

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #818

DATE: April 20, 2010

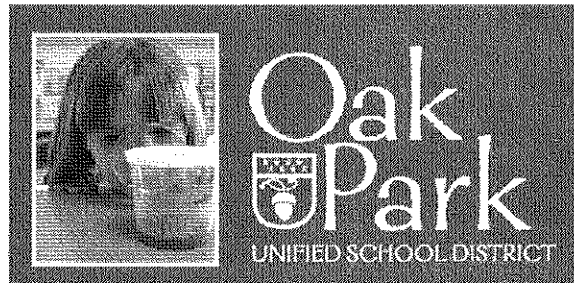
PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

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

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

BOARD OF EDUCATION

Mary Rees, President
Barbara Laifman, Vice President
Marie Panec, Clerk
Jan Iceland, Member
Cindy Vinson, Member
Dani Gold, Student Board Representative



EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Linda Sheridan, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Cliff Moore, Assistant Superintendent, Human Resources
Laurel Ford, Director, Teaching and Learning
Jane Mintz, Director, Educational Technology
Cathy Skiba, Director, Pupil Services

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

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMODATION 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, May18, 2010

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #818
April 20, 2010

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

CLOSED SESSION: 5:00 p.m.

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

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

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Food Services Sub, High School Principal

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: 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. Remarks from Board Members
2. Remarks from Student Board Representative
3. Remarks from Superintendent
4. Report from School Site Councils
5. Report from Facilities Planning Committee

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

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 March 16, 2010**
- b. Public Employee/Employment Changes 01CL2178-01CL2130 & 01CE04695-01CE04723** 1
- c. Approve Purchase Orders – March 1 – March 31, 2010** 3
Board Policy 3300 requires Board approval of Purchase Orders
- d. Approve Annual Teacher Assignment Report** 7
Education Code 44257.8 requires Board approval for the Annual Teacher Assignment Report

ACTION

2. CURRICULUM

- a. Approve School Handbooks/Discipline Policy** 9
Board approval of School Handbooks/Discipline Plans

3. BUSINESS SERVICES

- a. Approve Award of Measure R Bid #10-04R, Door Lock Replacement at All District Locations** 11
Board approval required for agreements
- b. Approve Award of Measure R Bid #10-15R, Roof Repair/Replacement at District Office** 13
Board approval required for agreements
- c. Approve Amendment #1 To Agreement with KPI Architects, Inc. for Modernization Services at Oak Park High School and Brookside Elementary School** 15
Board approval required for agreements
- d. Approve Award of Contracts for Modifications at Medea Creek Middle School Library** 23
Board approval required for agreements
- e. Award of Contract for Civil Engineering Services, Measure R Project #10-16R, Parking Lot Repair/Replacement at Oak View High School** 29
Board approval required for agreements

4. HUMAN RESOURCES

- a. Public Hearing of Oak Park Teachers Association's (OPTA) Proposal of 2010-11 Negotiations and Approve the District's Initial Response for Collective Bargaining Negotiations with OPTA** 33
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements

5. BOARD

- a. Approve Resolution #10-13 Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting "Specification of the Election Order", to be held on November 2, 2010** 37
Education Code 1302(b) and 5340 requires a consolidated election to be held for governing board members whose terms expire on the first Friday in December

6. BOARD POLICIES

- a. Approve Amendment to Board Policy 3100 – Budget – Second Reading** 43
Policy revised to clarify the requirement that the budget formally adopted by the Board must be in the format prescribed by the CDE. The section on "Budget Criteria and Standards"

updated to reflect new law (ABX 4 2) which lowers the required general fund reserve for economic uncertainty until fiscal year 2011-12.

- b. Approve Amendment to Board Policy 6158 – Home Independent Study – 2nd Reading 49**
The revisions to this policy are suggested after annual review by Oak Park Independent School staff and Director.

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 | 55 |
| 2. Oak Hills Elementary School Report | 56 |
| 3. Red Oak Elementary School Report | 57 |
| 4. Medea Creek Middle School Report | |
| 5. Oak Park High School Report | 58 |
| 6. Oak View High School/Oak Park Independent School | 59 |
| 7. Oak Park Neighborhood School | |

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

3-16-10

#817

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Rees, called the regular meeting to order at 5:03 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

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

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mary Rees, reconvened the regular meeting to order at 6:03 p.m. in the Oak Park High School, Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

STAFF PRESENT

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

STAFF ABSENT

Ms. Cathy Skiba, Director, Pupil Services and Ms. Jane Mintz, Director, Technology

FLAG SALUTE

Russ Peters led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

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

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Cindy Vinson, the Board of Education adopted the agenda except to pull item C.1.g from the Consent Calendar and make it Action Item C.4.e and pull item C.3.d. Motion carried 5-0.

PUBLIC COMMENTS

None for Non-Agenda Items.

REPORT FROM BOARD MEMBERS

Board Member Cindy Vinson reported she attended "The Sound of Music" performance at the high school on Saturday. The seating was great and really added to the appreciation of the performance. The quality of the performance was great and the students expressed their appreciation to the staff who

worked so hard on the production. Board Member Barbara Laifman reported she attended the Chinese New Year performance at the Civic Arts Plaza which was great. Ms. Laifman also attended the EEAC meeting who continued their work on the Earthfest activities. She also attended the EEL meeting where testing issues continued to be discussed. Ms. Laifman also participated in the "Start Your Day for Schools" at the high school and was impressed with the number of parents, students and staff who participated throughout the District. She also attended the Open House at the high school as a parent and found it very informative and helpful. Ms. Laifman was a judge for the MCMS persuasive video contest which was well done and also attended the Saturday matinee of "The Sound of Music" at the high school. Board Member Marie Panec reported she also attended "The Sound of Music" at the high school. She also participated in the Distinguished School site visit at Brookside. The team was very impressed with the school. Ms. Panec also attended the Facilities Committee meeting who are very active and moving forward with their plans, in fact they continue to get requests from the schools for additional summer projects. Board Member Jan Iceland reported she attended the Finance Committee meeting who have met twice, the Chinese New Year's Program and the Curriculum Council meeting where they approved core lit books for several grade levels. The Curriculum Council also discussed staff development day activities and approved two new high school courses. Ms. Iceland also attended the Health Benefits Committee who recommended the District check another insurance company to compare rates even though employees like present insurance company. Board Member Mary Rees expressed thanks to parents and volunteers on finance committee, facilities committee, play, and all activities because it would not be possible for all these wonderful things to be happening in the District without them. Ms. Rees also reminded everyone that Friends of Oak Park Schools will be holding their fundraiser this weekend at Dole and hoped everyone would consider coming. This is another dimension of support and help the District receives from the community.

REPORT FROM STUDENT BOARD REPRESENTATIVE

Ms. Gold reported the ASB would be sponsoring a Oak Park Golf Classic fundraisers which is miniature golf, there will be a Future Freshmen night this Thursday, and Monte Carlo night and the Powder Puff football game is coming up.

REPORT FROM SUPERINTENDENT

Dr. Knight reported that eight Edison Challenge groups were sent it including a solar project that was installed at Oak Hills Elementary. Dr. Knight reported there will be a Farmers Market at Oak Hills tomorrow selling produce grown at the garden by the students. The high school rocket club was going to the desert on Sunday to try to qualify their rocket for competition in the next level.

SCHOOL SITE COUNCIL REPORTS

Oak Hills Elementary School – Leslie Heilbron reported the School Site Council met together with the PTO Council to discuss the Principal selection process and timeline with Cliff Moore.

Medea Creek Middle School – Lori Byers reported the School Site Council reviewed the handbook, discussed adding a technology honors award at culmination, the success of the full stop signs and the possibility of having buses for interdistrict students.

Oak Park High School – Cathy Lory reported the School Site Council discussed the Special Education classrooms being replaced with new relocatable classrooms, the Science Lab remodel being delayed, the cell phone policy revision, ASB fundraisers, new courses for the Fall, and the WASC action plans.

Facilities Planning Committee – Peter Kristensen reported the Facilities Planning Committee is on schedule and the modernization packages for Brookside and Oak Park High School are almost ready to be submitted. Some of the summer projects are almost ready to go to bid and will be brought to the Board for approval over the next few months, including door locks, controls from HVAC, new fire safety,

OPHS/MCMS HVAC upgrades, new portables at the high school, BES parking lot reseal and the D.O. and OHES parking lot reseal.

C.1. CONSENT AGENDA

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

- a. Approve Minutes of Regular Board Meeting February 16, 2010 and Special Closed Session and Board Meeting March 1, 2010
- b. Public Employee/Employment Changes 01CL2168-01CL2177 & 01CE04680-01CE04694
- c. Approve Purchase Orders – February 1 – February 28, 2010
- d. Approve Acceptance of Donations
- e. Ratify/Approve Overnight Trip for Oak Park High School Junior Statesmen of America Convention February 13-14, 2010 and April 16-18, 2010
- f. Approve Summer School Meal Waiver Request
- h. Approve Notice of Completion, Bid #08-02, Telescopic Seating at Oak Park High School
- i. Approve Student Teacher Agreement with California State University Northridge March 10, 2010 – June 30, 2010

ACTION

2. CURRICULUM

a. Approve Additional New Novels for Oak Park High School

Carrie Glicksteen addressed the Board regarding her approval of adding *The Bible* onto the approved list of novels at Oak Park High School.

Rabbi Paul Kipnes addressed the Board about his concerns regarding adding *The Bible* onto the approved list of novels at the Oak Park High School.

On motion of Marie Panec, seconded by Cindy Vinson, the Board of Education approved the additional new novels for Oak Park High School. Motion carried Ayes: Panec, Rees, Vinson Noes: Iceland, Laifman.

b. Approve New Courses for Oak Park High School

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the new courses for Oak Park High School. Motion carried 5-0.

c. Approve Core Literature Book List for Oak Hills Elementary School

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved the Core Literature Book List for Oak Hills Elementary School. Motion carried 5-0.

d. Approve New Novel for Oak Park Independent School

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved the new novel for Oak Park Independent School. Motion carried 5-0.

3. HUMAN RESOURCES

a. Approve 2010-2011 Classified Employee Holiday Calendar

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the 2010-2011 Classified Employee Holiday Calendar. Motion carried 5-0.

b. Public Disclosure and Approve Collective Bargaining Agreement between Oak Park Unified School District and Oak Park Classified Association

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

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the Collective Bargaining Agreement between Oak Park Unified School District and Oak Park Classified Association. Motion carried: Ayes: Iceland, Laifman, Panec, Rees, Noes: Vinson.

c. Approve 2010 Summer School Program

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the 2010 Summer School Program. Motion carried 5-0.

4. BUSINESS SERVICES

a. Approve 2009-2010 Second Interim Financial Report, Certification and Budget Revisions

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the 2009-2010 Second Interim Financial Report, Certification and Budget Revisions. Motion carried 5-0.

b. Approve Authorization to Purchase Relocatable Classrooms Pursuant to Public Contract Code Section 20118

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the authorization to purchase six new relocatable classrooms to replace existing relocatable classrooms pursuant to Public Code Section 20118. Motion carried 5-0.

c. Approve Safe School Plans

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education tabled this item to April. Motion carried 5-0.

d. Approve Authorization of Adjustment to Assessment for Bond Measures R and C6

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved the authorization of adjustment to assessment for Bond Measures R and C6. Motion carried 5-0.

e. Approve Resolution #10-12 Participation in 2010-11 CSBA California School Cash Reserve Program

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved Resolution #10-12 Participation in 2010-11 CSBA California School Cash Reserve Program. Motion carried 5-0.

5. BOARD POLICIES

a. Approve Amendment to Board Policy 6145 – Extracurricular and Co-curricular Activities – Second Reading

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved the amendment to Board Policy 6145 – Extracurricular and Co-Curricular Activities. Motion carried 5-0.

b. Approve Amendment to Board Policy 6145.2 – Athletic Competition – 2nd Reading

On motion of Cindy Vinson, seconded by Marie Panec, the Board of Education approved the amendment of Board Policy 6145.2 – Athletic Competition. Motion carried 5-0.

c. Approve Amendment to Board Policy 6146.4 – Differential Graduation and Competency Standards for Students with Disabilities – Second Reading

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved the amendment of Board Policy 6146.4 – Differential Graduation and Competency Standards for Students with Disabilities. Motion carried 5-0.

d. Approve Amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials – Second Reading

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved the amendment of Board Policy 6161.1 – Selection and Evaluation of Instructional Materials. Motion carried 5-0.

e. Approve Amendment to Board Policy 6173.1 – Education for Foster Youth – Second Reading

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the amendment of Board Policy 6173.1 – Education for Foster Youth. Motion carried 5-0.

f. Approve Amendment to Board Policy 3100 – Budget – First Reading

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved the amendment of Board Policy 3100 – Budget. Motion carried 5-0.

g. Approve Amendment to Board Policy 6158 – Home Independent Study – 1st Reading

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the amendment of Board Policy 6158 – Home Independent Study. Motion carried 5-0.

VII. INFORMATION ITEMS

None

VIII. OPEN DISCUSSION

Ms. Panec suggested the Board consider changing auditors when the contract is completed with current auditors.

IX. ADJOURNMENT:

There being no further business before this Board, the meeting is declared adjourned at 8:16 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: APRIL 20, 2010

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
01CL2178	Dana Call	Food Services Sub	\$11.90	FS	3/29/10	DO

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
01CL2179	Rachel Band	Basketball shot clock	12/1/09-2/10/10	ASB	\$40.00	OPHS
01CL2180	Hilary Ribons	Basketball shot clock	12/1/09-2/10/10	ASB	\$40.00	OPHS
01CL2181	Ava Klein	Basketball shot clock	12/1/09-2/10/10	ASB	\$100.00	OPHS
01CL2182	Hailey Luna	Basketball shot clock	12/1/09-2/10/10	ASB	\$100.00	OPHS
01CL2183	Hayley Verner	Basketball shot clock	12/1/09-2/10/10	ASB	\$60.00	OPHS
01CL1284	Nazgol Gharai	Basketball shot clock	12/1/09-2/10/10	ASB	\$50.00	OPHS
01CL1285	Matt Resnick	Basketball shot clock	12/1/09-2/10/10	ASB	\$160.00	OPHS
01CL1286	Reza Moeinazad	Basketball shot clock	12/1/09-2/10/10	ASB	\$20.00	OPHS
01CL1287	Cole Micek	Basketball shot clock	12/1/09-2/10/10	ASB	\$200.00	OPHS
01CL1288	Brian Weinstein	Basketball shot clock	12/1/09-2/10/10	ASB	\$110.00	OPHS
01CL1289	Sam Shin	Basketball shot clock	12/1/09-2/10/10	ASB	\$165.00	OPHS
01CL1290	Julianne Bloom	Boy's Vball Asst. Coach	2/27/10-5/14/10	ASB	\$500.00	OPHS
01CL1291	Patrick Quinn	Boy's Vball Var. Coach	2/27/10-5/14/10	ATH	\$3120.00	OPHS
01CL1292	Ed Kerns	Boy's Vball JV Coach	2/27/10-5/14/10	ATH	\$1700.00	OPHS
01CL1293	Donn James	Asst. Golf Coach	2/27/10-5/14/10	ASB	\$500.00	OPHS
01CL1294	Bruce Beck	Golf Coach	2/27/10-5/14/10	ATH	\$1980.00	OPHS
01CL1295	Carl Joyce	Boy's Asst. Tennis Coach	2/27/10-5/14/10	ASB	\$1800.00	OPHS
01CL1296	Tim Schnaible	Boys' Tennis Coach	2/27/10-5/14/10	ATH	\$2410.00	OPHS
01CL1297	Tim Schnaible	Court Maintenance	2/27/10-5/14/10	ATH	\$300.00	OPHS
01CL1298	John Ashley	JV. Asst. Softball Coach	2/27/10-5/14/10	ATH	\$1000.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Site
01CL1299	Nicole Saidi	Temp. inc. hrs by 4.75 move from OPNS to OHES	3/16/10	OHES
01CL1300	Guillermina Perez	Chg. From FS sub to Food Service Worker I	3/22/10	OHES

SEPARATION

Number	Name	Position	Separation Type	Effective Date	Site
01CL1301	Hedva Ergas	Instructional Assistant III	Resignation	6/17/10	OHES
01CL1302	Leanne Smith	Instructional Assistant II	Resignation	4/16/10	BES

Prepared by:
Cliff Moore Assistant Superintendent /Human Resource

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

2

FROM: ANTHONY W. KNIGHT, Ed.D. Superintendent

DATE: April 20, 2010

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
01CE04695		Principal	7/1/2010	General	OPHS

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
01CE04696	Rob Hall	V Ass't Softball Coach	2/27-5/14/2010	Site	1000.00	OPHS
01CE04697	Mark Jacobs	JV Softball Coach	2/27-5/14/2010	Site	1380.00	OPHS
01CE04698	Roger Newell	V Softball Coach	2/27-5/14/2010	Site	1300.00	OPHS
01CE04699	Lynn Moderhak	Grade Level Rep	2009-2010	Site	144.00	BES
01CE04700	Denise Keane	Grade Level Rep	2009-2010	Site	144.00	BES
01CE04701	Linda Glander	Grade Level Rep	2009-2010	Site	144.00	BES
01CE04702	Cindy Hicks	Grade Level Rep	2009-2010	Site	144.00	BES
01CE04703	Paula Stromquist	Student Council	2009-2010	Site	540.00	BES
01CE04704	Cindy Stephens	Student Council	2009-2010	Site	540.00	BES
01CE04705	Heather Powers	Grade Level Rep	2009-2010	Site	94.00	BES
01CE04706	Jackie Greenhill	Student Study/504	Jan- June 2010	Site	405.00	BES
01CE04707	Patti Kolb	Student Study/504	2009-2010	Site	810.00	BES
01CE04708	Becky Koch	Lead Teacher	2009-2010	Lottery	900.00	BES
01CE04709	Becky Koch	Safety/Disaster	2009-2010	Site	450.00	BES
01CE04710	Cathy Lory	Class Advisors	2009-2010	ASB	1000.00	OPHS
01CE04711	Chris Meyer	Class Advisors	2009-2010	ASB	1000.00	OPHS
01CE04712	Allan Hunt	Class Advisors	2009-2010	ASB	1000.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective	Fund	Site
01CE04713	Maryann Johnson	Medical Leave	4/12-5/24/2010	General	BES

SEPARATION

Number	Name	Position	Separation	Effective Date	Site
01CE04714	Cathy Skiba	Dir. Pupil Services	Retirement	7/1/2010	DO
01CE04715	Barbara Semel Parkhurst	Program Specialist	Retirement	7/1/2010	DO
01CE04716	Tess Wilkoff	HS Counselor	Retirement	6/18/2010	OPHS
01CE04717	Patty Handfinger	HS Science	Retirement	6/18/2010	OPHS
01CE04718	Marolyn Stewart	HS English	Retirement	6/18/2010	OPHS
01CE04719	Paul Skiba	Special Education	Retirement	7/1/2010	OPHS
01CE04720	Debra Wersh	Elementary	Retirement	6/18/2010	OHES
01CE04721	Karolyn Tassio	Elementary	Retirement	6/18/2010	BES
01CE04722	Donna Piazza	Elementary	Retirement	6/18/2010	BES
01CE04723	Faith David	Elementary	Retirement	6/18/2010	ROES

Prepared by:
Clifford Moore, Assistant Superintendent
Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 20, 2010
SUBJECT: C.1.c APPROVE PURCHASE ORDERS – MARCH 1-31, 2010

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued March 1, 2010 through March 31, 2010?

BACKGROUND: Attached is the Purchase Order Report listing all purchase orders issued March 1, 2010 through March 31, 2010. The report provides detailed information of all purchase orders issued during this period. All purchase orders have been approved by an administrator as a necessary expense and are budgeted for and within the budget authorization of the account.

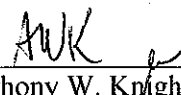
ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Includes 03/01/2010 - 03/31/2010

Board Meeting Date April 20, 2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B10-0215	Carlson's Building Materials	Building Materials supplies for OPUSD	Business Administration	010	500.00
B10-0216	At & T CALNET2	At & T Calnet 2 OPIS	Business Administration	010	1,200.00
B10-0217	At & T CALNET2	AT&T Calnet 2 MCMS	Business Administration	010	4,000.00
B10-0218	Ventura County office of Education	VCOE Excess Costs Tuition 09/10	Pupil Services/Special Ed.	010	102,749.00
B10-0219	Ventura County Graphic Service	Open PO for supplies	Medea Creek Middle School	010	500.00
FS10-00001	Great Harvest Bread Co.	Open Purchase Order for wheat cinnamon rolls	Food Services	130	1,000.00
FS10-0062	Julie Suarez	Reim- Food Processor, Canisters, ect	Food Services	130	834.99
FS10-0063	Gregary Gam dba Gam Graphics	Signage for Food Service	Food Services	130	872.50
P10-00487	D Hauptman Co // Fold A Goal	OPHS Field Paint	Business Administration	010	757.24
P10-00488	Compuwave Inc.	Headset for Read 180	Medea Creek Middle School	010	139.90
P10-00489	Brad Benioff	Reimbursement to Benioff/Air Fare to CLMS	Medea Creek Middle School	010	260.23
P10-00490	Upbeat Site Furnishings	Round Concrete Planter 24x36	Medea Creek Middle School	010	3,191.69
P10-00491	Creative Learning Systems	Replacement part for SLC Laser	Medea Creek Middle School	010	10.83
P10-00492	VENTURA COUNTY STAR	Legal Advertizing Door Hardware Repair	Business Administration	213	956.76
P10-00493	TEACHERS COLLEGE READING & WRITING PROJECT	Registration for Writing Workshop	Curriculum	010	650.00
P10-00494	J Taylor Education	Q cards /Stein/PFC	Medea Creek Middle School	010	49.67
P10-00495	TEACHERS COLLEGE READING & WRITING PROJECT	Registration for July Writing Workshop	Curriculum	010	650.00
P10-00496	KPI Architects, Inc.	Brookside Elementary School Modernization	Business Administration	213	240,495.00
P10-00497	KPI Architects, Inc.	Oak Park High School Modernization	Business Administration	213	300,000.00
P10-00498	Document Systems	Ricoh machine supplies	Oak View High School	010	83.89
P10-00499	Riley's American Heritage Farm	Donation - 5th grade field trip	Brookside School	010	126.00
P10-00500	dba Colonial Chesterfield Ventura County office of Education	Math Planning Presentation	Home Independent Study Program	010	325.00
P10-00501	West Group Payment Center	2010 Education Code	Superintendent	010	168.87
P10-00502	Temecula Rocket Group	TARC Qualifying - April 3, 2010	School Site Salaries Teaching	010	500.00
P10-00503	Jackie MacDonald DBA JM Enterprise	order 240 cases of recycled 8 1/2 x 11 white paper	Business Administration	010	7,794.00
P10-00504	Malcolite Corporation	Diffusers for Light Fixtures	Business Administration	010	476.62
P10-00505	Silver Creek Industries, Inc	Replacement 6 new modular classrooms OPHS	Business Administration	213	314,900.00
P10-00506	Alison Stein	Books/etc.	Medea Creek Middle School	010	417.11
P10-00507	Compuwave Inc.	Ink Cartridges for printer	Human Resources	010	768.58
P10-00508	ACSA Membership Processing	EDCAL Ad for Elementary Principal	Human Resources	010	375.00

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

ESCAPE ONLINE

Page 1 of 4

Includes 03/01/2010 - 03/31/2010

Board Meeting Date April 20, 2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P10-00509	ASCD	Renew Membership	Superintendent	010	49.00
P10-00510	Ronald Reagan Library	3rd grade field trip donation	Brookside School	010	240.00
P10-00511	Daily News	ADVERTISEMENT	Home Independent Study Program	010	270.00
P10-00512	Bruce Wilkoff	Peer Counseling/oth exp	Oak Park High School	010	700.00
P10-00513	Woodwind & Brasswind, A Division of Musicians's Friend, Inc	Music/Replacement Saxophone Cases PFC	Medea Creek Middle School	010	315.13
P10-00514	Musicians Friend	Music Instruments/PFC	Medea Creek Middle School	010	315.13
P10-00515	Ventura County Association of School Psychologists	VCASP Workshop - psychs	Pupil Services/Special Ed.	010	90.00
P10-00516	Document Systems	STAPLES FOR COPIER	Red Oak Elementary School	010	83.89
P10-00517	Six Flags Magic Mountain	Math & Science Trip/Ligeti/Monies collected	Medea Creek Middle School	010	809.65
P10-00518	Western Psych Services	Protocol Order - Kristin Nave	Pupil Services/Special Ed.	010	547.50
P10-00519	Aseba	Protocols - Kristin Nave	Pupil Services/Special Ed.	010	147.81
P10-00520	PEARSON ASSESSMENTS ORDER PROCESSING	Protocols - Stephanie Walker-Sean	Pupil Services/Special Ed.	010	1,579.11
P10-00521	Tristine Wenker	CSET test prep for Highly Qualified	Curriculum	010	140.00
P10-00522	Engine-Uity Ltd	Product Pouch/Assessments Criteria/PFC	Medea Creek Middle School	010	42.52
P10-00523	Ken Paulson	Signage/Laser/Woodshop/mat & sup	Oak Park High School	010	852.20
P10-00524	Los Angeles Dodgers	Field Trip	Home Independent Study Program	010	382.00
P10-0458	Joni Chancer	Elm In Service 2-25-10	Curriculum	010	2,800.00
P10-0459	Thousand Oaks Electric	OPHS light fixtures in Pavillion	Business Administration	010	1,485.00
P10-0460	Ultimate Office	Tabs for organizer	Medea Creek Middle School	010	10.64
P10-0461	Star Scholar	STAR Scholar Banquet	Oak View High School	010	100.00
P10-0462	Coach Usa-Los Angeles	Bus fees for Astrocamp,2/17/10	Medea Creek Middle School	010	2,402.92
P10-0463	Brad Benioff	CLMS Conf.2/25/20/Brad Benioff	Medea Creek Middle School	010	246.05
P10-0464	Star Scholar	STAR Scholar Banquet	Home Independent Study Program	010	100.00
P10-0465	Department of Industrial Relations(Accounting)	MCMS Elevator Conveyance	Business Administration	010	105.00
P10-0466	Us Bank Trust Nat'l Assn.	Bond Admin sries 2007	Business Administration	010	700.00
P10-0467	Division of State Architect	DSA Plan Check Application Fees MCMS	Business Administration	213	1,260.00
P10-0468	Division of State Architect	DSA Plan Check Application Fees MCMS	Business Administration	213	700.00
P10-0469	Division of State Architect	DSA Plan Check Application Fees OPHS	Business Administration	213	7,718.08
P10-0470	Division of State Architect	DSA Plan Check Application Fees OPHS	Business Administration	213	2,100.00
P10-0471	Division of State Architect	DSA Plan Check Application Fees ROES	Business Administration	213	700.00
P10-0472	Division of State Architect	DSA Plan Check Application Fees OHES	Business Administration	213	770.00
P10-0473	Division of State Architect	DSA Plan Check Application Fees OVHS	Business Administration	213	294.00

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

ESCAPE ONLINE

Page 2 of 4

Includes 03/01/2010 - 03/31/2010

Board Meeting Date April 20, 2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P10-0474	Division of State Architect	DSA Plan Check Application Fees DO	Business Administration	213	250.00
P10-0475	TEACHERS COLLEGE READING & WRITING PROJECT	Reading & Writing Workshop	Curriculum	010	650.00
P10-0476	Ventura County office of Education	Yr 12 VCedNet Internet Access	Accounting & Payroll	010	18,600.00
P10-0477	Ventura County office of Education	09/10 Escape Finance/Prol/Persnll	Accounting & Payroll	010	37,148.00
P10-0478	Casa Pacifica	Casa Pacifica Transportation-Michael Furstman	Pupil Services/Special Ed.	010	450.00
P10-0479	Lloyd's Plumbing, Inc.	OPHS Plumbing gas regulator	Business Administration	140	518.04
P10-0480	Music in the Parks	Performing Arts/Student Festival/Band	Medea Creek Middle School	010	3,352.00
P10-0481	Ventura County office of Education	Admin Training AB430	Curriculum	010	3,000.00
P10-0482	Ventura County office of Education	VPSS Tier II Training	Curriculum	010	200.00
P10-0483	Budget Blinds	Blinds/mat & supp	Oak Park High School	010	153.65
P10-0484	Ventura County office of Education	Workshop	Curriculum	010	35.00
P10-0485	Venco Western Inc.	OPHS Softball Field Repair Vandalism	Business Administration	010	902.74
P10-0486	Beverly Hills High School	Conferenc	Oak Park High School	010	100.00
Total				75	1,078,167.94

Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	59	204,798.57
130	Cafeteria Fund	3	2,707.49
140	Deferred Maintenance Fund	1	518.04
213	Measure R FACILITIES Bond Fund	12	870,143.84
Total		75	1,078,167.94

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

Page 3 of 4

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, Ed. D. SUPERINTENDENT
DATE: APRIL 20, 2010
SUBJECT: C.1.d. APPROVE ANNUAL TEACHER ASSIGNMENT REPORT

CONSENT

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

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

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

ALTERNATIVES:

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

RECOMMENDATION: Alternative #1

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

Prepared by:
 Clifford E. Moore, Assistant Superintendent
 Human Resources

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

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

OAK PARK UNIFIED SCHOOL DISTRICT
Human Resources
Memorandum

To: Anthony W. Knight, Ed.D.
From: Clifford E. Moore, Assistant Superintendent, Human Resources
Date: April 20, 2010
Re: CREDENTIAL INFORMATION – 2009-2010

BACKGROUND INFORMATION

Under the provisions of SB 435, the Board of Education receives a report of fully credentialed staff who are assigned to teach in academic areas for which they may not have a formal credential, but for which they have the requisite number of units required for knowledge of the subject and the ability to teach the subject in the classroom. The following credential assignments are brought to the Board of Education annually. These assignments are brought to the Board in accordance with the requirements of the Education Code and the California Commission on Teacher Credentialing.

Education Code 44263 allows the holder of a teaching credential to serve by approval of the governing board and with the consent of the teacher, any single subject departmentalized class if the teacher has completed 18 semester units of coursework, or 9 semester units of upper division or graduate coursework in the subject to be taught.

David Sloan - Physics

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 20, 2010
SUBJECT: C.2.a APPROVE 2010-2011 SCHOOL HANDBOOKS/DISCIPLINE PLANS

ACTION

ISSUE: Shall the Board of Education review and approve the Handbooks/
Discipline Plans?

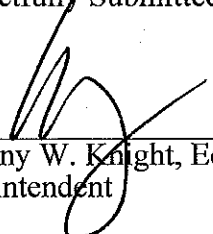
BACKGROUND: Education Code 35291.5 requires each public school to adopt rules and procedures on school discipline applicable to the school. In developing the rules and procedures, each school is to solicit the participation, views, and advice of parents, teachers, school administrators, and in some cases, students.

Each year the schools review their handbooks to make sure they match practices and that there is uniformity within the District. Some of the school handbooks will be included in the April Board packet and some in the May Board packet. (Copies were sent to the Board under separate cover.)

ALTERNATIVES: 1. Review and approve 2009-2010 Handbook/Discipline Plans as presented.
2. Do not approve 2009-2010 Handbook/Discipline Plans.

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 20, 2010
SUBJECT: C.3.a APPROVE AWARD OF BID #10-04R, DOOR LOCK REPLACEMENT AT ALL DISTRICT SCHOOL SITES

ACTION

ISSUE: Shall the Board award a contract Bid #10-04R, Door Lock Replacement at All District School Sites?

BACKGROUND: At its meeting in January 2010, the Board authorized Project #10-04R for door lock replacement at all district school sites. As specified in the Measure R Master Plan, this project is necessary for both classroom security and to replace aging lock systems throughout the district.

A total of six firms attended the mandatory project job walk conducted by the District's construction management firm, Barnhart Inc., on March 31, 2010. Bids for this work are scheduled to be received and opened on April 13, 2010. 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 #10-04R, Door Lock Replacement at All District School 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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 20, 2010
SUBJECT: C.3.b AWARD OF BID #10-15R, ROOF REPLACEMENT AND REPAIRS AT DISTRICT OFFICE

ACTION

ISSUE: Shall the Board award a contract Bid #10-15R, Roof Replacement and Repairs at District Office?

BACKGROUND: At its meeting in January 2010, the Board authorized Project #10-15R for roof replacement and repairs at the District Office. As specified in the Measure R Master Plan, this project is necessary as the roof is 25 years old and in need of replacement and repair.

A total of four firms attended the mandatory project job walk conducted by the District's construction management firm, Barnhart Inc., on April 5, 2010. Bids for this work are scheduled to be received and opened on April 16, 2010. 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 #10-15R, Roof Replacement and Repairs at District Office 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	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 20, 2010

SUBJECT: C.3.c APPROVE AMENDMENT # 1 TO THE AGREEMENT WITH KPI ARCHITECTS FOR ARCHITECTURAL SERVICES FOR MEASURE R PROJECTS

ACTION

ISSUE: Shall the Board of Education approve Amendment #1 to the agreement with KPI Architects for services in connection with Measure R projects?

BACKGROUND: At its meeting on April 21, 2009, the Board authorized contracts with two architectural firms for services in connection with Measure R projects. With the Board's approval of the Measure R Master Plan in January 2010, one of the firms, KPI Architects, has been selected to proceed with certain specified projects for 2010, and with modernization projects at Brookside Elementary School and Oak Park High School. These projects and KPI's involvement have been discussed and recommended by the Facility Planning Committee (FPC), and shared with the Board over the last several months in reports from the FPC and construction manager Barnhart, and specific board agenda items prepared by staff. In order to formalize and incorporate the identified projects into the agreement with KPI, the Board is asked to approve the attached Amendment #1.

The cost of the proposed services will be funded from Measure R and are included in the approved Master Plan.

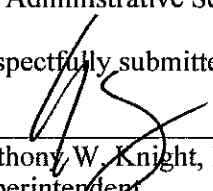
ALTERNATIVES:

1. Approve Amendment #1 to the agreement with KPI Architects for services in connection with Measure R projects.
2. Do not approve Amendment #1.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

**ARCHITECTURAL SERVICES AGREEMENT
AMENDMENT # 1
February 22, 2010**

Oak Park Unified School District and KPI Architects

Reference Architect Services Agreement between Oak Park Unified School District and KPI Architects dated April 21, 2009.

Architectural service as defined in the above referenced agreement shall be amended to include the following Projects;

- A. Various improvement projects as defined in the attached Master Plan Summary for 2010 proposed work, referenced as Amendment #1 Exhibit A. Architectural fee's are lump sum as noted for each improvement project
- B. Various improvements to Oak Park High School as defined in the attached Oak Park High School, Measure "R" Master Plan, Option D, Modernization Scope Clarification, referenced as Amendment #1 Exhibit B. Architectural fee's in the amount of 9% of construction costs.
- C. Various improvements to Brookside Elementary School as defined in the attached Brookside Elementary School, Measure "R" Master Plan, Option D, Modernization Scope Clarification, referenced as Amendment #1 Exhibit C. Architectural fee's in the amount of 9% of construction costs.

The parties, through their authorized representatives, have executed this ARCHITECTURAL SERVICES AGREEMENT AMENDMENT # 1 as of the day and year first written above.

ARCHITECT:

DISTRICT:

KPI Architects

Oak Park Unified School District

By: _____

By: _____

Oak Park Unified School District
 Master Plan Summary for 2010 proposed work
 Architect Services RFP Outline
 RFP costs 12-7-09

OPUSD / KPI Amendment #1 Exhibit A
 Priority Scope 12-8-09

Project No.		Modern- zation Eligibility	Construction Occurrence	Master Plan Cost	KPI Architects Services
Brookside Elementary					
HVAC:	Install digital t-stats to allow control and energy savings	Yes	Summer 2010	\$ 27,000	\$ 2,160
Fire/Life Safety:	Install new system	Yes	Summer 2010	\$ 110,041	\$ 9,904
Interior Work:	Install locks that are operable from inside classroom	Yes	Summer 2010	\$ 34,000	\$ 2,040
			SUBTOTAL	\$ 171,041	\$ 14,104
Oak Hills Elementary					
HVAC:	Install digital t-stats to allow control and energy savings	n/a	Spring 2010	\$ 34,500	\$ 2,760
Fire/Life Safety:	Install new system	n/a	Summer 2010	\$ 110,558	\$ 9,950
Interior Work:	Install locks that are operable from inside classroom	n/a	Spring 2010	\$ 51,000	\$ 3,060
			SUBTOTAL	\$ 196,058	\$ 15,770
Red Oak Elementary					
HVAC:	Install digital t-stats to allow control and energy savings	n/a	Spring 2010	\$ 58,500	\$ 4,680
Fire/Life Safety:	Install new system	n/a	Summer 2010	\$ 108,385	\$ 9,755
Interior Work:	Install locks that are operable from inside classroom	n/a	Spring 2010	\$ 59,500	\$ 3,570
			SUBTOTAL	\$ 226,385	\$ 18,005
Medea Creek					
HVAC:	Install digital t-stats to allow control and energy savings	n/a	Spring 2010	\$ 27,000	\$ 2,160
	Install A/C in gym	n/a	Summer 2010	\$ 181,250	\$ 15,406
Fire/Life Safety:	Install new system	n/a	Summer 2010	\$ 193,771	\$ 17,439
Interior Work:	Install locks that are operable from inside classroom	n/a	Summer 2010	\$ 59,500	\$ 3,570
			SUBTOTAL	\$ 461,521	\$ 38,575

Project No.		Modern- zation Eligibility	Construction Occurrence	Master Plan Cost	KPI Architects Services
Oak Park High					
	Replace R10-12 portables	Yes	Summer 2010	\$ 795,000	\$ 59,040
HVAC:	Install digital t-stats to allow control and energy savings	Yes	Summer 2010	\$ 87,000	\$ 6,960
	Install A/C in gym	Yes	Summer 2010	\$ 265,000	\$ 23,850
	Repair/replace boilers and exhaust fans for gym/locker rooms	Yes	Summer 2010	\$ 50,000	\$ 5,000
	Possible other HVAC replacement for existing units (BLDG C)	Yes	Summer 2010	\$ 227,500	\$ 18,200
	Install new system	Yes	Summer 2010	\$ 298,708	\$ 26,884
Interior Work:	Install locks that are operable from inside classroom	Yes	Summer 2010	\$ 123,250	\$ 7,395
	Upgrade science rooms in Building E (note: 11/13/09 plan incorrectly submitted showed Building F work)	Yes	Summer 2010	\$ 1,088,550	\$ 87,084
SUBTOTAL				\$ 2,935,008	\$ 234,413
Oak View High					
HVAC:	Install digital t-stats to allow control and energy savings	n/a	Spring 2010	\$ 7,500	\$ 600
Fire/Life Safety:	Install new system	n/a	Summer 2010	\$ 42,000	\$ 3,570
Interior Work:	Install locks that are operable from inside classroom	n/a	Spring 2010	\$ 5,000	\$ 300
SUBTOTAL				\$ 54,500	\$ 4,470
Distict Office/Staff Support					
HVAC:	Install digital t-stats to allow control and energy savings	n/a	Spring 2010	\$ 4,500	\$ 360
Fire/Life Safety:	Install new system	n/a	Summer 2010	\$ 25,212	\$ 2,143
SUBTOTAL				\$ 29,712	\$ 2,503
TOTAL				\$ 4,074,225	\$ 327,840

OPUSD / KPI Amendment #1 Exhibit B



Oak Park High School

Measure "R" Master Plan

OPTION "D" MODERNIZATION SCOPE CLARIFICATION

2/9/2010

Description	Pre-Design Estimate
-------------	---------------------

MODERNIZATION SCOPE

Replace severely cracked wood columns at canopies	\$	81,500
Repair concrete walkways	\$	93,000
Roof Replacement/Repair		
Repair clay tile sloped roofs	\$	6,250
Remove/replace roofing at Pavillion & B buidlings	\$	285,000
Remove/replace roofing at Building C	\$	250,000
Remove/replace roofing at Building E	\$	137,500
Remove/replace roofing at Building F	\$	114,375
Remove/replace roofing at Building G	\$	132,000
Remove/replace roofing at Building H	\$	79,500
Remove/replace roofing at Restroom bldgs / locker	\$	6,000
Exterior Repair/Painting		
Repaint stucco, wood trim, doors-bldgs GYM,C,E,F,G,H	\$	225,000
Repair/replace window flashing-building G	\$	22,500
Repair window/door gaskets and sealant	\$	27,756
Clean/paint restrooms&locker pavilion ext trim/roof deck	\$	11,000
Paint metal door and window frames, handrails	\$	9,375
Clean/paint restrooms&locker pavilion ext trim/roof deck	\$	13,748
HVAC		
Air balance HVAC on all buildings	\$	169,080
Replace HVAC at Pavillion & B buidlings	\$	178,000
Replace HVAC at Bldg C	\$	227,500
Replace HVAC at Bldg E	\$	107,500
Replace HVAC at Bldg F	\$	87,000
Replace HVAC at Bldg G	\$	135,000
Replace HVAC at Bldg H	\$	60,000
Replace HVAC at portables R3 and R6	\$	15,000
Replace HVAC at portables R1, R2, R16, R17	\$	30,000
Fire, Life, Safety System		
Replace phone/intercom/clock/bell/security system	\$	1,184,687
Replace/update fire alarm system	\$	298,708
Security Cameras	\$	30,000
Interior Work		
Paint/carpet in classrooms not in covered in Mod	\$	388,025
<u>Building GYM</u>		
Upgrade door frames/thresholds (ADA)	\$	13,600
Upgrades doors/hardware (ADA)	\$	105,800

Description	Pre-Design Estimate
Replace/upgrade lighting fixtures	\$ 100,800
Replace girls PE lockers	\$ 63,825
Paint and flooring	\$ 63,750
<u>Building C</u>	
Upgrade door frames/thresholds (ADA)-bldg C	\$ 13,600
Upgrades doors/hardware (ADA)-bldg C	\$ 124,200
Replace/upgrade lighting fixtures in building C	\$ 73,500
Replace ceiling systems in building C	\$ 99,892
Replace classroom cabinetry building C	\$ 200,000
<u>Building E</u>	
Upgrade door frames/thresholds (ADA)-bldg E	\$ 41,400
Upgrades doors/hardware (ADA) in bldg E	\$ 105,800
Replace galvanized pipe-building E	\$ 15,625
Replace/upgrade lighting fixtures in building E	\$ 59,500
Replace cabinetry, interior finishes Bldg E Science	\$ 464,000
Science labs (E1,2,4,5)-replace VCT flooring	\$ 30,000
Replace ceiling systems in building E	\$ 53,225
Science labs (E3)-rehab/upgrade lab prep area	\$ 199,000
Science labs (E1,2,4,5)-replace sinks/fixtures	\$ 120,000
<u>Building F</u>	
Replace cabinetry, interior finishes Bldg F Science	\$ 232,000
Total estimate	\$ 6,584,520
Architectural Services rate structure; 9% of construction costs	9%
Estimated KPI Architectural Services Fee	\$ 592,607



Brookside Elementary School Measure "R" Master Plan

OPTION "D" MODERNIZATION SCOPE CLARIFICATION

2/9/2010

Description	Pre-Design Estimate
MODERNIZATION SCOPE	
Patch/seal coat asphalt playground	\$ 25,241
Inspect/replace as needed ramps to portables	\$ 3,500
Roof Replacement/Repair	
Replace roof on MPR/kindergarten	\$ 88,550
Replace roof on 200 and 300 buildings	\$ 280,830
Replace roof on administration building	\$ 57,000
Replace roofs on 8 portables (see comments)	\$ 45,000
Exterior Repair/Painting	
Pressure clean, recaulk, paint building exteriors	\$ 185,250
Paint metal door and window frames, handrails	\$ 30,000
HVAC	
Air balance HVAC on buildings 100, 200, 300	\$ 62,288
Replace HVAC units (18 units @ 3/yr)	\$ 15,000
Fire, Life, Safety System	
Replace/update fire alarm system	\$ 110,041
Replace phone/intercom/clock/bell/security system	\$ 436,428
Interior Work	
Paint and replace carpeting in 200 and 300	\$ 188,700
Replace/upgrade lighting fixtures in 200 and 300	\$ 182,000
Replace door/windows systems in 200 and 300 due to racking	\$ 112,000
Replace ceiling systems in 200 and 300	\$ 116,550
Paint and replace carpeting in admin Bldg 100	\$ 97,793
Rehabilitate restroom interiors w/o ADA	\$ 136,000
Rehabilitate restroom interiors; ADA Contingency	\$ 500,000
Total Estimate	\$ 2,672,170
Architectural Services rate structure; 9% of construction costs	9%
Estimated KPI Architectural Services Fee	\$ 240,495

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: APRIL 20, 2010
SUBJECT: C.3.d. APPROVE AWARD OF CONTRACTS FOR MODIFICATIONS AT MEDEA CREEK MIDDLE SCHOOL LIBRARY

ACTION

ISSUE: Shall the Board award contracts for modifications at Medea Creek Middle School Library?

BACKGROUND: Combined, Measures R and C6 include provisions for the repair, retrofit, furniture and equipment for science classrooms at Medea Creek Middle School. Due to projected enrollment growth at MCMS, it is necessary to relocate the Room C16 computer lab to the library to free up the room to be retrofit as a science classroom. The work of moving the computer lab will involve demolition of existing planters, relocation and addition of bookshelves, and creation of new computer workstations and connections placed at the south end of the library. All of the lab's current computers and peripheral equipment will be re-utilized in this new location.

Quotes for this work were requested from four contractors. After review of the proposals, staff and construction manager Barnhart are recommending that the Board award two separate contracts for this project. It is recommended that a contract in the amount of \$14,864.00 be awarded to D.J. Kelly Enterprises for the demolition and construction portion of the work. For the technology component, it is recommended that a contract in the amount of \$14,990.00 be awarded to Advanced Cable Solutions. Copies of the contractors' proposals are attached for the Board's review.

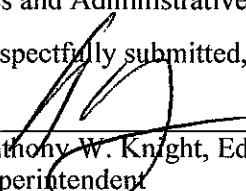
ALTERNATIVES:

1. Award a contract to D.J. Kelly Enterprises, in the amount of \$14,864.00, for the demolition and construction portion of this project.
2. Award a contract to Advanced Cable Solutions, in the amount of \$14,990.00, for the technology component of this project.
3. Do not award the contracts.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

D.J. Kelly Enterprises

7656 Haskell Avenue
Van Nuys, Ca. 91406
Office: 818.997.8555
Facsimile: 818.997.8435

March 10, 2010

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

Project: Medea Creek Middle School
Library Modifications for new
Computer Lab

PROPOSAL

We propose to furnish construction development services to perform the following in accordance with site survey and scope of work provided by Mr. Keith Henderson with Barnhardt Inc., dated 3/3/2010 as follows:

Scope of Work**A. Demolition & Export:**

1. Carpet mask floor covering for ingress and egress path of travel for removal of sand mulch and construction demolition debris.
2. Demo existing 4'x9' wall section at ramp landing, remove soil, mulch & tin planter box.
3. Demo interior material on existing studs to expose for new sheet rock attachment.
4. Demo 5'x10' wall section at South East planter.
5. Remove counter tops and related mill work as specified.
6. Removal of sand and soil from planter and export. Remove metal planter box and supports.
7. Remove and expose existing interior studs to allow for attachment of new sheet rock.
8. Remove (3) existing millwork book cases and set aside for re-installation.
9. Demo 5'x10' wall section at southwest planter.
10. Remove existing counter tops and supports and relocate cabinets.
11. Remove plants, sand and dirt from planter box.
12. Remove metal planter box and supports.
13. Remove and expose existing interior studs to allow for attachment of new sheet rock.
14. Broom clean, vacuum and remove carpet mask.

D.J. Kelly Enterprises

7656 Haskell Avenue
Van Nuys, Ca. 91406
Office: 818.997.8555
Facsimile: 818.997.8435

March 10, 2010

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

Project: Medea Creek Middle School
Library Modifications for new
Computer Lab

PROPOSAL

We propose to furnish construction development services to perform the following in accordance with site survey and scope of work provided by Mr. Keith Henderson with Barnhardt Inc., dated 3/3/2010 as follows:

B. Partition Forming & Wall Repairs:

1. Set floor plate and frame 48' linear feet of 5' high 6" wide steel stud pony walls for new computer lab walls.
2. Attach 5/8" sheet rock to steel studs (both sides and top).
3. Apply wall board joint tape and skim 2 coats of drywall mud compound.
4. Apply orange peel wall board texture for even finish.
5. Attach new 5/8" sheet rock to existing studs at copy machine landing, apply joint tape, compound and orange peel texture for even finish.
6. Install new 5/8" sheet rock to existing studs at student work area, apply joint tape, compound, and orange peel texture for even finish.
7. Repair existing walls where wall paper is removed and skim coat walls and finish paint ready.

C. New Floor Framing for Copy Machine Landing:

1. Frame new sub floor joist and attached to existing ramp framing.
2. Install 3/4" good one side plywood, fasten to joist with screws.

D.J. Kelly Enterprises

7656 Haskell Avenue
Van Nuys, Ca. 91406
Office: 818.997.8555
Facsimile: 818.997.8435

March 10, 2010

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

Project: Medea Creek Middle School
Library Modifications for new
Computer Lab

PROPOSAL

We propose to furnish construction development services to perform the following in accordance with site survey and scope of work provided by Mr. Keith Henderson with Barnhardt Inc., dated 3/3/2010 as follows:

D. Custom Wall Cap. Reinstallation of Millwork Cabinets:

1. Copy Machine at Ramp Landing: Modify existing wood cap and all trim needed.
2. Student Work Area: Modify existing wood cap and trim as needed.
3. Computer Lab- New Partition Walls: Install new wood cap to top of new 5' pony wall (48 linear feet) match existing as close as possible around perimeter of new computer lab class room, miter and shape as required.
6. Install millwork cabinet bookcases at location along new pony wall.

Cost of Proposed,.....\$14,864.00

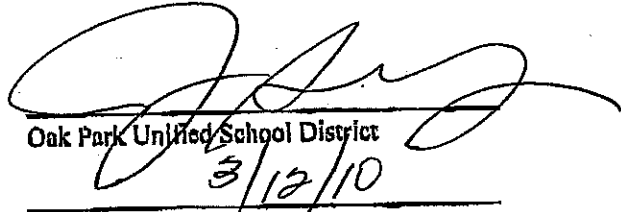
Qualifications & Exclusions

1. Existing water lines to be capped and abandoned by OPUSD Maint. Dept.
2. Existing Drain lines to be capped and abandoned by OPUSD Maint Dept.
3. Electrical wiring performed by OPUSD Maint. Dept.
4. Wall finishing and painting to be performed by OPUSD Maint. Dept.
5. Voice and Data cabling performed by OPUSD Maint. Dept.
6. Carpeting, floor covering and core base to be installed by OPUSD Carpet Vendor.
7. All work performed during school spring break during regular working hours.


David J. Kelly, DJ Kelly Enterprises

March 12, 2010

Dated:


Oak Park Unified School District

3/12/10
Accepted



Advanced Cable Solutions, Inc.

15751 Roxford Street Unit M
Sylmar, CA 91342

Phone: (818) 362-2200

Fax: (818) 362-2220

²⁷
Estimate

Date	Estimate #
3/15/2010	3131

Name / Address
Oak Park School Dist.

			Project
Description	Qty	Rate	Total
*** MEDIA CREEK MIDDLE SCHOOL LIBRARY / COMPUTER LAB CABLING *** REV #1. ACS SHALL FURNISH AND INSTALL ALL LABOR AND MATERIALS FOR THE NEW LIBRARY / COMPUTER LAB DATA CABLE INSTALLATION. (17 LOCATIONS WITH 3 CAT.6 CABLES EACH FOR A TOTAL OF 51 CABLES) AND DEMO / REMOVAL OF EXISTING COMPUTER LAB CABLING ** INCLUSIONS ** CAT.6 DATA CABLE (BERKTEK) CAT.6 JACK INSERTS (ORTRONICS) CAT.6 PATCH PANELS (ORTRONICS) 3 - FOOT ENCLOSED EQUIPMENT CABINET (HOFFMAN) 6 STRAND MULTI MODE 62.5 FIBER CABLE RACK MOUNT FIBER ENCLOSURE AND FIBER ADAPTER PLATES		14,990.00	14,990.00
		Total	

E-mail
jasen@acscabling.com

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 20, 2010

SUBJECT: C.3.e. AWARD OF CONTRACT FOR CIVIL ENGINEERING SERVICES, PROJECT #10-16R, PARKING LOT REPAIR/REPLACEMENT AT OAK VIEW HIGH SCHOOL

ACTION

ISSUE: Shall the Board award contracts for contract for civil engineering services for Measure R Project #10-16R, Parking Lot Repair/Replacement at Oak View High School?

BACKGROUND: At its meeting in January, 2010, the Board authorized Project #10-16R for parking lot repair/replacement at Oak View High School. As specified in the Measure R Master Plan, this project is necessary as the parking lot has not received any significant maintenance in more than 15 years. In order to proceed with this master plan project, we need to engage the services of a civil engineer to provide a topographical survey, drainage plan, and final layout. District staff and construction manager Barnhart are recommending that the District utilize the services of California Civil Design Group, Inc., a small local engineering firm who previously assisted the District on the OPHS two-story classroom building project in 2005. A copy of the firm's proposal is attached for the Board's review.

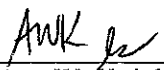
ALTERNATIVES:

1. Award a contract to California Civil Design Group, Inc., in the amount of \$5,800.00, for civil engineering services in connection with Project #10-16R at Oak View High School?
2. Do not award a contract.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

CALIFORNIA CIVIL DESIGN GROUP, INC.

Civil Engineering and Land Surveying

133 La Veta Drive, Camarillo, CA 93012

805-379-9222 • Fax: 805-484-8635 • mj@cacivildesign.com

March 25, 2010

Mr. Keith Henderson
Barnhart Balfour Beatty

RE: Oak Park Unified School District
District Office
Agoura, California

Dear Mr. Henderson:

Thank you for the opportunity of meeting to look at the above mentioned property. California Civil Design Group, Inc. is pleased to provide this proposal for the above referenced project. As per our meeting and emails, we below outline some concerns and needs of the school. These concerns are as follows:

1. Relocation of the driveway entryway at Sunny Vista Avenue on Conifer Street due to the fact that the driveway is not sufficient in width to address the additional traffic flow
2. elimination of the ponding during high flow rains
3. creation a driveway flow path that is more conducive to the high peak traffic flow

Our proposal, to meet these needs, is as follows:

- Topographic Survey to depict current drainage flow patterns
- Re-design of existing driveway to create a driveway approach and width that current with local government standards
- Re-design existing parking lot to create an infiltration system that can be implemented during the course of this reconstruction that is financially feasible to the school district

Our cost for preparation is estimated to be approximately \$ 5,800. Services not included in this estimate are: governmental fees, reproduction (printing), Documentation processing (plan Submittal), and messenger costs. This Estimate does not guarantee the feasibility of this project.

As is our standard practice, time and services will be invoiced weekly as work progresses, based on the enclosed Hourly Rate Schedule. Please notice: if an agreement for our services has not been reached within sixty (60) days from the date of this proposal, the fee will be subject to review.

If this proposal is acceptable, please contact us and we will provide a Work Authorization for your signature. Requests for services other than those listed in this proposal should be made in writing by an authorized agent and will be billed at our hourly rates. Please note: a 40% retainer will be required before work will commence on the project.

If you have any questions or need clarification, I can be reached at 805-379-9222. Thank you for the opportunity to provide this bid.

Best Regards,

Mary J. Widmann, RCE,PLS
President

CALIFORNIA CIVIL DESIGN GROUP, INC.

Civil Engineering and Land Surveying

HOURLY RATE SCHEDULE

(Effective November 15, 2006)

Court Appearance- Four hours minimum	\$450.00
Representation at Public Meeting	\$225.00
Registered Civil Engineer / Land Surveyor	\$200.00
Forensic Engineering	\$200.00
Project Management/Consulting Services	\$175.00
Civil Engineering Designer	\$125.00
Initial Jobsite Inspection/ Orientation Visit	\$175.00
Engineer Technician	\$110.00
Drafter – CADD	\$95.00
Junior Drafter- CADD	\$55.00
Job Research and Permit Processing	\$85.00
Messenger Service	\$55.00
Document Preparation/ Word Processing	\$55.00
Secretarial Services	\$50.00
1-Man Robotic Survey Crew	\$185.00
2- Man Survey Crew	\$210.00
3-Man Survey Crew	\$265.00
Survey Crew Drive Time	\$75.00
PDF files of Project* (Auto CAD drawing files are the property of CCDG)	\$ 200.00

This fee schedule is subject to review and, if necessary, may increase.

A fee proposal/estimate is given for engineering or land surveying services only, unless specifically otherwise stated.

Expenses associated with completion of a project are termed Reimbursable Expenses and are billed out at cost plus 15% to cover General and Administrative Services. These expenses are not included in the hourly billing rates described above. Reimbursable Expenses include but are not limited to, The following:

Subcontractor services, outside service of consultants, authorized travel expenses, printing and reproduction Costs, performance bonds, radius maps and mailing lists, equipment rental, etc. Vehicle use will be billed at \$0.56/mile. Rental vehicles will be billed at cost plus 15%.

Client is responsible for payment of all permit or filing fees required by City, County, State or Federal entities who are party to, or may have an interest in, this project.

All charges are billed bi-weekly and all invoices are due and payable on the 14th day following date of issue. Payments more than 30 days late are subject to a finance charge \$40.00 or 1 ½ percent per month, whichever is greater.

* All Material and compute files per your contract are owned by CCDG, Inc.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 20, 2010

SUBJECT: C.4.a. RECEIVE OPTA PROPOSAL FOR 2010-11 NEGOTIATIONS AND APPROVE THE DISTRICT'S INITIAL RESPONSE FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK TEACHER'S ASSOCIATION

PUBLIC HEARING/ACTION

ISSUE: Should the Board receive the Oak Park Teacher Association's (OPTA) initial proposal for collective bargaining for 2010-11 and adopt the Oak Park Unified School District's initial response to the proposal and authorize the Superintendent to initiate negotiations on behalf of the Board?

BACKGROUND: The current three year Contract of Agreement between the Oak Park Unified School District and the Oak Park Teachers Association expires on June 30, 2010. As a result, the entire contract is open to negotiations and each side is required to sunshine the articles that it proposes to open for discussion. Pursuant to California Government Code 3547, the Board of Education must formally receive the OPTA proposal, conduct a public hearing to receive input from the community on the proposal, and adopt the District's initial response to the teacher's proposal prior to the initiation of negotiations.

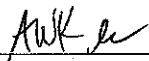
RATIONALE: A copy of the OPTA proposal and the Oak Park Unified School District's initial response to the 2010-11 proposal for collective bargaining negotiations is attached. Following the public hearing, the Board will be asked to adopt, or revise, and approve the District's initial response to the OPTA proposal, and authorize the Superintendent to initiate negotiations on behalf of the Board.

ALTERNATIVES:

1. Receive OPTA's proposal and adopt the District's initial response, authorizing the Superintendent to initiate negotiations with OPTA.
2. Receive OPTA's proposal and revise and adopt the District's initial response, authorizing the Superintendent to initiate negotiations with OPTA.
3. Do not adopt the District's initial response.

RECOMMENDATION: Approve Alternative #1.

Respectfully submitted



Anthony W. Knight, Ed.D.
Superintendent

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



President Joyce Thomas

jthomas@opusd.k12.ca.us

mteach2@aol.com

To: Oak Park Unified School District and Cliff Moore

From: Joyce Thomas, OPTA President
Tim Roesner, Bargaining Chair

Date: March 31, 2010

Oak Park Teachers Association Sunshine Proposal for the Current Contract which
Expires June 30, 2010

OPTA recognizes the state of California's economic condition and its resources for education. With this in mind OPTA elects not to sunshine any articles and roll over the current contract for one year.

OAK PARK UNIFIED SCHOOL DISTRICT
OFFICE OF HUMAN RESOURCES

To: Oak Park Teachers' Association and the Oak Park Unified Board of Education

From: Clifford Moore, Assistant Superintendent

Subj: OPUSD Initial Response to the OPTA Proposal for 2010-11 Negotiations

Date: March 5, 2010

In response to the Oak Park Teacher's Association Proposal, the District proposes to discuss the following articles during the 2010-11 negotiations with the Oak Park Teachers Association. This is the year that the successor agreement to the current contract will be negotiated.

Article 9 – Salaries and Compensation Regulations – The District proposes to discuss the issue of salaries based on a total compensation package that reflects the current state and district financial conditions.

Article 10 – Health and Welfare Benefits – The District proposes to discuss the current health benefits package as it relates to the recommendations from the Health Benefits Committee.

Article 11 – Work Year and Working Hours – As a result of the State's financial situation, the District proposes to discuss this article as it relates to work year, working hours and buy back days.

Article 12 – Class Size – As a result of the State's financial situation, the District proposes to discuss class sizes at grades K-12 and in the independent study program to determine the impact of class size on the district's budget.

Article 14 – Leaves of Absence – The District will propose clarifying language to Article 14 as it relates to Catastrophic Leave.

Article 15 – Job Sharing – The District proposes to discuss the definition of job sharing and related issues that impact leaves.

Article 21 – Evaluations – The District proposes to discuss this article as it relates to the newly revised and adopted California Standards for the Teaching Profession.

Article 22 – Contract Variance – The District proposes to discuss the definition of contract variance and add clarifying language.

cc:

Joyce Thomas, OPTA President

Tim Roesner, OPTA Negotiations Chair

Dr. Anthony Knight, Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: APRIL 20, 2010

SUBJECT: C.5.a. APPROVE RESOLUTION #10-13 ORDERING A REGULAR GOVERNING BOARD MEMBER ELECTION, ORDERING CONSOLIDATION WITH OTHER ELECTIONS, AND CONSTITUTING "SPECIFICATION OF THE ELECTION ORDER" TO BE HELD ON NOVEMBER 2, 2010

ACTION

ISSUE: Shall the Board approve Resolution #10-13 Ordering a Regular Governing Board Member Election, Ordering Consolidation with other Elections, and Constituting "Specification of the Election Order" to be held on November 2, 2010?

STATEMENT: Pursuant to Education Code 1302(B) and Education Code 5340, a consolidated election is required to be held for the governing board members whose terms expire on the first Friday in December.

Attached is a copy of a resolution consolidating the Governing Board Member Elections to be held on Tuesday, November 2, 2010, which needs to be adopted and sent to the county office by May 3, 2010. Also attached is a copy of the resolution of the County Superintendent of Schools which consolidates this governing board member election with all other elections that are held in the district on November 2, 2010.

- ALTERNATIVES:**
1. Approve Resolution #10-13 Ordering a Regular Governing Board Member Election, Ordering Consolidation with other Elections, and Constituting "Specification of the Election Order" to be held on November 2, 2010.
 2. Do not approve Resolution #10-13 Ordering a Regular Governing Board Member Election, Ordering Consolidation with other Elections, and Constituting "Specification of the Election Order" to be held on November 2, 2010

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

**RESOLUTION OF THE VENTURA COUNTY SUPERINTENDENT OF SCHOOLS
CONSOLIDATING THE COMMUNITY COLLEGE, COUNTY BOARD OF
EDUCATION AND SPECIFIED SCHOOL DISTRICT BOARD MEMBER ELECTIONS
TO BE HELD ON TUESDAY, NOVEMBER 2, 2010,
IN VENTURA COUNTY, CALIFORNIA**

WHEREAS, Election Code Section 1302(b) requires a Board Member election be held on November 2, 2010, in the Community College, County Board of Education and specified School Districts in Ventura County, to fill the office of members whose terms expire on the first Friday in December next succeeding the election; and

WHEREAS, Education Code Section 5320 provides that any mandatory provisions of the Education Code requiring that an election be held is an "Order of Election"; and

WHEREAS, Education Code Section 5302 provides that when an election is ordered, the County Superintendent of Schools shall call the election; and

WHEREAS, Education Code Section 5340 specifies that when the Community College, County Board of Education and School District Board Member elections for two or more districts or any type to be held in the same district or area on the same day shall be consolidated so that a person entitled to vote in both or all of such elections may do so at the same time and place and using the same ballot; and

WHEREAS, pursuant to Education Code Section 5340, such consolidation of the Community College, County Board of Education and School District Board Member elections shall be effected by the County Superintendent of Schools having jurisdiction over the elections; and

WHEREAS, the County Superintendent of Schools shall notify the Boards of the Community College, County Board of Education, and specified School Districts in writing at least 130 days prior

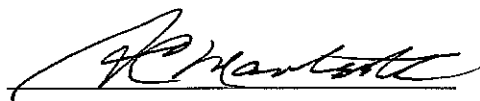
College, County Board of Education, and specified School Districts in writing at least 130 days prior to the date of the election that a consolidated election is required to be held;

NOW THEREFORE, pursuant to Education Code Section 5302, I hereby resolve, call and order Board Member elections in the following Community College, County Board of Education and School Districts in Ventura County on November 2, 2010: **Briggs Elementary, Conejo Valley Unified, Fillmore Unified, Hueneme Elementary, Mesa Union Elementary, Moorpark Unified, Mupu Elementary, Oak Park Unified, Ojai Unified, Oxnard Elementary, Oxnard Union High, Pleasant Valley Elementary, Rio Elementary, Santa Clara Elementary, Santa Paula Elementary, Santa Paula Union High, Simi Valley Unified, Somis Union Elementary, Ventura County Board of Education and Ventura County Community College District.**

FURTHERMORE, pursuant to Section 10400, et seq., of the Elections Code and Section 5340 of the Education Code, I order that the above Community College, County Board of Education and School District elections be consolidated with any other election which may be held on the same date and involving the same territory.

IN WITNESS WHEREOF, I have hereunto set my hand this 24 day of March, 2010.

STANLEY C. MANTOOTH
County Superintendent of Schools
Ventura County, California



**RESOLUTION OF THE OAK PARK UNIFIED SCHOOL DISTRICT
ORDERING A REGULAR GOVERNING BOARD MEMBER ELECTION,
ORDERING CONSOLIDATION WITH OTHER ELECTIONS, AND
CONSTITUTING "SPECIFICATION OF THE ELECTION ORDER"
TO BE HELD ON NOVEMBER 2, 2010**

WHEREAS, the Oak Park Unified School District has complied with the requirements of Election Code Section 1302(b); and

WHEREAS, the Oak Park Unified School District, pursuant to Election Code Section 1302(b), is required to hold the election of Governing Board Members on the same day upon which the statewide General Election is held; and

WHEREAS, pursuant to Election Code Section 1302(b) and Education Code Section 5302, the Ventura County Superintendent of Schools has called a Regular Governing Board Member Election to be held in this District on November 2, 2010; and

WHEREAS, pursuant to Section 5340 of the Education Code, School District Governing Board Member Elections of two or more districts of any type to be held in the same district or area on the same day shall be consolidated so that a person entitled to vote in both or all of such elections may do so at the same time and place and using the same ballot; and

WHEREAS, pursuant to Education Code Section 5342, School District elections may be consolidated by the officer conducting the election with elections held by certain other political subdivisions on the same day and in territory which is the same or partially the same, upon receipt of resolutions from two or more political subdivisions whose boundaries are totally or partially the same territory calling elections to be held on the same day; and

WHEREAS, pursuant to Education Code Section 5322, whenever an election is ordered, the Governing Board of the district shall, not less than 123 days prior to the date set for the election, by resolution delivered to the County Superintendent of Schools and the officer conducting the election, specify the date of the election, the purpose of the election, the authority for ordering the election, the authority for the specifications of the election order, and the signature of the officer or the Clerk of the Board by law authorized to make the designations therein contained; and

WHEREAS, pursuant to Education Code Section 5016, in the event of a tie vote, the Governing Board shall determine the winner by lot.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED as follows:

1. The election shall be held on November 2, 2010.
2. The purpose of the election is to elect **three regular term vacancies** to the Governing Board of said School District.
3. The election shall be consolidated with elections held by certain other school districts or other political subdivisions on the same day and in territory which is the same or partially the same.

The Clerk of the Board of Trustees shall cause a copy of this resolution to be delivered to the County Superintendent of Schools and the officer conducting the election at least 123 days prior to the election pursuant to Education Code Section 5322.

The County Superintendent of Schools shall cause a copy of this resolution to be delivered to the County Clerk at least 120 days prior to the date of the election.

The foregoing resolution was duly and regularly adopted by the Board of Trustees of the Oak Park Unified School District this ____ day of _____, 2010, by the following vote:

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: FEBRUARY 16, 2010 MARCH 16, 2010 APRIL 20, 2010

**SUBJECT: C.6.a APPROVE AMENDMENT TO BOARD POLICY 3100 – BUDGET –
First Second Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3100 – Budget?

BACKGROUND: Board Policy 3100 is being revised to clarify the requirement that the budget formally adopted by the Board must be in the format prescribed by the CDE. The section on "Budget criteria and Standards" updated to reflect new law (ABX4 2) which lowers the required general fund reserve for economic uncertainty until fiscal year 2011-12. Board Policy 3100 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3100 – Budget.
2. Do not amend Board Policy 3100 – Budget.
3. Adopt a modified version of the amendment to Board Policy 3100 – Budget.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(a)

Budget

The Governing Board recognizes its critical responsibility for adopting a sound budget for each fiscal year that is aligned with the district's vision, goals and priorities. The district budget shall guide administrative decisions and actions throughout the year and serve as a tool for monitoring the fiscal health of the district.

(cf. 0000 - Vision)

(cf. 3000 - Concepts and Roles)

(cf. 3300 - Expenditures and Purchases)

(cf. 3460 - Financial Reports and Accountability)

(cf. 9000 - Role of the Board)

The district budget shall show a complete plan and itemized statement of all proposed expenditures and all estimated revenues for the **current year and two subsequent years, and include** ~~following fiscal year, together with~~ a comparison of revenues and expenditures for the current fiscal year. The budget shall also include the appropriations limit and the total annual appropriations subject to limitation as determined pursuant to Government Code 7900-7914. (Education Code 42122)

Budget Development and Adoption Process

The Superintendent or designee shall establish an annual budget development process and calendar in accordance with the single budget adoption process described in Education Code 42127(i). He/she shall annually notify the County Superintendent of Schools of the district's decision to use the single budget adoption process in the subsequent year.

In order to provide guidance in the development of the budget, the Board shall annually establish budget priorities based on identified district needs and goals and on realistic projections of available funds.

The Superintendent **or designee** shall oversee the preparation of a proposed district budget for approval by the Board and shall involve appropriate staff at all levels in the development of budget projections.

The Board encourages public input in the budget development process and shall hold public hearings and meetings in accordance with Education Code 42103 and 42127.

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

(cf. 9323 - Meeting Conduct)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(b)

The budget that is formally adopted by the Board shall be in the format prescribed by the Superintendent of Public Instruction. The Superintendent or designee *may supplement this format with additional information as necessary to* ~~shall ensure that the proposed district budget is clearly presented and effectively communicated to the~~ ***budget to the*** Board, staff, and public. He/she may adapt or supplement the format prescribed by the Superintendent of Public Instruction (SPI) as necessary for these purposes. ~~However, the budget that is formally adopted by the Board shall be in the state required format.~~

Budget Advisory Committee

The Board and/or the Superintendent or designee may appoint a budget advisory committee, composed of members of the community, Board representatives and staff to provide recommendations to the Board during the budget development process.

The committee shall develop recommendations during the budget development process and its duties shall be assigned each year based on district needs. All recommendations of the committee shall be advisory only and shall not be binding on the Board, Superintendent or designee.

(cf. 1220 - Citizen Advisory Committees)
(cf. 2230 - Representative and Deliberative Groups)
(cf. 3350 - Travel Expenses)
(cf. 9130 - Board Committees)
(cf. 9140 - Board Representatives)

Budget Criteria and Standards

In developing the district budget, the Board shall analyze criteria and standards adopted by the State Board of Education which address estimation of funded average daily attendance (ADA), projected enrollment, ratio of ADA to enrollment, projected revenue limit, salaries and benefits, other revenues and expenditures, facilities maintenance, deficit spending, fund balance, and reserves. The budget review shall also identify supplemental information regarding contingent liabilities, use of one-time revenues for ongoing expenditures, use of ongoing revenues for one-time expenditures, contingent revenues, contributions, long-term commitments, unfunded liabilities, and the state of labor agreements. (Education Code 33127, 33128, 33129; 5 CCR 15440-15451)

The Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of 5 CCR ~~15450~~ 15443.

The Board may establish other budget assumptions or parameters which may take into

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(c)

consideration the stability of funding sources, legal requirements and constraints on the use of funds, anticipated increases and/or decreases in the cost of services and supplies, categorical program requirements *and flexibility, if any, as well as* and any other factors necessary to ensure that the budget is a realistic plan for district revenues and expenditures.

(cf. 3110 – Transfer of Funds)

Long-Term Financial Obligations

The district's current-year budget and multi-year projects shall include adequate provisions for addressing the district's long term financial obligations, including, but not limited to, long-term obligations resulting from collective bargaining agreements, financing of facilities projects, unfunded or future liability for retiree benefits, and accrued workers' compensation claims.

(cf. 4141/4241 – Collective Bargaining Agreement)

(cf. 4143/4243 – Negotiations/Consultation)

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

(cf. 7210 – Facilities Financing)

(cf. 9250 – Remuneration, Reimbursement, and Other Benefits)

Budget Amendments

Whenever revenues and expenditures change significantly throughout the year, the Superintendent or designee shall recommend budget amendments to ensure accurate projections of the district's net ending balance. When final figures for the previous year budget are available, this information shall be used as soon as possible to update the current-year budget's beginning balance and projected revenues and expenditures.

In addition, budget amendments shall be submitted for Board approval when the state budget is adopted, collective bargaining agreements are accepted, district income declines, increased revenues or unanticipated savings are made available to the district, program proposals are significantly different from those approved during budget adoption, interfund transfers are needed to meet actual program expenditures, and/or other significant changes occur that impact budget projections.

(cf. 3110 – Transfer of Funds)

Legal Reference:

EDUCATION CODE

1240 Duties of county superintendent of schools

33127-33131 Standards and criteria for local budgets and expenditures

35035 Powers and duties of superintendent

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3100(d)

35161 Powers and duties, generally, of governing boards
 42103 Public hearing on proposed budget; requirements for content of proposed budget
 42122-42129 Budget requirements
42130-42134 Financial certifications
 42132 Resolutions identifying estimated appropriations limit
 42602 Use of unbudgeted funds
42605 Tier 3 categorical flexibility
 42610 Appropriation of excess funds and limitation thereon
 44518-44519.2 Chief business officer training program
 45253 Annual budget of personnel commission
 45254 First year budget of personnel commission
GOVERNMENT CODE
 7900-7914 Expenditure limitations
CODE OF REGULATIONS, TITLE 5
 15060 Standardized account code structure
 15440-15452 Criteria and standards for school district budgets

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance: Budget Planning and Adoption, 2006

Maximizing School Board Governance: Understanding District Budgets, 2006

School Finance CD-ROM 2005

CDE PUBLICATIONS

California School Accounting Manual

FISCAL CRISIS AND MANAGEMENT ASSISTANCE TEAM PUBLICATIONS

Fiscal Oversight Guide for AB 1200, AB 2756 and Subsequent Related Legislation, September 2006

GOVERNMENTAL ACCOUNTING STANDARDS BOARD

Statement 34, Basic Financial Statements and Management's Discussion and Analysis – For State and Local Governments, June 1999

Statement 45, Accounting and Financial Reporting by Employers for Post-employment Benefits Other Than Pensions, June 2004

WEB SITES

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

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

California Department of Education, Finance and Grants: <http://www.dec.ca.gov/fg>

California Department of Finance: <http://www.dof.ca.gov>

Fiscal Crisis and Management Assistance Team: <http://www.fcmat.org>

Governmental Accounting Standards Board: <http://www.gasb.org>

Legislative Analyst's Office: <http://www.lao.ca.gov>

School Services of California: <http://www.sscal.com>

Adopted: 7-23-80

Amended: 5-1-89, 10-19-83, 6-4-02, 9-17-02, 12-16-03, 3-22-05, 3-17-09

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: ~~MARCH 16, 2010~~ APRIL 20, 2010

**SUBJECT: C.6.b AMEND BOARD POLICY 6158 – HOME INDEPENDENT STUDY
–First Second Reading**

ISSUE: Should the Board of Education amend Board Policy 6158 – Home Independent Study?

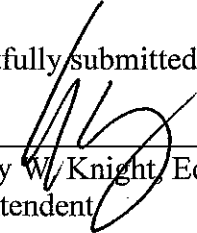
BACKGROUND: Board Policy 6158 is being submitted for amendment to reflect the annual review of the Oak Park Independent School staff and Director review.

ALTERNATIVES:

1. Approve the amendment of Board Policy 6158 – Home Independent Study.
2. Do not approve the amendment Board Policy 6158 – Home Independent Study.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6158(a)

Home Independent Study

The Oak Park Unified School District Board of Education authorizes the superintendent to establish a Home Independent Study as an optional alternative instructional strategy by which students in and K-12 school in the district, or in neighboring school districts, may reach curriculum objectives and fulfill graduation requirements in a setting other than the regular classroom. For the purposes of this policy, the terms student and pupil are synonymous.

Home Independent Study shall offer a means of individualizing the educational learning plan for students whose needs may be met best through study outside of the regular classroom setting.

(cf. 5147 - Dropout Prevention)

General Conditions

1. Home Independent Study is a continuously voluntary, educational alternative in which no student may be required to participate.
2. Instruction may be provided only if the student is offered a classroom option that is always available.
3. No course required for graduation shall be offered exclusively through Home Independent Study.
4. No individual with exceptional needs as defined in Education Code 56026 may participate in Home Independent Study unless his/her individualized education program (IEP) specifically provides for that participation.
5. The District shall provide and ensure Home Independent Study students the same access to existing services and resources as are available to all other students in the school in which the Home Independent Study students are enrolled.
6. In grades K-5, the parent(s) or guardian(s) of the student should recognize that Home Independent Study emphasizes a commitment on the part of the parent(s) or guardian(s) in supervision and instruction.
7. In grades 6-12, the student must make the major commitment and must be assisted or supported as necessary by others who may help directly with instruction.
8. In grades 9-12, there must be an understanding that due to the nature of certain subject matter or special facilities required for a class, the student ~~must~~ **may need to** take these courses through one of the following options: **comprehensive high school**, on-line, remote (distance) learning, community college, or four year college or university.
9. ***Students who engage in independent study have the same rights and privileges as students who choose to continue in the classroom (5 CCR 11701.5)***

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6158(b)

Implementation

The Superintendent or his/her designee shall determine that the prospective Home Independent Study student, and his/her parent(s) or legal guardian(s), understand the District's requirements for Home Independent Study and are prepared to meet them.

The Superintendent or his/her designee shall guarantee that each participating student has an executed written Home Independent Study agreement as prescribed by law (Education Code 51747). Home Independent Study program participation requires a written agreement with all the required *elements* components, agreed to by the student, parent/guardian/caregiver, certificated employee, and all other persons who give direct assistance to the student. Individual Home Independent Study agreements, including any subsidiary contract, must be consistent with the District's adopted course of study. The agreement, and any subsidiary contract, must be kept on file in the Home Independent Study classroom or office and a copy maintained in the student's file at their home school.

(cf. 6143 - Courses of Study)
(cf. 6200 - Adult Education)

The Board recognizes that independent study may be used as an option to encourage students to remain in school. Teachers should carefully set the duration of independent study assignments, within the limits specified by the Board in order to help identify students falling behind in their work or in danger of failing or dropping out of school.

To foster each student's success in independent study, the Board establishes the following maximum lengths of time which may elapse between the time an assignment is made and date by which the student must complete the assigned work shall be as follows:

1. For students in grades K-8: 2 weeks
2. For students in grades 9-12: 4 weeks
and continuation

Assignments may be of shorter duration, based on student need. When circumstances justify a longer time, the teacher may extend the maximum length of an assignment to a period not to exceed eight weeks, pursuant to a written request with justification.

When any student fails to complete two (2) consecutive independent study assignments in *the agreement period* ~~one month~~, the teacher and the Home Independent Study Administrator shall conduct an evaluation to determine whether it is in the student's best interest to remain in Home

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6158(c)

Independent Study. Evaluation findings shall be kept in the student's permanent record.

(cf. 5125 - Student Records)

The Superintendent or designee shall establish administrative regulations to implement Home Independent Study in accordance with the law.

Evaluation

The Superintendent or designee shall annually report to the Board the number of students engaged in Home Independent Study by grade level, the ADA generated, the quality of these students' work as measured by standard indicators, and the number and proportion of independent study students who graduate or successfully complete independent study. A list of students by grade level shall be maintained showing credits attempted, credits earned and a record of attendance.

Legal Reference:

EDUCATION CODE

17289 Exemption for building
 44865 Qualifications for home teachers and teachers in special classes and schools; consent to assignment
 46300-46300.6 Methods of computing ADA
46300.7 Permission of parents or guardians of independent student programs pupils: requirements
48204(f) An elementary pupil attending school based on parents/guardian's employment
48225.5(e) Excused absences with students working in entertainment or allied industries
 48220 Classes of children exempted
 48340 Improvement of pupil attendance
48663 Minimum school day: attendance credit; calculation of additional funding
 48915 Expulsion; particular circumstances
48916.1 Education program requirements for expelled students
 48917 Suspension of expulsion order
 51225.3 Requirements for high school graduation
51225.3 (b) Mandated alternative
 51745-51749.3 Independent study programs
 52000 Improvement of elementary and secondary education: legislative intent
 52015 School improvement plans: components of plan
 52017 Secondary schools: additional plan components
52123 Funding for class size reduction and the restriction for independent study
52206 GATE Program approaches; minimum time; academic component
52522 Alternative (adult) instructional delivery; approval; expenditures; regulations
52523 Adult education as supplement for high school curriculum; criteria
 56026 Individual with exceptional needs

FAMILY CODE

6550 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6158(d)

Management Resources:

CDE PROGRAM ADVISORIES

1113.09 Independent Study: New Legislation, SPB: 90/91-04

0904.86 Independent Study, SPB: 86/7-5

CDE PUBLICATIONS

Independent Study Operations Manual, 1993 revised edition, updated 1994, 1996

WEB SITES

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

Adopted: 8-14-01

Amended: 9-17-02, 9-19-06

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: April 20, 2010

SUBJECT: Monthly Board Report

SCHOOL SITE COUNCIL:

Brookside's School Handbook was revised and approved. Revisions and additions include: disaster information, field trip liability information, style changes to improve online readability of handbook and some re-ordering of information for quick reference.

EARTH WEEK: Activities at Habitat Brookside include: Plant a Billion Trees, Nike Reuse-a-Show Drive, student pledges on Earth Awareness Tree, grocery bag art, recycled book/dvd sale, walk to school, zero waste lunch/snack, recycled Trash Hat Day, Families are encouraged to participate in the Oak Park Clean Up Day and the OPHS Eco-Fest on Saturday, April 24th.

TEACHING AND LEARNING:

The Kindergarten Science Olympiad was held on April 1st. First graders are graphing garden vegetables, recording daily weather observations, reading thermometers and learning to tell time. Second graders will visit the Santa Barbara Zoo and use the internet to research zoo animals. Third grade students are learning about the Solar System. Fourth grade culminated their Rancho unit with a trip to Olivas Adobe where they ground corn, made tortillas, and adobe bricks. Fifth graders re-enacted a Revolutionary War battle, ate a soldier's ration for lunch and were tried for smuggling during the 5th grade trip to Riley's Farm.

Respectfully submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Leslie Heilbron, Principal, Oak Hills Elementary School

DATE: April 20, 2010

SUBJECT: Monthly Board Report

WOMEN IN HISTORY

Women's History Week was March 22 - 26. Fifth grade teacher Sandy Hindy heads up this project where our fifth grade girls become famous women and present to all the classes at Oak Hills. This year, the women studied included: Clara Barton (Red Cross Founder), Marian Anderson (Opera Singer), Michelle Akers (Pro Soccer Player), Louisa May Alcott (Author) and Annie Smith Peck (Mountain Climber).

ROADS SCHOLARS

Oak Hills students have done a lot of traveling this month! 2nd Grade went to the Santa Barbara Museum of Natural History where the students did a simulated fossil dig and a nature exploration. Fourth Grade went to the Civic Arts Plaza to see "Watt Electricity". First grade traveled to China Town.

AUTHENTIC LEARNING ACTIVITIES

Third grade completed their Chumash Presentations. They invited parents and students and shared their Chumash villages, artwork on Native Americans, musical instruments the Chumash might have used, writing on the novel Badger Claws and 'All About Books' (about) the Chumash written by the students. During these presentations, each child read the legend they wrote.

First grade celebrated Chinese New Year. Parents organized all the activities: Chinese jump rope, making a dumpling, using chopsticks, making a Chinese dragonfly toy and learning calligraphy.

As February was Dental Health Month, Kindergarten visited Oak Park Children's Dentistry to learn about caring for their teeth, and charted our Teeth Brushing habits. They also spent many hours preparing for the Three Piggy Opera, which was presented on March 24th and 25th.

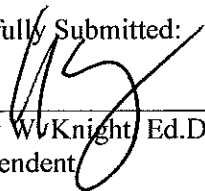
BIOGRAPHY FAIR

In order to help students understand the lives of American heroes, the third grade team created a biography book report. Each student prepares a presentation and represented his/her famous person in what is called a "Biography Fair". Students dress as their famous person and encircle the room as statues of famous people. Parents were invited to attend. Each time an adult touches a student's hand, that student comes to life and recites their presentation.

"WHAT TO EXPECT" PARENT MEETINGS

This month, I am hosting grade level meeting for parents to discuss what to expect in the next academic year. I will present a snapshot of the next year's grade level expectations. For example, I will discuss the idea of departmentalization in fifth grade with current fourth grade parents. The dates for the meetings are as follows: Current K - April 12th; Current 1st - April 13th; Current 2nd - April 14th; Current 3rd - May 17th; and Current 4th - May 18th. All meetings will be held at 7P.M. in the OHES Library.

Respectfully Submitted:



 Anthony W. Knight Ed.D.
 Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: April 20, 2010

SUBJECT: Monthly Board Report

Women in American History

As part of Red Oak's annual celebration of Women in American History, ten parent volunteer-actors brought the lives of five noteworthy American women to life during a week of classroom visits and other activities. This year's WIH included concert singer Marian Anderson, Polar Explorer Ann E. Bancroft, Nobel Prize-winning scientist Barbara McClintock, women's suffrage leader Alice Paul, and businesswoman/philanthropist Roxanne Quimby. Teachers received daily emails containing inspirational quotations from the WIH characters and other notable women.

Jog-A-Thon

Our annual Jog-A-Thon occurred on Friday, March 19. This PFA-sponsored event promoted the value of exercise and raised money for our school. Students and teachers ran laps around the grassy playground area of the school and recorded the number of laps run on cards attached to their backs. Water, music and encouragement were provided by a large group of parent volunteers.

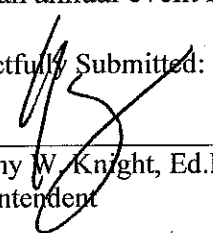
Math-Science Olympiad

Our annual Math-Science Olympiad occurred on Friday, March 26. Fourth grade teacher Pennie Sullivan organized this event for our site. The Olympiad involved the volunteer efforts of over 80 parents! Third, fourth and fifth grade students rotated through to different classrooms to watch experiments, listen to presentations and participate in hands on authentic learning experiences. The math and science concepts and themes that were explored were Same Sum Search- math, The Color of Light – physical science, Catapults – physical science & math, Slice It Twice – math, 000zone –earth science, CELLebration –life science.

Night at the (Wax) Museum: A Walk Through American History"

Our three third grade classes organized a simulated history museum featuring notable individuals from America's past. Each costumed wax figure (student) came to life to explain to their audience the importance of their life and the role they played in American History. Both our MPR and library were used as museum rooms. This event occurred on Wednesday, March 31 from 6:00 to 7:00 p.m. This is the first time we have attempted a presentation of this type. It was so well received that this activity will become an annual event here at Red Oak.

Respectfully Submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Lynn McCormack, Principal, Oak Park High School
DATE: April 20, 2010
SUBJECT: Monthly Board Report

VENTURA STAR DINNER - April 27, 2010

The annual Star Scholar Awards Banquet honors the top-graduating seniors in the county. The event will be held at the Ronald Reagan Presidential Library. Andrew Chen, Jason Chan and Ishan Puri have been selected to represent Oak Park High School. One of the students being honored at this dinner will receive a \$5,000 Julius Gius Scholarship.

BARBERSHOP MANIA

An evening of fun is planned for April 29 in the Pavilion. Our choir will hold its fourth barbershop competition. The choir members have formed barbershop groups that will entertain and compete for \$100 prize money and a spot to perform at the Dick Van Dyke Benefit Concert in May.

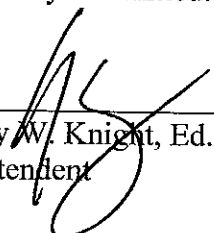
WASC VISIT – APRIL 18 – 21

Our staff has worked very hard on our self-study report which can be viewed on our school website. Dave Nelson is to be applauded for his quiet, wise and strong leadership. He was amazing! The formal visit is scheduled for April 18 – 21. Board members are invited to join members of our staff at the welcoming reception scheduled for Sunday, April 18, 4:30 – 5:00 in our Pavilion. On Wednesday, April 21 at 2:30 in the Pavilion, the visiting WASC committee will share a draft of their report with members of our educational community including our board and district. We will find out the status of our accreditation in June. Of course we have our fingers that we will be granted a six-year clear.

SCHOOL SITE COUNCIL

The eighth meeting of this year's School Site Council is planned for Tuesday, April 13, 2010. The members of Site Council will review our Student Handbook. The agenda and minutes of April's School Site Council meeting will be posted on-line.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

59

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

DATE: April 20, 2010

SUBJECT: Monthly Board Report

Oak View

An Oak View student was awarded honorable mention for his entry for the Rotary Club Essay Contest. Susan Allen and I accompanied student A.J. Lapine at the awards luncheon at the North Ranch Country Club on March 17th.

We hosted the WASC Visiting Committee on March 22-23 for our full program review. Judging from their comments and final report, we can be assured of the quality of our alternative high school program. I will provide the board with a copy of the VC Committee review.

All 11th graders participated in the Early Admission Program (EAP) writing assessment on March 26th, along with their peers at Oak Park High and Independent School. The test is used by the CSU system to assess writing skills necessary at a collegiate level and to place students in their college freshman English classes.

All OVHS students participated, once again, in the Healthy Kids Survey on March 26th. All staff, hopefully, completed the online, voluntary Climate Survey.

High School Exit Exam scores for the February test session have been received. Most students testing in February are 10th graders. ALL students passed the math test and only three need to re-take the English test.

Independent School

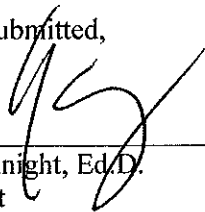
Our WASC Three Year Visit was conducted on March 10th. Gerald Robinson, WASC Visiting Chair, joined us on March 10th for the one-day midterm visit. The site council parents sponsored a wonderful luncheon with Gerald and staff. Mr. Robinson discussed his assessment of progress since the initial WASC Visit three years ago. Parents, students and staff were very pleased to listen to Mr. Robinson highlight both our accomplishments and goals that remain.

OPIS K-8 students participated in a wonderful Marine Floating Lab trip on March 3rd and enjoyed a performance of *Beauty and the Beast* on March 30th at the Civic Arts. Coming up in April is a Dodger game and a visit to the Braille Institute in Santa Barbara.

All 11th graders participated in the Early Admission Program (EAP) writing assessment on March 26th, along with their peers at Oak Park High and Oak View High School. The test is used by the CSU system to assess writing skills necessary at a collegiate level and to place students in their college freshman English classes.

Thirteen of the sixteen students taking the Exit Exam passed the Math assessment. 15 of the sixteen passed the English test. We will begin diagnostic and remedial interventions to prepare for the re-take.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent