

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #820

DATE: May 18, 2010

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

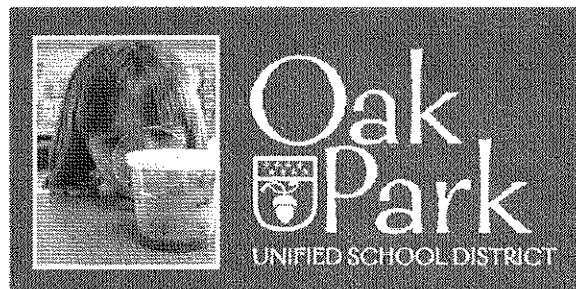
TIME: 4:00 p.m. Closed Session
6:00 p.m. Open Session

Please Note Earlier Start Time

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

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

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

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

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

Interested parties may review the recording upon request.

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

NEXT REGULAR MEETING

Tuesday, June 8, 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 #820

May 18, 2010

CALL TO ORDER - Followed by Public Comments/ 4:00 p.m.

CLOSED SESSION: 4:00 p.m.

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

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

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT:

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Cliff Moore and Martin Klauss

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

D. SUPERINTENDENT EVALUATION

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
6. Edison Challenge Student Reports

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

1. Governor's May Revise

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 April 20, 2010 and Special Board Meeting May 3, 2010**
- b. Public Employee/Employment Changes 01CL1303-01CL1325 & 01CE04625-01CE04849** 1
- c. Approve Purchase Orders – April 1 – April 30, 2010** 5
 - Board Policy 3300 requires Board approval of Purchase Orders*
- d. Approve Acceptance of Donations** 10
 - Board Policy 3290 requires Board approval for donations to the District*
- e. Approve Designation of the 2010-2011 District/School Representatives to California Interscholastic Federation (CIF) Leagues** 11
 - CIF By-Laws requires Board approval of District/School Representatives to CIF Leagues*
- f. Approve Overnight Trip for Oak Park High School Edison Challenge Group - May 25-28, 2010** 13
 - Board Policy 6153 requires Board approval for student overnight trips*
- g. Approve Overnight Trip for Edison Challenge Group – Medea Creek Middle School – June 7-13, 2010** 14
 - Board Policy 6153 requires Board approval for student overnight trips*
- h. Approve Quarterly Report on Williams Uniform Complaints – April, 2010** 15
 - Education Code 35185 requires Board approval of each quarterly report regarding complaints against the District by the public regarding textbooks and instructional materials, teacher vacancy or misassignment or facility conditions*
- i. Approve Overnight Trip for Oak Park High School Girls' Basketball Team – July 15-18, 2010** 17
 - Board Policy 6153 requires Board approval for student overnight trips*
- j. Approve Contract Renewal for 2010-11 Crossing Guard Services** 18
 - Board Policy 3312 requires Board approval for contracts for services.*
- k. Approve Resolution #10-15, Year End Budget and Interfund Transfers for Fiscal Year 2009-2010** 20
 - Resolution authorizes Director of Accounting and Risk Management to make any and all necessary budget transfers as required permitting the payment of obligations incurred by the District for the fiscal year ending June 30, 2010*
- l. Approve Resolution #10-16, Appropriation and Budgeted Transfers Fiscal Year 2009-2010** 22
 - Resolution authorizes transfers of budget appropriations and budgeted transfer to monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another*
- m. Approve Resolution #10-17, Temporary Loans Between District Funds for Fiscal Year 2009-2010** 24
 - Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenues*

- n. **Approve Resolution #10-18, Declaration of Employees' Salaries as Indefinite After July 1, 2010** 26
Resolution reserves the right to grant future salary/benefit adjustments to employees who are not covered by labor contracts

ACTION

2. CURRICULUM

- a. **Approve School Handbooks/Discipline Policy** 29
Board approval of School Handbooks/Discipline Plans
- b. **Approve Core Literature Book List for Brookside and Red Oak Elementary Schools** 31
Board approval required in order to use State Instructional Materials Fund to purchase textbooks and literature selections

3. BUSINESS SERVICES

- a. **Approve Annual Audit Report for Bond Measures R and C6 for Fiscal Year 2009** 35
District Auditors will provide annual report for Board approval
- b. **Approve Award of Bid #10-07R, District-wide Thermostat Replacement** 37
Board approval required for agreements
- b. **Approve Award of Bid #10-08R, Replacement Relocatable Classrooms at Oak Park High School** 39
Board approval required for agreements
- c. **Approve Safe School Plans** 41
The District must annually review and update the Safe School Plans in order to remain in compliance with Education Code 35294.2
- d. **Approve Request to Revise Board Meeting Schedule for Budget Adoption** 43
Due state budget uncertainty, changes for budget study session and budget adoption are necessary.

4. BOARD POLICIES

- a. **Approve Amendment to Board Policy 1240 – Volunteer Assistance – First Reading** 45
Policy revised to reflect new law (AB 1025) which, beginning July 1, 2010, requires any volunteer who supervises, directs, or coaches a student activity program sponsored by or affiliated with the district to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing (CTC).
- b. **Approve Amendment to Board Policy 3320 – Claims and Actions against the District – First Reading** 49
Policy revised to add language regarding the claims management functions performed by the district's Joint Powers Authority (JPA) or insurance carrier, including reviewing the claim for sufficiency and requiring the Superintendent to forward all claims to the JPA.
- c. **Approve Amendment to Board Policy 3515.2 – Disruptions – First Reading** 53
Policy updated to reflect new law (AB 1390) which requires the principal to inform law enforcement when anyone possesses a firearm or explosive or sells or furnishes a firearm on school grounds.
- d. **Approve Amendment to Board Policy 4030 – Nondiscrimination in Employment – First Reading** 57
Policy updated to reflect new federal law (P.L. 110-233) which prohibits employers from discriminating against employees and job applicants on the basis on "genetic information" as defined.

- e. **Approve Amendment to Board Policy 4127, 4227, 4327 – Temporary Athletic Team Coaches – First Reading** 63
Policy revised to reflect new law (AB 1025) which, beginning July 1, 2010, requires any non-certificated or volunteer athletic team coach to obtain an Activity Supervisor Clearance Certificate from the CTC.
- f. **Approve Amendment to Board Policy 4157, 4257, 4357 – Employee Safety – First Reading** 67
Policy updated to reflect new Title 8 Regulation which requires all employers to make provisions in advance to ensure that employees receive prompt medical treatment for serious injury or illness.

VII. INFORMATION ITEMS

- 1. **Discussion – Communication about District of Choice Program**

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 71
- 2. Oak Hills Elementary School Report 72
- 3. Red Oak Elementary School Report 73
- 4. Medea Creek Middle School Report 74
- 5. Oak Park High School Report 75
- 6. Oak View High School/Oak Park Independent School 76
- 7. Oak Park Neighborhood School

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

4-20-10

#818

CALL TO ORDER/MEETING PLACE

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

BOARD PRESENT

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

BOARD ABSENT

Ms. Mary Rees, President

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

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

CALL TO ORDER/MEETING PLACE

The Board of Education Vice President, Barbara Laifman, reconvened the regular meeting to order at 6:07 p.m. in the Oak Park High School, Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

Ms. Mary Rees, President

STAFF PRESENT

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

STAFF ABSENT

Ms. Cathy Skiba, Director, Pupil Services

FLAG SALUTE

Peter Kristensen 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 Jan Iceland, seconded by Marie Panec, the Board of Education adopted the agenda including the amended Certificated Personnel Action Item. Motion carried 4-0-1 Absent.

PUBLIC COMMENTS

None

REPORT FROM BOARD MEMBERS

Board Member Marie Panec reported she attended Facilities meetings this month. She wanted to mention again how much work the Facilities Planning Committee is putting in and how impressed she is with the management company and architects firm and the work they are doing on behalf of the district. Board Member Jan Iceland reported there have been no Finance Committee meetings since the last Board Meeting but they will be meeting this Thursday. The Technology Committee has chosen next year's 21st Century Teachers and the Technology Plan is being read by the State. Ms. Iceland reported she attended the Ventura County School Boards Association meeting where Chancellor Rush gave a good speech and she attended the TecEx workshop which was a wonderful community event sponsored by Conejo School District. She hopes that Oak Park can get involved in this event next year. Ms. Iceland served on the High School Principal selection committee and felt it was very worthwhile. She congratulated Brookside on their Distinguished School designation, all the Edison Challenge groups successes, and OPHS, OVHS and OPIS WASC efforts. Board Member Cindy Vinson offered thanks to Barry Myerson and his team at Friends of Oak Park Schools for their fundraising event and how much the district appreciates their efforts and financial support. Ms. Vinson attended the Safe Kids Task Force meeting and is pleased to report that a CERT course for teachers will be offered in the fall as 24 teachers have indicated an interest in taking the course. The fire department has also created curriculum for youth that will allow for a one semester course to be offered in the winter for students. Board Member Barbara Laifman reported the EEAC is working hard on the Earthfest which is April 24. It starts with a Clean Up from 8-11 which is being coordinated with Mike Greene from the MAC and then the festival from 11-3 at OPHS with recycling, music, booths, healthy food and more. Ms. Laifman stopped by the OVHS WASC visit, attended the MAC meeting where they discussed the possible increase in traffic due to interdistrict students. Dr. Knight attended and addressed the MAC about this and also about the environmental awareness activities at the schools. Ms. Laifman also attended the ROES Math/Science Olympiad and was impressed that Pennie Sullivan is constantly changing her program to keep up with the latest in science and technology. She attended the Longevity and Nutrition workshop which continues to reinforce OPUSD's effort to nurture the whole child by continuing to offer nutritious meals to students. Ms. Laifman also attended the ROES wax museum and found the student's work very creative. She attended the ELL meeting this morning where a representative from Rosetta Stone was there to present their program. They finalized a letter to parents regarding their child's CELDT results. Ms. Laifman also met with the WASC group at OPHS and found them to be very impressed with the students, teachers and the learning going on at OPHS.

REPORT FROM STUDENT BOARD REPRESENTATIVE

Dani Gold reported the students met with the WASC group to ask students how they felt about counselors, school safety, classes and 7th period study groups. The miniature golf fundraiser did not get the support they had hoped for. The powder puff football game between the senior girls and junior girls is this Friday and elections will be held next month.

REPORT FROM SUPERINTENDENT

Dr. Knight offered congratulations to Brookside Elementary for earning Distinguished School designation for the fourth time. He also congratulated Debby West for her work with the Edison Challenge groups who had six Oak Park teams of the twelve finalists. Dr. Knight thanked Supervisor Linda Parks for nominating the District for the Ventura County Climate Change Action Award in the schools division. We were a finalist, although we didn't win. Dr. Knight wanted to recognize Oak View, Oak Park Independent and Oak Park High Schools for their hard work on their WASC reports. He also wanted to thank all the schools for their Earth Week activities especially Oak Park High School who had an

unbelievable number of activities planned for the week culminating with Saturday's Earthfest which should be great.

SCHOOL SITE COUNCIL REPORTS

Brookside Elementary School – Debbie Burgher reported the School Site Council revised the School Handbook which will also be on-line, will be offering a Discovery Kindergarten class at Brookside in the fall and will have a Science exploratory day in June.

Medea Creek Middle School – Lori Byers reported the School Site Council discussed how the school was preparing for the STAR test, students are participating in the Ventura County Science Fair and in Earth Week activities, and the school is moving the computer lab to the library make way for a science lab classroom. Mr. Benioff reported enrollment in the fall would be at 1000 and they discussed the possibility of having a school bus to transport interdistrict students. They also revised the school handbook.

Oak Park High School – Doug Orens reported the School Site Council revised the school handbook, continued work on the WASC report and now that the WASC team is here their final report will be given on Wednesday at 2:30 p.m.

Oak View High School – Randi Liepman reported the School Site Council reviewed their WASC final report which was on March 22. The Visiting Team commended the school on their parent participation so the School Site Council wants to support more parent meetings next year. The SSC reviewed their safety plan and met with Diane Starcyk regarding CERT training.

Oak Park Independent School – Beth Marks reported the School Site Council also had their WASC visit on March 10. The SSC is making plans for teacher appreciation. There will be an information night on June 3 at 6:30 p.m. at ROES, a family picnic on May 4 from 5-6:30 p.m. and the Culmination will be on June 10 at 11:30 a.m. at Oak Canyon Park.

Facilities Planning Committee – Peter Kristensen reported the BES modernization plans will go to DSA this week and OPHS modernization plans will go to DSA shortly thereafter to get in line for the matching funds. The other projects are in various stages of planning to be ready for summer work.

C.1. CONSENT AGENDA

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved the Consent Agenda. Motion carried 4-0-1 Absent.

- a. Approve Minutes of Regular Board Meeting March 16, 2010
- b. Public Employee/Employment Changes 01CL2178-01CL2130 & 01CE04695–01CE04723
- c. Approve Purchase Orders – March 1 – March 31, 2010
- d. Approve Annual Teacher Assignment Report

ACTION

2. CURRICULUM

- a. **Approve School Handbooks/Discipline Policy**
Tabled to May meeting for revisions as discussed.

3. BUSINESS SERVICES

a. Approve Award of Measure R Bid #10-04R, Door Lock Replacement at All District Locations

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the Award of Measure R Bid #10-04R, Door Lock Replacement at all District locations to Judson Builders in the amount of \$134,671, as lowest responsive and responsible bidder. Motion carried 4-0-1 Absent.

b. Approve Award of Measure R Bid #10-15R, Roof Repair/Replacement at District Office

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the Award of Measure R Bid #10-15R, Roof Repair/Replacement at District Office to Channel Islands Roofing, in the amount of \$44,999, as the lowest responsive and responsible bidder. Motion carried 4-0-1 Absent.

c. Approve Amendment #1 To Agreement with KPI Architects, Inc. for Modernization Services at Oak Park High School and Brookside Elementary School

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved Amendment #1 to Agreement with KPI Architects, Inc. for modernization services to Oak Park High School and Brookside Elementary School. Motion carried 4-0-1 Absent.

d. Approve Award of Contracts for Modifications at Medea Creek Middle School Library

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the award of contracts for modifications at Medea Creek Middle School Library to D.J. Kelly Enterprises, in the amount of \$14,864 for the demolition and construction project, and to Advanced Cable Solution, in the amount of \$14,990 for the technology component of this project. Motion carried 4-0-1 Absent.

e. Award of Contract for Civil Engineering Services, Measure R Project #10-16R, Parking Lot Repair/Replacement at Oak View High School

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the award of contract for Civil Engineering Services, Measure R Project #10-16R, Parking Lot Repair/Replacement at Oak View High School to California Civil Design Group Inc., in the amount of \$5,800. Motion carried 4-0-1 Absent.

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

Public Hearing opened at 7:35 p.m.

No Comments

Public Hearing closed at 7:36 p.m.

On motion of Marie Panec, seconded by Cindy Vinson, the Board of Education approved the District's Initial Response for Collective Bargaining Negotiations with Oak Park Teachers Association. Motion carried 4-0-1 Absent.

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

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved 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. Motion carried 4-0-1 Absent.

6. BOARD POLICIES

a. Approve Amendment to Board Policy 3100 – Budget – Second Reading

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved the amendment to Board Policy 3100 – Budget. Motion carried 4-0-1 Absent.

b. Approve Amendment to Board Policy 6158 – Home Independent Study – 2nd Reading

On motion of Jan Iceland, seconded by Cindy Vinson, the Board of Education approved the amendment to Board Policy 6158 – Home Independent Study. Motion carried 4-0-1 Absent.

VII. INFORMATION ITEMS

None

VIII. OPEN DISCUSSION

The Board discussed getting strawberries for the staff at Brookside Elementary to celebrate their Distinguished School designation. They will also get something for the staff at Oak Park High, Oak View High and Oak Park Independent for their hard work on their WASC reports.

IX. ADJOURNMENT:

There being no further business before this Board, the meeting is declared adjourned at 7:40 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

**MINUTES OF SPECIAL BOARD MEETING
BOARD OF EDUCATION**

5-3-10

#819

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Rees, called the special board meeting to order at 5:07 p.m. at Oak Park Unified School District Conference Room, 5801 E. Conifer Street, 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.

FLAG SALUTE

Russ Peters led the Pledge of Allegiance to the Flag

PUBLIC COMMENTS

None

1. Approve Adoption of Proposed Decision Regarding Reduction in Force Hearing

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the proposed decision of the Administrative Law Judge related to the Reduction in Force hearing except to remove the word "Beach" in the Oak Park Unified School District title on the first page entitled Decision. Motion carried 5-0.

2. Approve Resolution #10-14 – Implementing Certificated Layoff (Terminating Services of Certificated Employees), Acting Upon Proposed Decision of Administrative Law Judge and Providing Direction to Issue Notifications to Employees Whose Services are Terminated.

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved Resolution #10-14 Implementing Certificated Layoff (Terminating Services of Certificated Employees), Acting Upon Proposed Decision of Administrative Law Judge and Providing Direction to Issue Notifications to Employees Whose Services are Terminated. Motion carried 5-0.

3. Approve Public Employee/Employment Changes 01CE04724 – Elementary School Principal

On motion of Barbara Laifman, seconded by Jan Iceland, the Board of Education approved Public Employee/Employment Changes 01CE04724 – Elementary School Principal – Erik Warren. Motion carried 5-0.

There being no further business before this Board, the meeting is declared adjourned at 5:47 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: MAY 18, 2010
SUBJECT: C.I.c. APPROVE PURCHASE ORDERS – APRIL 1 – 30, 2010

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued April 1, 2010 through April 30, 2010?

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

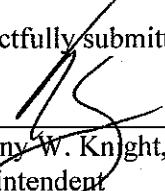
ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Includes 04/01/2010 - 04/30/2010

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|--|---|-------------------------------|------|----------------|
| P10-00525 | Wildlife Experience | donation on site field trip | Brookside School | 010 | 295.00 |
| P10-00526 | Morales Exterminating Co. Inc | Exterminate Termites OHES | Business Administration | 010 | 590.00 |
| P10-00527 | Gregary Gam dba Gam Graphics | GATE Folders | Curriculum | 010 | 447.93 |
| P10-00528 | Golden State Elevator | Elevator Repair @ MCMS | Business Administration | 010 | 987.00 |
| P10-00529 | Compuwave Inc. | Headsets/Skiba/PFC | Medea Creek Middle School | 010 | 56.29 |
| P10-00530 | Linguistystems | Protocol Order - Margie Puryear | Pupil Services/Special Ed. | 010 | 425.58 |
| P10-00531 | Pro-Ed | Protocol Order - Margie Puryear | Pupil Services/Special Ed. | 010 | 445.80 |
| P10-00532 | PEARSON ASSESSMENTS ORDER PROCESSING | Protocol Order - Margie Puryear | Pupil Services/Special Ed. | 010 | 289.71 |
| P10-00533 | Riverside Publishing | Protocol Order - Linda Niebergall | Pupil Services/Special Ed. | 010 | 416.24 |
| P10-00534 | Teacher's Curriculum Institute | Economics Supplemental materials | Oak View High School | 010 | 487.13 |
| P10-00535 | Print Management Partners, Inc | Open PO for 09-10 School year for Flap Envelopes | Business Administration | 010 | 300.00 |
| P10-00536 | Compuwave Inc. | Toner for printers | Oak View High School | 010 | 290.11 |
| P10-00537 | Pro-Ed | Protocol Order - Linda Niebergall | Pupil Services/Special Ed. | 010 | 120.62 |
| P10-00538 | Riverside Publishing | Protocol Order Allison / Jackie | Pupil Services/Special Ed. | 010 | 208.12 |
| P10-00539 | Pro-Ed | Protocol Order - MCMS - Maria Jimenez | Pupil Services/Special Ed. | 010 | 245.96 |
| P10-00540 | Riverside Publishing | Protocol Order - MCMS - Maria Jimenez | Pupil Services/Special Ed. | 010 | 208.12 |
| P10-00541 | Pro-Ed | Protocol Order - Daisy Mann | Pupil Services/Special Ed. | 010 | 122.98 |
| P10-00542 | Western Psych Services | Protocol Order - Daisy Mann | Pupil Services/Special Ed. | 010 | 331.10 |
| P10-00543 | Abilitations MB Unit 67-3106 | Protocol Order - Daisy Mann | Pupil Services/Special Ed. | 010 | 134.29 |
| P10-00544 | Southpaw Enterprises | Protocol Order - Daisy Mann | Pupil Services/Special Ed. | 010 | 371.25 |
| P10-00545 | VENTURA COUNTY STAR | Legal advertisement Bid 10-15R Roof Replacement | Business Administration | 213 | 916.56 |
| P10-00546 | PEARSON ASSESSMENTS ORDER PROCESSING | Protocols - Jackie Greenhill/Karen Kovisto | Pupil Services/Special Ed. | 010 | 230.59 |
| P10-00547 | Erik Amerikaner | Reimbursement for Computer Lab Supplies-ROP Grant | Oak Park High School | 010 | 4,137.83 |
| P10-00548 | Physio-Control, Inc. (fka Medtronic ERS, Inc.) | AED Supplies/Replacement Parts | Business Administration | 010 | 1,468.35 |
| P10-00549 | Temecula Rocket Group | Rocket Club Supplies | School Site Salaries Teaching | 010 | 263.19 |
| P10-00550 | Integrated Fire & Safety | Open PO for Fire Alarms OPUSD | Business Administration | 010 | 4,000.00 |
| P10-00551 | Document Systems | OPEN PO for Color Copy Charges 2009-2010 | Business Administration | 010 | 1,500.00 |
| P10-00552 | Home Depot | Jack Hammer Breaker/Chisel Point/Bosch/ | Business Administration | 212 | 1,204.65 |
| P10-00553 | Polar Electro Incorporated | Watch repairs | Medea Creek Middle School | 010 | 217.50 |
| P10-00554 | J.W. Pepper & Son Inc. | Sheet Music | Medea Creek Middle School | 010 | 232.52 |
| P10-00555 | Musicians Friend | Music Instruments | Medea Creek Middle School | 010 | 573.73 |

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 04/01/2010 - 04/30/2010

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|---|--|-------------------------------|------|----------------|
| P10-00556 | Dome Designs | Sweatshirts for Edison Challenge Group | School Site Salaries Teaching | 010 | 330.35 |
| P10-00557 | Roesling Nakamura Terada Arch | Professional Services Exterior Paint Selection | Business Administration | 213 | 4,610.00 |
| P10-00558 | McPherson Plastering, Inc | Repair clearstory window leaks @ District Office | Business Administration | 213 | 8,350.00 |
| P10-00559 | Pierce Bro's Valley Oaks | Monument @ OPHS Wolvertine | Business Administration | 010 | 3,222.88 |
| P10-00560 | Coach Usa-Los Angeles | AstroCamp Field Trip2/17/10 | Medea Creek Middle School | 010 | 2,601.16 |
| P10-00561 | Document Systems | Open PO for supplies | Medea Creek Middle School | 010 | 1,623.75 |
| P10-00562 | Science Kit & Boreal Lab. | Materials for Science Dept. | Medea Creek Middle School | 010 | 144.89 |
| P10-00563 | California Civil Design Group | Civil Engineering Repair Parking Lot OVHS | Business Administration | 213 | 5,800.00 |
| P10-00564 | Malcolite Corporation | Custom Diffusers Replacments OPUSD | Business Administration | 010 | 558.37 |
| P10-00565 | Thousand Oaks Electric | AMP Load readings OPHS Proj # 10-05R | Business Administration | 213 | 235.00 |
| P10-00566 | Wested | Spring 2010 Healthy Kids Survey | Oak View High School | 010 | 1,180.14 |
| P10-00567 | Disneyland Ticket Mail Order Services | Disneyland Tickets/8th grade field trip | Medea Creek Middle School | 010 | 18,900.00 |
| P10-00568 | Coach Usa-Los Angeles | donation - 5th grade field trip | Brookside School | 010 | 3,615.00 |
| P10-00569 | Polar Electro Incorporated | Watch Repairs | Medea Creek Middle School | 010 | 217.50 |
| P10-00570 | University of Oregon | DIBELS Assessment Data | Curriculum | 010 | 792.00 |
| P10-00571 | Guided Discoveries Inc. | Catalina Field Trip/October 2010/Incumber Fees | Medea Creek Middle School | 010 | 34,007.50 |
| P10-00572 | Guided Discoveries Inc. | Catalina Field Trip/October 2010/Incumber Fees | Medea Creek Middle School | 010 | 32,892.50 |
| P10-00573 | Durham Transportation | Transportation for West Valley FT | Oak View High School | 010 | 415.21 |
| P10-00574 | Make Music | Finale 2010 Academi/Theological/PFC | Medea Creek Middle School | 010 | 431.56 |
| P10-00575 | David Kelly dba D.J. Kelly Ent | MCMS Library Mod computer Lab | Business Administration | 213 | 14,864.00 |
| P10-00576 | PRECISION BUSINESS MACHINES | Admin, rnt, lse, rpr | Oak Park High School | 010 | 249.17 |
| P10-00577 | Winnie Litten | Reimbursement/AP mat & supp | Oak Park High School | 010 | 279.83 |
| P10-00578 | Jones School Supply Co. Inc. | Diplomas/PFC/mat & supp | Oak Park High School | 010 | 32.48 |
| P10-00579 | Sterling Concrete | Plaque Relocating/rnt lse rpr | Oak Park High School | 010 | 400.00 |
| P10-00580 | Document Systems | Copier Staples/mat & supp | Oak Park High School | 010 | 282.80 |
| P10-00581 | McDougal, Littell & Company | SocSci Wbkbs/mat & supp | Oak Park High School | 010 | 4,403.63 |
| P10-00582 | Naviance, Inc | Guidance Info Sys/oth exp | Oak Park High School | 010 | 3,776.25 |
| P10-00583 | 911 Restoration | Emergency Water Extraction OHES | Business Administration | 010 | 860.00 |
| P10-00584 | Wayne Watson DBA Buena Concrete | MCMS broke & removed concrete | Business Administration | 213 | 400.00 |
| P10-00585 | Pacific Artglass | Stained Glass Material | Oak View High School | 010 | 384.83 |
| P10-00586 | AMSCO SCHOOL PUBLICATIONS | Wbkbs/mat & supp | Oak Park High School | 010 | 1,538.73 |
| P10-00587 | G.I. Industries | Trash/rnt lse rpr | Oak Park High School | 010 | 372.25 |
| P10-00588 | Lynn McCormack | WASCetc/mat & supp | Oak Park High School | 010 | 676.41 |
| P10-00589 | UNDERWOOD FAMILY FARMS AT TIERRA REJADA | Donation - Kindergarten Field trip | Brookside School | 010 | 112.00 |

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 04/01/2010 - 04/30/2010

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|--------------------|--------------------------------|---------------------------|------|-------------------|
| P10-00590 | Music in the Parks | Music in the Parks balance due | Medea Creek Middle School | 010 | 576.00 |
| T10-00001 | Compuwave Inc. | Custodio & Micek | Oak Park High School | 010 | 985.08 |
| T10-00002 | Compuwave Inc. | UPS for MCMS | Technology Coordinator | 212 | 1,395.34 |
| Total | | | | 68 | <u>173,034.76</u> |

Fund Summary

| Fund | Description | PO Count | Amount |
|-------|--------------------------------|----------|-------------------|
| 010 | General Fund | 59 | 135,259.21 |
| 212 | Measure C6 Technology Bond Fun | 2 | 2,599.99 |
| 213 | Measure R FACILITIES Bond Fund | 7 | 35,175.56 |
| Total | | 68 | <u>173,034.76</u> |

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

ESCAPE **ONLINE**

Page 3 of 4

Includes 04/01/2010 - 04/30/2010

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

PO Changes

| | New PO Amount | Fund | Description | Change Amount |
|-----------|---------------|------|--------------------------------|---------------|
| B10-0102 | 5,000.00 | 010 | General Fund | 500.00 |
| B10-0127 | 9,641.58 | 010 | General Fund | 2,392.27 |
| B10-0127 | 9,641.58 | 212 | Measure C6 Technology Bond Fun | 1,307.73 |
| | | | Total PO B10-0127 | 3,700.00 |
| B10-0172 | 1,500.00 | 010 | General Fund | 500.00 |
| FS10-0011 | 3,600.00 | 130 | Cafeteria Fund | 600.00 |
| FS10-0016 | 25,000.00 | 130 | Cafeteria Fund | 5,000.00 |
| FS10-0022 | 12,000.00 | 130 | Cafeteria Fund | 2,000.00 |
| FS10-0024 | 4,000.00 | 130 | Cafeteria Fund | 500.00 |
| FS10-0025 | 2,500.00 | 130 | Cafeteria Fund | 500.00 |
| FS10-0026 | 2,500.00 | 130 | Cafeteria Fund | 500.00 |
| FS10-0028 | 9,000.00 | 130 | Cafeteria Fund | 2,000.00 |
| FS10-0029 | 7,500.00 | 130 | Cafeteria Fund | 1,500.00 |
| FS10-0030 | 13,500.00 | 130 | Cafeteria Fund | 1,500.00 |
| FS10-0043 | 1,500.00 | 130 | Cafeteria Fund | 400.00 |
| FS10-0047 | 37,000.00 | 130 | Cafeteria Fund | 5,000.00 |
| | | | Total PO Changes | 24,200.00 |

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 4 of 4

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.d APPROVE ACCEPTANCE OF DONATIONS

CONSENT

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

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

| <u>Site</u> | <u>Gift/Donor</u> | <u>Est. Value</u> |
|-------------|--|-------------------|
| OPHS | Misc. Gym/Fitness Equipment/Total Body Fitness | \$ 5,000.00 |

RECOMMENDATION: Accept the donations with thanks.

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

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
**SUBJECT: C.1.e APPROVE DESIGNATION OF THE 2010-2011 DISTRICT/
 SCHOOL REPRESENTATIVES TO CALIFORNIA
 INTERSCHOLASTIC FEDERATION LEAGUES**

Consent

ISSUE: Shall the Board of Education appoint a representative and alternates for Oak Park High School to the California Interscholastic Federation (CIF) Leagues for the 2010-2011 school year?

BACKGROUND: Education Code 33353(a)(1) requires the Board of Education to approve the appointment of individuals and alternates by name or by title who will be school representatives to the athletic leagues for the upcoming year. If a governing board does not take appropriate action to designate representatives, CIF is required to suspend voting privileges for the affected schools.

ALTERNATIVES:

1. Approve appointment of Stewart McGugan as representative and Ann Pettit and Dick Billingsley as alternates for Oak Park High School to California Interscholastic Federation (CIF) Leagues for the 2010-2011 school year.
2. Do not approve appointment of Stewart McGugan as representative and Ann Pettit and Dick Billingsley as alternates for Oak Park High School to California Interscholastic Federation (CIF) Leagues for the 2010-2011 school year.
3. Board of Education can approve appointment of an alternative representative of their choice.

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 | _____ | _____ | _____ | _____ |



California Interscholastic Federation

Marie M. Ishida, Executive Director
 STATE OFFICE
 4658 Duckhorn Road, Sacramento, CA 95834
 Tel: (916) 239-4477- FAX: (916) 239-4478
 e-mail: ishidasan@cifstate.org

www.cifstate.org

2010-2011 Designation of CIF Representatives to League

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESS ON REVERSE SIDE)** no later than July 1, 2010.

Oak Park Unified School District/Governing Board at its 5/18/10 meeting,
 (Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2010-2011 school year as the school's league representative:

PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES

NAME OF SCHOOL Oak Park High School

NAME OF REPRESENTATIVE Stewart McGugan

POSITION Assistant Principal

ADDRESS 899 N. Kanan Road

CITY Oak Park ZIP 91377

PHONE 818-735-3300 FAX 818-707-7970

E-MAIL smcgugan@oakparkusd.org

NAME OF SCHOOL Alternate

NAME OF REPRESENTATIVE Dick Billingsley

POSITION Athletic Director

ADDRESS

CITY ZIP

PHONE FAX

E-MAIL dbillingsley@oakparkusd.org

NAME OF SCHOOL Alternate

NAME OF REPRESENTATIVE Ann Pettit

POSITION Athletic Director

ADDRESS

CITY ZIP

PHONE FAX

E-MAIL apettit@oakparkusd.org

NAME OF SCHOOL

NAME OF REPRESENTATIVE

POSITION

ADDRESS

CITY ZIP

PHONE FAX

E-MAIL

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's or Principal's Name Anthony W. Knight

Signature

Address 5801 E. Conifer Street

City Oak Park Zip 91377

Phone 818-735-3206

Fax 818-879-0372

PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION, SEE REVERSE SIDE FOR CIF SECTION OFFICES→→→

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.I.f APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
EDISON CHALLENGE GROUP – MAY 25-28, 2010**

Consent

ISSUE: Should the Board of Education approve an overnight trip for Oak Park High School Edison Challenge Group winners?

BACKGROUND: The principal, Lynn McCormack, requests approval for an overnight trip for the Oak Park High School Edison Challenge Group winners to Big Creek. The seven students will be transported by a chartered bus. The students will be supervised by Alan Hunt. The trip is sponsored by and paid for by the Edison grant as part of the prize won by the group for participating in the Edison Challenge.

ALTERNATIVES: 1. Approve the overnight trip as presented.
2. Do not approve the overnight trip as presented.

RECOMMENDATION: Alternative #1

Respectfully submitted,

Anthony W. Knight
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.1.g APPROVE OVERNIGHT TRIP FOR MEDEA CREEK SCHOOL
EDISON CHALLENGE GROUP – JUNE 7-13, 2010**

Consent

ISSUE: Should the Board of Education approve an overnight trip for Medea Creek Middle School Edison Challenge Group winners?

BACKGROUND: The principal, Brad Benioff, requests approval for an overnight trip for the Medea Creek Middle School Edison Challenge Group winners to Santa Catalina Island. The five students will be transported by a Catalina Express Boat and district van. The students will be supervised by Debby West. The trip is sponsored by and paid for by the Edison grant as part of the prize won by the group for participating in the Edison Challenge.

ALTERNATIVES: 1. Approve the overnight trip as presented.
2. Do not approve the overnight trip as presented.

RECOMMENDATION: Alternative #1

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.h APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS – APRIL 2010

Consent

ISSUE: Shall the Board of Education approve the Quarterly Report on Williams Uniform Complaints – April 2010?

BACKGROUND: As a result of a lawsuit filed against the State of California, the State Legislature passed several bills that codified the negotiated settlement to the suit. One of the many requirements of this legislation is for school districts to establish a uniform complaint process to allow parents or member of the public to register written complaints regarding textbook/instructional materials sufficiency, teacher vacancy or missassignment, and hazardous conditions of school facilities.

Education Code 35186 requires the Superintendent or designee report summarized data on the nature and resolution of all Williams Uniform Complaints on a quarterly basis to the Board of Education and the County Superintendent of Schools. The report shall include the number of complaints by general subject area with the number of resolved and unresolved complaints. These summaries shall be publicly reported on a quarterly basis at a regularly scheduled Board meeting.

ALTERNATIVES: 1. Approve the Quarterly Report on Williams Uniform Complaints – April 2010
 2. Do not approve the Quarterly Report on Williams Uniform Complaints – April 2010.

RECOMMENDATION: Alternative #1.

RATIONALE: It is the policy of the district to comply with federal and state laws and regulations governing education programs or activities which receive state or federal funding.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

VOLE: AYES NOES ABSTAIN ABSENT

| | | | | |
|--------------|-------|-------|-------|-------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Panec | _____ | _____ | _____ | _____ |
| Rees | _____ | _____ | _____ | _____ |
| Vinson | _____ | _____ | _____ | _____ |
| Student Rep. | _____ | _____ | _____ | _____ |

Quarterly Report on Williams and Valenzuela Uniform Complaints
[Education Code Section 35186(d)]

District: Oak Park Unified School District

Person completing this form: Laurel Ford

Title: Director, Teaching and Learning

Quarterly Report Submission Date: ☐ October 2009 (7/1/09 to 9/30/09)
 (check one) ☐ January 2010 (10/1/09 to 12/31/09)
☒ April 2010 (1/1/10 to 3/31/10)
☐ July 2010 (4/1/10 to 6/30/10)

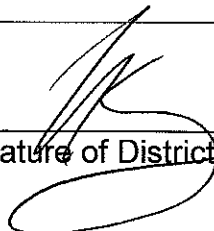
Date for information to be reported publicly at governing board meeting: February 16, 2010

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

| General Subject Area | Total # of Complaints | # Resolved | # Unresolved |
|---|-----------------------|------------|--------------|
| Textbooks and Instructional Materials | 0 | | |
| Teacher Vacancy or Misassignment | 0 | | |
| Facilities Conditions | 0 | | |
| CAHSEE Intensive Instruction and Services | 0 | | |
| Totals | 0 | | |

Anthony W. Knight, Ed.D.
 Name of District Superintendent


 Signature of District Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.i APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL GIRLS' BASKETBALL TEAM – JULY 15-18, 2010

CONSENT

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

BACKGROUND: Principal, Lynn McCormack, requests approval for the San Diego Classic Tournament scheduled for July 15-18, 2010 at various high schools in San Diego and La Jolla. Approximately 12 athletes, three coaches and four parent chaperones will travel by district-approved drivers in private vehicles. Team and chaperones will depart on Thursday afternoon and return by 5 p.m. on July 18th and will stay either at the Sheraton La Jolla or Doubletree Club Hotel. Costs will be approximately \$250.00 including meals and be paid by individual players and chaperones. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Lynn McCormack

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.j APPROVE CONTRACT RENEWAL FOR 2010-11 CROSSING GUARD SERVICES

CONSENT

ISSUE: Shall the Board approve an amendment to the agreement with All City Management Services, Inc. for crossing guard services for the 2009-10 school year?

BACKGROUND: All City Management, Inc. has provided crossing guard services for Oak Park Schools since October 1993. The District pays All City for these services, and the County of Ventura reimburses the District for the expense. All City has proposed an amendment to extend its current contract with Oak Park schools for the 2010-11 school year, maintaining current levels of service with no rate increase. A copy of the proposed amendment is attached for the Board's review. The anticipated annual cost is \$66,743, which is within the \$70,000 budget approved by the County of Ventura. The District is satisfied with the service, and staff is recommending approval.

ALTERNATIVES:

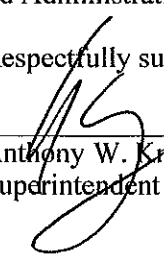
1. Approve the proposed amendment with All City Management Services, Inc. for the 2010-11 school year.
2. Do not approve the amendment.

RECOMMENDATION: Alternative No. 1.

FISCAL IMPACT: None – The District is reimbursed by the County of Ventura for the expense of the crossing guard services.

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 | _____ | _____ | _____ | _____ |



ALL CITY MANAGEMENT SERVICES

Amendment to Agreement between All City Management Services, Inc. and the Oak Park Unified School District for providing School Crossing Guard Services

The Oak Park Unified School District hereinafter referred to as the "District", and All City Management Services, Inc., located at 1749 S. La Cienega Blvd., Los Angeles, CA 90035, hereinafter referred to as the "Contractor", mutually agree to amend the existing Agreement entered into on September 7, 1993 as follows:

1. **Item #1** The District and the Contractor agree to extend the term of this Agreement for the 2010-2011 school year beginning July 1, 2010 through June 30, 2011.
2. **Item #17** The District agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Fourteen Dollars and Fifty-Six Cents (\$14.56) per hour of guard service provided. It is understood that the cost of providing Four Thousand, Five-Hundred and Eighty-Four (4,584) hours of service shall not exceed Sixty-Six Thousand Seven Hundred and Forty-Three Dollars (\$66,743.00).
3. Except as provided for in Item #1 and Item #17, all other terms and conditions of the original Agreement and Amendments thereto between the District and the Contractor remain in effect.

Oak Park Unified School District

All City Management Services, Inc.

By _____
Signature

By Demetra Farwell
Demetra Farwell, Corporate Secretary

Print Name and Title

Date _____

Date March 8, 2010

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.k APPROVE RESOLUTION #10-15 YEAR END BUDGET AND INTERFUND TRANSFERS FOR FISCAL YEAR 2009-10

CONSENT

ISSUE: Shall the Board of Education authorize the Director of Fiscal Services to make any and all necessary budget transfers as required to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2010?

BACKGROUND: As the District closes its 2009-10 financial books, certain budget transfers must occur to permit the payment of obligations incurred during the fiscal year. Much of the work closing the books occurs during summer months when the Board is not in session. It is therefore necessary for the Board to authorize an employee to make these budget transfers. Accordingly, the Administration recommends that the Board adopt Resolution #10-15, authorizing the Director of Fiscal Services to make any and all necessary budget transfers to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2010.

FINANCIAL IMPACT: None.

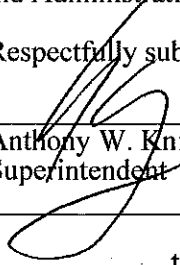
ALTERNATIVES:

1. Adopt Resolution #10-15, Year End Budget and Interfund Transfers for fiscal year 2008-09.
2. Do not adopt Resolution #10-15.

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 | _____ | _____ | _____ | _____ |

OAK PARK UNIFIED SCHOOL DISTRICT**RESOLUTION #10-15****YEAR END BUDGET AND INTERFUND TRANSFERS FISCAL YEAR 2009-10**

BE IT RESOLVED that the Oak Park Unified School District Board of Education does hereby authorize the Director of Fiscal Services to make any and all necessary budget transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications or balance any expenditure classification of the budget of the district for the year ending June 30, 2010, as necessary to permit the payment of obligations incurred by the District.

PASSED AND ADOPTED this 18th day of May 2010, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.1. APPROVE RESOLUTION #10-16, APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2010-11

CONSENT

ISSUE: Shall the Board of Education authorize transfers of budget appropriations and budgeted transfers of monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another?

BACKGROUND: Certain interfund transfers are budgeted each year such as deferred maintenance, or District contributions for technology. This resolution authorizes the business office to make transfers when the funds are needed. During the year, as expenditures are made and income received, it is often necessary to make revisions to line item budgets. These revisions are generally a shifting of appropriations from one major object code to another without increasing the site or program allocation. These types of revisions keep the line item budget appropriation and expenditures in balance.

FINANCIAL IMPACT: None

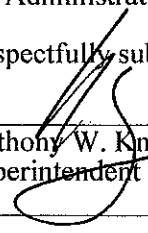
ALTERNATIVES:

1. Adopt Resolution #10-16 Appropriation and Budgeted Transfers for 2009-10.
2. Do not adopt Resolution #10-16.

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 | _____ | _____ | _____ | _____ |

OAK PARK UNIFIED SCHOOL DISTRICT**RESOLUTION #10-19****APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2010-11**

WHEREAS, the Oak Park Unified School District budgets certain transfers and revises its appropriation budgets periodically to permit the payment of obligations of the district, and

WHEREAS, the District may authorize a district employee to make such transfers between the budgeted classifications and/or funds in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another,

THEREFORE, BE IT RESOLVED that the Oak Park Unified School District authorizes the transfers necessary to permit business as usual during the 2010-11 fiscal year. These transfers are to be presented to the Governing Board for ratification at the next regularly scheduled board meeting.

ADOPTED this 18th day of May 2010, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.1.m. APPROVE RESOLUTION #10-17, TEMPORARY LOANS BETWEEN DISTRICT FUNDS FOR FISCAL YEAR 2010-11

CONSENT

ISSUE: Shall the Board of Education adopt Resolution #10-17 to authorize temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenues?

BACKGROUND: In the past, it has been necessary for the General Fund to borrow from one of the other District funds in order to meet financial obligations. The General Fund receives its major tax receipt deposits in December and April, and the temporary loans permitted payments to retail vendors and for employee payroll to continue during the low cash flow months.

During the 2010-11 fiscal year, the District will be participating in a Revenue and Tax Anticipations Note (TRAN) program, which helps alleviate cash flow problems. As the Legislature has enacted laws allowing the State to defer of funding apportionments to school districts, it is prudent to have the resolution on file should the need arise. This resolution will enable the Administration to transfer the necessary funds to ensure continued business as usual. The resolution allows temporary loans between the General Fund and other funds, such as the Deferred Maintenance or Cafeteria Funds, until State revenues are received.

ALTERNATIVES: 1. Adopt Resolution #10-17, Temporary Loans Between District Funds.
 2. Do not adopt Resolution #10-17.

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 | _____ | _____ | _____ | _____ |

OAK PARK UNIFIED SCHOOL DISTRICT**RESOLUTION #10-17****TEMPORARY TRANSFER OF FUND MONIES FISCAL YEAR 2010-11**

WHEREAS, pursuant to Education Code section 42603, the governing board of any school district may direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during a current fiscal year may be transferred.

WHEREAS, when there are insufficient funds to meet district obligations in the fund, and

WHEREAS, funds can be temporarily transferred from one or more funds to another fund of the district to be used for the payment of district obligations, and

WHEREAS, repayment of the temporary loan will be made from income received,

THEREFORE, BE IT RESOLVED that the Board of Education of the Oak Park Unified School District authorizes the temporary transfer of cash from one district fund to another in order to meet the financial obligations of the District as the need may arise during the 2010-11 fiscal year.

ADOPTED this 18th day of May 2010, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
**SUBJECT: C.1.n. APPROVE RESOLUTION #10-18, DECLARATION OF
 EMPLOYEES' SALARIES AS INDEFINITE AFTER JULY 1, 2010**

CONSENT

ISSUE: Shall the Board adopt Resolution #10-18, reserving the right to grant future salary and benefit adjustments to employees not covered by labor contracts?

BACKGROUND: The Governing Board can set management and other unrepresented employee salaries by unilateral actions without bargaining. As a result, long standing Attorney General opinion applies, which precludes retroactive pay, except in instances where salaries are specified as indefinite. Education Code Section 45032 provides salaries can be set at any time during the year. This does not permit retroactivity. The Constitution (Article XI, Section 10) prohibits officers or employees from receiving additional compensation for services already rendered. However, if the Board declares that salaries for management, confidential or unrepresented employees are indefinite, such action will suffice to permit retroactive salary finalization. When retroactive payment is made, it does not amount to payment of additional compensation, but payment of salaries, which have been finally set by the Governing Board. Salaries in such circumstances can be effective to a prior date, but not earlier than when the salaries were indefinite.

The resolution provides maximum flexibility to review salary schedules for non-represented employees following final State budget decisions.

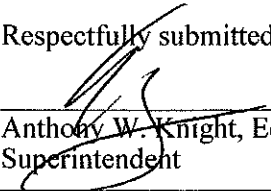
ALTERNATIVES:

1. Adopt Resolution #10-18 declaring salaries indefinite.
2. Do not adopt Resolution #10-18.

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 | _____ | _____ | _____ | _____ |

OAK PARK UNIFIED SCHOOL DISTRICT**RESOLUTION #10-18****DECLARING SALARIES INDEFINITE TO AUTHORIZE RETROACTIVE PAY**

THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT HEREBY RESOLVES the right to grant to those employees who are members of the confidential, supervisory, and management groups, and as such are not covered by labor contracts, the right to salary and benefits improvements. This resolution would remove any doubt that the Board of Education has the right to improve salaries and benefits to non-represented employees on or after July 1, 2010, and to set the amounts and effective date of any such improvements.

WHEREAS, employees who are in confidential, supervisory, or management positions, whether certificated or classified, and as such, not members of collective bargaining units, and their salaries and benefits are not negotiated in labor contracts; and,

WHEREAS, the Board of Education believes that salary and benefits consideration should be given to employees in confidential, supervisory, or management positions,

THEREFORE BE IT RESOLVED that the Board of Education of the Oak Park Unified School District reserves the right to consider and to improve salaries and benefits of one or all of the unrepresented groups being the confidential, supervisory or management employees in Fiscal Year 2009-10 and to make any such salary and benefits improvements effective July 1, 2010, or at any date thereafter during Fiscal Year 2010-11.

ADOPTED this 18th day of May 2010, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 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 OF THE BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.2.b APPROVE CORE LITERATURE BOOK FOR BROOKSIDE
AND RED OAK ELEMENTARY SCHOOLS**

ACTION

ISSUE: Shall the Board of Education approve core literature books for Brookside and Red Oak Elementary Schools?

BACKGROUND: Brookside and Red Oak Elementary Schools have submitted a list a core literature books to be approved.

The Curriculum Council met on May 4, 2010 and approved the books to be brought forward to the Board for their approval.

ALTERNATIVES:

1. Approve the core literature books for Brookside and Red Oak Elementary Schools.
2. Do not approve the core literature books for Brookside and Red Oak Elementary Schools.

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 Member | _____ | _____ | _____ | _____ |

Brookside Elementary

List of Core & Supplementary Novels

5th Grade:

Sign of the Beaver Used with Social Studies
Weasel/Queen of Sheeba Used with Lang.Arts
Dear Mr.Henshaw Used with Lang. Arts
Racing the Sun Used with Lang. Arts and
 Writers Workshop

4th Grade:

War with Grandpa All books are used with
Island of the Blue Dolphins Language Arts
By the Great Horn Spoon (Historical Fiction)
Pioneers Go West
Frindle

3rd Grade:

Charlotte's Web Teaches theme of friendship/Poetry Writing
Badger Claws Integrated with S.Studies Chumash Unit
Ramona Quimby, Age 8 Houghton Mifflin reading series
The Littles Used with Readers Workshop for differentiation

2nd Grade:

Molly's Pilgrim
 Used with Social
 Studies

1st Grade:

Used with Writers Workshop
 Authors As Mentors
The Hungry Caterpillar A House for Hermit Crab
Rooster's Off to See the World
The Very Busy Spider

Cloudy with a Chance of Meatballs Integrated with science weather unit
Peter Rabbit Used in Language Arts
Teeny Tiny Used in Language Arts

Kindergarten:

Used with Writers Workshop
Fancy Nancy Descriptive Writing
How to Wash a Dog How To Stories

The Mitten Letter sound recognition/sequencing/re-telling
Ten Apples Up on Top counting
Rainbow Goblins Real and Make Believe/Colors
The First Thanksgiving Integrated with S.Studies Long Ago and Today
Miss Bindergarten Celebrated the 100th Day of School Integrated with math

Core Lit. Reading Justifications

Red Oak Elementary 2009 – 2010 School Year

Disc. K/Kinder

Eric Carle Study – science, animals, sight words
 Dr. Suess Study – rhyme patterns, sight words
 Jan Brett Study- science, compare and contrast
 Mo Wille Study- emergent reader, sight words

First Grade

The Three Bears-Compare and Contrast, enjoyment, story retell
Stellaluna-science, Compare and Contrast, Venn Diagram Introduction, story retell
Gingerbread Man-Compare and Contrast, enjoyment, repetitive pattern
The Mitten-Compare and Contrast, enjoyment, sequence of events
Frog and Toad Compare and Contrast, enjoyment, social interactions
Peter Rabbit-letter writing, enjoyment, social interactions

Second Grade

Wednesday Surprise social studies - ancestors
Cinderella- 9 different versions from around the world
Molly's Pilgrim social studies, ancestors
The Gadget Wars - social interactions
How to Be Cool in Third Grade by Betsy Duffy social interactions

Third Grade

Badger Claws social studies, Native Americans
Charlotte's Web – compare and contrast, enjoyment, figurative language, sequence of events
Cricket in Times Square – vocabulary development, enjoyment, response to literature, story summary

Fourth Grade

The War with Grandpa (Whole class) – conflict resolution
By the Great Horn Spoon (Whole class) – social studies, Gold Rush
Dear Mr. Henshaw (Proficient group) – family interactions
Bridge to Teribethia (Proficient/Advanced group) writing – response to Lit.
Phantom Tollbooth (Advanced group) vocab. development, figurative language
Tales of a 4th Grade Nothing (Basic group) writing - summary

Fifth Grade

Hatchet -- story of survival including family issues. Newbery Silver medal winner.
Mixed Up Files of Mrs. Basil E Frankweiler – NYC, art, mystery, family relationships in a Newbery gold medal winning book.
Toliver's Secret – SS, Revolutionary War
The Kid who Ran for President social studies, U.S. government
 Great Books: No Guitar Blues; Learning the Game; A Game of Catch

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JANUARY 20, 2009

SUBJECT: C.3.a. APPROVE ANNUAL AUDIT REPORTS FOR BOND MEASURES R AND C6 FOR FISCAL YEAR 2009

ACTION

ISSUE: Shall the Board receive and accept the annual audit reports for Bond Measures R and C6 for fiscal year 2009?

BACKGROUND: As required by Education Code Section 15264, the Board of Education employed an independent accounting firm to audit the District's two Proposition 39 general obligation bonds for the fiscal year ending June 30, 2009. The audit reports, prepared by the accounting firm of Vavrinek Trine Day & Company LLP, have been distributed to members of the Board of Education under separate cover.

The annual audit reports for Bond Measures R and C6 are available for public inspection in the business office of the District located at the Support Services Center. It is anticipated that a representative of Vavrinek Trine Day will present the audit report to the Board at this evening's meeting.

ALTERNATIVES:

1. Accept as record the annual audit reports for Bond Measures R and C6 for fiscal year 2009.
2. Do not accept the annual audit reports.

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: MAY 18, 2010
SUBJECT: C.3.b. APPROVE AWARD OF BID #10-07R, DISTRICT-WIDE DIGITAL THERMOSTAT REPLACEMENT

ACTION

ISSUE: Shall the Board award a contract Bid #10-07R, District-Wide Digital Thermostat Replacement?

BACKGROUND: At its meeting in January 2010, the Board authorized Project #10-07R, District-Wide Digital Thermostat Replacement. As specified in the Measure R Master Plan, this project is necessary to replace aging units with programmable, energy-saving equipment.

Bids for this work are scheduled to be received and opened on May 6, 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.

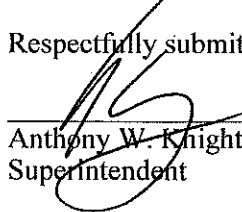
ALTERNATIVES:

1. Award Bid #10-07R, District-Wide Digital Thermostat Replacement 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: MAY 18, 2010
**SUBJECT: C.3.c. APPROVE AWARD OF BID #10-08R, REPLACEMENT
 RELOCATABLE CLASSROOMS AT OAK PARK HIGH SCHOOL**
 ACTION

ISSUE: Shall the Board award a contract Bid #10-08R, Replacement Relocatable Classrooms at Oak Park High School?

BACKGROUND: At its meeting in January 2010, the Board authorized Project #10-08R, Replacement Relocatable Classrooms at Oak Park High School. As specified in the Measure R Master Plan, this project is necessary as the repair of the existing 40 year old buildings is economically unfeasible.

Bids for this work are scheduled to be received and opened on May 14, 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.

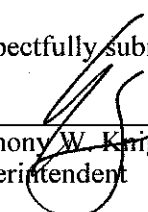
ALTERNATIVES:

1. Award Bid #10-08R, Replacement Relocatable Classrooms at Oak Park High School 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: MAY 18, 2010
SUBJECT: C.3.d. APPROVE SAFE SCHOOL PLANS

ACTION

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

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

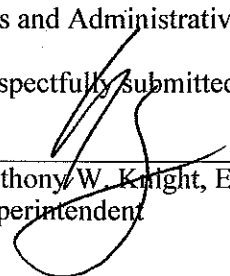
ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 18, 2010
SUBJECT: C.3.e APPROVE REQUEST TO REVISE BOARD MEETING SCHEDULE FOR BUDGET STUDY SESSION AND BUDGET ADOPTION

ACTION

ISSUE: Shall the Board of Education consider a staff request to revise its meeting schedule for the 2010-11 Budget Study Session and Budget Adoption?

BACKGROUND: The Board has currently approved its annual meeting schedule to include a Budget Study Session on May 25, 2010, and Budget Adoption on June 8, 2010. Key components of the study session and adoption meetings are the recommendation of the District Finance Committee (DFC), and in this year of anticipated drastic cuts, collective bargaining negotiations.

The Governor will present his May Budget Revision by May 14th as required by law. The first collective bargaining session occurred on May 6th, with the next session tentatively set for June 3, 2010. The DFC is scheduled to meet May 19, 2010 to receive information regarding the May Revise, but absent any agreements in collective bargaining, it is unlikely it will finalize a Board recommendation. Accordingly, staff is requesting that the Board discuss a revision to its meeting schedule to move the study session and budget adoption to later dates, possibly June 8 and June 22, 2010.

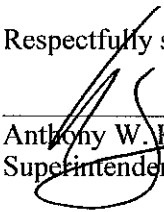
ALTERNATIVES:

1. Discuss and revise the Board meeting schedule for the 2010-11 Budget Study Session and Budget Adoption.
2. Do not revise the Board meeting schedule.

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 KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.4.a APPROVE AMENDMENT TO BOARD POLICY 1240 –
VOLUNTEER ASSISTANCE - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 1240 – Volunteer Assistance?

BACKGROUND: Board Policy 1230 is being revised to reflect new law (AB 1024) which, beginning July 1, 2010, requires any volunteer who supervises, directs, or coaches a student activity program sponsored by or affiliated with the district to obtain an Activity Supervisor Clearance Certificate from the Commission on Teacher Credentialing (CTC). Board Policy 1240 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 1240 – Volunteer Assistance.
2. Do not amend Board Policy 1240 – Volunteer Assistance.
3. Adopt a modified version of the amendment to Board Policy 1240 – Volunteer Assistance.

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 1000

Community Relations

BP 1240(a)

Volunteer Assistance

The Governing Board ***recognizes that volunteer assistance in school can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community.*** The Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with students. ~~Volunteer assistance in schools enriches the educational program; enhances supervision of students and contributes to school safety while strengthening the schools' relationships with the community.~~ The Board also encourages community members to serve as mentors providing support and motivation to students.

(cf. 1000 - Concepts and Roles)
 (cf. 1700 - Relations Between Private Industry and the Schools)
 (cf. 4127/4227/4327 - Temporary Athletic Team Coaches)
 (cf. 4222 - Teacher Aides/Paraprofessionals)
 (cf. 5020 - Parent Rights and Responsibilities)
 (cf. 6020 - Parent Involvement)
 (cf. 6171 - Title I Programs)

The Superintendent or designee shall develop and implement a plan for recruiting, screening and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors and/or make appropriate referrals to community organizations.

(cf. 1020 - Youth Services)
 (cf. 1400 - Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee shall establish procedures ***for determining whether volunteers possess the qualifications, if any, required by law and administration regulation for the types of duties they will perform.*** ~~to protect the safety of students and adults. These procedures shall include laws related to tuberculosis testing and may also include laws related to criminal record checks.~~

As appropriate, the Superintendent or designee ~~Volunteers shall be provided~~ ***volunteers*** with information about school goals, programs and practices and ~~shall receive an orientation and or~~ other training related to their specific responsibilities ~~as appropriate.~~ Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that ~~capitalize on~~ ***utilize*** their skills and expertise and maximize their contribution to the educational program.

Volunteer maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The Board nevertheless encourages volunteers to work on

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1240(b)

short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads and comply with employee commitments and contracts.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. (Education Code 35021)

Volunteers shall act in accordance with district policies, regulations and school rules. ~~At their discretion, employees who supervise volunteers may ask any volunteer who violates school rules to leave the campus. Employees also may confer with the principal or designee regarding any such volunteers.~~ The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 3515.2 - Disruptions)

~~The Board encourages principals to develop a means for recognizing the contributions of each school's volunteers.~~

The Superintendent or designee shall periodically report to the Board regarding the district's volunteer assistance program.

Legal Reference:

EDUCATION CODE

35021 Volunteer aides

35021.1 Automated records check

44010 Sex offense; definition

44227.5 Classroom participation by college methodology faculty

44814-44815 Supervision of students during lunch and other nutrition periods

45125 Fingerprinting requirements

45340-45349 Instructional aides

45360-45367 Teacher aides

49406 Examination for tuberculosis

GOVERNMENT CODE

3100-3109 Oath or affirmation of allegiance

3543.5 Prohibited interference with employees' rights

HEALTH AND SAFETY CODE

1596.871 Fingerprints of individuals in contact with child day care facility clients

LABOR CODE

1720.4 Public works; exclusion of volunteers from prevailing wage law

3364.5 Persons performing voluntary services for school districts

PENAL CODE

290 Registration of sex offenders

290.4 Information re sex offenders

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1240(c)

290.95 Disclosure by person required to register as sex offender

CODE OF REGULATIONS, TITLE 22

101170 Criminal record clearance

101216 Health screening, volunteers in child care centers

UNITED STATES CODE, TITLE 20

6319 Qualifications and duties of paraprofessionals, Title I programs

ATTORNEY GENERAL OPINIONS

62 Ops. Cal. Atty. Gen. 325 (1979)

COURT DECISIONS

Whisman Elementary School District, 15 Public Employee Reporter for California, 22043

Management Resources:

NATIONAL PTA PUBLICATIONS

National Standards for Parent/Family Involvement Programs, 1997

Building Successful Partnerships: A Guide for Developing Parent and Family Involvement Programs, 2000

WEB SITES

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

California Department of Education, Parents/Family and Community; <http://www.cde.ca.gov/ls/pf>

California PTA: <http://www.capta.org>

California Department of Justice, Megan's Law mapping: <http://www.meganslaw.ca.gov>

National Coalition for Parent Involvement in Education: <http://www.ncpie.org>

National PTA: <http://www.pta.org>

California Partners in Education: <http://www.capie.org>

U.S. Department of Education, Partnership for Family Involvement in Education: <http://pfie.ed.gov>

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

Adopted: 2-22-78

Amended: 1-8-91, 9-17-02, 10-21-03

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

SUBJECT: C.4.b APPROVE AMENDMENT TO BOARD POLICY 3320 – CLAIMS AND ACTIONS AGAINST THE DISTRICT –First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3320 – Claims and Actions Against the District?

BACKGROUND: Board Policy 3320 is being revised to add language regarding the claims management functions performed by the district's Joint Powers Authority (JPA) or insurance carrier, including reviewing the claim for sufficiency and requiring the Superintendent to forward all claims to the JPA. Board Policy 3320 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3320 – Claims and Actions Against the District.
2. Do not amend Board Policy 3320 – Claims and Actions Against the District.
3. Adopt a modified version of the amendment to Board Policy 3320 – Claims and Actions Against the District.

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 3320(a)

Claims And Actions Against The District

The Governing Board ***desires to ensure*** ~~intends~~ that the district's operations ***are conducted in a manner that*** minimizes risk, protects district resources, and promotes the ***health and*** safety of students, staff, and the public. Any and all claims for money or damages against the district shall be presented to and acted upon in accordance with ***law***, Board policy and administrative regulation ***as well as the district's Joint Powers Authority (JPA) agreement or insurance coverage.***

(cf. 3530 – Risk Management/Insurance)

(cf. 5143 – Insurance)

Any claim for money or damages not governed by the Governments Claims Act (Government Code 810-996.6) or excepted by Government Code 905 shall be presented consistent with the manner and time limitations in the Government Claims Act, unless a procedure for processing such claims is otherwise provided by state or federal law. ~~Such compliance is a prerequisite to any court action consistent with the provisions of Government Code 945.4.~~

Upon notice to the district of a claim, the Superintendent or designee shall take all necessary steps to protect the district's rights under any applicable contractual agreements, including the right to indemnification from its insurance or other coverage provider.

In accordance with Government Code 935.4, the Board delegates to the Superintendent the authority to allow, compromise, or settle claims of \$50,000 or less ***pursuant to any conditions of coverage in the district's JPA agreement or insurance.*** ~~(Government Code 935.4)~~

This policy ~~is intended to apply~~ ***applies*** retroactively to any existing causes of action and/or claims for money and/or damages.

Roster of Public Agencies

The Superintendent or designee shall file the information required for the Roster of Public Agencies with the Secretary of State and the County Clerk. This information shall include the name of the school district, the mailing address of the Board, and the names and addresses of the Board presiding officer, the Board clerk or secretary and other members of the Board.
(Government Code 53051)

Any changes to such information shall be filed within 10 days after the change in facts.
(Government Code 53051)

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 3000

Business and Non-Instructional Operations

BP 3320(b)

Legal Reference:

EDUCATION CODE

35200 Liability for debts and contracts

35202 Claims against districts; applicability of Government Code

CODE OF CIVIL PROCEDURE

340.1 Damages suffered as result of childhood sexual abuse

GOVERNMENT CODE

800 Cost in civil actions

810-996.6 Claims and actions against public entities

6500-6536 Joint exercise of powers

53051 Information filed with secretary of state and county clerk

PENAL CODE

72 Fraudulent claims

COURT DECISIONS

City of Stockton v. Superior Court, (2007) 42 Cal.4th 730

Connelly v. County of Fresno, (2006) 146 Cal.App. 4th 29

CSEA v. South Orange Community College District, (2004) 123 Cal. App. 4th 574

CSEA v. Azusa Unified School District, (1984) 152 Cal.App.3d 580

Management Resources:

WEB SITES

California Secretary of State's Office: <http://www.sos.ca.gov>

Adopted: 3-18-86

Amended: 6-6-89, 9-17-02, 1-20-04, 6-9-09

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.4.c APPROVE AMENDMENT TO BOARD POLICY 3515.2 –
DISRUPTIONS - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 3515.2 – Disruptions?

BACKGROUND: Board Policy 3515.2 is being revised to reflect new law (AB 1390) which requires the principal to inform law enforcement when anyone possesses a firearm or explosive or sells or furnishes a firearm on school grounds. Board Policy 3515.2 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 3515.2 – Disruptions.
2. Do not amend Board Policy 3515.2 – Disruptions.
3. Adopt a modified version of the amendment to Board Policy 3515.2 – Disruptions.

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 3515.2(a)

Disruptions

The Governing Board is committed to *providing a safe environment for district students, staff and others while they are on district property or engaged in school activities.* ~~keeping the schools free from disruptions and to keeping unauthorized persons from entering school grounds.~~

The Superintendent or designee shall provide for the prompt *removal* ~~from school premises of any individual who, by his/her presence or action, disrupts or threatens to disrupt normal district or school operations, threatens the health and safety of anyone on district property, students or staff, or causes or threatens to cause damage to district property or to any property on school grounds.~~ damage.

(cf. 1250 - Visitors/Outsiders)

(cf. 4118 - Suspension/Disciplinary Action)

(cf. 4158/4258/4358 - Employee Security)

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

(cf. 5131.4 - Student Disturbances)

The Superintendent or designee shall establish a plan describing staff responsibility and actions to be taken when an individual is causing a disruption. In developing such a plan, the Superintendent or designee shall consult with law enforcement to create guidelines for law enforcement support and intervention in the event of a disruption. District and school site safety plans shall specify action to be taken, including specific staff responsibilities, when an individual is causing a disruption. School staff shall be trained to recognize when an individual has committed acts that constitute a disruption in violation of Board policy.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

Any employee who believes that a disruption may occur shall immediately contact the principal. The principal or designee shall notify law enforcement in accordance with Education Code 48902 and 20 USC 7151 and in other situations, as appropriate.

Safe School Zone

Possession of a firearm within 1000 feet of any district school is prohibited except when authorized by law. (Penal Code 626.9)

Possession of any other unauthorized weapon or dangerous instrument is prohibited on school grounds or buses and at school-related or school-sponsored activities without the written permission of school authorities.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3515.2(b)

*(cf. 5131.7 – Weapons and Dangerous Instruments)**(cf. 5144.1 – Suspensions and Expulsion/Due Process)**(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))***Legal Reference:****EDUCATION CODE**

32210 Willful disturbance of public school or meeting: misdemeanor

32211 Threatened disruption or interference with classes; misdemeanor

35160 Authority of governing boards

44810 Willful interference with classroom conduct

44811 Disruption of classwork or extracurricular activities

48902 Notification of law enforcement authorities

51512 Prohibited use of electronic listening or recording device

PENAL CODE

243.5 Assault or battery on school property

415.5 Disturbance of peace of school

626 -626.11 Schools, crimes, especially: Definitions

626.4 Notice of withdrawal or consent; report; action on report; reinstatement of consent; hearing; unlawful entry upon campus or facility; punishment

626.7 Failure to leave campus or facility; wrongful return; penalties; notice; exceptions

626.8 Disruptive presence at schools

626.81 Misdemeanor for registered sex offender to come onto school grounds**626.85 Misdemeanor for specified drug offenders presence on school grounds**

626.9-626.10 Gun Free School Zone Act

627-627.10 Access to school premises

653b Loitering about schools or public places

12556 Imitation firearms**UNITED STATES CODE, TITLE 20****7151 Gun-Free Schools Act****COURT DECISIONS****Reeves v. Rocklin Unified School District, (2003) 109 Cal.App.4th 652****In Re Joseph F., (2000) 85 Cal.App.4th 975**

In Re Jimi A., (1989) 209 Cal. 3d 482

In Re Oscar R., (1984) 161 Cal. App. 3d 770

ATTORNEY GENERAL OPINIONS**79 Ops. Cal. Atty. Gen. 58 (1996)****Management Resources:****CSBA PUBLICATIONS****911! A Manual for Schools and the Media During a Campus Crisis, 2001****U.S. DEPARTMENT OF EDUCATION PUBLICATIONS****Practical Information on Crisis Planning: A Guide for Schools and Communities, May 2003****WEB SITES****CSBA: <http://www.csba.org>****California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/ss>****U.S. Department of Education, Emergency Planning: <http://www.ed.gov/admins/lead/safety/emergencyplan>**

Adopted: 9-17-02

Amended: 2-17-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.4.d APPROVE AMENDMENT TO BOARD POLICY 4030 –
NONDISCRIMINATION IN EMPLOYMENT - First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4030 – Nondiscrimination in Employment?

BACKGROUND: Board Policy 4030 is being revised to reflect new federal law (P.L. 110-233) which prohibits employers from discriminating against employees and job applicants on the basis of "genetic information," as defined. Board Policy 4030 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4030 – Nondiscrimination in Employment.
2. Do not amend Board Policy 4030 – Nondiscrimination in Employment.
3. Adopt a modified version of the amendment to Board Policy 4030 – Nondiscrimination in Employment.

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 4000

Personnel

BP 4030(a)

Nondiscrimination in Employment

The Governing Board prohibits ~~unlawful~~ discrimination against and/or harassment of district employees and job applicants at any district site and/or activity on the basis of actual or perceived race, religion, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, **genetic information**, veteran status, gender, **sex**, or sexual orientation.

(cf. 0410 – Nondiscrimination in District Programs and Activities)
~~*(cf. 4031 – Complaints Concerning Discrimination in Employment)*~~
(cf. 4032 – Reasonable Accommodation)
(cf. 4119.11/4219.11/4319.11 – Sexual Harassment)
(cf. 4119.41/4219.41/4319.41 – Employees with Infectious Disease)
(cf. 4154/4254/4354 – Health and Welfare Benefits)
(cf. 5145.7 – Sexual Harassment)

Prohibited discrimination or harassment consists of unwelcome conduct, whether verbal, physical, or visual, based on any of the prohibited categories of discrimination listed above that it is so severe and pervasive that it adversely affects an individual's employment opportunities or has the purpose or effect of unreasonably interfering with his/her work performance or creating an intimidating, hostile, or offensive work environment.

The Board also prohibits retaliation against any district employee or job applicant who complains, testifies, **assists**, or in any way participates in the district's complaint procedures instituted pursuant to this policy.

Any district employee who engages or participates in unlawful discrimination, **or harassment**, or who aids, abets, incites, compels or coerces another to **engage in such behavior shall be discriminate**, is in violation of this policy and is **shall be** subject to disciplinary action, up to and including dismissal.

(cf. 4117.4 – Dismissal)
(cf. 4118 – Suspension/Disciplinary Action))
(cf. 4218 – Dismissal/Suspension/Disciplinary Action)

The Board designates the following position(s) as Coordinator(s) for Nondiscrimination in Employment:

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4030(b)

Any employee or job applicant who believes that he/she has been or is being discriminated against or harassed in violation of district policy or regulation should immediately contact his/her supervisor, the Coordinator, or the Superintendent who shall advise the employee or applicant about the district's procedures for filing, investigating, and resolving any such complaints.

Complaints regarding employment discrimination or harassment shall immediately be investigated in accordance with AR 4031 – Complaints Concerning Discrimination in Employment.

(cf. 4031 – Complaints Concerning Discrimination in Employment)

Any **supervisory or management** district employee who observes or has knowledge of an incident of ~~unlawful~~ **prohibited** discrimination or harassment shall report the incident to **his/her supervisor, the Coordinator, the principal, district administrator or Superintendent** as soon as practical after the incident. **All other employees are encourage to report such incidents to their supervisor immediately.** Failure of a district employee to report discrimination or harassment may result in disciplinary action.

Training and Notifications

The Superintendent or designee shall provide training to employees about how to recognize harassment and discrimination, how to respond appropriately, and components of the district's policies and regulations regarding discrimination.

(cf. 4131,4231,4321 – Staff Development)

The Superintendent or designee shall regularly publicize, within the district and in the community, the district's nondiscrimination policy and the availability of complaint procedures. **Such publication shall be including in each announcement, bulletin or application form that is used in employee recruitment.** (34 CFR 100.6)

The district's policy and administrative regulation shall be posted in all schools and offices including staff lounges and student government meeting rooms. (5 CCR 4960)

Other Remedies

An employee may, in addition to filing a discrimination complaint with the district, file a complaint with either the California Department of Fair Employment and Housing (DFEH) or the Equal Employment Opportunity Commission (EEOC). The time limits for filing such

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4030(c)

complaints are as follows:

1. ~~To file a valid complaint with DFEH, the employee must file his/her complaint within one year of the alleged discriminatory act(s). (Government Code 12960)~~
2. ~~To file a valid complaint directly with EEOC, the employee must file his/her complaint within 180 days of the alleged discriminatory act(s). To file a valid complaint with EEOC after filing a complaint with DFEH, the employee must file the complaint within 300 days of the alleged discriminatory act(s) or within 30 days after the termination of proceedings by DFEH, whichever is earlier. (42 USC 2000e-5)~~

~~Employees wishing to file complaints with the DFEH and EEOC should contact the nondiscrimination coordinator for more information.~~

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

CIVIL CODE

51.7 Freedom from violence or intimidation

GOVERNMENT CODE

11135 Unlawful discrimination

12900-12996 Fair Employment and Housing Act

PENAL CODE

422.56 Definitions, hate crimes

CODE OF REGULATIONS, TITLE 2

7287.6 Terms, conditions and privileges of employment

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1681-1688 Discrimination based on sex or blindness, Title IX

UNITED STATES CODE, TITLE 29

621-634 Age of Discrimination in Employment Act

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000ff-2000ff-11 Genetic Information Nondiscrimination Act of 2008

2000h-2-2000h-6 Title IX of the Civil Rights Act of 1964

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 American with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

100.6 Compliance information

104-7 Designation of responsible employee for Section 504

104.8 Notice

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4030(d)

106.8 Designation of responsible employee and adoption of grievance procedures

106.9 Dissemination of policy

COURT DECISIONS

Shephard v. Loyola Marymount, (2002) 102 CDalApp.4th 837

Management Resources:

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION PUBLICATIONS

Questions and Answers: Religious Discrimination in the Workplace, 2008

Enforcement Guidance: Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 1999

Enforcement Guidance: Reasonable Accommodation and Undue Hardship under the Americans with Disabilities Act, ~~October 2002~~ March, 1999

U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS

Notice of Non-Discrimination, January, 1999

WEB SITES

U.S. Equal Employment Opportunity Commission: <http://www.eeoc.gov>

U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/offices/about/offices/list/ocr>

California Department of Fair Employment and Housing: <http://www.dfeh.ca.gov>

Adopted: 1-21-92

Amended: 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.4.e APPROVE AMENDMENT TO BOARD POLICY 4127/4227/4327 –
TEMPORARY ATHLETIC TEAM COACHES – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4127/4227/4327 – Temporary Athletic Team Coaches?

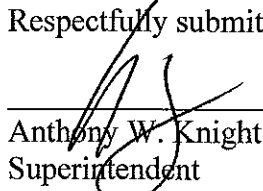
BACKGROUND: Board Policy 4127/4227/4327 is being revised to reflect new law (AB 1025) which, beginning July 1, 2010, requires any non-certificated or volunteer athletic team coach to obtain an Activity Supervisor Clearance Certificate from the CTA. Policy also revised to reflect Title 5 regulations re: employment of athletic team coaches as temporary employees and to clarify law giving certificated employees a hiring advantage if they meet required qualifications. Board Policy 4127/4227/4327 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4127/4227/4327 – Temporary Athletic Team Coaches.
2. Do not amend Board Policy 4127/4227/4327 – Temporary Athletic Team Coaches.
3. Adopt a modified version of the amendment to Board Policy 4127/4227/4327 – Temporary Athletic Team Coaches.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,



Anthony W. Knight
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4127,4227,4327(a)

Temporary Athletic Team Coaches

The Governing Board *desires to employ* recognizes the importance of hiring qualified temporary athletic team coaches for the district's sports *and interscholastic athletic* programs *in order to enhance the knowledge, skills, motivation, and safety of student athletes.* and to the success of students in sports and interscholastic athletic activities.

(cf. 6142.7 – Physical Education and Activity)

(cf. 6145.2 – Athletic Competition)

The Superintendent or designee *may employ a certificated or non-certificated employee, other than a substitute employee, to supervise or instruct interscholastic athletic activities as a temporary employee in a limited assignment capacity. (5 CCR 5590)*

When hiring a person to fill a position as a temporary athletic team coach, the position shall first be made available to qualified certificated teachers currently employed by the district. (Education Code 44919)

The Superintendent shall establish qualification criteria for all athletic coaches in accordance with law and with district standards and priorities. These criteria shall ensure that all temporary coaches possess *the proper credential or Activity Supervisor Clearance Certificate* and an appropriate level of competence, knowledge and skill.

~~Any certificated teacher employed by the district who applies for a position as a temporary athletic team coach and who satisfies the qualification criteria established for the position shall first be offered the position. (Education Code 44919)~~

~~By December 31, 2008, all district coaches, including volunteer coaches, shall have completed a coaching education program that meets the standards developed by the California Interscholastic Federation (CIF). Coaches shall bear the expense of the program. (Education Code 49032)~~

All coaches shall be subject to Board policy, administrative regulation as well as CIF bylaws and codes of ethical conduct.

(cf. 4118 – Suspension/Disciplinary Action)

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

(cf. 5131.1 – Bus Conduct)

(cf. 5131.63 – Steroids)

~~(cf. 6145.2 – Athletic Competition)~~

Non-certificated coaches have no authority to give grades to students. (5 CCR 5591)

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4127 4227,4327(b)

Volunteer Coaches

~~Volunteer athletic team coaches shall meet all the qualification criteria required of temporary athletic team coaches employed by the district. Volunteer athletic team coaches who do not meet the district qualification criteria shall serve only under the supervision of a fully qualified coach and shall not be given charge of an athletic program.~~

(cf. 1240 - Volunteer Assistance)

Legal Reference:

EDUCATION CODE

35179-35179.7 Interscholastic athletic program and activities

44010 Sex offense

44011 Controlled substance offense

44258.7 Credential types: Activity Supervisor Clearance Certificate**44332-44332.5 Temporary certificates**

44424 Conviction of a crime

44808 Liability when students are not on school property

44919 Classification of temporary employees

49024 Activity Supervisor Clearance Certificate

49030-49033 Performance-enhancing substances

CODE OF REGULATIONS, TITLE 5

5531 Supervision of extracurricular activities of pupils

5590-5596 Duties of temporary athletic team coaches

COURT DECISIONS

CTA v. Rialto Unified School District, (1997) 14 Cal. 4th 627

San Jose Teachers Association, CTA, NEA v. Barozzi, (1991) 230 Cal. App. 3d 1376, 281 Cal. Rptr. 724

Management Resources:

CSBA POLICY BRIEFS PUBLICATIONS

Steroids and Students: What Boards Need to Know, *Policy Brief*, July 2005*A School Board Member's Guide to CIF and Interscholastic Sports, 1997*

CALIFORNIA INTERSCHOLASTIC FEDERATION PUBLICATIONS

*Pursuing Victory with Honor, 1999**California Interscholastic Federation Constitution and Bylaws*

COMMISSION ON TEACHER CREDENTIALING CODE CORRESPONDENCE

*09-19 Implementation of Assembly Bill 1025 Concerning the Activity Supervisor Clearance Certificate (ASCC),**December 2, 2009*

WEB SITES

CSBA: <http://www.csba.org>California Athletic Trainers' Association: <http://www.ca-at.org>California Department of Education: <http://www.cde.ca.gov>California Interscholastic Federation: <http://www.cifstate.org>National Athletic Trainers' Association: <http://www.nata.org>

Adopted: 1-21-92

Amended: 9-17-02; 2-21-06

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MAY 18, 2010

**SUBJECT: C.4.f. APPROVE AMENDMENT TO BOARD POLICY 4157 4257, 4357 –
EMPLOYEE SAFETY –First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 4157, 4257, 4357 – Employee Safety?

BACKGROUND: Board Policy 4157, 4257, 4357 is being updated to reflect new Title 8 Regulations which require all employers to make provision in advance to ensure that employees receive prompt medical treatment for serious injury or illness. Board Policy 4157, 4257, 4357 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 4157, 4257, 4357 – Employee Safety.
2. Do not amend Board Policy 4157, 4257, 4357 – Employee Safety.
2. Adopt a modified version of the amendment to Board Policy 4157, 4257, 4357 – Employee Safety.

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 4000

Personnel

BP 4157, 4257, 4357(a)

Employee Safety

The Governing Board is committed to maximizing employee safety and believes that **workplace** safety is every employee's responsibility. Working conditions and equipment shall **comply** be maintained in compliance with standards prescribed by federal, state and local laws and regulations.

No employee shall be required or permitted to be in any place of employment which is unsafe or unhealthful. (Labor Code 6402)

The Board expects all employees to use safe work practices and, to **the extent possible**, correct any unsafe conditions which may occur. If an employee is unable to correct an unsafe condition, he/she shall immediately report the problem to the Superintendent or designee.

The Superintendent or designee shall promote safety and correct any unsafe work practices through education, training and enforcement.

(cf. 4117.4 – Dismissal)

(cf. 4118 – Suspension/Disciplinary Action)

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

The Superintendent or designee shall establish and implement a written injury and illness prevention program in accordance with law. (Labor Code 6401.7)

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

(cf. 3516 – Emergencies and Disaster Preparedness Plan)

(cf. 4119.41/4219.41/4319.41 – Employees with Infectious Disease)

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

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

(cf. 4157.1/4257.1/4357.1 – Work-Related Injuries)

(cf. 4157.2/4257.2/4357.2 – Ergonomics)

(cf. 4158/4258/4358 – Employee Security)

~~The Board shall ensure that the Superintendent or designee provides eye protective devices as specified in law and administrative regulation.~~

The Superintendent or designee shall ensure the ready availability of first aid materials at district workplaces and shall make effective provisions, in advance, for prompt medical treatment in the event of an employee's serious injury or illness. (8 CCR 3400)

No employee shall be discharged or discriminated against for making complaints, instituting

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4157, 4257, 4357(b)

proceedings or testifying with regard to employee safety or health, or for participating in any occupational health and safety committee established pursuant to Labor Code 6401.7. (Labor Code 6310)

Legal Reference:

EDUCATION CODE

32030-32034 Eye safety

32225-32226 Communications devices in classrooms

32280-32289 School safety plans

32066 Safety: public and private institutions

44984 Required rules for industrial accident and illness leave of absence

GOVERNMENT CODE

543.2 Scope of bargaining

LABOR CODE

3300 Definitions

6305 Occupational safety and health standards; special order

6310 Retaliation for filing complaint prohibited

6400-6413.5 Responsibilities and duties of employers and employees

6401.7 Injury prevention programs

CODE OF REGULATIONS, TITLE 8

3203 Injury and illness prevention program

3400 Medical services and first aid

5095-5100 Control of noise exposure

CODE OF FEDERAL REGULATIONS, TITLE 29

1910.95 Noise standards

Management Resources:

DEPARTMENT OF INDUSTRIAL RELATIONS PUBLICATIONS

Guide to Developing Your Workplace Injury and Illness Prevention Program, revised April 1998-2005

DHHS PUBLICATIONS

Preventing Occupational Hearing Loss—A Practical Guide, June 1996, Department of Health and Human Services (National Institute for Occupational Safety and Health)

WEB SITES

U.S. Department of Labor, Occupational Safety and Health Administration: <http://www.osha.gov>

California Department of Industrial Relations, Occupational Safety and Health:

http://www.dir.ca.gov/occupational_safety.html

Centers for Disease Control and Prevention: <http://www.cdc.gov>

National Institute for Occupational Safety and Health: <http://www.cdc.gov/niosh>

National Hearing Conservation Association: <http://www.hearingconservation.org>

Adopted: 1-25-78

Amended: 2-14-79, 11-17-82, 7-23-85, 1-21-92, 9-17-02

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: May 18, 2010

SUBJECT: Monthly Board Report

SCHOOL SITE COUNCIL

At the April 27th site council meeting the following agenda items were discussed: Discovery Kindergarten at BES for 2010-11, recommendations for new SSC members for next year, changes recommended due to budget cuts for 2010-11, FLAP grant, STAR testing schedule, student placement considerations

TEACHING AND LEARNING

Kindergarteners will visit Tierra Rejada to pick fruit and vegetables and learn about the plant cycle. Different artists are being studied in first grade classrooms. Research reports on rain forest animals are underway. Second graders are researching and writing about animals as part of the Life Cycles and Zooland Units. Third grade is "spaced out" as they study our solar system (lessons integrated with technology) and create poems in Writer's Workshop. Fourth grade students are reading Pioneers Go West. Trips to Malibu Lagoon gave students the opportunity to see native birds and test the water for salinity. Fifth grade students are preparing for a Mock Congressional Debate at the Reagan Library 6/1.

EARTH WEEK

Successful activities included: student chalk pledges, zero waste snacks/lunches, Walk to School, Plant-A-Billion Trees, Used Jeans Drive, Used Shoes Drive, recycled hat day, grocery bag art.

HAPPENINGS

May 3-10 STAR testing

May 7 & 21 Mother/Son Evening Hike at Wildwood Park

May 12 CERT presentation at staff meeting 1:30 p.m.

May 14 Second Grade Performance – Grandparent's Day 2:00 p.m.

May 19 Open House-Meeting & Auction @6:00 -7:00 & Classrooms Open 7:00-8:00 p.m.

May 26 Prospective Parent Tour 9:00 a.m.

May 26 California Show 12:00 MPR (4th grade performs)

June 4 Distinguished School Awards @ Disneyland

June 1 5th Grade Mock Congressional Trial at Reagan Library 9:00 a.m.

June 10 All School Show at 8:45 a.m.

June 17th Fifth Grade Culmination @ 8:45 a.m.

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: Leslie Heilbron, Principal, Oak Hills Elementary School
DATE: May 18, 2010
SUBJECT: Monthly Board Report

ROADS SCHOLARS

Kindergarten visited Bristol Farms Grocery store on a "Reconnaissance" Mission, upon returning they planned and executed their own classroom grocery store. This tied into their social studies unit about community helpers, and reviewed concepts related to working together, and being part of a classroom community. First grade went to the Carnegie Art Museum last week. They toured and discussed the multi media art exhibition inspired by the four elements of nature. The students created an art project with a resident artist.

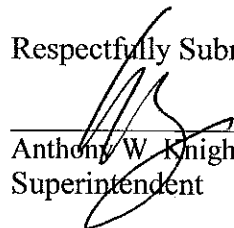
THIRD GRADE BIOGRAPHY FAIR

Third grade students chose from a variety of famous people to represent at the Biography Fair last week. Choices included scientists, artists, politicians, authors, musicians and historical figures that made an important contribution to society. They dressed as their famous person and memorized a three-minute speech that they presented at the Fair.

OPEN HOUSE

Oak Hills will hold their annual Open House on Wednesday evening, May 26th. Please come to see how proud our children are of their hard work and accomplishments this year. This is a great culminating event of many thousands of hours of learning and achievement

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: Jon A. Duim, Principal, Red Oak Elementary School
DATE: May 18, 2010
SUBJECT: Monthly Board Report

Fourth Grade Geography Bee

Our fifth annual Fourth Grade Geography Bee was on Friday, April 16 in our Multi-purpose Room. Students answered questions specifically about California Geography. Instead of one winner, students were deemed "Finalists" if they could answer a set number of questions correctly. We had seven Finalists this year. They received certificates and a small gift card.

Earth Week Observations

Many events were planned for Earth Week starting on April 19. On Wednesday, we observed Walk-to-School Day. Students, teachers and parents gathered at four predetermined gathering spots to walk together as a group. At 7:45, each group began walking to school. About half of our school population participated in this event. All week we collected used athletic shoes and pledges to add to our recycle tree in our MPR.

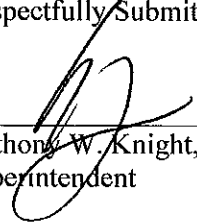
Fifth Grade Science Bee

On April 30th, we conducted our third annual Fifth Grade Science Bee. We used the same format as the 4th Grade Geography Bee. In this competition, students were given three weeks to study science questions that were taken from the third, fourth and fifth grade curriculum. There were 8 Finalists.

Track and Field Day

On April 23, at recess and lunch we had our annual Track and Field Day for third, fourth and fifth grade students. Students signed up to race in individual distance and/or team relay races. The races were divided and run by grade level. All participating students were cheered on by their fellow students and our students showed that Red Oak has a lot of fast students.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: May 18, 2010

SUBJECT: MONTHLY SCHOOL REPORT

MCMS Band Festival May 1: Our concert band and our choir both won an Excellent rating along with 3rd place. Our Jazz band received a Good rating and also earned 3rd place. Our school also won the coveted "Esprit De Corps" award, which means that our students showed exemplary pride, honor and citizenship during the festival. Our students were great ambassadors for our District, and they worked very hard to earn this prestigious award. Many thanks to our students, parents and our outstanding Band Director, Elana Levine.

Algebra Placement Test May 8th and 13th: This test will be offered to interested students who are new to our district.

Junior Achievement Field Trip: Mr. Anderson's Advanced Computer class will be putting their economic good sense to the test of reality at the Junior Achievement simulated commercial town.

STAR Testing May 11-13th: MCMS will have minimum days (12:35 dismissal) on these days of State academic testing.

May 14th 6:00-8:00: The ASB Beach Dance is the last all-school Dance of the year, complete with In-And-Out truck!

Culmination Photographs May 11-13th: 8th graders will have their pictures taken after school on these days, from 12:45-3:00. Pictures are free by Herff-Jones and will appear, with the Culmination Certificate, in a beautiful folio at Culmination in June.

Volunteer Appreciation Week May 24-28: MCMS has a bounty of AMAZING volunteers who help to make our school an accessible, enriched and wonderful place to learn and grow. Come by the Office this week to allow us to share our gratitude to our volunteers!

Read 180 Orientation Meeting May 25th 3:00 p.m. in Room C-3: Parents of students who have been recommended to this program will have the chance to see the Reading Lab, meet the teacher and see some students demonstrating what they do in the class.

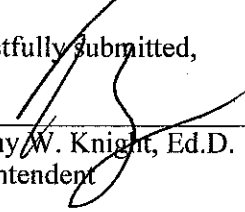
Open House May 27th 6:00-8:00: Come for dinner and other treats, visit classrooms and behold the fruits of joyful learning!!

Talent Show For Haiti: MCMS Students put on a MAGNIFICENT Talent Show at MCMS April 29th and raised \$2,150 for the people of Haiti, through the Clinton/Bush Foundation to rebuild Haiti.

Science Faire: Many of our students participated in the Ventura County Science Faire, and distinguished themselves in various categories!!! Outstanding job! Thanks to Ms. Ligeti for her encouragement and hard work helping to make this event happen!

Magic Mountain Math and Science Days April 23rd: Ms. Ligeti and Mr. Labnow sponsored FOUR workshops after school for over 40 students, as well as a field trip to participate in a great Southern California math and science event. A wonderful time learning and doing math and science was the order of the day for students.

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: May 18, 2010

SUBJECT: Monthly Board Report

DANCE SHOW –BEST EVER

OPHS will present its third Dance Show on Wednesday, May 12. Over sixty students will participate in the show.

FIDDLER ON THE ROOF

We are proud to present The Fiddler on the Roof on May 13, 14 and 15 at 7:00pm. There will also be a matinee at 2:00 on May 15th.

DICK VAN DYKE BENEFIT CONCERTO

The Choir will participate in the Dick Van Dyke Benefit Concerto on Sunday, May 9th at 4:00pm, at the Civic Arts Plaza. Proceeds from the concert will be donated to the participating high school choirs based on how many tickets are placed in each school's "bucket".

CHOIR CONCERT

The annual Choir Spring Concert will be held on June 4th in the Pavilion starting at 7:00pm.

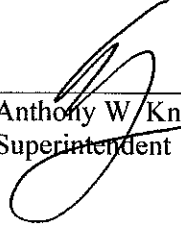
SCHOOL SITE COUNCIL

The tenth meeting of this year's School Site Council will take place on Tuesday, May 11th. The members of Site Council will talk about the make up of School Site Council for the 2010-2011 school year. Please see our web site for the minutes and details of this meeting.

YEARBOOK DISTRIBUTION

Yearbook distribution will be held on June 9th. This year's book is outstanding! Big thanks go out to Kathy Leggett and the students in her yearbook class.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Lou Tabone, Principal, Oak View High School/Oak Park Independent School
DATE: May 18, 2010
SUBJECT: Monthly Board Report

Oak View

Dianne Starzak visited our staff meeting to present information about the upcoming CERT training for staff. We learned about the benefits of the training for both our personal lives and as a service to our school and district.

Ten students attended the annual field trip to Moorpark College. Counselor Dianne Large accompanied the students on a very useful tour of the facilities and programs.

Susan Allen represented our faculty at the CCEA Conference in Los Angeles. Susan will inform us about useful strategies and program development possibilities to enhance OVHS.

Cameron Murphy was honored as our STAR Scholar this year. We enjoyed a wonderful dinner and keynote speech by Shannon Miller, Olympic Gold Medalist.

Independent School

OPIS students and parents enjoyed a special outing to the Dodger game on April 16th. We participated in a wonderful tour of the facility and had our school name flashed on the scoreboard.

BreeLayne Ring was honored as our STAR Scholar. BreeLayne is scheduled to attend Pratt Art Institute in New York in the fall.

We honored our site council parents with award certificates for their hard work and dedication throughout the year.

We are planning science enrichment activities for next year, as we met with OPUSD science specialist, Debby West, at our staff meeting on April 30th.

Parents and students enjoyed a wonderful school picnic, followed by our Open House on May 4th.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent