.2. This year the each of the District's schools has updated their plans, providing specific site information to update the District master copy. These updates include specific names and responsibilities in the event of disaster or emergency. EC 35294.2 requires that the revised plans be approved by the Board of Education and be available for public display each school year. Each site's certification of compliance will be provided to the Board under separate cover before this evening's meeting and each school will have their plan displayed in a prominent place at their site for public review.

ALTERNATIVES:

1. Approve the amended Safe School Plans as presented.
2. Do not approve the amended Safe School Plans.

RECOMMENDATION: Alternative No. 1

Prepared by: Lou Tabone, Director, Alternative Education
 Julie Suarez, Director, Business Operations
 Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011
SUBJECT: C.2.j. APPROVE RENEWAL OF JOINT-USE AGREEMENT WITH RANCHO SIMI RECREATION AND PARK DISTRICT

CONSENT

ISSUE: Shall the Board renew its agreement for joint-use of facilities with Rancho Simi Recreation and Park District (RSRPD)?

BACKGROUND: The District's current joint-use agreement with RSRPD expired February 28, 2011. It is appropriate that the District enter into a new three-year agreement with an expiration date of February 28, 2014. The renewal agreement contains a few minor changes relative to the OPHS tennis court facility, which have been reviewed and are acceptable to the high school. The balance of the attached document is identical to the previous agreement.

ALTERNATIVES:

1. Approve the Agreement for Joint-Use of Facilities between the District and Rancho Simi Recreation and Park District.
2. Approve the Agreement with modifications
3. Do not approve the Agreement.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

AGREEMENT BETWEEN THE
 OAK PARK UNIFIED SCHOOL DISTRICT
 AND THE
 RANCHO SIMI RECREATION AND PARK DISTRICT
 FOR USE OF FACILITIES

This agreement is made and entered into the date hereinafter set forth by and between the OAK PARK UNIFIED SCHOOL DISTRICT, hereinafter referred to as "School District" and the RANCHO SIMI RECREATION AND PARK DISTRICT, hereinafter referred to as "Park District."

WHEREAS, each school in the Oak Park Unified School District is designated as a community center; and

WHEREAS, the citizens of Oak Park are dedicated to the integration of community activities; and

WHEREAS, the master plan for the Oak Park community emphasizes the shared use of school and park facilities by their location, and

WHEREAS, the California Education Code and California Public Resources Code provide for cooperative use of School District and Park District facilities, and it has been a long standing policy of the Park District to make its facilities available for school use and to use School District facilities for park use, when such use can be of benefit to residents of the entities involved; and

WHEREAS, the Board of Education of the Oak Park Unified School District and the Board of Directors of the Rancho Simi Recreation and Park District have determined that it would be in the public interest to enter into an agreement for cooperative use of facilities owned by them;

NOW, THEREFORE, in consideration of the covenants, conditions, provisions, agreements, obligations assumed, and the other considerations contained herein, the parties hereto agree as follows:

1. Use of Park District Facilities: The Park District hereby grants to the School District a non exclusive permit to use the buildings, grounds, and facilities of the Park District for programs and activities of the School District, so long as such activities do not interfere with or adversely affect programs and activities sponsored by the Park District. Exceptions to this provision may be made in order to provide exclusive use of selected areas of Park District facilities on a case-by-case basis subject to the approval of the Park District General Manager or appropriate designee.

2. Use of School District Facilities: The School District hereby grants to the Park District a non exclusive permit to use the buildings, grounds, and facilities of the School District for programs and activities of the Park District, so long as such activities do not interfere with or adversely affect programs and activities sponsored by the School District. Exceptions to this provision may be made in order to provide exclusive use of selected areas of School District facilities on a case-by-case basis subject to the approval of the School District Superintendent or appropriate designee.

3. Compliance: The School District agrees to comply with all Policies, Procedures, Rules and Regulations applicable to the use of buildings, grounds, and facilities owned by the Park District. Conversely the Park District agrees to comply with all Policies, Procedures, Rules and Regulations applicable to the use of buildings, grounds and facilities owned by the School District. This provision will also apply to all groups and organizations whose use of facilities is sponsored by either entity.

4. Scheduling of Use: The School District and Park District shall each designate an individual who shall be responsible for coordination of the scheduling of use of facilities under this agreement. All requests for use of School District facilities shall be routed through the Park District representative to the School District representative for consideration and scheduling. Similarly, all requests for use of Park District facilities shall be routed through the School District representative to the Park District representative for consideration and scheduling. All such requests for use of facilities shall be processed as promptly as this can reasonably be accomplished. When a use of facilities by one agency has been approved by the other agency, that use shall not be canceled or modified except when the agency owning such facilities determines that such cancellation or modification is in the best interest of its programs and activities.

5. Charges for Use: The using District shall compensate the owner District for direct costs incurred by the owner District resulting from or associated with the use of buildings, grounds and facilities under this agreement, such as the costs of utilities and expendable supplies resulting from such use and the costs of personnel for custodial care, maintenance, and supervision of use resulting from use by the using District. A one-time charge may be made for processing a request for use of facilities. When such use involves the payment of fees or other charges by participants in programs for which the facilities will be used, the owner District shall be entitled to establish

appropriate use fees. If the owner District establishes such use fees, it shall so advise the using District of those use fees sufficiently far in advance of the proposed use to enable the using District to determine whether or not to proceed with the program involved prior to the time it would be necessary to advertise or promote the program. At such times as shall be convenient to either party, but no less frequently than the last day of June and December of each year, each District shall submit to the other District a statement of charges incurred as a result of use of facilities under this agreement. The charges incurred by each District shall be payable to the other District within a period of sixty (60) days following the period for which such charges were incurred. As an alternative to the assessment of fees between the two parties, either District may compensate the other through the reciprocal use of its facilities in lieu of fee payment. This alternative shall be effected in an equitable manner and is subject to the approval of both parties.

6. Supervision and Control of Use: The supervision and control of Park District programs and activities on school grounds, buildings, and facilities under this agreement shall be the responsibility of the Park District. The supervision and control of School District programs and activities on park grounds, buildings, and facilities under this agreement shall be the responsibility of the School District. All use of buildings, grounds, and facilities under this agreement shall be supervised by the District using same through the services of responsible individuals who shall be familiar with the programs of the parties and the arrangements which have been made by the parties for the use of such buildings, grounds, and facilities. It is specifically understood that it may be necessary for either District to provide personnel to supervise the use by the other District of buildings, grounds, or facilities under this agreement. If the owner District determines that it will be necessary for it to supervise the use by the other District of buildings, grounds, or facilities under this agreement, the owner District shall so advise the using District at the time the owner District grants the using District permission to use its buildings, grounds, or facilities. At that time the owner District shall also advise the using District of the charges which will be made by the owner District for such supervision of use. Each District may also elect to monitor use by the other District under this agreement to insure that such use shall be consistent with this agreement and the public interest. During all use under this agreement, the using District and all individuals engaged in its programs and activities shall respect and comply with

the rules and regulations of the owning District and the reasonable directions and requests of the owning District's representatives.

7. Care and Repair of Property: The School District and the Park District, and their employees, agents, and representatives shall exercise appropriate care in the use of all buildings, grounds, and facilities under this agreement. Further, during such times as buildings, grounds, and facilities are being used under this agreement; the using District shall endeavor to restrain persons not affiliated with the using District from committing any waste or damage to the property so used and to buildings, grounds, and facilities in proximity to those actually being used. In the event buildings, grounds, or facilities are damaged or destroyed during use under this agreement, the using District shall immediately reimburse the owner District for such costs as shall be incurred in repairing said damage and restoring the property to its condition prior to said use and damage. As an alternative to reimbursement, the using District may, if this is acceptable to the owner District in the specific instance involved, actually repair the damage resulting from such use to the satisfaction of the owner District. The using District shall not be responsible to the owner District for reasonable wear and tear resulting from such use.

8. Modification of Property: Neither District shall modify or alter in any way the buildings, grounds, or facilities of the other District without the specific written authorization of the owner District. The using District may, with owner District approval, place on the buildings, grounds, and facilities of the owner District such reasonable and temporary decorations and displays as may be appropriate to such use. All such decorations and displays shall be placed in such a manner that their use shall not result in damage or detriment to the property of the owner District. All such decorations and displays shall be removed promptly after completion of the use for which they were intended.

9. Expendable Equipment and Supplies: Each District shall supply and furnish such expendable equipment and supplies as shall be necessary to conduct its programs and activities. It is specifically understood that this agreement shall not extend to the use of expendable equipment and supplies.

10. Non-Liability for Loss/Insurance: This agreement is made upon the express condition that the District permitting the use of its buildings, grounds, and facilities by the other District shall be free from all liability and claim for damages by reason of any injury to persons or property resulting from or associated with the use of

such buildings, grounds, and facilities by the other District. The using District hereby assumes all risk of damage to persons and property in or upon the buildings, grounds, and facilities which are the subject of this agreement during such time as said buildings, grounds, and facilities shall be used under this agreement, from any cause or source whatsoever, and the using District, and all others using said buildings, grounds, and facilities under this agreement hereby waive any and all claims against the owner District for damage to persons or property in, on, or about said buildings, grounds, and facilities. The using District shall hold the owner District harmless from any and all claims, demands, causes of action, suits, damages, costs of action, counsel fees, and all other costs and expenses, including costs of investigation arising out of or incurred in the defense of any claim, proceeding, or action brought for injury to persons or damage to property resulting from or associated with the use of said buildings, grounds, and facilities under this agreement. Further, the using District shall save and hold harmless the owner District from any and all orders, judgments, and decrees, which may be entered in such suits or actions. In order to protect each other from liability and loss in this regard, the parties shall each secure, carry, and maintain at all times during the term of this agreement, at their sole cost and expense, public liability and property damage insurance for the joint and several protection and indemnity of both Districts. Said insurance shall be in the principal amount of not less than one million dollars (\$1,000,000.00) combined single limits, as to injury to persons and/or damage to property for a single occurrence. Each District shall provide to the other District evidence of required insurance in the form of a "Certificate of Insurance" which shall provide that the other District shall be notified at least forty-five (45) days in advance of termination or cancellation of said insurance. In addition, each District shall provide to the other District a "Policy Endorsement Form" naming the other District as an additional insured.

11. Notices: All notices to be given under this agreement shall be in writing and shall be effective either upon personal delivery or upon being sent by registered mail or certified mail, return receipt requested, addressed to the party to whom such notice is given. Notice sent as above shall be deemed served forty-eight (48) hours after being deposited in the United States mail and issuance of a registered or certified mail receipt. Notice shall be delivered or mailed to the principal office of each District.

12. Amendment to Agreement: As the result of a decision by the Oak Park Unified School District (OPUSD) to construct new tennis court facilities at Oak Park High School; and a concurrent decision by the Rancho

Simi Recreation and Park District (RSRPD) to provide funding for lighting and electrical service for evening recreational use of these courts, it is necessary to make provision for the joint administration and maintenance of this facility. To this end, the parties agree as follows:

- a. OPUSD shall have exclusive use of the facility during normal school hours of operation (approximately 8:00 a.m. - 3:00 p.m.) as well as after school tennis team practice and competition play (approximately 3:00 p.m. - 6:00 p.m.). Although this after school use normally occurs on weekdays during the times listed above and during the period from August through May of each year, the courts may also be needed at other special times, for school sponsored make-up games, tournaments, or other required California Interscholastic Federation (CIF) needs. Private lessons from 3 pm to 6 pm shall not be considered "school use" unless the OPUSD Superintendent states certain lessons qualify as school use in writing to RSRPD's General Manager. In that event, private lessons would only be allowed on two courts at a time, with two courts available for RSRPD and two courts available for public walk-on use. OPUSD will make every effort to notify RSRPD of these special uses 30 days prior to the special use so RSRPD will have an adequate period of time to reschedule any program that may be in conflict with the OPUSD special use.
- b. When not needed for school purposes RSRPD shall have the exclusive right to administer and schedule the use of this facility for community recreational purposes such as organized leagues (i.e., RSRPD Adult tennis leagues are held on the tennis courts on weekday mornings), lessons, clinics, free play, or other programs. In addition, RSRPD shall set aside a minimum of 40 hours each week for unscheduled free play.
- c. RSRPD reserves the right to charge appropriate fees for use of the courts by non-school groups and/or individuals. Such fees shall be used either in whole or in part to offset the costs of utilities and ongoing maintenance of the facility. RSRPD shall be responsible for all costs of electrical service to the facility, lamp replacement and electrical repairs to the facility, and regularly scheduled cleaning and minor maintenance of the courts. Specifically RSRPD shall

wash all tennis courts once per month and replace tennis court nets and center straps as necessary. OPUSD shall blow off courts as necessary, spot clean spills and empty trash containers as necessary. Large-scale maintenance projects such as court resurfacing, painting, and repair/replacement of windscreens, fencing, or other fixtures shall be funded jointly by RSRPD and OPUSD on an equal basis.

- d. Due to the composition of the court surfaces, and in an effort to avoid excessive maintenance costs, "high-impact" activities such as roller hockey and the use of remote controlled vehicles are prohibited within the fenced court area. Both OPUSD and RSRPD shall make every effort to enforce this restriction.

12. Term of Agreement: This agreement shall commence as of March 1, 2011, and continue thereafter for a term of three (3) years to and including February 28, 2014. This agreement may, however, be terminated by either party hereto upon the giving of ninety (90) days written notice to the other party of its intention to terminate this agreement. Such termination shall be effective upon the expiration of said ninety (90) days.

Dated: _____

Dated: 2/4/14

OAK PARK UNIFIED SCHOOL DISTRICT

RANCHO SIMI RECREATION & PARK
DISTRICT

Anthony W. Knight, Superintendent



Larry Peterson, General Manager

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 15, 2011

SUBJECT: C.2.k APPROVE ACCEPTANCE OF DONATIONS

ACTION

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

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

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OPHS	4 Italian Stone Pine Trees w/ Installation/David Melito Family w/Conejo Crest Landscape	\$ 1,000.00

RECOMMENDATION: Accept the donations with thanks.

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 15, 2011

SUBJECT: C.3.a. APPROVE RESOLUTION #11-09 FRIENDS OF OAK PARK SCHOOLS EDUCATION FOUNDATION TO OFFER A FEE-BASED SUMMER SCHOOL PROGRAM, 2011

ACTION

ISSUE: To review and approve Resolution #11-09 Friends of Oak Park Schools Education Foundation "Friends" To Offer a Fee Based Summer School Program 2011.

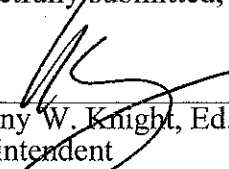
BACKGROUND: The Oak Park Unified School District has determined that a district-operated summer school program is not fiscally viable under current state funding levels. Friends support our tradition of a high quality summer school program and have agreed to step into the gap and become the new administrators of the program. The curriculum and standards taught in the classes will meet the requirements as a course for credit toward the Oak Park High School diploma provided the Foundation follows district curriculum and utilizes qualified certificated personnel in the delivery of such programs.

This resolution verifies that the courses taken through the Friends of Oak Park Education Foundation meets the requirements towards a high school diploma and provides the authority for staff to post these courses on a student's official transcript providing the courses have met all of the provisions of the resolution.

- ALTERNATIVES:**
1. Approve Resolution #11-09 Friends of Oak Park Schools Education Foundation To Offer A Fee-Based Summer School Program.
 2. Do not approve Resolution #11-09 Friends of Oak Park Schools Education Foundation To Offer A Fee-Based Summer School Program.

RECOMMENDATION: Alternative #1

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

BEFORE THE BOARD OF EDUCATION OF THE
OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION #11-09

FRIENDS OF OAK PARK SCHOOLS EDUCATION FOUNDATION
TO OFFER A FEE-BASED SUMMER SCHOOL PROGRAM

Whereas, the Oak Park Unified School District has determined that a district-operated summer school program is not fiscally viable under current state funding levels, and;

Whereas, the Oak Park Unified School District desires to contract with the Friends of Oak Park Schools Education Foundation for summer school services in order to provide the greatest opportunities for students within the district, and;

Whereas, the Friends of Oak Park Schools Education Foundation has offered to provide these services for the benefit of students and the Foundation, and;

Whereas, the Board of Education policy requires a specific board action to accept course work from non-accredited institutions.

NOW, THEREFORE, BE IT RESOLVED that the Oak Park Unified School District Board of Education shall accept any academic course work offered by the Friends of Oak Park Schools Education Foundation as a course for credit toward the Oak Park high school diploma provided the Foundation follows district curriculum and utilizes qualified certificated personnel in the delivery of such programs.

The foregoing Resolution was adopted by the Board of Education of the Oak Park Unified School District on the 15th day of March, 2011 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

President, Board of Education of the
Oak Park Unified School District

I, Marie Panec, Clerk of the Board of Education of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Board of Education at its regular meeting held on March 15, 2011.

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUEPRINTENDENT
DATE: MARCH 15, 2011
**SUBJECT: C.4.a APPROVE RESOLUTION #11-08 – IN SUPPORT OF TAX
 EXTENSION ON JUNE BALLOT**

CONSENT

ISSUE: Should the Board of Education approve Resolution #11-08 – In Support of Tax Extension on June Ballot?

BACKGROUND: Together with CSBA, we are recommending the Board approve a Resolution in support of a tax extension on the June ballot. Without the extension of existing taxes, the effect on the education budget will have a devastating effect on the Oak Park Unified School District budget.

ALTERNATIVES: 1. Approve Resolution #11-08 – In Support of Tax Extension on June Ballot.
 2. Do not approve Resolution #11-08 – In Support of Tax Extension on June Ballot.

RECOMMENDATION: Alternative #1

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

**OAK PARK UNIFIED SCHOOL DISTRICT
RESOLUTION #11-08**

40

In Support of Tax Extension on June Ballot

WHEREAS, Governor Brown's 2011-12 budget proposal is a balanced approach between revenues and new cuts to solving the deficit and provides for an extension of temporary revenues to support programs our students need and deserve; and

WHEREAS, over the last several years, K-12 education funding has taken a disproportionate amount of budget cuts; and

WHEREAS, state and local funding for schools has been cut by more than \$18 billion, or about \$1,900 per student in the last three years; and

WHEREAS, the Oak Park Unified School District has cut over \$2,500,000 from its budget over the past three years as a result of ongoing statewide cuts to education funding; and

WHEREAS, the loss of \$7 billion in one-time federal funding further reduces school budgets; and

WHEREAS, to begin to reverse this downward spiral, Californians must retain the revenues that enable us to invest in our schools and students; and

WHEREAS, the governor's budget proposal to limit further cuts to schools in 2011-12 is dependent on voter approval of an extension of existing temporary tax increases; and

WHEREAS, a ballot measure to extend temporary revenues will help prevent further cuts to schools, and without this extension the LAO reports that funding for schools would fall by at least \$2 billion, or more than \$335 per student; and

WHEREAS, the Oak Park Unified School District expects our local legislators to work with the governor to protect schools from further cuts and to ensure the continued investment our students deserve; and

WHEREAS, the Oak Park Unified School District opposes a cuts-only budget and supports a budget that is balanced with a combination of cuts and revenue extensions;

NOW, THEREFORE, BE IT RESOLVED that the Oak Park Unified School District supports placing a measure on the June 2011 ballot calling for a five-year revenue extension to protect our schools and students by making education a priority in our state.

PASSED and APPROVED this 15th day of March, 2011.

AYES: _____
NOES: _____
ABSENT: _____

President, Governing Board of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~JANUARY 18, 2011~~ ~~FEBRUARY 15, 2011~~ March 15, 2011

**SUBJECT: C.5.a AMENDMENT TO BOARD POLICY 5141.21 – ADMINISTERING MEDICATION AND MONITORING HEALTH CONDITIONS –
First Second Reading**

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

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

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(a)

Administering Medication and Monitoring Health Conditions

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

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

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

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

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

~~(cf. 1250 – Visitors/Outsiders)~~

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

Self-Administration and Monitoring

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

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

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

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

~~(cf. 5141.23 – Asthma Management)~~

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

Administration of Medication by School Personnel

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(b)

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

(cf. 3530 - Risk Management/Insurance)

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

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

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

(cf. 5141.24 - Specialized Health Care Services)

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

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

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

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

Legal Reference:

EDUCATION CODE

48980 Notification at beginning of term

49407 Liability for treatment

49408 Emergency information

49414 Emergency epinephrine auto-injectors

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.21(c)

49414.5 Providing school personnel with voluntary emergency training

49422-49427 Employment of medical personnel, especially:

49423 Administration of prescribed medication for student

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

~~49423.5 Specialized health care services~~~~49426 School nurses~~

49480 Continuing medication regimen; notice

BUSINESS AND PROFESSIONS CODE

2700-2837 Nursing, especially:

2726 Authority not conferred

2727 Exceptions in general

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

600-611 Administering medication to students

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

Management Resources:

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

Adopted: 10-15-80

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011 FEBRUARY 15, 2011 MARCH 15, 2011

SUBJECT: C.5.b. AMENDMENT TO BOARD POLICY 5141.3 –HEALTH EXAMINATIONS – First Second Reading

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

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

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.3(a)

Health Examinations

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

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

(cf. 5141.26 - Tuberculosis Testing)

(cf. 5141.31 - Immunizations)

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

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

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

(cf. 5143 - Insurance)

(cf. 6145.2 - Athletic Competition)

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

(cf. 5125 - Student Records)

Legal Reference:

EDUCATION CODE

44871-44879 Employment qualifications

48980 Parental notifications

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

49422 Supervision of health and physical development

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

49460-49466 Development of standardized health assessments

HEALTH AND SAFETY CODE

120325-120380 Immunization against communicable diseases

121475-121520 Tuberculosis tests for pupils

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.3(b)

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

Adopted: 10-15-80

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: ~~JANUARY 18, 2011~~ ~~FEBRUARY 15, 2011~~ MARCH 15, 2011

**SUBJECT: C.5.c AMENDMENT TO BOARD POLICY 5141.31 –IMMUNIZATIONS
– ~~First~~ Second Reading**

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

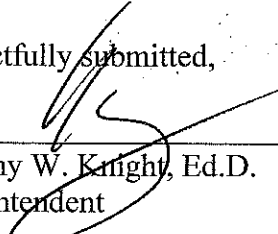
BACKGROUND: Board Policy 5141.31 is being updated to (1) clarify the circumstances under which students must submit immunization records, (2) clarify options for requiring immunization records at registration, and (3) reflect new law AB 1937 which expands the types of health professionals who may give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

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.31(a)

Immunizations

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

(cf. 1400 - Relations between Other Governmental Agencies and the Schools)
(cf. 5141.22 - Infectious Diseases)
(cf. 5141.26 - Tuberculosis Testing)
(cf. 6142.8 - Comprehensive Health Education)

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

(cf. 5112.1 - Exemptions from Attendance)
(cf. 5112.2 - Exclusions from Attendance)
(cf. 5141.32 - Health Screening for School Entry)
(cf. 5148 - Child Care and Development)
(cf. 5148.3 - Preschool/Early Childhood Education)

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

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

(cf. 5141.3 - Health Examinations)
(cf. 5141.6 - Student Health and Social Services)
(cf. 5145.6 - Parental Notifications)

Legal Reference:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5141.31(b)

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

46010 Total days of attendance

48216 Immunization

48853.5 Immediate enrollment of foster youth

48980 Required notification of rights

49403 Cooperation in control of communicable disease and immunizations

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

120325-120380 Immunization against communicable disease especially:

120335 Immunization requirement for admission

120395 Information about meningococcal disease, including recommendation for vaccination

120440 Disclosure of immunization information

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

6000-6075 School attendance immunization requirements

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

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

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

Adopted: 10-15-80

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: FEBRUARY 15, 2011 MARCH 15, 2011

SUBJECT: C.5.d. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9323 – MEETING CONDUCT - First Second Reading

ISSUE: Should the Board of Education approve the proposed amendment to Bylaws of the Board 9323 – Meeting Conduct?

BACKGROUND: Board Bylaw 9323 is revised to allow meeting to extend to 10:30 p.m. without making motions. Board Bylaw 9323 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve the amendment of Bylaws of the Board 9323 – Meeting Conduct.
2. Do not approve the amendment Bylaws of the Board 9323 – Meeting Conduct.
3. Adopt a modified version of the amendment to Bylaws of the Board 9323 – Meeting Conduct.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(a)

Meeting Conduct

Meeting Procedures

All Governing Board meetings shall begin on time and shall be guided by an agenda prepared *in accordance with Board bylaws and posted and distributed in accordance with the Ralph M. Brown Act (open meeting requirements) and other applicable laws.* ~~and delivered in advance to all Board members and to other persons upon request.~~

(cf. 9322 - Agenda/Meeting Materials)

The Board president shall conduct Board meetings in accordance with Board bylaws and procedures that enable the Board to efficiently consider issues and carry out the will of the majority.

(cf. 9121 - President)

The Board believes that late night meetings deter public participation, can affect the Board's decision-making ability, and can be a burden to staff. Regular Board meetings shall be adjourned at 10:~~030~~ p.m. unless extended to a specific time determined by a majority of the Board. The meeting shall be extended no more than once and may be adjourned to a later date.

(cf. 9320 - Meetings and Notices)

Quorum and Abstentions

The Board shall act by majority vote of all of the membership constituting the Board. A majority of the number of filled positions on the Board constitutes a quorum. (Education Code 5095, ~~35165~~ **35164**)

~~Unless otherwise provided by law, affirmative votes by a majority of all the membership of the Board are required to approve any action under consideration, regardless of the number of members present. (Education Code 35164)~~

(cf. 9323.2 - Actions by the Board)

Abstentions

The Board believes that when no conflict of interest requires abstention, its members have a duty to vote on issues before them. When a member abstains, his/her abstention shall ***not be counted for purposes of determining whether a majority of the membership of the Board has taken***

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(b)

~~action. be considered to concur with the action taken by the majority of those who vote, whether affirmatively or negatively.~~

(cf. 9270 - Conflict of Interest)

Public Participation

Members of the public are encouraged to attend Board meetings and to address the Board concerning any item on the agenda or within the Board's jurisdiction. So as not to inhibit public participation, persons attending Board meetings shall not be required to sign in, complete a questionnaire, or otherwise provide their name or other information as a condition of attending the meeting.

In order to conduct district business in an orderly and efficient manner, the Board requires that public presentations to the Board comply with the following procedures:

1. The Board shall give members of the public an opportunity to address the Board ***on any item of interest to the public that is within the subject matter jurisdiction of the Board***, either before or during the Board's consideration of ~~the each item of business to be discussed at regular or special meetings.~~ (Education Code 35145.5, Government Code 54954.3)
2. At a time so designated on the agenda, members of the public may bring before the Board, at ~~a regular meeting,~~ matters that are not listed on the agenda. The Board ~~may refer such a matter to the Superintendent or designee or take it under advisement, but shall not take no~~ ***action or discussion on any item not appearing on the posted agenda, except as authorized by law.*** at that time except as allowed by law. The matter may be placed on the agenda of a subsequent meeting ~~for action or discussion by the Board.~~ (Education Code 35145.5, Government Code 54954.2)
3. Without taking action, Board members or district staff members may briefly respond to statements made or questions posed by the public about items not appearing on the agenda. Additionally, on their own initiative or in response to questions posed by the public, a Board or staff member may ask a question for clarification, make a brief announcement, or make a brief report on his/her own activities. (Government Code 54954.2)

Furthermore, the Board or a Board member may provide a reference to staff or other resources for factual information, ask staff to report back to the Board at a subsequent meeting concerning any matter, or take action directing staff to place a matter of business on a future agenda. (Government Code 54954.2)

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(c)

4. The Board need not allow the public to speak on any item that has already been considered by a committee composed exclusively of Board members at a public meeting where the public had the opportunity to address the committee on that item. However, if the Board determines that the item has been substantially changed since the committee heard *the item* ~~it~~, the Board shall provide an opportunity for the public to speak. (Government Code 54954.3)

(cf. 9130 - Board Committees)

5. A person wishing to be heard by the Board shall first be recognized by the president and shall then proceed to comment as briefly as the subject permits.

Individual speakers shall be allowed three minutes to address the Board on each agenda or nonagenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add.

6. The Board president may rule on the appropriateness of a topic. If the topic would be more suitably addressed at a later time, the president may indicate the time and place when it should be presented.

The Board shall not prohibit public criticism of its policies, procedures, programs, services, acts or omissions. (Government Code 54954.3) In addition, the Board may not prohibit public criticism of district employees.

Whenever a member of the public initiates specific complaints or charges against an employee, the Board president shall inform the complainant that in order to protect the employee's right to adequate notice before a hearing of such complaints and charges, and also to preserve the ability of the Board to legally consider the complaints or charges in any subsequent evaluation of the employee, it is the policy of the Board to hear such complaints or charges in closed session unless otherwise requested by the employee pursuant to Government Code 54957. ***The Board president shall also encourage the complainant to file a complaint using the appropriate district complaint procedure.***

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 9321 - Closed Session Purposes and Agendas)

7. The Board president shall not permit any disturbance or willful interruption of Board

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(d)

meetings. Persistent disruption by an individual or group shall be grounds for the chair **president** to terminate the privilege of addressing the Board.

The Board may remove disruptive individuals and order the room cleared if necessary. In this case, members of the media not participating in the disturbance shall be allowed to remain, and individual(s) not participating in such disturbances may be allowed to remain at the discretion of the Board. When the room is ordered cleared due to a disturbance, further Board proceedings shall concern only matters appearing on the agenda. (Government Code 54957.9)

When such disruptive conduct occurs, the Superintendent or designee shall contact local law enforcement.

Recording by the Public

The Superintendent or designee shall designate locations from which members of the public may broadcast, photograph or tape record open meetings without causing a distraction.

(cf. 9324 – **Board Minutes and Recordings**)

If the Board finds that noise, illumination or obstruction of view related to these activities would persistently disrupt the proceedings, these activities shall be discontinued or restricted as determined by the Board. (Government Code 54953.5, 54953.6)

Legal Reference:

EDUCATION CODE

- 5095 Powers of remaining board members and new appointees
- 32210 Willful disturbance of public school or meeting a misdemeanor
- 35010 Prescription and enforcement of rules
- 35145.5 Agenda; public participation; regulations
- 35163 Official actions, minutes and journal
- 35164 Vote requirements
- 35165 Effect of vacancies upon majority and unanimous votes by seven member board

GOVERNMENT CODE

- 54953.5 Audio or video tape recording of proceedings
- 54953.6 Broadcasting of proceedings
- 54954.2 Agenda; posting; action on other matters
- 54954.3 Opportunity for public to address legislative body; regulations
- 54957 Closed sessions
- 54957.9 Disorderly conduct of general public during meeting; clearing of room

PENAL CODE

- 402 Disruption of assembly or meeting**

COURT DECISIONS

McMahon v. Albany Unified School District, (2002) 104 Cal.App.4th 1275

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323(e)

Rubin V. City of Burbank, (2002) 1001 Cal.App.4th 1194

Baca v. Moreno Valley Unified School District, (C.D. Cal. 1996) 936 F. Supp. 719

ATTORNEY GENERAL OPINIONS

76 Ops.Cal.Atty.Gen. 281 (1993)

66 Ops.Cal.Atty.Gen. 336, 337 (1983)

63 Ops.Cal.Atty.Gen. 215 (1980)

61 Ops.Cal.Atty.Gen. 243, 253 (1978)

55 Ops.Cal.Atty.Gen. 26 (1972)

59 Ops.Cal.Atty.Gen. 532 (1976)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2005

Board Presidents' Handbook, rev. 2002

Maximizing School Board Governance: Boardmanship

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

WEB SITES

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

California Attorney General's Office: <http://www.caag.state.ca.us>

Adopted: 10-19-77

Amended: 3-2-83, 11-6-84, 11-13-90, 3-12-02, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JANUARY 18, 2011 FEBRUARY 15, 2011 MARCH 15, 2011

SUBJECT: C.5.e. APPROVE AMENDMENT TO BOARD POLICY 4020 – DRUG AND ALCOHOL-FREE WORKPLACE - First Reading

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

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

ALTERNATIVES:

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

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4020(a)

Drug And Alcohol-Free Workplace

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

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

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

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

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

(cf. 4032 - Reasonable Accommodation)

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

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

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4020(b)

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

~~(cf. 4112 - Appointment and Conditions of Employment)~~

~~(cf. 4212 - Appointment and Conditions of Employment)~~

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

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

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

~~(cf. 4117.4 - Dismissal)~~

~~(cf. 4118 - Suspension/Disciplinary Action)~~

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

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

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

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

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

Legal Reference:

EDUCATION CODE

44011 Controlled substance offense

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4020(c)

44836 Employment of certificated persons convicted of controlled substance offenses

44940 Compulsory leave of absence for certificated persons

44940.5 Procedures when employees are placed on compulsory leave of absence

45123 Employment after conviction of controlled substance offense

45304 Compulsory leave of absence for classified persons

GOVERNMENT CODE

8350-8357 Drug-free workplace

UNITED STATES CODE, TITLE 20

7111-7117 Safe and Drug Free Schools and Communities Act

UNITED STATES CODE, TITLE 21

812 Schedule of controlled substances

UNITED STATES CODE, TITLE 41

701-707 Drug-Free Workplace Act

CODE OF FEDERAL REGULATIONS, TITLE 21

1308.01-1308.49 Schedule of controlled substances

COURT DECISIONS

Cahoon v. Governing Board of Ventura USD, (2009) 171 Cal.App.4th 381

Ross v. Raging Wire Telecommunications, Inc., (2008) 42 Cal.4th 920

Management Resources:

WEB STIES

California Department of Alcohol and Drug Programs:<http://www.adp.ca.gov>

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

U.S. Department of Labor:<http://www.dol.gov>

Adopted: 1-21-92

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 15, 2011

**SUBJECT: C.5.f. APPROVE AMENDMENT TO BOARD POLICY 5113.1 –
CHRONIC ABSENCE AND TRUANCY – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5113.1 – Chronic Absence and Truancy?

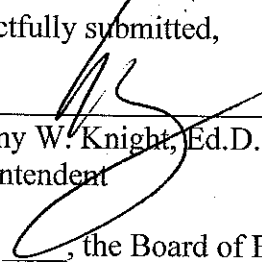
BACKGROUND: Board Policy 5113.1 is being retitled and revised to include concepts related to “chronic absence”, defined by new law SB 1357 for purposes of the California Longitudinal Pupil Achievement Data System as students missing 10 percent of the days in the school year due to excused and/or unexcused absences. Policy adds materials regarding attendance tracking, prevention and intervention strategies, analysis and reporting of attendance data. Board Policy 5113.1 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5113.2 – Work Permits.
2. Do not amend Board Policy 5113.2 – Work Permits.
2. Adopt a modified version of the amendment to Board Policy 5113.2 – Work Permits.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5113.1(a)

Chronic Absence and Truancy

The Governing Board believes that excess student absenteeism and tardiness, whether caused by excused or unexcused absences, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district.

(cf. 5113 - Absences and Excuses)

The Superintendent or designee shall establish a system to accurately track and monitor student attendance, including methods to identify students classified as chronic absentees and truants, as defined in law and administrative regulation.

To encourage school attendance, the Superintendent or designee shall develop strategies that focus on prevention and early intervention of attendance problems. Preventive strategies may include efforts to provide a safe and positive school environment, relevant and engaging learning experiences, and school activities that help develop students' feelings of connectedness with the schools. The Superintendent or designee also may provide incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance.

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

(cf. 0450 – Comprehensive Safety Plan)

(cf. 5126 – Awards for Achievement)

(cf. 5131 – Conduct)

(cf. 5137 – Positive School Climate)

(cf. 5145.3 – Nondiscrimination/Harassment)

To improve student attendance, the Superintendent or designee shall implement positive steps to identify the reasons for a student's unexcused absences and to help resolve the problems caused by truancy. Such strategies shall focus on early intervention and may include, but not be limited to, communication with parents/guardians and the use of student study teams.

The Superintendent or designee shall work with students and parents/guardians to identify factors contributing to chronic absence and truancy. Based on this needs and assessment, he/she shall collaborate with community agencies, including, but not limited to, child welfare services, law enforcement, courts, and/or public health care agencies, to ensure that alternative educational programs and nutrition, health care, and other support services are available for students and families and to intervene as necessary when students have serious attendance problems.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5113.1(b)

(cf. 1020 – Youth Services)
(cf. 3550 – Food Services/Child Nutrition Program)
(cf. 5030 – Student Wellness)
(cf. 5145.6 – School Health Services)
(cf. 5146 – Married/Pregnant/Parenting Students)
(cf. 5147 – Dropout Prevention)
(cf. 5149 – At-Risk Students)
(cf. 6158 – Independent Study)
(cf. 5164.2 – Guidance/Counseling Services)
(cf. 6164.5 – Student Study Teams)
(cf. 6173 – Education for Homeless Children)
(cf. 6173.1 – Education for Foster Youth)
(cf. 6173.2 – Education for Children of Military Families)
~~*(cf. 6176 – Weekend/Saturday Classes)*~~
(cf. 6179 – Supplemental Instruction)
(cf. 6181 – Alternative Schools/Programs of Choice)
(cf. 6183 – Home and Hospital Instruction)
(cf. 6184 – Continuation Education)

~~In addition, the Superintendent or designee shall cooperate with other agencies within the community to meet the needs of students who have serious school attendance or behavior problems and to maintain a continuing inventory of community resources, including alternative programs.~~

As required by law, habitually truant students may ~~may~~ **shall** be referred to a school attendance review board, a truancy mediation program operated by the county's district attorney or probation officer, and/or juvenile court. ~~in accordance with law.~~

~~For purposes of California's welfare system (CalWORKS), a student shall be determined to be regularly attending school unless he/she has been referred to the county district attorney or probation office pursuant to Education Code 48263.~~

The Superintendent or designee shall regularly analyze data on student absence to identify patterns of absence districtwide and by school, grade level, and student population. Such data shall be used to identify common barriers to attendance, prioritize resources for intervention, and monitor progress over time. The Superintendent or designee shall periodically report this information to the Board for purposes of evaluating the effectiveness of strategies implemented to reduce chronic absence and truancy and making changes as needed. As appropriate, the Superintendent or designee also shall provide this information to key school staff and community agency partners to engage them in program evaluation and improvement.

School Attendance Review Board

The Board shall submit nominations to the County Superintendent of Schools for a district

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5113.1(c)

representative on the county SARB. (Education Code 48321)

The Board shall appoint members of the district's SARB, who may include, but are not limited to, a parent/guardian as well as representatives of the district, county probation department, county welfare department, county office of education, law enforcement agencies, community-based youth service centers, school guidance personnel, child welfare and attendance personnel, and school or county health care personnel. (Education Code 48321)

The district's SARB shall operate in accordance with Education Code 48320-48325 and procedures established by the Superintendent or designee.

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

37223 Weekend classes

41601 Reports of average daily attendance

46000 Records (attendance)

46010-46014 Absences

46110-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48240-48246 Supervisors of attendance

48260-48273 Truants

48290-48296 Failure to comply; complaints against parents

48320-48325 School attendance review boards

48340-48341 Improvement of student attendance

48400-48403 Compulsory continuation education

49067 Unexcused absences as cause of failing grade

60901 Chronic absence

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

PENAL CODE

270.1 Chronic truancy; parent/guardian misdemeanor

272 Parent/guardian duty to supervise and control minor child; criminal liability for truancy

830.1 Peace officers

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

ATTORNEY GENERAL OPINIONS

66 Ops. Cal. Atty. Gen. 245, 249 (1983)

Management Resources:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5113.1(d)

CSBA PUBLICATIONS

Improving Student Achievement By Addressing Chronic Absence, Policy Brief, December 2010

CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

CDE PUBLICATIONS

School Attendance Review Board Handbook, 1995-2009

School Attendance Improvement Handbook, 2000

CSBA ADVISORIES

0520.97 Welfare Reform and Requirements for School Attendance

WEB SITES

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

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

Attendance Counts: <http://www.attendancecounts.org>

California Association of Supervisors of Child Welfare and Attendance: <http://www.cascwa.org>

Adopted: 5-15-84

Amended: 5-20-86, 6-23-92, 9-17-02, 5-18-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 15, 2011

SUBJECT: C.5.g APPROVE AMENDMENT TO BOARD POLICY 6164.4 – IDENTIFICATION OF INDIVIDUALS FOR SPECIAL EDUCATION – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6164.4 – Identification of Individuals for Special Education?

BACKGROUND: Board Policy 6164.4 is being revised to including notification to parents/guardians regarding their right to consent to the assessment of their child for purposes of determining the child's eligibility for special education or related services. Board Policy 6164.4 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6164.4 – Identification of Individuals for Special Education.
2. Do not amend Board Policy 6164.4 – Identification of Individuals for Special Education.
3. Adopt a modified version of the amendment to Board Policy 6164.4 – Identification of Individuals for Special Education.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.4(a)

Identification of Individuals For Special Education

The Governing Board recognizes the need to actively seek out and evaluate district residents from birth to age 21 who have disabilities in order to provide them with appropriate educational opportunities in accordance with state and federal law.

(cf. 0430 - Comprehensive Local Plan for Special Education)

(cf. 6164.41 - Children with Disabilities Enrolled by Their Parents in Private School)

(cf. 6164.6 - Identification and Education under Section 504)

The Superintendent or designee shall **establish a comprehensive system that includes procedures for the** develop processes to determine when an individual is eligible for special education services and shall establish systematic procedures for special education program identification, screening, referral, **and regular and** triennial assessment **of individuals eligible for special education, as well as procedures for the planning, implementation, and review of the education and related services provided to such individuals.** assessment, planning, implementation, review and. (Education Code 56301)

The **district's identification procedures shall include methods for utilize referrals from** Superintendent or designee shall establish a method whereby parents/guardians, teachers, appropriate professionals and others, **and may refer an individual for assessment for special education services.** Identification procedures shall be coordinated with school site procedures for referral of students with needs that cannot be met with modifications to the regular instructional program. (Education Code 56302)

The Superintendent or designee shall notify parents/guardians, in writing, of their rights related to identification, referral, assessment, instructional planning, implementation, and review, including the **right to consent to any assessment concerning their child. In addition, the Superintendent or designee shall notify parents/guardians of** district's procedures for initiating a referral for assessment to identify individuals who need special education services. (Education Code 56301)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 3541.2 - Transportation for Students with Disabilities)

(cf. 4112.23 - Special Education Staff)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 5145.6 - Parental Notifications)

(cf. 6159 - Individualized Education Program)

(cf. 6159.1 - Procedural Safeguards and Complaints for Special Education)

(cf. 6159.2 - Nonpublic, Nonsectarian School and Agency Services for Special Education)

(cf. 6159.3 - Appointment of Surrogate Parent for Special Education Students)

(cf. 6162.51 - Standardized Testing and Reporting Program)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.4(b)

(cf. 6162.52 - High School Exit Examination)

Legal Reference:

EDUCATION CODE

44265.5 Professional preparation for teachers of impaired students
 56000-56885 Special education programs, especially:
 56195.8 Adoption of policies
 56300-56304 Identification of individuals with disabilities
 56320-56331 Assessment
 56333-56338 Eligibility criteria for specific learning disabilities
 56340-56347 Instructional planning and individualized education program
 56381 Reassessment of students
 56425-56432 Early education for individuals with disabilities
 56441.11 Eligibility criteria, children 3 to 5 years old
 56445 Transition to grade school; reassessment
 56500-56509 Procedural safeguards

GOVERNMENT CODE

95000-95029.5 California Early Intervention Services Act

CODE OF REGULATIONS, TITLE 5

3021-3029 Identification, referral and assessment
 3030-3031 Eligibility criteria

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act of 1974
 1412 State eligibility
 1415 Procedural safeguards

CODE OF FEDERAL REGULATIONS, TITLE 34

104.35 Evaluation and placement
 104.36 Procedural safeguards
 300.1-300.818 Individuals with Disabilities Education Act, especially:
 300.301-300.306 Evaluations and reevaluations

COURT DECISIONS

Hood v. Encinitas Union School District, (2007) 486 F.3d 1099

Management Resources:

FEDERAL REGISTER

Rules and Regulations, August 14, 2006, Vol.71, Number 156, pages 46539-46845

WEB SITES

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

U.S. Department of Education, Office of Special Education Programs:

<http://www.ed.gov/about/offices/list/osep/>

Adopted: 11-19-80

Amended: 6-19-84, 7-21-87, 9-17-02, 6-18-03, 9-18-07, 11-08, 4-21-09

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 15, 2011

SUBJECT: C.5.h AMENDMENT TO BOARD POLICY 6161.1 – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials?

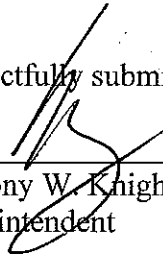
BACKGROUND: Board Policy 6161.1 is being revised to reflect new law AB 2211 which revised the definition of “sufficiency of instructional materials” to include materials in a digital format as long as specified conditions are met. Board Policy 6161.1 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials.
2. Do not amend Board Policy 6161.1 – Selection and Evaluation of Instructional Materials.
3. Adopt a modified version of the amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(a)

Selection And Evaluation Of Instructional Materials

The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect the *society's* diversity of our society, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency *and* meet other criteria specified in law. ~~aligned with the state content standards, and are~~ Textbooks, technology-based materials, other educational materials and tests shall be aligned with *state and district* the development and evaluation of the standards and the district's curriculum *in order* to ensure that instructional materials *they* effectively support the district's adopted courses of study. ~~the selection of~~

(cf. 0440 - District Technology Plan)
 (cf. 6000 - Concepts and Roles)
 (cf. 6011 - Academic Standards)
 (cf. 6141 - Curriculum Development and Evaluation)
 (cf. 6143 - Courses of Study)
 (cf. 6146.1 - High School Graduation Requirements)
 (cf. 6161 - Equipment, Books and Materials)
 (cf. 6161.11 - Supplementary Instructional Materials)
 (cf. 6162.5 - Student Assessment)
 (cf. 6163.1 - Library Media Centers)
 (cf. 9000 - Role of the Board)

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board.

This process shall involve teachers in a substantial manner and shall also encourage the participation of parents/guardians and community members. (Education Code 60002)

All recommended instructional materials shall be available for public inspection at the district office.

(cf. 5020 - Parent Rights and Responsibilities)

Individuals who participate in selecting and evaluating instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

(cf. 9270 - Conflict of Interest)

Complaints concerning instructional materials shall be handled in accordance with law, Board policy and administrative regulation.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(b)

(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.4 - Williams Uniform Complaint Procedures)

The Board's priority in the selection of instructional materials is to ensure that all students in grades K-12 are provided with instructional materials that are aligned to state content standards in the core curriculum areas of reading/language arts, mathematics, science and history/social science. Students in grades K-8 shall be provided with instructional materials adopted by the State Board of Education.

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's instructional materials. (Education Code 60119; **5 CCR 9531**)

The hearing shall be held on or before the end of the eighth week from the first day student attend school for that year. (Education Code 60119)

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing **and** in three public places **within the district**, the Superintendent or designee shall post ~~with the district~~ a notice containing the time, place and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 - Agenda/Meeting Materials)

At these hearing(s), the Board shall determine, through a resolution, whether each student in each school, **including each English learner**, has sufficient textbooks and/or instructional materials in each of the following subjects that **which** are aligned to the state content standards adopted pursuant to Education Code 60605 **and consistent with the content and cycles of the state's curriculum frameworks: (Education Code 60119)**

1. Mathematics
2. Science
3. History-Social Science
4. English/language arts, including the English language development component of an adopted program.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(c)

The Board shall also make a written determination as to whether each student enrolled in a foreign language or health course has sufficient textbooks or instructional materials that are consistent with the content and cycles of the state curriculum frameworks. The Board shall determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. (Education Code 60119)

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. However, the materials shall not be considered sufficient if they are photocopies sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

For the 2008-09 through 2012-13 fiscal years, the Board shall also make a determination that all students within the district who are enrolled in the same course have "identical" standards-aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3, 60119, and 60422. (Education Code 1240.3, 42605)

If the Board determines that there are insufficient textbooks and/or instructional materials, the Board shall provide information to classroom teachers and the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area, and the reasons that each student does not have sufficient textbooks and/or instructional materials. The Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

Legal Reference:

EDUCATION CODE

1240 County superintendent, general duties
 1240.3 Definition of sufficiency for categorical flexibility
 33050-33053 General waiver authority
 33126 School accountability report card
 35272 Education and athletic materials
 42605 Tier 3 categorical flexibility
 44805 Enforcement of course of studies; use of textbooks, rules and regulations
 49415 Maximum textbook weight
 51501 Subject matter reflecting on race, color, etc.
 60000-60005 Instructional materials, legislative intent
 60010 Definitions

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(d)

60040-60048-52 Instructional requirements and materials
 60060-60062 Requirements for publishers and manufacturers
 60070-60076 Prohibited acts (re instructional materials)
 60110-60115 Instructional materials on drug education
 60119 Public hearing on sufficiency of materials
 60200-60206 Elementary school materials
 60226 Requirements for publishers and manufacturers
 60240-60252 State Instructional Materials Fund
 60350-60352 Core reading program instructional materials
 60400-60411 High school textbooks
 60420-60424 Instructional Materials Funding Realignment Program
 60510-60511 Donation for sale of obsolete instructional materials
 60605 State content standards
CODE OF REGULATIONS, TITLE 5
 9505-9532 Instructional materials, especially:
 9531-9532 Instructional Materials Funding Realignment Program

Management Resources:

CSBA PUBLICATIONS

Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams, Budget Advisory, March 2009

CDE CORRESPONDENCE

1002.90 Selection of Instructional Materials, CIL: 90/91-02

CDE PUBLICATIONS

Standards for Evaluation of Instructional Materials with Respect to Social Content, 1986 edition, revised 2000

STATE BOARD OF EDUCATION POLICIES

01-05 Guidelines for Piloting Textbooks and Instructional Materials, September 2001

WEB SITES

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

Association of American Publishers: <http://www.publishers.org>

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

State Board of Education: <http://www.cde.ca.gov/be>

Adopted: 11-19-80

Amended: 6-19-84, 9-17-02, 2-15-05, 2-21-06, 3-16-10

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 15, 2011

**SUBJECT: C.5.i. APPROVE AMENDMENT OF BOARD POLICY 6011 –
ACADEMIC STANDARDS – First Reading**

ISSUE: Should the Board of Education approve amendment of Board Policy 6011 – Academic Standards?

BACKGROUND: Board Policy 6011 is revised to reflect State Board of Education's adoption of Common Core Standards; a set of national voluntary standards in English language arts and mathematics. Policy also add language regarding (1) involvement of representations of business and postsecondary institutions in the recommendation of district standards; (2) alignment of standards with graduation requirements, college entrance requirement, and other student outcomes; and (3) review of standards in response to changing student needs. Board Policy 6011 is being submitted with recommended changes from CSBA.

ALTERNATIVES: 1. Approve the amendment of Board Policy 6011 – Academic Standards.
2. Do not approve the amendment Board Policy 6011 – Academic Standards.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6011(a)

Academic Standards

The Governing Board shall adopt **high** academic standards for student achievement which challenge all students to reach their full potential and ~~which clarify~~ **specify** what students are expected to know and be able to do at each grade level and in each area of study. ***These standards shall reflect the knowledge and skills needed for students to be adequately prepared for postsecondary education, employment, and responsible citizenship.***

The Superintendent or designee shall provide the Board with recommended standards ~~using~~ ***using***. ~~In developing these recommended standards, the Superintendent or designee shall use a process that involves teachers, school site and district administrators, students, parents/guardians, community members and Board Members. He/she shall ensure the proper articulation of standards between grade levels and the alignment of the standards with the district's vision and goals, graduation requirements, college entrance requirements, and other desired student outcomes. He/she also shall ensure that the standards are easily understandable and measurable.~~

(cf. 0000 – Vision)

(cf. 0200 – Goals for the School District)

(cf. 1220 – Citizen Advisory Committees)

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

(cf. 6146.1 – High School Graduation Requirements)

(cf. 6146.5 – Elementary/Middle School Graduation Requirements)

District standards for English language arts, English language development, mathematics, science, health education, history-social science, physical education, visual and performing arts, world languages, career technical education and preschool education shall meet or exceed statewide model content standards adopted by the State Board of Education or the State Superintendent of Public Instruction as applicable.

(cf. 5148.3 – Preschool/Early Childhood Education)

(cf. 6142.2 – World/Foreign Language Instruction)

(cf. 6142.6 – Visual and Performing Arts Education)

(cf. 6142.7 – Physical Education and Activity)

(cf. 6142.8 – Comprehensive Health Education)

(cf. 6142.91 – Reading/Language Arts Instruction)

(cf. 6142.92 – Mathematics Instruction)

(cf. 6142.93 – Science Instruction)

(cf. 6142.94 – History-Social Science Instruction)

(cf. 6174 – Education for English Language Learners)

(cf. 6178 – Career Technical Education)

District curriculum, instruction, students assessments, and evaluations of the instructional program shall be aligned with the district content standards. In accordance with Education

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6011(b)

Code 44662, *standards of expected student achievement* also shall ***be used in*** also provide a basis for evaluating the instructional program, making decisions about curriculum and assessment, and, evaluating teacher performance.

(cf. 0500 – Accountability)

(cf. 4115 – Evaluation/Supervision)

(cf. 6141 – Curriculum Development and Evaluation)

(cf. 6143 – Courses of Study)

(cf. 6162.5 – Student Assessment)

(cf. 6190 – Evaluation of the Instructional Program)

Teachers and school administrators shall receive ongoing professional development to inform them of changes in the standards and to building their capacity to implement effective standards-based instructional methodologies.

(cf. 4131/4231 – Staff Development)

The Superintendent or designee shall annually communicate the applicable standards to students and their parents/guardians to inform them of the expectations for student learning at their grade level.

Staff shall continually assess students' progress toward meeting the standards, report each student's progress to the student and his/her parents/guardians, and offer remedial assistance in accordance with Board policy and administrative regulation.

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

(cf. 5123 – Promotion/Acceleration/Retention)

(cf. 6177 – Summer School)

(cf. 6179 – Supplemental Instruction)

The Superintendent or designee shall ensure that district standards are regularly reviewed and updated as necessary. At a minimum, district standards shall be reviewed whenever applicable statewide standards are revised and ***in response to changing student needs*** ~~whenever data on student achievement demonstrate that students are not adequately achieving the standards in a particular grade level or subject area.~~

Legal Reference:

44662 Evaluation of certificated employees

51003 Statewide academic standards

60605-60605.5 9 Adoption of statewide academically rigorous content and performance standards

UNITED STATES CODE, TITLE 20

6311 State academic standards and accountability for Title I, Part A

Management Resources:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6011(c)

CSBA PUBLICATIONS***Common Core Standards, Fact Sheet, August 2010*****CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS**

World Language Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2009

California Preschool Learning Foundations, Vol. 1, 2008

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, March 2008

California Career Technical Education Model Curriculum Standards, Grades Seven Through Twelve, 2006

Physical Education Model Content Standards for California Public Schools, Kindergarten Through Grade Twelve, January 2005

Visual and Performing Arts Content Standards for California Public Schools, Prekindergarten through Grade Twelve, January 2001

English-Language Development Standards for California Public Schools, Kindergarten Through Grade Twelve, July 1999

History-Social Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

Science Content Standards for California Public Schools, Kindergarten Through Grade Twelve, October 1998

English-Language Arts Content Standards for California Public Schools, Kindergarten Through Grade Twelve, December 1997

Mathematics Content Standards for California Public Schools, Kindergarten Through Grade Twelve, December 1997

WEB SITESCSBA: <http://www.csba.org>CDE: <http://www.cde.ca.gov>***Common Core State Standards Initiative: <http://www.corestandards.org>******Council of Chief State School Officers: <http://www.ccsso.org>******National Governors Association Center for Best Practices: <http://www.nga.org.center>***U.S. Department of Education: <http://www.ed.gov>

Adopted: 9-17-02

Amended: 8-24-04, 11-17-09

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: March 15, 2011

SUBJECT: Monthly Board Report

SCHOOL SITE COUNCIL: March 8, 2011 at 2:45

ENRICHMENT:

- **Brown Bag Lunch Events:**
February 15 @ 12:30 in the MPR – Biomimicry presented by OPHS students
March 4 @ 12:30 in the MPR – Math Logic / Ken Ken by Mr. Ravetch
- **GATE Information** - Motivation and Self Regulation
- **CAG Information** - Moral Intelligence, Dr. Michele Borba

PROFESSIONAL DEVELOPMENT

- Brookside kindergarten teachers attended the Annual Kindergarten Conference in Pasadena on February 25 & 26th.
- Summer Institutes at Columbia – Brookside teachers will attend Writer's Workshop Summer Institutes at TCRWP, Columbia.

WHALE WEEK & READ ACROSS AMERICA: February 28-March 4

- Whale Week: Brent Nixon Assemblies, Whale Student Activity Books, whale adopted in Mrs. Varju's class, a library display of books about various types of whales, bake sale fundraiser for whales by OPHS students at Brookside on Friday, Mar. 4th.
- Read Across America: Students dressed up as their favorite book character. Former student, Steven Ettinger, read his book Wally Exercises

WOMEN IN HISTORY WEEK:

The goal of this program is to create awareness of the women in history that we don't always see in our history books.

HIGHLIGHTS:

Mar 7 Spirit Assembly at 8:35 – rescheduled from 2/28 due to rain

Mar 8 School Site Council Meeting 2:45-3:45

Mar 10 PTA Executive Board Meeting 6:30 pm in the staff lounge

Mar 15 School Tour 9:00 for prospective parents

Mar 22 Chorus Program starts with Mrs. Wilhelm

Mar 24 & 25 – Spring Play: *Willy Wonka*. Performances start at 6:30 pm in the MPR

Mar 25 Jog-A-Thon starts at 8:45 am on the field

Mar 28 Spirit Assembly, first graders perform at 8:35 am in the quad

Mar 29 Disaster Drill at 9:00 am

Mar 31 Volunteer Brunch at 10:00 am in the quad area

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: Jon A. Duim, Principal, Red Oak Elementary School
DATE: March 15, 2011
SUBJECT: Monthly Board Report

Ancestor Arcade

Our second grade put on a show that highlighted various themes from their social studies unit on ancestors. This show occurred on February 18th in the MPR. This was the first time that a production of this sort had been performed. Parents rotated through six themed stations as they learned about the experiences of the ancestors of our second grade students. Some of the themes included immigrant experiences, ethnic foods and treasured items from the past. Our parents loved and appreciated the performances.

Medea Creek Jazz Band Concert

On Thursday, February 17, the Medea Creek Jazz Band came to play for our 4th and 5th grade students. The concert was at lunchtime from 12:45 to 1:30. The band played a variety of popular tunes many of which would be recognized from T.V. The students loved the music and were enthusiastic about having these "big" kids on campus.

Safe School Ambassadors Assembly

School counselor, Deborah King, organized seven students from Oak Park High School who are in the Safe Schools Ambassador program to come and present at our school. The high school students staged short skits in which they modeled ways to get along with each other and how differences can be resolved. The assembly was held during student lunch times for grades 1 through 5 on Friday, February 4 in the MPR. The students responded positively to the messages and loved hearing it from older students.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

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

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: March 15, 2011

SUBJECT: Monthly Board Report

This has been a busy month for both students and staff. A team consisting of Mr. Warren, Mrs. Mandeville, Mrs. Deel, and Ms. King attended the annual California Association for the Gifted (CAG) conference. We had the opportunity to learn from leading researchers and parishioners in the field of gifted education. In addition, the teachers had the opportunity to visit several classrooms to see some exemplary ways current theory has been put into practice.

Oak Hills kicked off the Week of Whales with an exciting assembly by Brent Nixon. Students saw videos and photographs, and learned several fascinating facts about these amazing creatures. Throughout the week, students were engaged in a wide variety of classroom activities spanning all areas the curriculum. These included numerous writing lessons, painting and other art projects, and even a world premier of a short documentary on Sea World's rehabilitation programs. The film, detailing rescue programs for marine mammals and other creatures, is still in production and has not even been shown inside the park yet. And as if the Week of Whales was not enough, we also celebrated Dr. Seuss's birthday with some special guest readers including Dr. Knight, Barbara Laifman, and several parents.

The Oak Hills Botanical Society has been hard at work in the garden and greenhouse. These fifth graders have been tending to their lettuce, beans, spinach, beets, carrots, arugula, and cabbage. The students were surprised to find that some of their cabbage seedlings somehow turned into broccoli. (Identifying seedlings can be difficult.) Inside the greenhouse, our herb seeds have been planted and are sprouting. It may be a while before these herbs make their way to the cafeteria, but our first harvest if the winter vegetable crops is just around the corner.

Our school zoological collection also seems to be growing this month. In addition to our much loved therapeutic guinea pig, Marshmallow, and our active school of fish, we now have two competing ant farms and a rescued swallow-tail butterfly. These new additions will be touring classrooms in the coming days.

We are proud of all the student leaders who have decided to serve their school by participating in spring semester Student Council. The students who will be serving in leadership positions this semester are:

President-Katharine Gaspar

Vice-President-Regan Finch

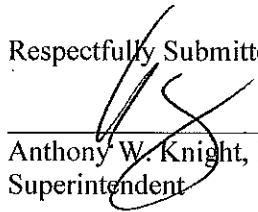
Secretary-Maddie Posner

Treasurer-Daelen Benioff

Publicists (There are 3)-Kiara Benioff, Jack Finch and Danielle Gould

Congratulations to all our new student council spring officers!

Respectfully Submitted;



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: MARCH 15, 2011

SUBJECT: MONTHLY SCHOOL REPORT

7th Grade Writing Test and Make-ups: March 1 and 2: Thanks to Patricia Frieband for organizing the State Writing Test, given to 7th graders in their Humanities Classes.

Naturalist Brent Nixon on March 3rd and 4th: speaks about whales in 7th grade science.

State Fitness Testing in PE will take place the Week of March 14.th

First Annual Pi Day at MCMS March 14th: a celebration through activities in class and beyond of the many wonders of math (Pi) and Albert Einstein's birthday.

Intramural Volleyball at MCMS on March 15th: Lindero and MCMS 8th graders meet again for another round of exciting games!

Elective Forms: 6th and 7th graders will be getting their Elective Choice Forms this month for the 2011-2012 school year.

Discoveries in the Differentiated Classroom March 16th 7:00 p.m.: Join us the Library as we share the many opportunities for GATE and high achieving students to demonstrate their talents within and beyond the MCMS classroom.

5th Grade Parent Information Night, March 22nd, 6:30 p.m.: A transition meeting to introduce parents of current 5th graders to middle school. The presentation includes 6th grade teachers presenting curriculum overviews and counselors talking about keys to success.

International Day March 25th: Join us from 1:30-2:40 as MCMS hosts a celebration of cultures and countries around the world. Thanks to our dedicated PFA for involving parents to share their cultural heritage with the school community.

Science Faire Projects March 30th and 31st will on display in the gym.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Kevin Buchanan, Principal, Oak Park High School
DATE: March 15, 2011
SUBJECT: Monthly Board Report

OPEN HOUSE AND COURSE ADVISEMENT - March 4

On March 4, 2011, parents and students will have the opportunity to meet with teachers, counselors and administrators to help plan class selection for the 2011-2012 year. Materials will be distributed to all returning students prior to the meeting so that parents and students can review options for classes next year. The counselors will meet with all returning students on a one-to-one basis during the weeks of March 13 to April 1. This will give the counselors a chance to advise students and check for course prerequisites.

FRESHMEN COURSE ADVISEMENT - March 10

All incoming freshmen and parents will meet with us at a separate advisement meeting on Thursday, March 17. This meeting will provide more detail and orientation information for students new to Oak Park High School. Our 9th grade counselor will meet on a one-to-one basis with all grade 8 students at Medea at the beginning of April. The counselors will use this time to advise these students and check for course prerequisites.

Damn Yankees - March 17 - 19

This production promises to be outstanding. Tickets go on sale March 5. We have a new choreographer, OPHS Alum Melissa Staab, and Cindy Hall is directing the musical numbers. Don Enoch has designed a terrific set and stage design and the rehearsals are moving along smoothly.

NATIONAL MERIT FINALISTS

Seven OPHS students have been named as National Merit Scholarship Finalists. They are Dayton Martindale, Eric Pai, Pam Chang, Victor Ha, Max Wang, Jee Yoo, and Stephen Liu.

ACADEMIC DECATHLON

Congratulations to the Academic Decathlon Team who finished in third place in the Ventura County competition. Appreciation is expressed to Cheryl DiSpaltro and all the teachers, parents, and students who worked so hard in this very challenging competition.

MOCK TRIAL TEAM

Oak Park's Mock Trial team participated in competitions at the Ventura County Courthouse during the week of February 28. The team ranked with the top half of all schools in the county. Congratulations go out to the whole team for a fine performance.

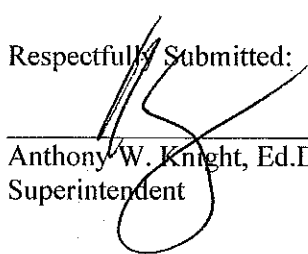
RACE TO NOWHERE ROUND TABLE FORUM

This event was held on March 1 and discussed questions that attendees posted on a specially created Facebook page as well as those submitted on index cards at the door. The forum panel consisted of Dr. Knight, Mr. Benioff, CSUCI Admissions Director, Lori MacDonald, Mr. McClelland, Ms. Fries, Mrs. Gilbert Hawkins, Dr. Appell, and was moderated by Mr. Buchanan.

THE HOMER DICKERSON YOUTH ETHICS CONFERENCE

A contingency of 16 Oak Park High students attended this conference at the Reagan Library on February 24. OPHS Student Brandon Camhi was one of three students county-wide who won the scenario contest. Students listened to Keynote speakers and held round table ethics discussion around the scenarios facilitated by Rotarians. Kevin Buchanan and Jean Hawkins attended on behalf of OHS.

Respectfully Submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

TO: Members of the Oak Park Unified Board of Education

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

DATE: March 15, 2011

SUBJECT: Monthly Board Report

Oak View

We are initiating a pilot implementation of on-line coursework for specific credit recovery for Oak View students. Susan Allen, Jane Mintz and I are working together to begin the program.

Our girls visited the Lighthouse Mission for Women in Ventura to deliver chocolate covered strawberries and personalized Valentine cards for the clients. It was truly a meaningful experience for all.

The February CAHSEE exam was implemented for all 10th graders.

Oak View Acres, our school garden, is up and growing. Thanks for your assistance, Tony!

Twenty students in our Clean Teen Program enjoyed a breakfast and recognition activities on February 18th.

Independent School

Our enrollment is at 108, with only four openings.

A wonderful field trip to the NBC Studios was enjoyed by our middle school students- accompanied by parents and Mrs. Harrison.

Students are preparing essays for the Rotary Club Essay Contest and Luncheon. Seniors are preparing applications for the Conejo Realtors Scholarship Program.

Bryanna VonSchneidau has been selected as our Star Scholar 2011. Bryanna will be honored at the Star Scholar Dinner on April 26th, accompanied by her teacher, Gillian Gamboa, Tony Knight and myself. Congratulations, Bryanna!

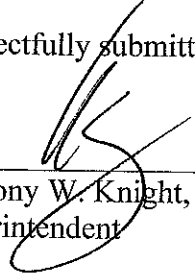
All fourth and seventh graders participated in the STAR Writing Assessment.

Dianne Large, school counselor, presented a "what to expect" high school orientation meeting for our seventh graders.

It was our pleasure to greet Marie Panec for her visit with OPIS.

We are finalizing plans and details for the STAR Assessment in May.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent