

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #821

DATE: June 8, 2010

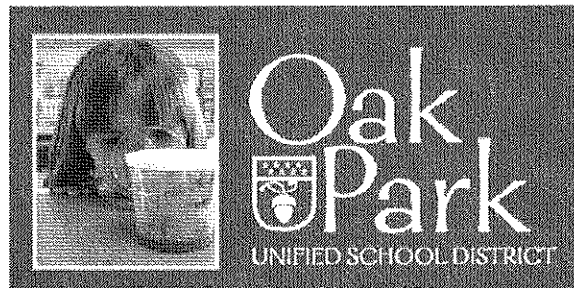
PLACE: **Oak Park High School Presentation Room – G-9**  
899 N. Kanan Road, Oak Park, CA 91377

TIME: 4:00 p.m. Closed Session **Please Note Earlier Start Time**  
6:00 p.m. Open Session

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

**BOARD OF EDUCATION**

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



EDUCATING TOMORROW'S LEADERS

**ADMINISTRATION**

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

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

INDIVIDUALS WHO REQUIRE SPECIAL 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: [ls Sheridan@oakparkusd.org](mailto:ls Sheridan@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, August 17, 2010**

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

**Oak Park High School, Presentation Room, G9**

#### **AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:**

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: [www.oakparkusd.org](http://www.oakparkusd.org)

# **OAK PARK UNIFIED SCHOOL DISTRICT**

## **AGENDA – REGULAR BOARD MEETING #821**

**June 8, 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/CONTRACT**

**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. Conejo Future Foundation – Youth Congress Leadership Program Report
7. Presentation of Partner in Education Award

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

**1. Budget Study Session – 2010-11 Annual Budget** 1

**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 May 18, 2010**
- b. Public Employee/Employment Changes 01CL1326-01CL1332 & 01CE04850-01CE04878** 3
- c. Approve Purchase Orders – May 1 – May 31, 2010** 5  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. Approve Acceptance of Donations** 8  
*Board Policy 3290 requires Board approval for donations to the District*
- e. Approve Out of State Travel for Certificated Employees to Attend Columbia Reading and Writing Project Conference in New York City – June-29-July 3, 2010, August 9-13 and August 16-20, 2010** 9  
*Board Policy 6153 requires Board approval for overnight trips*
- f. Approve Second Period Attendance Report** 10  
*Board Policy required Board approval for enrollment and attendance reports*
- g. Approve Summer School Teacher Assignment Report** 14  
*Education Code 44257.8 requires Board approval for the Annual Teacher Assignment Report*

**ACTION**

**2. BUSINESS SERVICES**

- a. Receive and Accept Annual Report of the Oak Park Citizen's Bond Oversight Committee** 17  
*Oak Park Citizen's Bond Oversight Committee will present Board with their annual report on Measure R and Measure C6*
- b. Approve Award of Measure R Bid #10-05R, HVAC Installation at Oak Park High School Gymnasium** 19  
*Board approval required for agreements*
- c. Approve Award of Measure R Bid #10-06R, HVAC Installation at Medea Creek Middle School Gymnasium** 21  
*Board approval required for agreements*
- d. Ratify Award of Bid #10-08R, Replacement Relocatable Classrooms at Oak Park High School** 23  
*Board approval required for agreements*
- e. Approve Change Order #1 and #2 to Agreement for Purchase of Replacement Relocatable Classrooms at Oak Park High School** 27  
*Board approval required for change orders*
- f. Approve Resolution #10-19, Notice of Modernization Projects Exemption from California Environmental Quality Air Requirements – Brookside Elementary School and Oak Park High School Modernization Projects** 31  
*Board approval required*

g.	<b>Approve Oak Park Unified School District Education Technology Plan 2010-2013</b>	<b>33</b>
	<i>District Technology Plan has passed state inspection and now required Board approval.</i>	
h.	<b>Approve Contract for Oak Park Neighborhood for Learning Program with Ventura County Children and Families First Commission</b>	<b>35</b>
	<i>Board approval required for agreements</i>	
i.	<b>Approve Facility Use by Religious Organization – Chabad of the Conejo Valley</b>	<b>37</b>
	<i>Board policy requires Board approval of Facility Use by outside organizations</i>	
3.	<b><u>HUMAN RESOURCES</u></b>	
a.	<b>Receive the Oak Park Classified Association Proposal for 2010-11 Negotiations and Approve the District’s Initial Response for Collective Bargaining Negotiations with the Oak Park Classified Association</b>	<b>43</b>
	<i>Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements</i>	
4.	<b><u>BOARD</u></b>	
a.	<b>Approve CSBA Membership and Education Legal Alliance Membership</b>	<b>47</b>
	<i>Board approval required for membership dues</i>	
b.	<b>Approve 2010-11 Moral Imperatives and Goals</b>	<b>49</b>
	<i>Receive Staff input on Moral Imperatives, Goals, Action Plan and Accomplishments for 2009-2010 and discuss Moral Imperative and Goals for 2010-2011</i>	
5.	<b><u>BOARD POLICIES</u></b>	
a.	<b>Approve Amendment to Board Policy 3320 – Claims and Actions against the District – Second Reading</b>	<b>51</b>
	<i>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.</i>	
b.	<b>Approve Amendment to Board Policy 3515.2 – Disruptions – Second Reading</b>	<b>55</b>
	<i>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.</i>	
c.	<b>Approve Amendment to Board Policy 4030 – Nondiscrimination in Employment – Second Reading</b>	<b>59</b>
	<i>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.</i>	
d.	<b>Approve Amendment to Board Policy 4157, 4257, 4357 – Employee Safety – Second Reading</b>	<b>65</b>
	<i>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.</i>	
e.	<b>Approve Amendment to Board Policy 5127 – Graduation Ceremonies and Activities – First Reading</b>	<b>69</b>
	<i>Policy revised to add new section on student conduct at graduation ceremony and to reflect new law (AB 1463) which allows graduation students who are in active military service to wear their military dress uniforms to graduation ceremonies.</i>	
f.	<b>Approve Amendment to Board Policy 5131 – Conduct – First Reading</b>	<b>73</b>
	<i>Policy is updated to reflect new court decision which held that a district may discipline a student for off-campus conduct that is brought to the attending of school officials when the conduct causes, or is likely to cause, a “substantial disruption” of school activities which is more than embarrassment or personality conflicts typical in schools.</i>	

- g. Approve Amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments – First Reading** 81  
*Mandated policy is updated to reflect new law (AB 1390) which requires the principal or designee to notify law enforcement when a student possesses a firearm or explosive, or sells or furnishes a firearm, at school.*
- h. Approve Amendment to Board Policy 5145.11 – Questioning and Apprehension – First Reading** 85  
*Policy updated to reflect new court decision which held that it was unconstitutional for law enforcement officials to interview a student on school grounds regarding allegations of child abuse without a warrant, court order, exigent circumstances, or parent/guardian consent. Policy contains new language directing the principal or designee to request that law enforcement certify that appropriate legal authority for the interview exists and that the principal maintain a record of student interviews.*
- i. Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – First Reading** 89  
*Policy revised to include prohibited bases of discrimination and to specify that a student may need to be provided with accommodations to protect his/her from threatened or actual harassing or discriminatory behavior.*
- j. Approve Amendment to Board Policy 6142.7 – Physical Education and Activity – First Reading** 95  
*Policy retitled and revised to incorporate opportunities for physical activity outside of the regular physical education curriculum. Policy also adds Board approval of courses that qualify for P.E. credit and establishes expectation that 50 percent of P.E. class time will be spent in moderate to vigorous physical activity.*

## **VII. INFORMATION ITEMS**

## **VIII. OPEN DISCUSSION**

## **IX. ADJOURNMENT:**

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

## **SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS**

- |   |     |
|---|-----|
| 1. Brookside Elementary School Report               | 103 |
| 2. Oak Hills Elementary School Report               | 104 |
| 3. Red Oak Elementary School Report                 | 105 |
| 4. Medea Creek Middle School Report                 | 106 |
| 5. Oak Park High School Report                      |     |
| 6. Oak View High School/Oak Park Independent School | 107 |
| 7. Oak Park Neighborhood School                     |     |

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

**5-18-10**

**#820**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Ms. Mary Rees, called the regular meeting to order at 4:03 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

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

**BOARD ABSENT**

Ms. Cindy Vinson, Member

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

The Board adjourned to Closed Session at 4:04 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mary Rees, reconvened the regular meeting to order at 6:02 p.m. in the Oak Park High School, Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

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

**BOARD ABSENT**

Ms. Cindy Vinson, Member and Ms. Dani Gold, Student Board Rep

**STAFF PRESENT**

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

**STAFF ABSENT**

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

**FLAG SALUTE**

Eric Pai led the Pledge of Allegiance to the Flag

**REPORT ON CLOSED SESSION**

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

**ADOPTION OF AGENDA**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education adopted the agenda except to move Consent Agenda Items C.1.f.g.and i. to Action and pulling C.1.n. Motion carried 4-0-1 Absent.

## **PUBLIC COMMENTS**

School Counselors Tess Wilkoff, Randy McLelland, Carol Bailey, Julie Heeney, and Deborah King all addressed the Board about the importance of the counseling program in the District and urged the Board to replace the retiring counselor position instead of making it one of the budget cuts in the 2010-2011 budget.

## **REPORT FROM BOARD MEMBERS**

Board Member Barbara Laifman reported she attended the WASC findings meeting and felt the process was a great experience for the entire school. She attended the *Food Inc.* movie sponsored by the Wellness Council, and the Oak Hills recognition assembly where there were a record number of Presidential Fitness Awards presented. Ms. Laifman also reported she is continuing her Masters in Governance training at her own expense as she completed two more modules. She attended both the OPIS and OVHS Open House Nights and the *Fiddler on the Roof* production at the High School. Board Member Marie Panec reported she also attended the Open House Nights at OPIS and OVHS which were well done and you could see the teachers were excited about the students accomplishments this year. She attended the SEAC luncheon honoring Cathy Skiba and Barb Semel Parkhurst, who will be retiring at the end of this school year. Ms. Panec also attended the *Fiddler on the Roof* production and commented it was great to have the new seating in the Pavilion. Board Member Jan Iceland reported the Finance Committee was waiting for the May Revise information and will be meeting this week. The Technology Committee reopened application for 21<sup>st</sup> Century Classroom Teachers. The Conejo/Las Virgenes Future Foundation is geared up for next year and Ms. Iceland reported she is going to Delegate Assembly next weekend and will be lobbying for school choice and if there are other matters Board Members would like her to bring up to legislators to let her know. Board Member Mary Rees presented gifts from the Board to Leslie Heilbron and Lynn McCormack who had been named ACSA Region XIII Elementary and High School Principal of the Year. She stated the Board had already given gifts to Linda Sheridan as Confidential Employee of the Year and Cliff Moore as Human Resources Employee of the Year at an earlier Board Meeting and Brad Benioff had been named Middle School Principal of the Year by COLVOP. Ms. Rees said the Board was now looking forward to graduations and the remaining open houses.

## **REPORT FROM SUPERINTENDENT**

Dr. Knight introduced new Principals Kevin Buchanan who will be Principal at Oak Park High School and Erik Warren who will be Principal at Oak Hills Elementary School to the Board and asked them to say a few words.

## **SCHOOL SITE COUNCIL REPORTS**

Medea Creek Middle School – Principal Brad Benioff reported the School Site Council discussed the validity of surveys distributed by parents and not by the school, enrollment numbers rumor control, instituting anti-bullying, drug prevention and internet safety assembly and parent nights again next school year and filling school site council openings at Back to School Night.

Oak Park High School – Doug Orens reported it was Senior week at the High School where each day the seniors had planned activities while it was STAR testing week for the rest of the grade levels. The School Site Council discussed the parking issue on Calle Rio Vista which will also be discussed at the MAC meeting. The Site Council also discussed the new cum laude awards for seniors and voting in new members at Back to School Night in the fall.

Red Oak Elementary School – Marina Mann reported the School Site Council discussed one Discovery K classroom would be moved to Brookside Elementary School, the school garden, teachers retiring, getting married over the summer and the upcoming open house.



Oak Park Neighborhood School – Kim Gregorchuk reported on the many activities going on at the Neighborhood School. One classroom is working on robots, one is working on a scale model of their community and the third classroom has written a book that they will be publishing.

**Facilities Planning Committee** – Peter Kristensen reported on the ongoing work of the Facilities Planning Committee. Brookside the DSA approvals have been turned in. The digital control bids were over budget because the network was full and had to have its own network. The door lock work should be starting soon. They will begin investigating windows at Oak Hills and Red Oak to have it in place by July and also try to have some exterior painting done in conjunction with this work. At Medea Creek they will be getting bids for the air conditioner work and hope to have it to the Board in June for approval. At the High School they will also be getting bids for the air conditioner but they will not have to upgrade the electrical as originally thought. They are also getting bids for gym roof replacement and they hope to bring both these items to the Board in June for approval. The District Office/Oak View parking lot repaving will also include a widening of the entrance on Conifer and the roof work is almost complete at a savings of \$190,000 because the entire roof did not have to be replaced.

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

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the Consent Agenda. Motion carried 4-0-1 Absent.

- 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
- c. Approve Purchase Orders – April 1 – April 30, 2010
- d. Approve Acceptance of Donations
- e. Approve Designation of the 2010-2011 District/School Representatives to California Interscholastic Federation (CIF) Leagues
- h. Approve Quarterly Report on Williams Uniform Complaints – April, 2010
- j. Approve Contract Renewal for 2010-11 Crossing Guard Services
- k. Approve Resolution #10-15, Year End Budget and Interfund Transfers for Fiscal Year 2009-2010
- l. Approve Resolution #10-16, Appropriation and Budgeted Transfers Fiscal Year 2009-2010
- m. Approve Resolution #10-17, Temporary Loans Between District Funds for Fiscal Year 2009-2010

### **ACTION**

- C.1.f. Approve Overnight Trip for Oak Park High School Edison Challenge Group - May 25-28, 2010
- g. Approve Overnight Trip for Edison Challenge Group – Medea Creek Middle School – June 7-13, 2010
- i. Approve Overnight Trip for Oak Park High School Girls' Basketball Team – July 15-18, 2010

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved Consent Agenda items f, g and i. Motion carried 4-0-1 Absent.

## **2. CURRICULUM**

### **a. Approve School Handbooks/Discipline Policy**

On motion of Barbara Laifman, seconded by Jan Iceland, the Board of Education approved the School Handbooks/Discipline Policy. Motion carried 4-0-1 Absent.

### **b. Approve Core Literature Book List for Brookside and Red Oak Elementary Schools**

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the Core Literature Book List for Brookside and Red Oak Elementary Schools. Motion carried 4-0-1 Absent.

**3. BUSINESS SERVICES**

**a. Approve Annual Audit Report for Bond Measures R and C6 for Fiscal Year 2009**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the Annual Audit Report for Bond Measures R and C6 for Fiscal Year 2009. Motion carried 4-0-1 Absent.

**b. Approve Award of Bid #10-07R, District-wide Thermostat Replacement**

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the Award of Bid #10-07 R, District-wide Thermostat Replacement to Brannon, dba Smith Electric Service for \$526,519. Motion carried 4-0-1 Absent.

**c. Approve Award of Bid #10-08R, Replacement Relocatable Classrooms at Oak Park High School**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved authorizing the Superintendent to Award Bid #10-08R and ratify this award of bid at the June 8 Regular Board Meeting. Motion carried 4-0-1 Absent.

**d. Approve Safe School Plans**

On motion of Barbara Laifman, seconded by Marie Panec, the Board of Education approved the Safe School Plans. Motion carried 4-0-1 Absent.

**e. Approve Request to Revise Board Meeting Schedule for Budget Adoption**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved a Special Board Meeting on June 21, 2010 for Budget Adoption. Motion carried 4-0-1 Absent.

**4. BOARD POLICIES**

**a. Approve Amendment to Board Policy 1240 – Volunteer Assistance – First Reading**

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved tabling this policy for six months to await anticipated new legislation. Motion carried 4-0-1 Absent.

**b. Approve Amendment to Board Policy 3320 – Claims and Actions against the District – First Reading**

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 3320 – Claims and Actions Against the District – First Reading. Motion carried 4-0-1 Absent.

**c. Approve Amendment to Board Policy 3515.2 – Disruptions – First Reading**

On motion of Marie Panec, seconded by Jan Iceland, the Board of Education approved the Amendment to Board Policy 3515.2 – Disruptions – First Reading. Motion carried 4-0-1 Absent.

**d. Approve Amendment to Board Policy 4030 – Nondiscrimination in Employment – First Reading**

On motion of Marie Panec, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 4030 – Nondiscrimination in Employment – First Reading. Motion carried 4-0-1 Absent.

**e. Approve Amendment to Board Policy 4127, 4227, 4327 – Temporary Athletic Team Coaches – First Reading**

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved tabling this policy for six months to await anticipated new legislation. Motion carried 4-0-1 Absent.

**f. Approve Amendment to Board Policy 4157, 4257, 4357 – Employee Safety – First Reading**

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 4157, 4257, 4357 – Employee Safety – First Reading. Motion carried 4-0-1 Absent.

**VII. INFORMATION ITEMS**

1. Discussion – Communication about District of Choice Program

**VIII. OPEN DISCUSSION**

The Board discussed seeking a new auditor when contract expires for current auditor.

**IX. ADJOURNMENT:**

There being no further business before this Board, the meeting is declared adjourned at 8:42 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: JUNE 8, 2010**

**SUBJECT: B.1. BOARD STUDY SESSION: 2010-11 ANNUAL BUDGET**  
DISCUSSION/INFORMATION

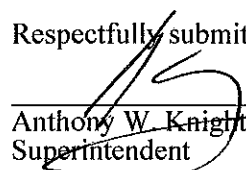
**ISSUE:** Shall the Board receive information and provide input to staff regarding recommendations for the development of the District's budget for fiscal year 2010-11?

**BACKGROUND:** In an extraordinary fiscal climate, the K-12 education budget for the 2009-10 and 2010-11 fiscal years remain in a volatile state, even as the statutory June 30th budget adoption deadline approaches. On May 14, 2010 Governor Arnold Schwarzenegger presented his May Revision to 2010-11 state budget. Although the Governor's proposed budget for K-12 education is essentially unchanged from January, some of the subtle revisions hold a significant impact for Oak Park. Further, how the Governor and Legislature ultimately negotiate a solution to the State's budgetary crisis, and the resulting impact of that solution on education funding remains to be seen. At this evening's meeting, staff will provide an update on the most current information available and provide recommendations pertaining to the District's 2010-11 budget, slated for adoption on June 21, 2010. Information will include budget assumptions, enrollment and staffing projections, and revenue and expenditure forecasts.

**RECOMMENDATION:** None – information and discussion only.

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: JUNE 8, 2010**  
**SUBJECT: C.1.c APPROVE PURCHASE ORDERS – MAY 1-30, 2010**

CONSENT

**ISSUE:** Shall the Board approve the attached purchase orders issued May 1, 2010 through May 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 05/01/2010 - 05/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B10-00220	<del>Monterey County Office of Ed</del>	<del>Agreement</del>	Pupil Services/Special Ed.	010	11,655.00
P10-00591	Main Street Tours	Parent funded field trip	Red Oak Elementary School	010	1,362.00
P10-00592	Main Street Tours	Parent funded field trip	Red Oak Elementary School	010	1,630.00
P10-00593	Coach Usa-Los Angeles	Field Trip/Band & Chorus/Buena Park	Medea Creek Middle School	010	3,345.00
P10-00594	Los Angeles Zoo	Parent funded field trip	Red Oak Elementary School	010	348.00
P10-00595	Document Systems	Staples for copier	Red Oak Elementary School	010	167.79
P10-00596	Golf n Stuff	fifth gr end of year field trip	Oak Hills Elementary School	010	1,820.00
P10-00597	OPUSD Food service	Gloves & WASC Lunch	Oak Park High School	010	160.21
P10-00598	Coastline Communications, LLC	Phones/rmt lse rpr	Oak Park High School	010	173.71
P10-00599	Ken Paulson	Reimbursement/mat & supp	Oak Park High School	010	459.82
P10-00600	Compuwave Inc.	Dell Drum Kit - Color Printer (Dell 5110cn)	Pupil Services/Special Ed.	010	205.76
P10-00601	UNDERWOOD FAMILY FARMS AT TIERRA REJADA	Parent funded field trip	Red Oak Elementary School	010	1,008.00
P10-00602	Taft Electric Company	OPHS SCE Planned Outage Repair	Business Administration	010	3,166.85
P10-00603	Taft Electric Company	Load Test @ OPHS electrical system Project#10-09R	Business Administration	213	3,003.65
P10-00604	Erik Amerikaner	Computer/mat & supp	Oak Park High School	010	617.01
P10-00605	National Association Of	Nat Honor Soc/oth exp	Oak Park High School	010	81.00
P10-00606	Lonny Johnson dba Ancient Artifacts	fourth grade inhouse field trip	Oak Hills Elementary School	010	450.00
P10-00607	Santa Barbara Zoo	Parent funded field trip	Red Oak Elementary School	010	731.00
P10-00608	Herff Jones	Diplomas	Home Independent Study Program	010	316.45
P10-00609	Monterey County Office of Ed	Teaching Standards Booklet	Human Resources	010	120.00
P10-00610	Pierres Welding & Maint.	OPHS Fabricate plates	Business Administration	400	380.00
P10-00611	GSolutionz, Inc.	Service Support/R3	Medea Creek Middle School	010	125.00
P10-00612	Durham Transportation	Bus fees/Math/Science/&Science Fair	Medea Creek Middle School	010	829.22
P10-00613	Cindy Ligeti	Reimbursement/Cindy Ligeti/Magic Mountain	Medea Creek Middle School	010	370.00
P10-00614	C & A Safety Consultants	Ath Trng Class/mat & oth exp	Oak Park High School	010	425.33
P10-00616	SCHOOL NURSE SUPPLY INC	Health Tech Supplies	Medea Creek Middle School	010	202.37
P10-00617	Belson Outdoors	Students lunch tables (3)	Medea Creek Middle School	010	1,795.87
P10-00618	Lindsay Steinman	reimbursement for CSET social science	Human Resources	010	70.00
P10-00619	Conejo Rec & Parks District	Parent funded field trip	Red Oak Elementary School	010	112.00
P10-00620	Inclusive Educ. & Community Pa	Consultant Services Para-Educators Training	Business Administration	010	3,600.00
P10-00621	Joyce Thomas c/o BES	donation - music	Brookside School	010	

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

Includes 05/01/2010 - 05/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P10-00622	CJSFBALFOUR	Awards and Pins/CJSF	Medea Creek Middle School	010	99.86
P10-00623	Herff Jones	Diplomas	Oak View High School	010	262.63
P10-00624	Gregary Gam dba Gam Graphics	Envelopes for Friends Mailing	Board of Education	010	143.97
P10-00625	Pierres Welding & Maint.	ROES repair door	Business Administration	010	175.00
P10-00626	GSolutionz, Inc.	MCMS Caple Repair for telephones	Business Administration	010	425.00
P10-00627	Vavrinek, Trine, Day & Company	Annual Financial Audit Services for 09/10	Business Administration	010	56,500.00
P10-00628	Creative Learning Systems	SLC Ajustable Mirror	Medea Creek Middle School	010	81.19
P10-00629	West Oaks Glass	Vandalism ROES Glass	Business Administration	010	270.00
P10-00630	Nexus IS Inc.	Cisco Switch MCMS Science Lab	Business Administration	213	5,712.03
P10-00631	Flinn Scientific, Inc	Science Lab Materials	Oak View High School	010	723.26
P11-00001	Organized Sports Inc.	Student Locker Locks	Medea Creek Middle School	010	2,570.94
P11-00002	Organized Sports Inc.	PE Locks	Medea Creek Middle School	010	514.19
T10-00003	Compuwave Inc.	HP LaserJet Printer/Stein/Humanities/PFC	Medea Creek Middle School	010	417.85
T10-00004	Compuwave Inc.	Upgrades for Server memory	Technology Coordinator	212	688.47
T10-00005	Compuwave Inc.	RAM Update for OPHS & OPODEPLOY	Technology Coordinator	212	1,376.94
T10-00006	Apple Computer, Inc. Ms:198-3ED	OPHS C4 Lab- Quote W70115519	Technology Coordinator	212	35,581.40
T10-00007	Apple Computer, Inc. Ms:198-3ED	Quote W70115519- Xserves	Technology Coordinator	212	14,780.89
T10-00008	California Western Visuals	QUO-01419-5N4J- Unifi 55 throu Agreement w/ Smart	Technology Coordinator	212	6,097.53
<b>Total</b>				<b>49</b>	<b>165,152.19</b>

## Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	41	97,531.28
212	Measure C6 Technology Bond Fun	5	58,525.23
213	Measure R FACILITIES Bond Fund	2	8,715.68
400	Special Reserve Fund Capital O	1	380.00
<b>Total</b>		<b>49</b>	<b>165,152.19</b>

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.1.d ACCEPTANCE OF DONATIONS**

CONSENT

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

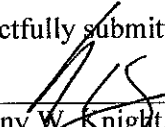
**BACKGROUND:** The following donations have been made to the District:

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OHES	Reimbursement for Stipend for PE Coach and Instructional Assistants/Oak Hills Elementary School PTA	\$ 20,602.00
OPHS	Tools for Architecture/Maxine Frankel	\$35.00

**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: JUNE 8, 2010**

**SUBJECT: C.1.e APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES TO ATTEND THE COLUMBIA READING AND WRITING PROJECT CONFERENCE IN NEW YORK CITY – JUNE 29-JULY 3, 2010, AUGUST 9-13, 2010 AND AUGUST 16-20, 2010 FUNDED BY FEDERAL GRANT – TITLE IIA**

Consent

**ISSUE:** Shall the Board of Education approve the out of state travel for the certificated employees to attend Columbia Reading and Writing Project Conference in New York City – June-29-July 3, 2010, August 9-13 and August 16-20, 2010?

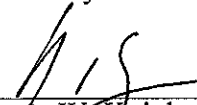
**STATEMENT:** According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. The following teachers will attend the Conference June 29-July 3: Tawya Watson and Becky Koch. The following teachers will be attending the Conference August 9-13: Nina Johnson, Grace McKeegan, Barbara Harrison and Cindy Stephens. The following teacher will be attending the Conference August 16-20: Enid Miller.

**ALTERNATIVES:**

1. Approve the out of state travel for certificated employees to attend the Columbia Reading and Writing Project Conference in New York City, June-29-July 3, 2010, August 9-13 and August 16-20, 2010.
2. Do not approve the out of state travel for certificated employees to attend the Columbia Writing Project Conference in New York City, June-29-July 3, 2010, August 9-13 and August 16-20, 2010.

**RECOMMENDATION:** Alternative #1.

Respectfully submitted,

  
Anthony W. Knight, Ed.D.  
Superintendent

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

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.1.f APPROVE SECOND PERIOD ATTENDANCE REPORT**

CONSENT

**ISSUE:** Shall the Board receive and review the Second Period (P-2) Attendance Report on the status of the District's Average Daily Attendance (ADA) ending with the seventh school month?

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

**RECOMMENDATION:** None - information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services

Respectfully submitted,

  
 Anthony W. Knight, Ed.D.  
 Superintendent

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

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

## Report of School District Attendance

County: Ventura

Fiscal Year: 2009-10

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: 91EFDF65

Regular Elementary and High School ADA		Elementary	High School
Kindergarten	A-1	232.76	
Grades 1 - 3	A-2	600.48	
Grades 4 - 6	A-3	777.73	
Grades 7 - 8	A-4	663.42	
Grades 9 - 12	A-5		1,303.52
Continuation Education	A-6		45.55
Opportunity Schools and Full-Day Opportunity Classes	A-7	0.00	0.00
Home and Hospital	A-8	0.00	1.00
Special Education - Special Day Class	A-9	4.68	13.32
Special Ed - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)]	A-10	1.89	4.93
Special Ed - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-11	0.00	0.00
Community Day School (Divisor 70/135/180)			
Mandatory Expelled Pupils ADA	A-12	0.00	0.00
All Other Pupils ADA	A-13	0.00	0.00
Extended Year ADA (Divisor 175)			
Extended Year Special Education - Special Day Class	A-14	2.78	5.09
Extended Year Prog - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)]	A-15	0.00	0.74
Extended Year Prog - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-16	0.00	0.00
Regional Occupational Centers/Programs (Divisor 85/135/175)			
Classes for Adults ADA (Divisor 85/135/175)	B-1		0.00
Concurrently Enrolled Secondary Students	B-2		0.00
Adults Enrolled, State Apportioned	B-3		0.00
Students 21 Years or Older and Students 19 years or Older Not continuously Enrolled Since Their 18th Birthday, Participating in Full-Time Independent Study	B-4		0.00
Adults in Correctional Facilities	B-5		0.00

California Department of Education

Attendance Software

2009-9.00

Page 1 of 2

4/23/2010 2:16:15 PM

## Report of School District Attendance

County: Ventura		Fiscal Year: 2009-10	
District: Oak Park Unified		P-2	
CDS CODE	56 73874	Certificate Number: 91EFD65	
ADA Totals (Sum of A-1 through B-5)	B-6	2,283.74 ✓	1,374.15 ✓
		3657.89	
ADA For Students on Full-time Independent Study Included in Section A (A-1 through A-7, A-9, A-12)	C-1	17.20	86.55
ADA Not Eligible for Funding Generated through Independent Study (A-1 through A-7, A-9, A-12)	C-2	0.00	0.00
ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 Included in B-1	C-3		0.00
ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 Included in B-3 and B-4	C-4		0.00
Apprentice Hours Pursuant to Section 3074 of the Labor Code	C-5		0
Community Day School - Additional Funds (Divisor 70/135/180)			
Mandatory Expelled Pupils - [E.C. 48915(d)]			
5th Hour ADA	C-6	0.00	0.00
6th Hour ADA	C-7	0.00	0.00
All Other Community Day School Pupils			
5th Hour ADA	C-8	0.00	0.00
6th Hour ADA	C-9	0.00	0.00
After-School Supervised Attendance			
Pupil Hours for 7th Hour	C-10	0	0
Pupil Hours for 8th Hour	C-11	0	0

## Certification

County: Ventura

Fiscal Year: FY 2009-10

District: Oak Park Unified

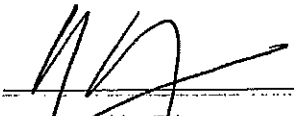
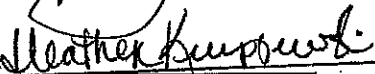
P-2

CDS CODE 56 73874

91EFDF65 ✓

## Report of Attendance for Pupils Residing in the District

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

School District Superintendent: Date: 4/26/10STANLEY C. MANTOOTH  
COUNTY SUPERINTENDENT OF SCHOOLSCounty Superintendent of Schools: 

Deputy

Date: 4-27-10

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara Dickerson

PHONE (818) 735-3215 \*

FAX (818) 865-8467

E-Mail bdickerson@oakparkusd.org

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.1.g APPROVE 2009-2010 & SUMMER SCHOOL TEACHER ASSIGNMENT REPORT**

CONSENT

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

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

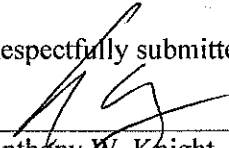
1. Credentials on file
2. Education code provisions
3. Board Waiver
4. Committee on Assignment

**ALTERNATIVES:**

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

**RECOMMENDATION:** Alternative #1

Respectfully submitted,

  
Anthony W. Knight, Ed.D.  
Superintendent

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

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

**OAK PARK UNIFIED SCHOOL DISTRICT**  
**Human Resources**  
**Memorandum**

**To:** Anthony W. Knight, Ed.D.  
**From:** Clifford E. Moore, Assistant Superintendent, Certificated Personnel  
**Date:** June 8, 2010  
**Re:** **CREDENTIAL INFORMATION – 2009-2010 & Summer School**

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**BACKGROUND INFORMATION**

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

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

Kathy Schultheis      Geography

**Education Code section 44258.2 (grade 5-8)** allows that the holder of a single subject standard secondary teaching credential may, with his or her consent, be assigned by action of the governing board, to teach classes in grades 5 through 8 in a middle school, provided that the teacher has a minimum of 12 semester units or 6 upper division or graduate semester units of coursework at an accredited institution in the subject to be taught.

Allison Stein      Social Studies

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.2.a. RECEIVE AND APPROVE OAK PARK CITIZENS' BOND  
OVERSIGHT COMMITTEE ANNUAL REPORT**

REPORT/DISCUSSION

**ISSUE:** Shall the Board receive and accept the annual report from the Oak Park Citizens' Bond Oversight Committee related to bond Measures R and C6?

**BACKGROUND:** A major provision of both Measure C6, passed by voters in Oak Park in 2006, and Measure R, approved in 2008, was the establishment of a citizen's oversight committee to monitor the use of monies expended from the these bond funds. Beginning in May 2009, the full membership of the Board-appointed committee met four times, with two subcommittees meeting on six separate occasions. On May 11, 2010, the full Committee met to complete its annual report, and will share its findings with the Board at this evening's meeting.

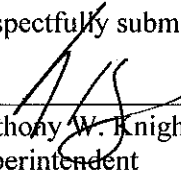
**ALTERNATIVES:**

1. Accept Oak Park Citizens' Bond Oversight Committee Annual Report
2. Do not accept 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	_____	_____	_____	_____



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.2.b APPROVE AWARD OF BID NO. 10-05R, HVAC INSTALLATION AT OAK PARK HIGH SCHOOL GYMNASIUM**

ACTION

**ISSUE:** Shall the Board award a contract for Bid No. 10-05R, HVAC Installation at Oak Park High School Gymnasium?

**BACKGROUND:** At its meeting in January 2010, the Board authorized Project No. 10-05R, HVAC Installation at Oak Park High School Gymnasium. As specified in the Measure R Master Plan, this project is necessary to address health and safety concerns for gymnasium use in P.E. instruction, athletic events, and student and community assemblies.

A total of nine firms attended the mandatory project job walk conducted by the District's construction management firm, Barnhart Inc., on May 18, 2010. Bids for this work are scheduled to be received and opened on May 27, 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.

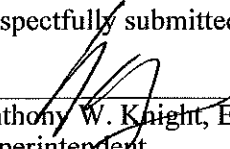
**ALTERNATIVES:**

1. Award Bid No. 10-05R, HVAC Installation at Oak Park High School Gymnasium 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: JUNE 8, 2010**  
**SUBJECT: C.2.c APPROVE AWARD OF BID NO. 10-06R, HVAC INSTALLATION AT MEDEA CREEK MIDDLE SCHOOL GYMNASIUM**

ACTION

**ISSUE:** Shall the Board award a contract for Bid No. 10-06R, HVAC Installation at Medea Creek Middle School Gymnasium?

**BACKGROUND:** At its meeting in January 2010, the Board authorized Project No. 10-06R, HVAC Installation at Medea Creek Middle School Gymnasium. As specified in the Measure R Master Plan, this project is necessary to address health and safety concerns for gymnasium use in P.E. instruction, athletic events, and student and community assemblies.

A total of nine firms attended the mandatory project job walk conducted by the District's construction management firm, Barnhart Inc., on May 18, 2010. Bids for this work are scheduled to be received and opened on May 27, 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.

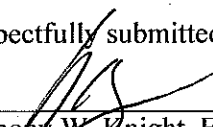
**ALTERNATIVES:**

1. Award Bid No. 10-06R, HVAC Installation at Medea Creek Middle School Gymnasium 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: JUNE 8, 2010**  
**SUBJECT: C.2.d. RATIFY AWARD OF BID NO. 10-08R, SITE WORK FOR  
 RELOCATABLE CLASSROOMS AT OAK PARK HIGH SCHOOL**

ACTION

**ISSUE:** Shall the Board ratify the award of Bid No. 10-08R, Site Work and Utilities for Relocatable Classrooms at Oak Park High School?

**BACKGROUND:** At its meeting in January 2010, the Board authorized Project No. 10-08R, Replacement Relocatable Classrooms at Oak Park High School. Bids were opened on May 14, 2010, too late to permit analysis and recommendation to the Board at its May 18, 2010 meeting. As time is of the essence to ensure completion of this project by the start of school, the Board delegated authority to award the bid the superintendent, directing that the award be returned to the Board for its ratification at its regular meeting in June 2010.

Review of the bid responses received revealed that each bidder listed at least one subcontractor with less than the referenced 10 year maintenance of a contractor's license. This issue was reviewed with legal counsel, and it was recommend that this item not be considered a responsive issue, but rather a listing issue which, if waived, would not provide advantage to any one bidder. Accordingly, this issue was waived as a minor irregularity as permitted by law. After further review, analysis, and recommendation by District staff and construction manager Barnhart, Inc., the Superintendent awarded Bid No. 10-08R to Tek Up Construction, Inc., in the amount of \$379,250.00, as lowest responsive and responsible bidder for this project. Barnhart's recap and analysis is attached for the Board's review.

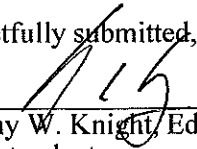
**ALTERNATIVES:**

1. Ratify award of Bid No. 10-08R, Site Work and Utilities for Relocatable Classrooms at Oak Park High School to Tek Up Construction, Inc., in the amount of \$379,250.00 as lowest responsive and responsible bidder.
2. Waive the Bidders' listing of subcontractors with less than 10 years maintenance of a contractor's license as a minor irregularity.

**RECOMMENDATION:** Alternative Nos. 1 and 2

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

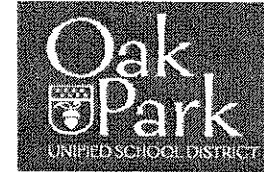
Respectfully submitted,

  
 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	_____	_____	_____	_____

**barnhart**  
**Balfour Beatty**



Oak Park Unified School District  
 5801 East Conifer Street  
 Oak Park, CA 91377  
 Attn: Martin Klauss, Assistant Superintendent Business Services

May 25, 2010

Subject: Measure "R" Staff Support Services  
 Oak Park Unified School District  
 Oak Park, CA

Re: Bid Review and Recommendation  
 Project #10-08R Site Work and Utilities for Relocatable Classroom Replacement at Oak Park High School

Dear Mr. Klauss,

The District has received formal bid packages in response to the Request for Bids noted as Project #10-08R Site Work and Utilities for Relocatable Classroom Replacement at Oak Park High School. Bid packages were received from the following firms and opened in the following sequence (Bid Opening Sheet is attached for reference);

JEC, Inc, dba J.Evans Construction	\$ 450,000
Taft Electric	\$ 409,000
<b>Tek Up Construction, Inc</b>	<b>\$ 379,250</b>
SBS Corporation	\$ 500,460
DJ Kelly Construction	\$ 496,356

We have reviewed the bid package as submitted by the apparent low bidder, Tek Up Construction along with concerns expressed by JEC, Inc. related to subcontractor listing and licensing issues as follows;

- Apparent low bidder, Tek Up Construction, Inc., did not list a subcontractor for the asphalt paving scope of work.

The apparent low bidder, Tek Up Construction, did not list a subcontractor for the paving scope of work. In response, Tek Up Construction stated they intend to perform the asphalt paving scope of work and have referenced Public Contract Code Section 4106 which states "If a prime contractor fails to specify a subcontractor...., the prime contractor agrees that he or she is fully qualified to perform that portion himself.". Tek Up Construction has also referenced Contractors State License Board, under B-General Building Contractor, Business and Professions Code Division 3, Chapter 9, Contractor Article 4, Classifications Section 7507 (b) as additional evidence which would allow a General Contractor with a valid B license to perform the asphalt work in question.

We have reviewed the response with our legal staff and consider their response is valid and responsive.

- Listed landscape contractor's license is less than 10 years.  
 The apparent low bidder, Tek Up Construction listed a landscape contractor who has maintained a current contractors license for less than 10 years as referenced in the Scope Of Work. We have

reviewed all subcontract listings for Tek Up, Taft and JEC and have found each to have listed subcontractors with less than the referenced 10 year maintenance of a contractor's license. As such, we would recommend this item not be considered a responsive issue but instead be considered as a listing issue which, if waived, would not provide advantage to any one bidder.

**Recommendation:**

Based upon our review of the bid documents submitted by Tek Up Construction, along with review of issues of concerns raised by other bidders, we consider Tek Up Construction as the low responsive bidder and recommend the District and Board of Education award Project # 10-08R Site Work and Utilities for Relocatable Classroom Replacement at Oak Park High School to Tek Up Construction Inc..

Respectfully,

Dennis Kuykendall  
Senior Project Manager  
Barnhart, Inc.

Attachments;  
Tek Up Construction Letter dated May 20, 2010  
Bid Sheet Tabulation  
M/P and Bid Cost comparison

cc. Tom Wulf, OPUSD FPC  
Peter Kristensen, OPUSD FPC  
Lewis Ensley, Barnhart-Balfour Beatty  
Keith Henderson, Barnhart-Balfour Beatty  
File

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.2.e APPROVE CHANGE ORDER #1 AND #2 TO AGREEMENT FOR PURCHASE OF REPLACEMENT RELOCATABLE CLASSROOMS AT OAK PARK HIGH SCHOOL**

ACTION

**ISSUE:** Shall the Board approve change order #1 and #2 to the agreement for purchase of replacement relocatable classrooms at Oak Park High School?

**BACKGROUND:** At its regular meeting in March 2010, the Board authorized the purchase of relocatable classrooms from Silver Creek Industries through the cooperative purchase provision of San Gabriel Unified School District Bid #16-04/05. In finalizing project details and submittal of plans to the Division of the State Architect (DSA), staff and construction manager Barnhart have identified two change orders to the original purchase authorization. Change Order #1 includes the addition of wall boxes and conduit to accommodate changes to fire alarm systems required by DSA. The cost of this change is \$9,479.00. Change Order #2 provides for an upgrade in the HVAC unit in each classroom, to provide a quieter, more energy efficient unit. The cost of this proposed change order is \$6,757.00. It is the recommendation of both staff and Barnhart that the Board approve the proposed change orders.

**ALTERNATIVES:**

1. Approve Change Order #1 and #2 to the contract with Silver Creek Industries as recommended.
2. Do not approve the change orders.

**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	_____	_____	_____	_____



Silver Creek Industries, Inc.  
 195 East Morgan Street  
 Perris, CA 92571  
 (951) 943-5393 (phone)  
 (951) 943-2211 (fax)  
 Lic. # 855259 – General Contractor

May 19, 2010,

Oak Park Unified School District  
 5901 East Conifer St  
 Oak Park, CA 91377

Att: Julie Suarez  
 Keith Henderson  
 Sean Gibson

## CHANGE ORDER AUTHORIZATION #01

**RE: Per DSA approved Documents Dated 5/11/10 and addendum numbers 1, 2 and 3.  
 Change Order requested by Architect via 04-27-10 email item #1.**

1. Any added costs for wall boxes and conduit for the signal and fire alarm as shown on drawings?

\*Excludes IDF cabinet, per Arch.

\*Excludes wiring, conductors and devices.

Referencing E2.2 drawing provided by Architect via 04-26-10 email.

### Payment schedule:

This change order will be ADDED to the existing contract as an approved change order and to be included with; Monthly progress billings and payment based on approved schedule of values.

Breakdown per the San Gabriel Piggy Back:

*AA-111 Data Boxes (47) Total @ \$99.47ea = \$4,675.00*

*AA-125 Fire Alarm System (excludes devices) 480sf @ \$10.01sf = \$4,804.00*

**INCREASE TO CONTRACT: \$9,479.00**

Thank you again for the opportunity to provide this proposal. If this meets with your approval please SIGN and return this proposal AND WE WILL GENERATE A CHANGE ORDER AGAINST THE EXISTING CONTRACT.

Tamara Lopez

Sales Representative  
Acceptance of Proposal

Date \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Name \_\_\_\_\_

5/20/2010



Silver Creek Industries, Inc.  
 195 East Morgan Street  
 Perris, CA 92571  
 (951) 943-5393 (phone)  
 (951) 943-2211 (fax)  
 Lic. # 855259 – General Contractor

May 19, 2010

Oak Park Unified School District  
 5901 East Conifer St  
 Oak Park, CA 91377

Att: Julie Suarez  
 Keith Henderson  
 Sean Gibson

## CHANGE ORDER AUTHORIZATION #2

**RE: Change Order requested by Architect via 04-27-10 email item #4.**

**4. What is the additional cost to upgrade the wall mounted HVAC unit to a higher efficiency?**

### Payment schedule:

This change order will be ADDED to the existing contract as an approved change order and to be included with; Monthly progress billings and payment based on approved schedule of values.

Breakdown per the San Gabriel Piggy Back:

***AA-156 3PHS Upgrade (To Quite Climate HVAC) @\$1,351.50=\$ 6,757.00***

***INCREASE TO CONTRACT: \$6,757.00***

Thank you again for the opportunity to provide this proposal. If this meets with your approval please SIGN and fax this proposal AND WE WILL GENERATE A CHANGE ORDER AGAINST THE EXISTING CONTRACT.

Tamara Lopez

Sales Representative  
Acceptance of Proposal

Date \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Name \_\_\_\_\_

For: Oak Park Unified School District.

5/19/2010



**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.2.f APPROVE RESOLUTION #10-19, NOTICE OF MODERNIZATION PROJECTS EXEMPTION FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT REQUIREMENTS**

ACTION

**ISSUE:** Shall the Board approve Resolution #10-19 finding the modernization projects at Brookside Elementary School and Oak Park High School exempt from California Environmental Quality Act (CEQA) requirements?

**BACKGROUND:** The Board has authorized the District's participation in the State's school modernization program for Brookside Elementary School and Oak Park High School as approved projects of the Measure R Master Plan. This work meets the definition of "project" as specified by CEQA (Public Resources Code section 21000, *et seq.*) CEQA guidelines provide an exemption for projects which consist of minor additions to existing schools within existing school grounds where the addition does not increase original student capacity by more than 25% or ten classrooms, whichever is less. The modernization projects at both campuses meets these requirements and it is recommended that the Board adopt Resolution 10-19 finding the project exempt pursuant to CEQA Section 15314. Further the Board is asked to authorize the Superintendent and/or his designee to file a Notice of Exemption for the project with the County Clerk and to take all steps necessary in furtherance of the project's compliance with CEQA.

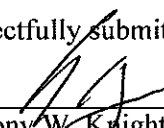
**ALTERNATIVES:**

1. Adopt Resolution #10-19 as presented.
2. Do not approve the resolution.

**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**

**REGARDING FILING OF NOTICE OF EXEMPTION  
FOR MODERNIZATION PROJECTS AT BROOKSIDE ELEMENTARY SCHOOL  
AND OAK PARK HIGH SCHOOL**

**WHEREAS**, the Oak Park Unified School District ("District") desires to participate in the State's school modernization program for the facilities located at Brookside Elementary School and Oak Park High School to repair, upgrade, or replace aging classrooms ("Project");

**WHEREAS**, the California Environmental Quality Act ("CEQA"), Public Resources Code section 21000, *et seq.*, requires the performance of appropriate environmental review before a public entity approves a project that may have a substantial impact on the environment;

**WHEREAS**, pursuant to CEQA, the District has analyzed the potential impacts from the proposed Project;

**WHEREAS**, the District has concluded that the Project will not have any significant adverse impacts on the environment;

**WHEREAS**, CEQA guidelines provide an exemption from CEQA for projects which consist of minor additions to existing schools within existing school grounds where the addition does not increase original student capacity by more than 25% or ten classrooms, whichever is less;

**WHEREAS**, the Project consists of minor additions to the Oak Park High School and is located within existing school grounds; and

**WHEREAS**, the Project does not increase the original student capacity at Brookside Elementary School and Oak Park High School by more than 25% or ten classrooms.

**NOW THEREFORE**, based upon the above, the Board of Education of the Oak Park Unified School District hereby resolves and finds the following:

1. That the above-referenced recitals are true and correct.
2. That the Project is exempt from CEQA pursuant to CEQA Guidelines Section 15314.
3. That the District's Superintendent and the Superintendent's designees are authorized to file a Notice of Exemption for the Project with the County Clerk and to take all steps necessary in furtherance of the Project's compliance with CEQA.

ADOPTED this 8th day of June, 2010, by the Board of Education of the Oak Pak Unified School District, in Ventura County, California.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

**CERTIFICATION:** I declare under penalty of perjury that the foregoing is a true and correct copy of a resolution adopted by the above named school district.

\_\_\_\_\_  
Anthony W. Knight, Superintendent,  
Secretary to the Board of Education of the  
Oak Park Unified School District

**TO: BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.2.g APPROVE OAK PARK UNIFIED SCHOOL DISTRICT EDUCATION TECHNOLOGY PLAN 2010-2013**

**ACTION**

**ISSUE:** Shall the Board of Education approve the Oak Park Unified School District Education Technology Plan (July 1, 2010-June 30 2013)?

**BACKGROUND:** The current Oak Park Unified School District Education Technology Plan expires on June 30, 2010. The purpose of the Education Technology Plan is to serve as the sextant for charting a district's course of technology leadership, renewal, reform and vision, all based on sound curricular goals "to promote improved student achievement within the context of the current system of standards, assessment, and accountability." (*Education Technology Planning: A Guide for Schools*) It is also a legal requirement tied to funding. "Education Code Section 51871.5, enacted by Assembly Bill 598, (Chapter 830, Statutes of 1999), requires school districts to have a three- to five-year technology plan as a condition of receiving any technology grant administered by the California Department of Education after January 1, 2002." (*Education Technology Planning: A Guide for Schools*). This streamlines the application process for many funding sources that once required individual applications containing a reiteration of the same information that is now centralized in the Education Technology Plan. Composing a comprehensive Education Technology Plan has benefits that go beyond providing a document for E-Rate eligibility. Going through the process of creating the plan will provide an avenue to assess the current state of technology in the district, identify current needs and then, based on curricular goals, assess the future needs, define the necessary professional development needs to employ the plan, identify an implementation process, align funding with needs and create the assessment/monitoring piece. "Beginning with the end in mind" insures prudent use of funding and resources by creating a strategic master plan.

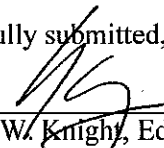
Over the course of the last two years, Jane Mintz, Director of Educational Technology, and the Technology Committee have worked to revise the OPUSD plan to reflect the 21<sup>st</sup> Century Classroom initiative. The resulting plan, which covers July 1, 2010-June 30, 2013, has been approved by the state readers and by CDE. Once approved by the Board, the plan will be posted on the district website and in a wiki that will allow all stakeholders to continually amend, update and revise the plan so that it remains a living document that reflects the current OPUSD technology vision.

The full text of Education Technology Plan has been provided to the Board under separate cover.

**ALTERNATIVES:** 1. Approve the OPUSD Education Technology Plan.  
2. Do not approve the OPUSD Education Technology Plan.

**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: BOARD OF EDUCATION**  
**FROM: ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.2.h APPROVE CONTRACT FOR OAK PARK NEIGHBORHOOD FOR LEARNING PROGRAM WITH VENTURA COUNTY CHILDREN AND FAMILIES FIRST COMMISSION**

ACTION


**ISSUE:** Should the Board of Education approve the contract for Oak Park Neighborhood for Learning Program with Ventura County Children and Families First Commission?

**BACKGROUND:** The Oak Park Neighborhood for Learning Program depends on Ventura County Children and Families First Commission for subsidy funding to run the preschool program. Contract will be sent to Board under separate cover.

**ALTERNATIVES:** 1. Approve contract for Oak Park Neighborhood for Learning Program with Ventura County Children and Families First Commission.  
 2. Do not approve contract for Oak Park Neighborhood for Learning Program with Ventura County Children and Families First Commission.

**RECOMMENDATION:** Alternative #1.

Respectfully submitted:

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

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

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Iceland</b>	_____	_____	_____	_____
<b>Laifman</b>	_____	_____	_____	_____
<b>Panec</b>	_____	_____	_____	_____
<b>Rees</b>	_____	_____	_____	_____
<b>Vinson</b>	_____	_____	_____	_____
<b>Student</b>	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.2.i APPROVE FACILITY USE BY RELIGIOUS ORGANIZATION – CHABAD OF THE CONEJO VALLEY**

CONSENT

**ISSUE:** Shall the Board continue to authorize the use of the parking lot at the Oak Park Unified School District Support Services Center by Chabad of the Conejo Valley to provide off-street parking facilities for its members?

**BACKGROUND:** Chabad of the Conejo, located at 5998 Conifer Street, Oak Park, has requested to continue their use of the Support Services Center parking lot on weeknights and weekends in order to provide off-street parking for its members as required by the County of Ventura. The Chabad has agreed to abide by all District rules and regulations regarding use of facilities. The user organization will pay all applicable charges for this use. A copy of the Facility Use Request and schedule of use dates and times are attached for the Board's information. It is recommended that use requested on week days during school hours be denied.

**ALTERNATIVES:**

1. Authorize the use of the parking lot at the Support Services Center by Chabad of the Conejo to provide off-street parking for its members during the 2010-11 fiscal year.
2. Do not authorize this use of facilities.

**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 APPLICATION FOR USE OF SCHOOL FACILITIES

Application No. \_\_\_\_\_

— THIS PERMIT TERMINATES ON JUNE 30 OF THIS FISCAL YEAR —

PLEASE PRINT

Application is hereby made for the use of facilities at Oak Park Unified School DistrictFacility Requested: 28 parking spaces at 5801 Conifer Street facility.

Date Requested: From: 7 / 1 / 10 Day: Su M T W T F S From: \_\_\_\_\_ a.m./p.m.  
 To: 6 / 30 / 20 Day: See Attached Schedule Su M T W T F S To: \_\_\_\_\_ a.m./p.m.

Scheduled Activity (list speaker, topic, or type of meeting): \_\_\_\_\_

Will food be served? ☐ Yes ☒ No If yes, what type? ☐ Beverages ☐ Refreshments ☐ Pot-Luck ☐ Prepared MealWill admission be charged or any monies collected? ☐ Yes ☒ No If yes, how will the proceeds be used? \_\_\_\_\_

Equipment Requested: Number of Chairs \_\_\_\_\_ Number of Tables \_\_\_\_\_ Other \_\_\_\_\_

**Organization Information**Name of Organization Chabad of Oak ParkDesignated Representative Rabbi Yisroel Levine -Title- 818/929-4265Billing Address 30345 Canwood Street, Agoura Hills, CA 91301Insurance Company On file Policy No. \_\_\_\_\_**Certification**

- 1) Applicant hereby indemnifies and agrees to hold the Oak Park Unified School District, its officers, and employees harmless from any and all claims, demands, causes of action, liability, or loss of any sort because of, or arising out of, the acts or omissions of the applicant or persons using the facilities under the auspices of the applicant. The applicant may be required also to defend on behalf of the District any and all claims at his expense.
- 2) Applicant shall be personally responsible, on behalf of the organization, for any damage or unnecessary abuse of school buildings, grounds, or equipment while occupied by the organization. Applicant agrees to abide by and enforce the rules and regulations of the Oak Park Unified School District governing the non-school use of buildings, grounds, and equipment.
- 3) Applicant states that he has read the rules and regulations on the reverse side of this application and agrees to abide by and enforce same.
- 4) Applicant guarantees payment of all fees and charges assessed by the District within thirty (30) days after invoice date.
- 5) Cancellation of this facility request shall be made to the school Principal at least 24 hours before the times requested or the organization will be charged for custodial time.
- 6) The undersigned states that, to the best of his knowledge, the school property for use of which application is hereby made will not be used for the commission of any crime including, but not limited to, the crimes specified in Section 11400 and 11401 of the California Penal Code. This statement is made under the penalties of perjury.

Signature [Signature] Date May 18, 2010Name (please print) John W. Newton & Associates, Inc. Title Chabad ConsultantAddress 5152 N. Commerce Ave., Moorpark, CA 93021 Day Phone 805/378-0073

## — THIS SECTION FOR OFFICE USE ONLY —

**Approval**

Estimated custodial time required: Regular Hours \_\_\_\_\_ Overtime Hours \_\_\_\_\_ Additional personnel time required: \_\_\_\_\_ Hours

This application is approved for scheduled time and date \_\_\_\_\_ Building Principal \_\_\_\_\_ Date \_\_\_\_\_

**Estimated Charges**Rental \$1976 ☐ Free\* ☐ Direct Costs ☐ Fair Rental Value

Custodial \_\_\_\_\_

Cafeteria \_\_\_\_\_

Other \$10TOTAL \$1986 \*Donations to cover all or part of the listed direct costs will be gratefully accepted on behalf of the students of our district.

## — SUBMIT TO SCHOOL OFFICE FOR APPROVAL —

White Copy — Principal Yellow Copy — Business Office Pink Copy — Maintenance Goldenrod Copy — Organization (after approval)

May 13, 2010

Mr. Martin Klaus,  
Oak Park Unified School District  
5801 E. Conifer St.  
Oak Park, CA 91301

Dear Mr. Klaus,

Please use this document as the official request for lease of parking spaces from the Oak Park Unified School District for the period of July 1, 2010 – June 30, 2011.

Weekends:

Saturday, July 3, 2010 – from 10am – 2:pm  
Saturday, July 10, 2010 – from 10am – 2:pm  
Saturday, July 17, 2010 – from 10am – 2:pm  
Saturday, July 24, 2010 – from 10am – 2:pm  
Saturday, July 31, 2010 – from 10am – 2:pm  
Saturday, August 7, 2010 – from 10am – 2:pm  
Saturday, August 14, 2010 – from 10am – 2:pm  
Saturday, August 21, 2010 – from 10am – 2:pm  
Saturday, August 28, 2010 – from 10am – 2:pm  
Saturday, September 4, 2010 – from 10am – 2:pm  
Saturday, September 11, 2010 – from 10am – 2:pm  
Saturday, September 18, 2010 – from 10am – 2:pm  
Saturday, September 25, 2010 – from 10am – 2:pm  
Saturday, October 2, 2010 – from 10am – 2:pm  
Saturday, October 9, 2010 – from 10am – 2:pm  
Saturday, October 16, 2010 – from 10am – 2:pm  
Saturday, October 23, 2010 – from 10am – 2:pm  
Saturday, October 30, 2010 – from 10am – 2:pm  
Saturday, November 6, 2010 – from 10am – 2:pm  
Saturday, November 13, 2010 – from 10am – 2:pm  
Saturday, November 20, 2010 – from 10am – 2:pm  
Saturday, November 27, 2010 – from 10am – 2:pm  
Saturday, December 4, 2010 – from 10am – 2:pm  
Saturday, December 11, 2010 – from 10am – 2:pm  
Saturday, December 18, 2010 – from 10am – 2:pm  
Saturday, December 25, 2010 – from 10am – 2:pm  
Saturday, January 1, 2011 – from 10am – 2:pm  
Saturday, January 8, 2011 – from 10am – 2:pm  
Saturday, January 15, 2011 – from 10am – 2:pm  
Saturday, January 22, 2011 – from 10am – 2:pm  
Saturday, January 29, 2011 – from 10am – 2:pm

All Saturday Days  
Requested ~  
Approved Pending  
Board Action

Saturday, February 5, 2011 – from 10am – 2:pm  
 Saturday, February 12, 2011 – from 10am – 2:pm  
 Saturday, February 19, 2011 – from 10am – 2:pm  
 Saturday, February 26, 2011 – from 10am – 2:pm  
 Saturday, March 5, 2011 – from 10am – 2:pm  
 Saturday, March 12, 2011 – from 10am – 2:pm  
 Saturday, March 19, 2011 – from 10am – 2:pm  
 Saturday, March 26, 2011 – from 10am – 2:pm  
 Saturday, April 2, 2011 – from 10am – 2:pm  
 Saturday, April 9, 2011 – from 10am – 2:pm  
 Saturday, April 16, 2011 – from 10am – 2:pm  
 Saturday, April 23, 2011 – from 10am – 2:pm  
 Saturday, April 30, 2011 – from 10am – 2:pm  
 Saturday, May 7, 2011 – from 10am – 2:pm  
 Saturday, May 14, 2011 – from 10am – 2:pm  
 Saturday, May 21, 2011 – from 10am – 2:pm  
 Saturday, May 28, 2011 – from 10am – 2:pm  
 Saturday, June 4, 2011 – from 10am – 2:pm  
 Saturday, June 11, 2011 – from 10am – 2:pm  
 Saturday, June 18, 2011 – from 10am – 2:pm  
 Saturday, June 25, 2011 – from 10am – 2:pm

#### Holidays:

Sukkot – Thursday, September 23, 2010 - from 10am – 2:pm  
 Sukkot – Friday, September 24, 2010 - from 10am – 2:pm  
 Shmini Atzeret – Thursday, September 30, 2010 - from 10am – 2:pm  
 Simchat Torah – Friday, October 1, 2010 - from 10am – 2:pm  
 Passover – Tuesday, April 19, 2011 - from 10am – 2:pm  
 Passover – Wednesday, April 20, 2011 - from 10am – 2:pm  
 Passover – Monday, April 25, 2011 - from 10am – 2:pm  
 Passover – Tuesday, April 26, 2011 - from 10am – 2:pm  
 Shavuot – Wednesday, June 8, 2011 - from 10am – 2:pm  
 Shavuot – Thursday, June 9, 2011 - from 10am – 2:pm

School in Session -  
 Holiday Days  
 Requested ~  
 Denied Pending  
 Board Action

Rosh Hashanah Day/Night and Yom Kippur Day/Night and Simchat Torah Night will be held off-site.  
 Friday nights and Saturday nights of the entire year, there are no cars that come to services.

Any questions, please don't hesitate to call me.

Rabbi Yisroel Levine  
 Chabad of Oak Park  
 818-991-0991



**Oak Park Unified School District  
Use of District Office Parking Lot  
Chabad 2010 - 2011**

<b>School</b>	<b>Time</b>		<b>Total</b>
	<b>Hours</b>	<b>Cost/Per Hour</b>	
Fridays	0	\$9.50	\$0.00
Saturdays	208	\$9.50	\$1,976.00
Other Dates	0	\$9.50	\$0.00
Processing Fee	1	\$10.00	\$10.00
*Custodial Services	0	\$30.00	\$0.00
Notes:			\$0.00
<b>Totals</b>	<b>209</b>		<b>\$1,986.00</b>

Saturday's (Approved)			
Dates	Hours	Cost	Total Cost
3-Jul-10	4	\$9.50	\$38.00
10-Jul-10	4	\$9.50	\$38.00
17-Jul-10	4	\$9.50	\$38.00
24-Jul-10	4	\$9.50	\$38.00
31-Jul-10	4	\$9.50	\$38.00
7-Aug-10	4	\$9.50	\$38.00
14-Aug-10	4	\$9.50	\$38.00
21-Aug-10	4	\$9.50	\$38.00
28-Aug-10	4	\$9.50	\$38.00
4-Sep-10	4	\$9.50	\$38.00
11-Sep-10	4	\$9.50	\$38.00
18-Sep-10	4	\$9.50	\$38.00
25-Sep-10	4	\$9.50	\$38.00
2-Oct-10	4	\$9.50	\$38.00
9-Oct-10	4	\$9.50	\$38.00
16-Oct-10	4	\$9.50	\$38.00
23-Oct-10	4	\$9.50	\$38.00
30-Oct-10	4	\$9.50	\$38.00
6-Nov-10	4	\$9.50	\$38.00
13-Nov-10	4	\$9.50	\$38.00
20-Nov-10	4	\$9.50	\$38.00
27-Nov-10	4	\$9.50	\$38.00
4-Dec-10	4	\$9.50	\$38.00
11-Dec-10	4	\$9.50	\$38.00
18-Dec-10	4	\$9.50	\$38.00
25-Dec-10	4	\$9.50	\$38.00
1-Jan-11	4	\$9.50	\$38.00
8-Jan-11	4	\$9.50	\$38.00
15-Jan-11	4	\$9.50	\$38.00
22-Jan-11	4	\$9.50	\$38.00
29-Jan-11	4	\$9.50	\$38.00
5-Feb-11	4	\$9.50	\$38.00
12-Feb-11	4	\$9.50	\$38.00
19-Feb-11	4	\$9.50	\$38.00
26-Feb-11	4	\$9.50	\$38.00
5-Mar-11	4	\$9.50	\$38.00
12-Mar-11	4	\$9.50	\$38.00
19-Mar-11	4	\$9.50	\$38.00
26-Mar-11	4	\$9.50	\$38.00
2-Apr-11	4	\$9.50	\$38.00
9-Apr-11	4	\$9.50	\$38.00
16-Apr-11	4	\$9.50	\$38.00
23-Apr-11	4	\$9.50	\$38.00
30-Apr-11	4	\$9.50	\$38.00
7-May-11	4	\$9.50	\$38.00
14-May-11	4	\$9.50	\$38.00
21-May-11	4	\$9.50	\$38.00
28-May-11	4	\$9.50	\$38.00
4-Jun-11	4	\$9.50	\$38.00
11-Jun-11	4	\$9.50	\$38.00
18-Jun-11	4	\$9.50	\$38.00
25-Jun-11	4	\$9.50	\$38.00
<b>208</b>			<b>\$1,976.00</b>

Other Dates (Denied)			
Dates	Hours	Cost	Total Cost
23-Sep-10	0	\$9.50	\$0.00
24-Sep-10	0	\$9.50	\$0.00
30-Sep-10	0	\$9.50	\$0.00
1-Oct-10	0	\$9.50	\$0.00
19-Apr-11	0	\$9.50	\$0.00
20-Apr-11	0	\$9.50	\$0.00
25-Apr-11	0	\$9.50	\$0.00
26-Apr-11	0	\$9.50	\$0.00
8-Jun-10	0	\$9.50	\$0.00
9-Jun-11	0	\$9.50	\$0.00
<b>9</b>	<b>0</b>		<b>\$0.00</b>

## Processing Fee

3-Jul-10	1	\$10.00	\$10.00
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## Direct Costs

\$25.00 ~ Fee for Entire Parking Lot

28 spaces = 38% of the Parking Lot

\$25.00	X	38.00%	\$9.50
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**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.3.a RECEIVE THE OPCA PROPOSAL FOR 2010-11 NEGOTIATIONS AND APPROVE THE DISTRICT'S INITIAL RESPONSE FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK CLASSIFIED ASSOCIATION**

**PUBLIC HEARING/ACTION**

**ISSUE:** Should the Board receive the OPCA proposal and adopt the Oak Park Unified School District's Initial Response to the 2010-11 Proposal for Collective Bargaining Negotiations submitted by the Oak Park Classified Association and authorize the Superintendent to initiate negotiations on behalf of the Board?

**BACKGROUND:** The current contract between the Oak Park Unified School District and the Oak Park Classified Association extends through June 30, 2011. This contract provides for OPCA and the District to open two contract articles in addition to the articles on salaries and health benefits. Pursuant to California Government Code 3547, the Board of Education must formally receive the OPCA Proposal, conduct a public hearing to receive input from the community on the proposal, and adopt the District's Initial Response to the Proposal prior to the initiation of negotiations.

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

**ALTERNATIVES:**

1. Receive OPCA's Proposal and adopt the District's Initial Response, authorizing the Superintendent to initiate negotiations with OPCA.
2. Receive OPCA's Proposal and revise and adopt the District's Initial Response, authorizing the Superintendent to initiate negotiations with OPCA.
3. Do not adopt the District's Initial Response.

**RECOMMENDATION:** Approve Alternative #1.

Respectfully submitted

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

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



# Oak Park Classified Association

President Virginia Standring

Oak Park Classified Association for Sunshine Proposal for Successor Agreement to the Current Contract that will expire on June 30, 2011.

1. Article 19 – Classified Performance Evaluation
  - a. Clarify, define and improve evaluation process for classified employees.
2. Article 13 – Leaves of Absence
  - b. Include contract language on request form for personal necessity and bereavement as is on the form used for certificated staff.

OAK PARK UNIFIED SCHOOL DISTRICT  
OFFICE OF HUMAN RESOURCES

May 26, 2010

To: Virginia Standring, Oak Park Classified Association President and the Oak Park Unified Board of Education  
From: Clifford Moore, Assistant Superintendent  
Subj: District's Initial Response to OPCA Proposal for 2010-11 Negotiations

In response to the Oak Park Classified Association's Proposal of May 25, 2010, the District proposes to sunshine the following articles for discussion in the 2010-11 negotiations with the Oak Park Classified Association.

Article 7 – District Rights – The District proposes to discuss the issue of work year for classified employees as it relates to this article.

Article 11 – Salaries, Pay and Allowances – The District proposes to discuss the issue of salaries and compensation for 2010-2011 based on current state and district financial conditions.

Article 12 – Health and Welfare Benefits – The District proposes to discuss the current health benefits package as it relates to the recommendations from the Health Benefits Committee and the current state and district financial conditions.

Article 16 – Holidays – The District proposes to discuss this article as it relates to the school calendar for 2010-2011.

Sincerely,



Clifford Moore, Assistant Superintendent  
Human Resources

cc:

Toni Paulson, OPCA Secretary  
Dr. Anthony Knight, Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.4.a APPROVE CALIFORNIA SCHOOL BOARDS ASSOCIATION**  
**MEMBERSHIP DUES (\$6,611) AND EDUCATION LEGAL**  
**ALLIANCE MEMBERSHIP DUES (\$1,653) FOR 2010-2011**  
Action

**ISSUE:** Shall the Board of Education approve California School Boards Association Membership Due and Education Legal Alliance Membership Dues for 2010-2011?

**STATEMENT:** The Oak Park Unified School District has been a member of the California School Boards Association for many years. As an additional part of membership in CSBA, OPUSD is a member in the Education Legal Alliance at an additional cost. The cost of CSBA and Education Legal Alliance membership has not increased for the last three years.

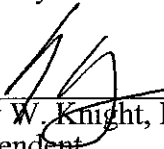
**ALTERNATIVES:**

1. Approve California School Boards Association Membership and Education Legal Alliance Membership Dues for 2010-2011.
2. Approve only the California School Boards Association Membership for 2010-2011.
3. Do not approve California School Boards Association Education Legal Alliance Membership Dues for 2010-2011.

**RECOMMENDATION:** At the Board's discretion

**RATIONALE:** Membership in the Education Legal Alliance is optional. Jan Iceland is the representative to the CSBA Delegate Assembly and strongly recommends that the District support the Education Legal Alliance by renewing membership.

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	_____	_____	_____	_____

# Membership Billing



## California School Boards Association

3100 Beacon Boulevard, P.O. Box 1660  
West Sacramento, CA 95691  
(916) 371-4691 FAX (916) 371-3407

48

Please refer to your billing number in all communications regarding this billing.

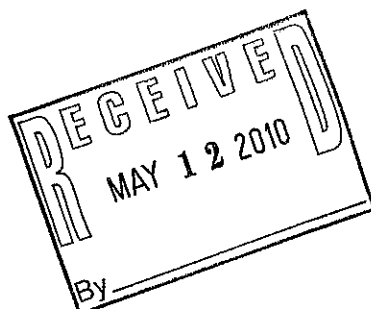
**Billing Date**

**5/7/2010**

**Billing No.**

**101072-11**

**Sold** Oak Park USD  
**To:** 5801 East Conifer Street  
Oak Park, CA 91377-1002



ITEM NO.	DESCRIPTION	BILLED AMT	PAYMENT RCVD	BALANCE DUE
	CSBA Membership Dues 2010-11 *	\$6,611.00	\$0.00	\$6,611.00
	Education Legal Alliance Membership Dues 2010-11	\$1,653.00	\$0.00	\$1,653.00
	<i>In continuing recognition of our members' fiscal constraints, CSBA is again holding the line on membership dues. This 2010-11 invoice reflects the same dues amounts you were billed in 2008-09 and 2009-10.</i>			
* \$4 of your CSBA annual membership dues is used to pay for a subscription to California School News for each board member and superintendent.				
* \$2 of your CSBA annual membership dues is used to pay for a subscription to California Schools magazine for each board member and superintendent.				
		<b>BILLED AMT</b>	<b>PAYMENT RCVD</b>	<b>TOTAL DUE</b>
		<b>\$ 8,264.00</b>	<b>\$ 0.00</b>	<b>\$ 8,264.00</b>

PLEASE DETACH HERE AND RETURN BOTTOM STUB WITH PAYMENT



## California School Boards Association

3100 Beacon Boulevard, P.O. Box 1660  
West Sacramento, CA 95691  
(916) 371-4691 FAX (916) 371-3407

PAYMENT RCVD	TOTAL DUE
<b>\$ 0.00</b>	<b>\$ 8,264.00</b>

Billing No.

**101072-11**

Billing Date

**5/7/2010**

### Make checks payable to:

California School Boards Association  
c/o Westamerica Bank  
P.O. Box 1450  
Suisun City, CA 94585-4450

### Sold to:

Oak Park USD  
5801 East Conifer Street  
Oak Park, CA 91377-1002

**TO: BOARD OF EDUCATION**  
**FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT**  
**DATE: JUNE 8, 2010**  
**SUBJECT: C.4.b APPROVE 2010-2011 MORAL IMPERATIVES, GOALS AND DISTRICT/SCHOOL FOCUS AREAS**

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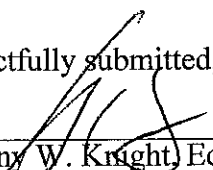
**ACTION**

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**ISSUE:** Shall the Board of Education review 2009-10 progress towards Moral Imperatives, Goals and Action Plans and begin the process to revise thee for 2010-11?

**BACKGROUND:** The Principals have reviewed these goals with their staff and School Site Councils and made recommendations for 2010-2011. The Leadership Team has also completed this review.

Respectfully submitted,

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

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

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
<b>Iceland</b>	_____	_____	_____	_____
<b>Laifman</b>	_____	_____	_____	_____
<b>Panec</b>	_____	_____	_____	_____
<b>Rees</b>	_____	_____	_____	_____
<b>Vinson</b>	_____	_____	_____	_____
<b>Student Rep.</b>	_____	_____	_____	_____



**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: ~~MAY 18, 2010~~ JUNE 8, 2010**

**SUBJECT: C.5.a APPROVE AMENDMENT TO BOARD POLICY 3320 – CLAIMS AND ACTIONS AGAINST THE DISTRICT –~~First~~ Second Reading**

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

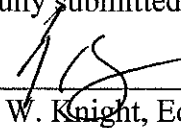
**BACKGROUND:** Board Policy 3320 is being revised to add language regarding the claims management functions performed by the district's Joint Powers Authority (JPA) or insurance carrier, including reviewing the claim for sufficiency and requiring the Superintendent to forward all claims to the JPA. 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.4<sup>th</sup> 730

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

CSEA v. South Orange Community College District, (2004) 123 Cal. App. 4<sup>th</sup> 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~~ JUNE 8, 2010**

**SUBJECT: C.5.b APPROVE AMENDMENT TO BOARD POLICY 3515.2 –  
DISRUPTIONS - ~~First~~ Second Reading**

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

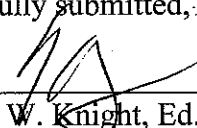
**BACKGROUND:** Board Policy 3515.2 is being revised to reflect new law (AB 1390) which requires the principal to inform law enforcement when anyone possesses a firearm or explosive or sells or furnishes a firearm on school grounds. Board Policy 3515.2 is being submitted with recommended changes from 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~~ **removeal** 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.4<sup>th</sup> 652**  
**In Re Joseph F., (2000) 85 Cal.App.4<sup>th</sup> 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/lss/>

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~~ JUNE 8, 2010**

**SUBJECT: C.5.c APPROVE AMENDMENT TO BOARD POLICY 4030 –  
NONDISCRIMINATION IN EMPLOYMENT - ~~First~~ Second  
Reading**

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

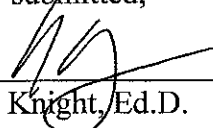
**BACKGROUND:** Board Policy 4030 is being revised to reflect new federal law (P.L. 110-233) which prohibits employers from discriminating against employees and job applicants on the basis of "genetic information," as defined. Board Policy 4030 is being submitted with recommended changes from CSBA.

**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 encouraged 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 included 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.4<sup>th</sup> 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: DR. ANTHONY KNIGHT, SUPERINTENDENT**

**DATE: ~~MAY 18, 2010~~ JUNE 8, 2010**

**SUBJECT: C.5.d. APPROVE AMENDMENT TO BOARD POLICY 4157 4257, 4357 –  
EMPLOYEE SAFETY –~~First~~ Second 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](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: DR. ANTHONY KNIGHT, SUPERINTENDENT**

**DATE: JUNE 8, 2010**

**SUBJECT: C.5.e. APPROVE AMENDMENT TO BOARD POLICY 5127 –  
GRADUATION CEREMONIES AND ACTIVITIES – First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 5127 – Graduation Ceremonies and Activities?

**BACKGROUND:** Board Policy 5127 is being amended to reflect new law (AB 1463) which allows graduating students who are in active military service to wear their military dress uniforms to graduation ceremonies. Board Policy 5127 is being submitted as with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 5127 – Graduation Ceremonies and Activities.
2. Do not amend Board Policy 5127 – Graduation Ceremonies and Activities
3. Adopt a modified version of the amendment to Board Policy 5127 – Graduation Ceremonies and Activities

**RECOMMENDATION:**  
Approval of Alternative #1.

Respectfully submitted,

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

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

<b>VOTE:</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5127(a)

### Graduation Ceremonies And Activities

High school graduation ceremonies shall be held to recognize those students who have earned a diploma by successfully completing the required course of study, satisfying district standards, and passing any required assessments. The Governing Board believes that these students deserve a public celebration that recognizes the significance of their achievement and encourages them to continue the pursuit of learning throughout their lives.

*(cf. 3260 - Fees and Charges)*

*(cf. 6011 - Academic Standards)*

*(cf. 6143 - Courses of Study)*

*(cf. 6146.1 - High School Graduation Requirements)*

*(cf. 6162.52 - High School Exit Examination)*

*(cf. 6146.4 - Differential Graduation and Competency Standards for Students with Disabilities)*

Students who attend Oak Park Independent School or Oak View High School and have earned a diploma by successfully completing the required course of study, may participate in Oak Park High School's graduation exercises on a case-by-case basis that includes the approval of the principals of both schools. Their diploma will be issued from their school of attendance, Oak Park Independent School or Oak View High School

At the discretion of the Superintendent or designee, a student who will complete graduation requirements during the summer may participate in graduation exercises without receiving his/her diploma. When the requirements have been satisfied, a diploma shall be sent to the student.

High school students who have passed the California High School Proficiency Examination or the General Education Development Test must also meet district graduation requirements in order to participate in graduation ceremonies.

*(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)*

The school or district shall not direct invocations, prayers or benedictions at graduation ceremonies.

*(cf. 1330 - Use of School Facilities)*

*(cf. 5145.2 - Freedom of Speech/Expression)*

### Disciplinary Considerations

In order to encourage high standards of student conduct and behavior, the principal may deny a student the privilege of participating in graduation ceremonies and/or activities in accordance



## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5127(b)

with school rules. School rules shall ensure that prior to denial of the privilege(s), the student, and where practicable his/her parent/guardian, is made aware of the grounds for such denial and that the student is given an opportunity to respond to the proposed denial. If privilege(s) are to be denied, the student and parent/guardian shall receive written notice of the denied privilege and the means whereby he/she may appeal this decision.

*(cf. 5125.2 - Withholding Grades, Diploma or Transcripts)*

*(cf. 5144 - Discipline)*

*(cf. 6161.2 - Damaged or Lost Instructional Materials)*

### Honors and Awards

To honor superior academic achievement, graduation ceremonies shall include recognition of valedictorian(s) and salutatorian(s). The Superintendent or designee shall establish procedures that ensure a fair determination of the valedictorian(s) and salutatorian(s).

*(cf. 5121 - Grades/Evaluation of Student Achievement)*

The Superintendent or designee shall identify other school-sponsored awards which may be given during graduation exercises. A separate awards program may be held to recognize graduating students receiving other school and non-school awards.

*(cf. 5126 - Awards for Achievement)*

~~Foreign exchange students may receive honorary diplomas during the graduation ceremony.  
(Education Code 51225.5)~~

~~*(cf. 6145.6 - International Exchange)*~~

### Conduct at Graduation Ceremonies

***Any student participating in a graduation ceremony shall comply with district policies and regulations pertaining to student conduct.***

*(cf. 5131 - Conduct)*

***The Superintendent or designee may require graduating students to wear ceremonial attire, such as cap and gown, at the ceremony.***

***However, any graduating student who has completed basic training and is an active member of any branch of the United States Armed Forces may, at his/her option, wear his/her military dress uniform at the ceremony. (Education Code 35183.3)***

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 5000*

*Students*

*BP 5127(c)*

### Elementary/Middle School Promotion Exercises

The Board desires that each elementary and middle school provide age-appropriate promotion exercises to recognize students who have completed the school's course of study.

#### Legal Reference:

##### *EDUCATION CODE*

##### ***35183.3 Graduation ceremonies; military dress uniforms***

38119 Lease of personal property; caps and gowns

48904 Liability of parent or guardian; withholding of grades, diplomas, transcripts

51225.5 Honorary diplomas; foreign exchange students

~~51400-51403 Elementary school diploma~~

51410-51412 Diplomas

##### *COURT DECISIONS*

Cole v. Oroville Union High School District, (2000, 9th Cir.) 228 F.3d 1092

Santa Fe Independent School District v. Doe, (2000) 530 U.S. 290

Lee v. Weisman, (1992) 112 S.Ct. 2649

Sands v. Morongo Unified School District, (1991) 53 Cal. 3d 863

Lemon v. Kurtzman, (1971) 403 U.S. 602

#### Management Resources:

##### ~~*CDE PROGRAM ADVISORIES*~~

~~0615.89 Granting credit for passing GED, SPB:88/89-11~~

##### *WEB SITES*

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

Adopted: 5-24-78

Amended: 5-15-84; 6-23-92; 9-17-02, 3-22-05

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.5.f APPROVE AMENDMENT TO BOARD POLICY 5131 - CONDUCT  
- First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 5131 - Conduct?

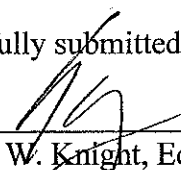
**BACKGROUND:** Board Policy 5131 is being revised to reflect new court decision which held that a district may discipline a student for off-campus conduct that is brought to the attention of school officials when the conduct causes, or is likely to cause, a "substantial disruption" of school activities which is more than embarrassment or personality conflicts typical in schools. Board Policy 5131 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 5131 - Conduct.
2. Do not amend Board Policy 5131 - Conduct.
3. Adopt a modified version of the amendment to Board Policy 5131 - Conduct.

**RECOMMENDATION:**  
Approval of Alternative #1.

Respectfully submitted,

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

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

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

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(a)

### Conduct

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. Students shall be expected to exhibit appropriate conduct that does not infringe upon the rights of others or interfere with the school program on school grounds while going to or coming from school, while at school activities, and while on district transportation.

*(cf. 5112.5 — Open/Closed Campus)*  
*(cf. 5131.1 - Bus Conduct)*  
*(cf. 6145.2 — Athletic Competition)*

~~Conduct is considered appropriate when students are diligent in study, careful with school property, courteous, and respectful towards their teachers, other staff, students and volunteers.~~

The Superintendent or designee shall ensure that each school site develops standards of conduct and discipline consistent with district policies and administrative regulations. Students and parents/guardians shall be notified of district and school rules related to conduct.

Prohibited student conduct includes but is not limited to:

1. Conduct that endangers students, staff and others

*(cf. 0450 - Comprehensive Safety Plan)*  
*(cf. 5131.7 - Weapons and Dangerous Instruments)*  
*(cf. 5142 - Safety)*

2. Conduct that disrupts the orderly classroom or school environment

*(cf. 5131.4 - Student Disturbances)*

3. Harassment of students or staff, such as bullying, including "cyberbullying," intimidation, hazing or initiation activity, ridicule, extortion, or any other verbal, written, or physical conduct that causes or threatens to cause **violence**, bodily harm or **substantial disruption** ~~emotional suffering~~, in accordance with the section entitled "Bullying/Cyberbullying" below.

"Cyberbullying" includes the transmission of communications, posting of harassing messages, direct threats, ~~social cruelty~~, or other harmful texts, sounds or images on the internet, social networking sites, or other digital technologies, using a telephone, computer, or any wireless communication device. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation or

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(b)

friendships.

*(cf. 5145.3 - Nondiscrimination/Harassment)*

*(cf. 5145.7 - Sexual Harassment)*

*(cf. 5145.9 - Hate-Motivated Behavior)*

### 4. Damage to or theft of property belonging to the district, staff or students

*(cf. 3515.4 - Recovery for Property Loss or Damage)*

*(cf. 5131.5 - Vandalism, Theft and Graffiti)*

### 5. Possession or use of laser pointers on school premises, unless used for a valid instructional or other school-related purpose, including employment (Penal Code 417.27)

Prior to bringing a laser pointer on school premises, students shall first obtain permission from the principal or designee. The principal or designee shall determine whether the requested use of the laser pointer is for a valid instructional or other school-related purpose.

### 6. Use of profane, vulgar, obscene, discriminatory, or abusive language

*(cf. 5145.2 - Freedom of Speech/Expression)*

### 7. Plagiarism or dishonesty in school work or on tests

*(cf. 5131.9 - Academic Honesty)*

*(cf. 6162.54 - Test Integrity/Test Preparation)*

*(cf. 6162.6 - Use of Copyrighted Materials)*

### 8. Inappropriate attire

*(cf. 5132 - Dress and Grooming)*

### 9. Tardiness or unexcused absence from school

*(cf. 5113 - Absences and Excuses)*

*(cf. 5113.1 - Truancy)*

### 10. Failure to remain on school premises in accordance with school rules

*(cf. 5112.5 - Open/Closed Campus)*

### 11. Possession, use, or being under the influence of tobacco, alcohol, or other prohibited drugs in

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(c)

### ~~violation of school rules~~

(cf. 5131.6 – Alcohol and Other Drugs)  
(cf. 5131.62 – Tobacco)  
(cf. 5131.63 – Steroids)

Employees are expected to provide appropriate supervision to enforce standards of conduct and, if they observe or become aware of a violation of these standards, to immediately intervene or call for assistance. If an employee believes a matter has not been resolved, he/she shall refer the matter to his/her supervisor or administrator for further investigation.

Students who violate district or school rules and regulations may be subject to discipline, including, but not limited to, suspension, expulsion or transfer to alternative programs, or denial of participation in extracurricular or cocurricular activities in accordance with Board policy and administrative regulation. The Superintendent or designee shall notify local law enforcement as appropriate.

(cf. 1020 – Youth Services)  
(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)  
(cf. 5020 – Parent Rights and Responsibilities)  
(cf. 5127 – Graduation Ceremonies and Activities)  
(cf. 5144 – Discipline)  
(cf. 5144.1 – Suspension and Expulsion/Due Process)  
(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))  
(cf. 6020 – Parent Involvement)  
(cf. 6145 – Extracurricular and Cocurricular Activities)  
(cf. 6184 – Continuation Education)  
(cf. 6185 – Community Day School)

Students may also be subject to discipline, ***in accordance with law, Board policy, or administrative regulation***, for any off-campus conduct during non-school hours which poses a threat or danger to the safety of students, staff, or district property, or substantially disrupts ***school activities***. ~~the educational program of the district or any other district in accordance with law, Board policy, or administrative regulation~~

### Possession/Use of Cellular Phones and Other Mobile Communication Devices

Students may possess or use on campus personal electronic signaling devices, including but not limited to, pagers, beepers and cellular/digital telephones, as well as other mobile communications devices including, but not limited to, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, and laptops computers, provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities such as cheating on assignments or

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 5000*

*Students*

*BP 5131(d)*

tests. If the device has the capability to capture digital images and/or take photographs of any kind the student shall be prohibited from using this capability. Permitted devices shall:

1. Be turned off during the school day unless it is being used as part of an instructional activity or with the permission of the teacher.
2. Not disrupt the educational program or school activity.
3. May not utilize capability to capture digital images and/or take photographs of any kind at any time.

If disruption occurs or the student uses any mobile communications device for improper activities, the employee may direct the student to turn off the device and/or shall confiscate it. If a school employee finds it necessary to confiscate a device, he/she may either return it at the end of the class period or school day or activity, or keep it until the principal or designee has consulted with the student's parent/guardian.

In accordance with the Board's policy and administrative regulation on search and seizure, a school official may search a student's mobile communications device, including, but not limited to, reviewing messages or viewing pictures.

*(cf. 5145.12 – Search and Seizure)*

Students shall not use mobile communications devices, even in hands-free mode, while driving on school grounds or to or from a school-related activity.

A student who violates this policy may be prohibited from possessing a mobile communications device at school or school-related events and/or may be subject to further discipline in accordance with Board policy and administrative regulation.

~~No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which is limited to health-related purposes. (Education Code 48901.5)~~

### Bullying/Cyberbullying

The Board desires to prevent bullying by establishing a positive, collaborative school climate and clear rules for student contact.

*(cf. 5137 – Positive School Climate)*

*(cf. 5138 – Conflict Resolution/Peer Mediation)*

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(e)

*(cf. 6164.2 – Guidance/Counseling Services)*

The district may provide students instruction in the classroom or other educational settings, that promotes communication, social skills, and assertiveness skills and educates students about appropriate online behavior and strategies to prevent and respond to bullying and cyberbullying. This instruction may involve parents/guardians, staff, and community members.

*(cf. 1220 – Citizen Advisory Committees)*

*(cf. 6163.4 – Student Use of Technology)*

School staff shall receive related professional development, including information about early warning signs of harassing/intimidating behaviors and effective prevention and intervention strategies. Parents/guardians and students also may be provided with similar information.

*(cf. 4131, 4231, 4331 – Staff Development)*

Students may submit a verbal or written complaint of conduct they consider to be bullying to a teacher or administrator ~~and may also request that their name be kept in confidence. The Superintendent or designee may establish other processes whereby students may submit anonymous reports of bullying.~~ Complaints of bullying or harassment shall be investigated and resolved in accordance with site-level grievance procedures specified in AR 5145.7 – Sexual Harassment.

When a student is suspected of or reported to be using electronic or digital communications to engage in cyberbullying against other students or staff or to threaten district property, the investigation shall include documentation of the activity, identification of the source, and ***specific facts or circumstances that explain*** ~~a determination of the impact or potential impact on school activity, or school attendance, or the targeted student's educational performance.~~

Students shall be encouraged to save and print any messages sent to them that they feel constitutes cyberbullying and to notify a teacher, principal, or other employee so that the matter may be investigated.

Any student who engages in cyberbullying ~~using district-owned equipment~~ on school premises, or off-campus in a manner that ***causes or is likely to cause a substantial disruption of*** ~~impacts a~~ school activity or school attendance, shall be subject to discipline in accordance with district policies and regulations. If the student is using a social networking site or service that has terms of use that prohibit posting harmful material, the Superintendent or designee also may file a complaint with the Internet site or service to have the material removed.



## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Students

BP 5131(f)

## Legal Reference:

*EDUCATION CODE*

200-262.4 Prohibition of discrimination

32261 Bullying

35181 Governing board policy on responsibilities of students

35291-35291.5 Rules

44807 Duty concerning conduct of students

48900-48925 Suspension or expulsion

48908 Duties of students

51512 Prohibition use of electronic listening or recording device in classroom without permission

*CIVIL CODE*

1714.1 Liability of parents and guardians for willful misconduct of minor

*PENAL CODE***288.2 Harmful matter with intent to seduce****313 Harmful matter**

417.25-417.27 Laser scope

647 Use of camera or other instrument to invade person's privacy; misdemeanor

647.7 Use of camera or other instrument to invade person's privacy; punishment

653.2 Electronic communication devices, threats to safety

*VEHICLE CODE*

23124 Use of cellular phones provisional license holders

*CODE OF REGULATIONS, TITLE 5*

300-307 Duties of pupils

*UNITED STATES CODE, TITLE 42*

2000h-2000h6 Title IX, 1972 Education Act Amendments

*UNITED STATES CODE, TITLE 47*

254 Universal service discounts (e-rate)

*COURT DECISIONS****J.C. v. Beverly Hills Unified School District, 2009 (CV 08-03824 SVW)******LaVine v. Blaine School District, (2000, 9<sup>th</sup> Cir.) 257 F.3d 981***

Emmett v. Kent School District No. 415, (2000) 92 F.Supp. 1088

Bethel School District No. 403 v. Fraser, (1986) 478 U.S. 675

Tinker v. Des Moines Independent Community School District, (1969) 393 U.S. 503

## Management Resources:

*CSBA PUBLICATIONS*

Cyberbullying: Policy Considerations for Boards, Policy Brief, July 2007

*CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

Bullying at School, 2003

*NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS*

Digital Discipline: Off-Campus Student Conduct, the First Amendment and Web Sites, School Law in Review, 2001

*NATIONAL SCHOOL SAFETY CENTER PUBLICATIONS****Bullying in School: Fighting the Bullying Battle, 2006***~~Set Straight on Bullies, 1989~~~~*U.S. DEPARTMENT OF EDUCATION PUBLICATIONS*~~~~Preventing Bullying: A Manual for Schools and Communities, 1998~~

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 5000*

*Students*

*BP 5131(g)*

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### *WEB SITES*

California Cybersafety for Children: <http://www.cybersafety.ca.gov>

California Department of Education, Safe Schools Office: <http://www.cde.ca.gov/ss>

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

Center for Safe and Responsible Internet Use: <http://csriu.org> and <http://cyberbully.org>

National School Boards Association: <http://nsba.org>

National School Safety Center: <http://www.schoolsafety.us>

NetSmartz: <http://www.netsmartz.org>

U.S. Department of Education: <http://www.ed.gov>

Adopted: 5-25-78

Amended: 10-15-80, 5-15-84, 5-20-86, 8-5-92, 9-17-02, 11-16-04, 2-19-08, 3-17-09

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.5.g. APPROVE AMENDMENT TO BOARD POLICY 5131.7 –  
WEAPONS AND DANGEROUS INSTRUMENTS –First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments?

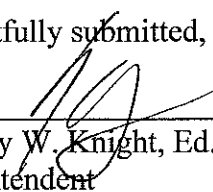
**BACKGROUND:** Board Policy 5131.7 is being revised to reflect new law (AB 1390 which requires the principal or designee to notify law enforcement when a student possesses a firearm or explosive, or sells or furnishes a firearm, at school. Board Policy 5131.7 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments.
2. Do not amend Board Policy 5131.7 – Weapons and Dangerous Instruments.
3. Adopt a modified version of the amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments.

**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 5000

Students

BP 5131.7(a)

### Weapons And Dangerous Instruments

The Governing Board desires *recognizes that* students and staff ~~have a to be free from the danger presented by firearms and other weapons and recognizes that they have the right to a safe and secure campus free from psychological and physical harm~~ **and desires to protect them from the dangers presented by firearms and other weapons..**

*(cf. 0450 – Comprehensive Safety Plan)*

*(cf. 51116.1 – Intradistrict Open Enrollment)*

*(cf. 5131 – Conduct)*

*(cf. 5144 – Discipline)*

### Possession of Weapons

The Board prohibits any **student** ~~person other than authorized law enforcement or security personnel~~ from possessing weapons, imitation firearms, or dangerous instruments of any kind in school buildings, on school grounds or buses, or at a school-related or school-sponsored activities away from school, or while going to or coming from school..

~~*(cf. 0450 – Comprehensive Safety Plan)*~~

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

Unless he/she has obtained prior written permission as specified below, any student who is determined to have brought a firearm to school or possessed a firearm at school, as verified by a school employee, shall be expelled for not less than one year, except that the Board may set an earlier date for readmission on a case-by-case basis in accordance with Board policy and administrative regulation. (Education Code 48915; 20 USC 7151)

*(cf. 5144.1 – Suspension and Expulsion/Due Process)*

*(cf. 5144.2 – Suspension and Expulsion/Due Process (Individuals with Disabilities))*

Students possessing or threatening others with a weapon, dangerous instrument or imitation firearm **shall be** ~~are~~ subject to suspension and/or expulsion in accordance with law, Board policy and administrative regulations.

Under the power granted to the Board to maintain order and discipline in the schools and to protect the safety of students, staff, and the public, any school employee is authorized to confiscate a weapon, dangerous instrument, or imitation firearm from any **student** ~~person~~ on school grounds.

The principal or designee shall notify law enforcement authorities when any student possesses a **firearm, explosive, or other dangerous weapon or instrument** without permission, **sells, or furnishes a firearm**, or commits any act of assault with a firearm or other weapon. (20 USC 7151; Education Code 48902; Penal Code 245, 626.9, 626.10)

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.7(b)

### Advance Permission for Possession of a ~~Firearm~~ **Weapon** for Educational Use

A student who desires to possess ~~or transport~~ a firearm, ~~or~~ imitation firearm, **or other prohibited weapon** on school grounds for an educational purpose shall request prior permission from the principal at least five school days in advance of the planned possession. The student's parent/guardian shall provide written permission explaining the planned use of the weapon and the duration. The student shall also submit a written explanation from the staff person responsible for the school-sponsored activity or class.

On a case-by-case basis, the principal shall determine whether to grant permission for such possession when necessary for a school-sponsored activity or class or as part of the educational program. Factors that shall be considered include, but are not limited to, the planned use of the weapon, the duration and location of the planned use, whether an audience is expected, and any perceived adverse effects to the safety and well-being of students or staff. If the principal grants such permission, he/she shall provide the student and staff person with a written explanation regarding any limitations and the permissible duration of the student's possession.

***When the principal or designee grants permission, he/she shall take all necessary precautions to ensure the safety of all persons on schools grounds, including, but not limited to, inspecting a firearm to verify that no live ammunition is present. Any weapon allowed*** ~~The principal and/or a staff member with knowledge of firearm safety shall inspect the weapon to ensure that necessary safety precautions have been taken, including inspection to ensure that no live ammunition is present. The firearm shall be stored in a locked vehicle or in an appropriate, locked container before and after the educational activity.~~

A student granted permission to possess a ~~firearm~~ **weapon** may be suspended and/or expelled if he/she possesses or uses the weapon inappropriately.

### Possession of Pepper Spray

~~Students age 16 or older may legally possess tear gas or tear gas weapons such as pepper spray for the purpose of self defense. However,~~ To prevent potential misuse that may harm students or staff, students are prohibited from carrying **tear gas, or tear gas weapons such as pepper spray** such items on campus or at school activities.

### Reporting of Dangerous Objects

The Board encourages students to promptly report the presence of weapons, injurious objects or other suspicious activity to school authorities. The identity of a student who reports such activity shall remain confidential to the extent permitted by law.

(cf. 5125 – Student Records)

# OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.7(c)

The Superintendent or designee shall develop strategies designed to facilitate student reporting of the presence of injurious objects on school grounds, such as tip hotlines, electronic transmissions, or other methods that preserve the student's anonymity. Incident reports and records shall not identify the student who reported the possession. The ***Superintendent or designee*** strategy shall also provide a method of informing staff, students and parents/guardians that students who report the presence of injurious objects on school campuses are to be protected and their identity shielded.

(cf. 5138 - Conflict Resolution/Peer Mediation)

Legal Reference:

## EDUCATION CODE

35291 Governing board to prescribe rules for discipline of the schools

48900 Grounds for suspension/expulsion

48902 Notification of law enforcement authorities

48915 Required recommendation for expulsions

48916 Readmission

49330-49335 Injurious objects

## PENAL CODE

245 Assault with deadly weapon

417.4 Imitation firearm; drawing or exhibiting

626.9 Gun-Free School Zone Act of 1995

626.10 Dirks, daggers, knives, razor or stun gun; bringing or possessing in school or on school grounds; exception

653k Soliciting a minor to commit certain felonies

12001 Control of deadly weapons

12020-12036 Unlawful carrying and possession of concealed weapons

12220 Unauthorized possession of a machine gun

~~12403.7 Weapons approved for self defense~~

~~12220 Unauthorized possession of a machinegun~~

12401-12404 Tear gas

12550-12555 BB devices and imitation firearms

## UNITED STATES CODE, TITLE 20

6301-7941 No Child Left Behind Act; especially:

7151 Gun-Free Schools Act

Management Resources:

## CALIFORNIA DEPARTMENT OF EDUCATION COMMUNICATIONS

0401.01 Protecting Student Identification in Reporting Injurious Objects

## U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

***Guidance Concerning State and Local Responsibilities Under the Gun-Free Schools Act, January 2004***

## CSBA PUBLICATIONS

~~911: A Manual for Schools and Media During a Campus Crisis, 2001~~

~~Protecting Our Schools: Governing Boards Strategies to Combat School Violence, 1999~~

## WEB SITES

California Department of Education, Safe Schools: <http://www.cde.ca.gov/lss>

California Attorney General's Crime and Prevention Center: <http://www.safestate.org>

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

National Alliance for Safe Schools: <http://www.safeschools.org>

National School Safety Center: <http://www.schoolsafety.us>

U.S. Department of Education, Office of Safe and Drug Free Schools: <http://www.ed.gov/about/offices/list/osdfs>

Adopted: 8-5-92

Amended: 9-17-02; 5-18-04, 9-18-07, 6-10-08

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.5.h APPROVE AMENDMENT TO BOARD POLICY 5145.11 –  
QUESTIONING AND APPREHENSION – First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 5145.11 – Questioning and Apprehension?

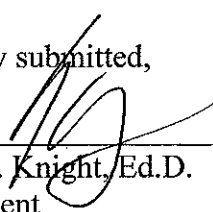
**BACKGROUND:** Board Policy 5145.11 is being revised to reflect new court decision which held that it was unconstitutional for law enforcement officials to interview a student on school grounds regarding allegations of child abuse without a warrant, court order, exigent circumstances, or parent/guardian consent. Policy contains new language directing the principal or designee to request that law enforcement certify that appropriate legal authority for the interview exists and that the principal maintain a record of student interviews. Board Policy 5145.11 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 5145.11 – Questioning and Apprehension.
2. Do not amend Board Policy 5145.11 – Questioning and Apprehension.
3. Adopt a modified version of the amendment to Board Policy 5145.11 – Questioning and Apprehension.

**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 5000

Students

BP 5145.11(a)

### Questioning And Apprehension

*The Governing Board is committed to providing a safe learning environment and cooperating with law enforcement officials and peace officers as necessary to help ensure the safety of students, staff, and the community and in carrying out their official duties.*

*(cf. 0450 – Comprehensive Safety Plan)  
(cf. 5141.4 – Child Abuse Prevention and Reporting)  
(cf. 5145.12 – Search and Seizure)*

*In accordance with standards specified in law and court decisions, law enforcement officers may interview and question students on school premises. The Superintendent or designee shall collaborate with local law enforcement agencies to develop parameters under which law enforcement officers will interview students at school.*

*(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)*

*When any law enforcement official requests an interview with a student, the principal or designee shall request that the official provide verification of his/her identity and official capacity and certify the legal authority under which the interview is being conducted. If the officer refuses to provide certification of the legal authority for the interview, the principal or designee shall document such refusal and should consult with district legal counsel, as appropriate, before allowing the interview to proceed. The principal or designee shall maintain a record of all documentation relative to law enforcement interviews of students.*

*If the officer needs to interview or question the student immediately, the principal or designee shall accommodate the process in a way that causes the least possible disruption for the student and school, gives the student appropriate privacy, and models exemplary cooperation with law enforcement authorities.*

*Law enforcement officers have the right to interview and question students on school premises. When such an interview is requested, the principal or designee shall ascertain the officer's identity, official capacity, and the authority under which he/she acts. If the officer needs to interview or question the student immediately, the principal or designee shall accommodate the process in a way that causes the least possible disruption to the school, gives the student appropriate privacy, and models exemplary cooperation with community law enforcement authorities.*

Except in cases of child abuse or neglect, the principal or designee shall **attempt to** notify the



## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.11(b)

student's parent/guardian ***as soon as practicable after*** ~~when a law enforcement~~ ***has interviewed the student*** officer requests an interview on school premises.

At the law officer's discretion and with the student's approval, the principal or designee may be present during the interview.

***If a minor student is removed*** ~~If the law officer finds it necessary to remove the student from school, the principal or designee shall immediately notify the parent/guardian or responsible relative regarding the student's release and the place to which he/she is reportedly being taken, except when the minor has been taken into custody as a victim of suspected child abuse. (Education Code 48906) first ascertain the reason for such action. Upon releasing the student, the principal or designee shall immediately attempt to inform the student's parent/guardian.~~

~~Personnel responsible for releasing a student from school custody shall exercise extreme diligence to prevent such release to any unauthorized or unidentified person.~~

~~(cf. 5142—Safety)~~

### Subpoenas

Although subpoenas may legally be served at school ***on students age 12 or older,*** the Board believes that serving officials should be strongly urged to serve subpoenas at the home of the student whenever possible. ~~In these situations~~ ***When served at school, the principal or designee shall take all reasonable*** steps ~~should be taken~~ to ensure a minimum of embarrassment or loss of class time for the student.

#### Legal Reference:

##### **EDUCATION CODE**

44807 Duty concerning conduct of pupils

48264 Arrest of truants

48265 Delivery of truant

48902 Notice to law authorities

48906 Release of minor pupil to peace officers; notice to parent, guardian or relative

48909 Narcotics and other hallucinogenic drugs (re arrest)

##### **CODE OF CIVIL PROCEDURE**

**416.60 Service of summons or complaint to a minor**

##### **PENAL CODE**

830-832.17 Peace officers

~~833-851.85 re-arrests~~

1328 Service of subpoena

##### **WELFARE AND INSTITUTIONS CODE**

**627 Custody of minor**

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

*Series 5000*

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*BP 5145.11(c)*

*CODE OF REGULATIONS, TITLE 5*

303 Duty to remain at school

*COURT DECISIONS*

*People v. Lessie, (2010) 47 Cal. 4<sup>th</sup> 1152*

*Greene v. Camreta, (2009, 9<sup>th</sup> Cir.) 588 F.3d 1011*

*In re William V., (2003) 111 Cal.App.4<sup>th</sup> 1464*

*People v. Burton (1971) 6 Cal. 3d 375*

*In re Donaldson (1969) 269 Cal. App. 2d 509*

*Baines v. Brady (1953) 122 Cal. App. 2d 957, 960*

*In the matter of Paul P., 85 Daily Journal D.A.R. 2594*

*ATTORNEY GENERAL OPINIONS*

32 Ops. Cal. Atty. Gen. 46 (1958)

34 Ops. Cal. Atty. Gen. 93 (1959)

54 Ops. Cal. Atty. Gen. 96 (1971)

*Management Resources:*

*WEB SITES*

*California Department of Justice, Office of the Attorney General: <http://caag.state.ca.us>*

Adopted: 5-20-86

Amended: 9-5-89, 9-5-89, 8-18-92, 9-17-02

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.5.i APPROVE AMENDMENT TO BOARD POLICY 5145.3 –  
NONDISCRIMINATION/HARASSMENT - ~~First~~ Second Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 5145.3 – Nondiscrimination/Harassment?

**BACKGROUND:** Board Policy 5145.3 is being revised to include prohibited bases of discrimination and to specify that a student may need to be provided with accommodations to protect his/her from threatened or actual harassing or discriminatory behavior. Board Policy 5145.3 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment.
2. Do not amend Board Policy 5145.3 – Nondiscrimination/Harassment.
3. Adopt a modified version of the amendment to Board Policy 5145.3 – Nondiscrimination/Harassment.

**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 5000

Students

BP 5145.3(a)

### Nondiscrimination/Harassment

The Governing Board ~~shall~~ **desires to** ensure equal opportunities for all students in admission and access to the **district's** educational programs, guidance and counseling programs, athletic programs, testing procedures, and other activities. District programs and activities shall be free from discrimination, including harassment, with respect to the student's actual or perceived sex, gender, ethnic group identification, race, national origin, religion, color, physical or mental disability, age or sexual orientation. ~~School staff and volunteers shall carefully guard against segregation, bias and stereotyping in instruction, guidance and supervision. The district may provide male and female students with separate shower rooms and sexual health and HIV/AIDS prevention classes in order to protect student modesty.~~

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

(cf. 5145.9 - Hate-Motivated Behavior)

(cf. 5146 - Married/Pregnant/Parenting Students)

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

The Board prohibits **discrimination**, intimidation, or harassment of any student by any employee, student or other person in the district. **Prohibited harassment includes physical, verbal, nonverbal, or written conduct based on one of the categories listed above that is so severe and pervasive that it affects a student's ability to participate in or benefit from an educational program or activity; creates an intimidating, threatening, hostile, or offensive educational environment; has the purpose or effect of substantially or unreasonably interfering with a student's academic performance; or otherwise adversely affects the student's educational opportunities.** Staff shall be alert and immediately responsive to student conduct which may interfere with another student's ability to participate in or benefit from school services, activities or privileges.

**School staff and volunteers shall carefully guard against segregation, bias, and stereotyping in the delivery of services, including but not limited to, instruction, guidance, and supervision.**

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

(cf. 6164.2 - Guidance/Counseling Services)

(cf. 5145.7 - Sexual Harassment)

(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)

(cf. 6162.5 - Student Assessment)

**The principal or designee shall develop a plan to provide students with appropriate accommodations when necessary for their protection from threatened or potentially harassing**

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(b)

*or discriminatory behavior.*

Students who **engage in discrimination or harassment in violation of law, Board policy, or administrative regulation** harass other students shall be subject to appropriate discipline, up to and including counseling, suspension and/or expulsion. Any employee who permits or engages in harassment **or prohibited discrimination shall** may be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Suspension/Disciplinary Action)  
 (cf. 4119.21/4219.21/4319.21 – Professional Standards)  
 (cf. 4218 - Dismissal/Suspension/Disciplinary Action)  
 (cf. 5131 – Conduct)  
 (cf. 5144 - Discipline)  
 (cf. 5144.1 - Suspension and Expulsion/Due Process)  
 (cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

### Grievance Procedures

The Board hereby designates the following position(s) as Coordinator(s) for Nondiscrimination to handle complaints regarding discrimination and inquiries regarding the district's nondiscrimination policies:

Superintendent  
 Oak Park Unified School District  
 5801 E. Conifer Street  
 Oak Park, CA 91377  
 818-735-3206

(cf. 1312.1 - Complaints Concerning District Employees)  
 (cf. 1312.3 - Uniform Complaint Procedures)

Any student who feels that he/she **has been subjected to discrimination or harassment** ~~is being harassed~~ should immediately contact either the Coordinator for Nondiscrimination, the principal or any other staff member. Any student **or school employee** who observes an incident of **discrimination or harassment** should report the **incident harassment** to **the Coordinator or principal, a school employee**, whether or not the victim files a complaint.

~~Employees who become aware of an act of harassment shall immediately report the incident to the Coordinator for Nondiscrimination.~~ Upon receiving a complaint of discrimination or harassment, the Coordinator shall immediately investigate the complaint in accordance with site-level grievance procedures specified in AR 5145.7 – Sexual Harassment. ~~Where the Coordinator finds that harassment has occurred, he/she shall take prompt, appropriate action to end the~~

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5145.3(c)

~~harassment and address its effects on the victim.~~

~~The Coordinator shall also advise the victim of any other remedies that may be available. The Coordinator shall file a report with the Superintendent or designee and refer the matter to law enforcement where required.~~

***The Superintendent or designee shall ensure that the student handbook clearly describes the district's nondiscrimination policy, procedures for filing a complaint regarding discrimination or harassment, and the resources that are available to students who feel that they have been the victim of discrimination or harassment. The district's policy may also be posted on the district website or any other location that is easily accessible to students.***

### Legal Reference:

#### EDUCATION CODE

200-262.4 Prohibition of discrimination on the basis of sex, especially:

~~221.5 Prohibited sex discrimination~~

~~221.7 School-sponsored athletic programs; prohibited sex discrimination~~

48900.3 Suspension or expulsion for act of hate violence

48900.4 Suspension or expulsion for threats or harassment

48904 Liability of parent/guardian for willful student misconduct

48907 Student exercise of free expression

48950 Freedom of speech

49020-49023 Athletic programs

~~51006-51007 Equitable access to technological education programs~~

51500 Prohibited instruction or activity

51501 Prohibited means of instruction

60044 Prohibited instructional materials

#### CIVIL CODE

1714.1 Liability of parents/guardians for willful misconduct of minor

#### PENAL CODE

422.55 Interference with constitutional right or privilege

***422.6 Crimes, harassment***

#### CODE OF REGULATIONS, TITLE 5

***4600-4687 Uniform Complaint Procedures***

~~4621 District policies and procedures~~

~~4622 Notice requirements~~

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

#### UNITED STATES CODE, TITLE 20

***1681-1688 Title IX of the Education Amendments of 1972***

#### UNITED STATES CODE, TITLE 42

2000d-2000e-17 Title VI & VII Civil Rights Act of 1964 as amended

2000h-2-2000h-6 Title IX, 1972 Education Act Amendments

#### CODE OF FEDERAL REGULATIONS, TITLE 34

100.3 Prohibition of discrimination on basis of race, color or national origin

104.7 Designation of responsible employee for Section 504

106.8 Designation of responsible employee for Title IX

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Students

BP 5145.3(d)

106.9 Notification of nondiscrimination on basis of sex

**COURT DECISIONS*****Donovan v. Poway Unified School District (2008) 167 Cal.App.4<sup>th</sup> 567****Flores v. Morgan Hill Unified School District, (2003) 324 F.3d 1130*

Management Resources:

**CSBA PUBLICATIONS*****Providing a Safe, Nondiscriminatory School Environment for All Students, Policy Brief, April 2010*****CALIFORNIA DEPARTMENT OF EDUCATION LEGAL ADVISORIES*****California Student Safety and Violence Prevention – Laws and Regulations, April 2004*****FIRST AMENDMENT CENTER PUBLICATIONS*****Public Schools and Sexual Orientation: A First Amendment Framework for Finding Common Ground, 2006*****NATIONAL SCHOOL BOARDS ASSOCIATION PUBLICATIONS*****Dealing with Legal Matter Surrounding Students' Sexual Orientation and Gender Identity, 2004*****U.S. DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS PUBLICATIONS**

Notice of Non-Discrimination, January, 1999

~~Racial Incidents and Harassment Against Students at Educational Institutions; Investigative Guidance, 59 FR 47, March, 1994~~**WEB SITES****CSBA: <http://www.csba.org>****California Safe Schools Coalition: <http://www.casafeschools.org>**California Department of Education: <http://www.cde.ca.gov>**First Amendment Center: <http://www.firstamendment.org>****National School Boards Association: <http://www.nsba.org>**U.S. Department of Education, Office of Civil Rights: <http://www.ed.gov/about/offices/list/ocr>

Adopted: 10-15-80

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

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: JUNE 8, 2010**

**SUBJECT: C.5.j APPROVE AMENDMENT TO BOARD POLICY 6142.7 –  
PHYSICAL EDUCATION AND ACTIVITY – First Reading**

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Policy 6142.7 – Physical Education and Activity?

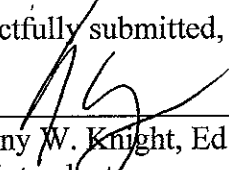
**BACKGROUND:** Board Policy 6142.7 is being retitled and revised to incorporate opportunities for physical activity outside of the regular physical education curriculum. Policy also adds Board approval of courses that qualify for P.E. credit and established expectation that 50 percent of P.E. class time will be spent in moderate to vigorous physical activity. Policy 6142.7 is being submitted with recommended changes from CSBA.

**ALTERNATIVES:**

1. Approve the amendment to Board Policy 6142.7 – Physical Education and Activity.
2. Do not amend Board Policy 6142.7 – Physical Education and Activity.
3. Adopt a modified version of the amendment to Board Policy 6142.7 – Physical Education and Activity.

**RECOMMENDATION:** Approval of Alternative #1.

Respectfully submitted,

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

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

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



## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(a)

### Physical Education

The Governing Board recognizes the positive benefits of physical activity for student health and academic achievement. The *District shall* Board desires to provide ***all students the opportunity to be physically active on a regular basis through high-quality*** a physical education *instruction and may provide additional opportunities for physical activity throughout the school day. The district's physical education and activity programs shall support* program that supports the district's coordinated student wellness program, provides an adequate amount of moderate to vigorous physical activity, builds interest and proficiency in movement skills and encourages students' lifelong fitness. through physical activity. Besides promoting high levels of personal achievement and a positive self-image, physical education activities should teach students how to cooperate in the achievement of common goals.

(cf. 5030 – Student Wellness)

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

(cf. 6142.8 – Comprehensive Health Education)

(cf. 6145.2 – Athletic Competition)

The Board shall approve the components of the physical education program. The district's *physical education* program shall ***provide a developmentally appropriate sequence of instruction*** be aligned with state's model content standards and curriculum frameworks. The *Superintendent or designee shall ensure that the* district's program shall provides ***students with*** equal opportunities for *instruction and* participation in physical education instruction regardless of gender ***in accordance with law.***

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

(cf. 6011 – Academic Standards)

(cf. 6143 – Courses of Study)

for physical education and shall provide a developmentally appropriate sequence of instruction including, at appropriate grade levels, ***The overall course of study for grades 9-12 shall include*** the effects of physical activity upon dynamic health, and at grades 9-12, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives such as self-defense and fencing. (*Education Code 33352; 5 CCR 10060*)

***The Board shall approve the courses in grades 9-12 for which physical education credit may be granted.***

(cf. 6146.1 – High School Graduation Requirements)

(cf. 6146.11 – Alternative Credits Toward Graduation)

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(b)

*The district's physical education program shall engage students in moderate to vigorous physical activity, as defined in the accompanying administrative regulation, for at least 50 percent of class or session time. The Superintendent or designee shall develop strategies to monitor the amount of moderate to vigorous physical activity that takes place in the physical education instructional program.*

*Students with disabilities shall be provided instruction in physical education* An appropriate alternative activity or exemption from physical education class shall be provided for a student with disabilities in accordance with his/her individualized education program or Section 504 accommodation plan.

(cf. 6159 – Individualized Education Program)  
(cf. 6164.6 – Identification and Education Under Section 504)

~~Physical education staff shall appropriately adjust the amount or type of physical exercise required of students~~ During air pollution episodes, ~~extreme weather~~ hot weather or other inclement conditions *physical education staff shall make appropriate adjustments to the program or shall seek alternative indoor space to enable students to participate in active physical education.* ~~or as needed to accommodate individual student health needs.~~

(cf. 3514 – Environmental Safety)  
(cf. 5141.7 – Sun Safety)  
(cf. 3516 – Emergencies and Disaster Preparedness Plan)

### Staffing

~~The district's Physical education program shall be delivered~~ provided by appropriately credentialed teachers *who may be assisted by instructional aides, paraprofessionals, and/or volunteers.*

(cf. 1240 – Volunteer Assistance)  
(cf. 4112.2 – Certification)  
(cf. 4222 – Teacher Aides/Paraprofessionals)

*The district shall provide physical education teachers with continuing professional development, including classroom management and instructional strategies designed to keep students engaged and active and shall be offered to physical education teachers and to classroom teachers serving as instructors of physical education in order to enhance the quality of physical education instruction and assessment.* ~~the variety of activities offered.~~

(cf. 4131 – Staff Development)

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(c)

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

### Physical Fitness Testing

The Superintendent or designee shall annually administer the physical fitness test designated by the State Board of Education to students in grades 5, 7, and 9. (Education Code 60800)

### Temporary Exemptions

The Superintendent or designee may grant temporary exemption from physical education under either of the following conditions: (Education Code 51241)

1. The student is ill or injured and a modified program to meet his/her needs cannot be provided.
2. The student is enrolled for one-half time or less.

### Two-Year Exemptions

With a student's consent, the Superintendent or designee may exempt the students, from any two years of physical education courses during grades 10-12 provided that the student has satisfactorily met any five of the six standards of the state's physical fitness test in grade 9. (Education Code 51241)

Upon request by students and/or their parents/guardians, the Superintendent or designee may administer the physical fitness test to students in grade 10-12 who need to pass the test in order to qualify for a two-year exemption from physical education courses.

### Permanent Exemptions

The Superintendent or designee may grant a permanent exemption from physical education to a student under any of the following conditions: (Education Code 51241)

1. The student is age 16 years or older and has been enrolled in grade 10 for one or more academic years
2. The student is enrolled as a postgraduate student
3. The student is enrolled in a juvenile home, ranch, camp or forestry camp school with scheduled recreation and exercise

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(d)

### Other Exemptions

The Superintendent or designee may grant an exemption from physical education under the following special circumstances:

1. The student in grades 10-12 is excused for up to 24 clock hours in order to participate in automobile driver training. (Education Code 51222)
2. The student in grades 10-12 attends a regional occupational center or program and attendance in physical education courses results in hardship because of the travel time involved. (Education Code 52316)
3. The student is in a high school and engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. (Education Code 51242)

*(cf. 6145.2 - Athletic Competition)*

### Program Evaluation

The Superintendent or designee shall annually report to the Board the results of the physical fitness testing for each school and applicable grade level. He/she shall also report to the Board regarding the number of instructional minutes offered in physical education for each grade level, the number of two-year and permanent exemptions granted pursuant to Education Code 51241, ~~as described below~~, and any other data agreed upon by the Board and the Superintendent or designee to evaluate the program quality and the effectiveness of the district's program in meeting goals for physical activity.

*(cf. 0500 - Accountability)*

*(cf. 6190 - Evaluation of the Instructional Program)*

~~The Superintendent or designee shall report the aggregate results of the physical fitness testing in the annual school accountability report card required by Education Code 33126 and 35256. (Education Code 60800)~~

~~*(cf. 0510 - School Accountability Report Card)*~~

Legal Reference:

EDUCATION CODE

33126 School accountability report card

33350-33354 CDE responsibilities re: physical education

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(e)

35256 School accountability report card  
 49066 Grades; physical education class  
 51210 Course of study, grades 1-6  
 51220 Course of study, grades 7-12  
 51222 Physical education  
 51223 Physical education, elementary schools  
 51241 Temporary or permanent exemption from physical education  
 51242 Exemption from physical education for athletic program participants  
 52316 Excuse from attending physical education classes  
 60800 Physical performance test  
*CODE OF REGULATIONS, TITLE 5*  
 1040-1048 Physical performance test  
 3051.5 Adapted physical education for individuals with exceptional needs  
 10060 Criteria for high school physical education programs  
*UNITED STATES CODE, TITLE 29*  
 794 Rehabilitation Act of 1973, Section 504  
*UNITED STATES CODE, TITLE 42*  
 1751 Note Local wellness policy  
*ATTORNEY GENERAL OPINIONS*  
 53 Ops.Cal.Atty.Gen. 230 (1970)

### Management Resources:

#### *CSBA PUBLICATIONS*

***Active Bodies, Active Minds: Physical Activity and Academic Achievement, Fact Sheet, February 2010***

***Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, rev. February 2010***

***Maximizing Opportunities for Physical Activity During the School Day, Fact Sheet, November 2009***

***Moderate to Vigorous Physical Activity in Physical Education to Improve Health and Academic Outcomes, Fact Sheet, November 2009***

***Building Health Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009***

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Physical Education and California Schools, Policy Brief, rev. October 2007

Student Wellness: A Health Food and Physical Activity Policy Resource Guide, rev. April 2006

#### *CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS*

Physical Education Model Content Standards for California Public Schools: Kindergarten through Grade 12: January 2005

Physical Education Framework for California Public Schools: Kindergarten Through Grade 12, 2009-1996

***Adapted Physical Education Guidelines for California Schools, 2003***

#### *CDE PROGRAM ADVISORIES*

0418.89 Physical Education, April 18, 1989

#### *CDHS PUBLICATIONS*

School Idea and Resource Mini Kit, 2000

#### *CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS*

School Health Index for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide for Elementary and Middle/High Schools, 2000

#### *NASBE PUBLICATIONS*

Fit, Healthy and Ready to Learn, 2000

#### *U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS*

***2008 Physical Activity Guidelines for Americans, October 2008***

## OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(f)

**WEB SITES**CSBA: <http://www.csba.org>California Department of Education, Physical Fitness Testing: <http://www.cde.ca.gov/ta/tg/pf>

California Department of Health Services, School Health Connections:

<http://www.meh.dhs.ca.gov/programs/she/she.htm>California Healthy Kids Resource Center: <http://www.californiahealthykids.org>**California Project LEAN (Leaders Encouraging Activity and Nutrition):** <http://www.californiaprojectlean.org>Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov>Educational Data Systems, California physical fitness: <http://www.eddata.com/projects/current/cpf>FITNESSGRAM®, Cooper Institute: <http://www.fitnessgram.net>Healthy People 2010: <http://www.healthypeople.gov>National Association for Sports and Physical Education: <http://www.aahperd.org/naspe>National School Boards Association: <http://www.schoolhealth@nsba.org>National Association of State Boards of Education (NASBE): <http://www.boards@nasbe.org>**President's Council on Physical Fitness and Sports:** <http://www.fitness.gov>The California Endowment: <http://www.calendow.org>**U.S. Department of Health and Human Services:** <http://www.health.gov>

Adopted: 9-17-02

Amended: 6-17-03, 6-10-08

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: June 8, 2010**

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

**SCIENCE FAIR & SCIENCE EXPLORATORY:** Student science projects will be displayed on the morning of June 4<sup>th</sup> in the MPR. On June 7<sup>th</sup> students will rotate through 3 hands-on science experiments for an afternoon Science Exploratory. BES parent Vida Jatulis is chairing.

**PROFESSIONAL DEVELOPMENT:** Brookside teachers Becky Koch (5<sup>th</sup>), Cindy Stephens (5<sup>th</sup>) and Tawnya Watson (2<sup>nd</sup>) will attend the Teacher's College Reading and Writing Project at Columbia University this summer. Cynthia Morrow (1<sup>st</sup>) and Heather Powers (2<sup>nd</sup>) will be getting 21<sup>st</sup> Century classroom technology and training this summer.

**TEACHING AND LEARNING:** There will be a Discovery Kindergarten at Brookside for 2010-11. When class lists are finalized, an informal "Meet and Greet" and school tour will be conducted by the principal in June. Students in grades two through five completed STAR testing during the week of May 3<sup>rd</sup>. Fifth Graders traveled to the Reagan Library on June 1<sup>st</sup> for a Mock Congressional Hearing, based on the *We the People Program*. Thank you to our distinguished judges for spending their morning asking questions about the Constitution and evaluating.

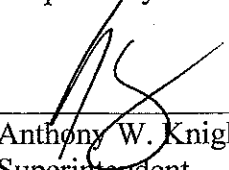
**OPEN HOUSE:** Brookside's annual Open House was on May 19<sup>th</sup>. The evening included a bake sale, PTA meeting, Principal's Message, live Auction and classroom visits. Thank you to our visiting dignitaries and prospective parents for attending this very special evening to celebrate student learning. Parents had many questions about student/teacher ratios for 2010-11.

**RETIREMENTS:** Teaching legends Donna Piazza and Karolyn Tassio are retiring in June. To celebrate their 30+ years of dedication to Brookside students, we are having a dinner party at Brent's Deli on June 16<sup>th</sup>. Mrs. Piazza is also having an informal open house for previous and current students in her classroom on June 14<sup>th</sup> at 3:30-5:30.

**HAPPENINGS:**

June 10 All School Show 8:45 – 10:00 a.m.  
 June 14 Donna Piazza's Retirement Open House in room #309 at 3:30-5:30  
 June 15 Camp Keystone – 5<sup>th</sup> grade party  
 June 17 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: June 8, 2010**

**SUBJECT: Monthly Board Report**

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### **TEACHER/STAFF APPRECIATION**

The PTA outperformed themselves by hosting a week full of special activities honoring faculty and staff. Activities included breakfast every morning, a complete makeover of the outside patio in addition to daily special treats. Students showed their appreciation by bringing flowers for their teachers and staff.

### **CHORUS PERFORMANCE**

Our two chorus groups, Junior Chorus and Chorale had an evening performance for their families on Thursday, May 20th. Ms. Reinking, our music teacher, did an outstanding job with both groups.

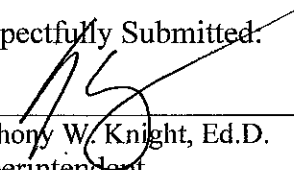
### **PRESIDENTIAL PHYSICAL FITNESS**

We had 33 Presidential Fitness Award recipients in grades 3, 4, 5. This is the highest level of physical fitness. Only the top 15% of students in the United States achieve this level. Oak Hills had 42 students achieve National level, being in the top 50%.

### **NEW PRINCIPAL VISIT**

Our new principal, Erik Warren, visited our campus on May 20<sup>th</sup>. He met the staff and took a tour of our campus allowing him to meet the children in every classroom. In addition, he attended a PTA Meeting and met with co-presidents, Shelley Myer and Stephanie Cornick.

Respectfully Submitted:

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



**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: June 8, 2010**

**SUBJECT: Monthly Board Report**

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**Staff Appreciation Week**

Our Parent-Faculty Association showed their appreciation to our staff with a weeklong series of food and favors that followed a garden theme. The culmination of staff appreciation week was a luncheon feast in our library on May 14.

**Fourth Grade Musical Production**

Our fourth grade students participated in a musical telling of the historical events involving the California Gold Rush called "Days of 49". Short skits, songs and choreographed movements were used to reconstruct moments in history. The production occurred on May 14 in our Multipurpose Room.

**Open House**

On May 19, Red Oak Elementary School had our Open House. The evening started out at 6:15 with our fifth annual Chalk Walk. Students drew pictures on the sidewalks using colored chalk. The lower grade classrooms were open starting at 6:30 and the upper grades at 7:00. Student artwork was displayed in our Multi-purpose Room art gallery and our library had an exhibit of themed books assembled for parents and students to view.

**Volunteer Brunch**

To thank our parent and community volunteers, our Red Oak staff invited them to a brunch. The brunch had an apple theme and featured a variety of wonderful foods. The staff sang an original song of thanks to all the volunteers.

**International Gala**

On Friday, May 21 in the Red Oak MPR an International Gala will be held celebrating the many different cultures of the world. This first-ever event will feature songs, dancing, music and food from about 20 different countries. Most of the materials for this event are shared from the backgrounds of our Red Oak community.

**Red Oak School Carnival**

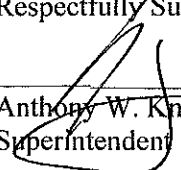
Our annual school Carnival will be on Sunday, June 13 on the Red Oak campus. This event will include food, rides, games and family entertainment for our Red Oak community.

**Fifth Grade Events**

Fifth grade has a number of events going on this last month of school.

- June 1st Mock Congressional Hearing on the U.S. Constitution at the Reagan Presidential Library.
- June 11th Field Trip to Keystone Ranch
- June 17<sup>th</sup> Culmination

Respectfully Submitted:

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL**  
**DATE: JUNE 8, 2010**  
**SUBJECT: MONTHLY SCHOOL REPORT**

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**Fifth Graders Visit MCMS June 4th:**

OPUSD's 5<sup>th</sup> graders came for their annual orientation and tour of MCMS, hosted by ASB.

**Spring Concert June 3rd:**

Our marvelous Band Director, Elana Levine, presented another evening of beautiful music, featuring MCMS students.

**Ceiling Tile Art Celebration June 10:**

Join us in Ms. Cadle's Room D2 at 5:30 p.m. as this year's Art Showcase students unveil their masterpieces.

**8<sup>th</sup> Grade Disneyland Trip June 14**

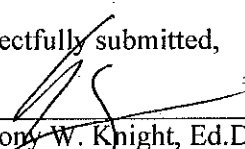
**8<sup>th</sup> Grade Dance:**

7:00-9:00 at the MCMS Gym

**8<sup>th</sup> Grade Breakfast and Awards June 15**

**Culmination June 16: Civic Arts Plaza 11:30**

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: June 8, 2010**  
**SUBJECT: Monthly Board Report**

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Oak View

STAR testing and P.E. testing are completed for this school year. On May 14<sup>th</sup> we celebrated student attendance and effort with a school-wide barbeque. Parents provided the food and assistance.

Our revised WASC Action Plan has been submitted to the WASC office. We will go forward with our goals and objectives during the upcoming school years.

Oak View teachers were treated to an Appreciation Breakfast and Recognition Day on May 6<sup>th</sup>. Everyone enjoyed the day.

Tony Knight and Randi Liepman accompanied students on a fantastic trip to the Science Center on May 17<sup>th</sup>. Students experienced the IMAX presentation on the Hubbell Telescope and toured the ecosystem exhibit. Thanks, Tony!

Oak View participated in a wonderful authentic learning field trip to Zuma Canyon. We planted native species and learned about the fauna and flora that lives in the ecosystem.

Senior Dinner on May 13<sup>th</sup> was a very special evening for students, families and staff.

Coming up is Commencement 2010 on June 17<sup>th</sup> in the Pavilion. See you there....

Independent School

STAR testing and P.E. testing are completed for this school year.

Faculty and Staff were treated to a wonderful Chinese luncheon on May 7<sup>th</sup>, sponsored by the site council parents. We are so fortunate to have such a dynamic and supportive group of parents helping us.

A very interesting field learning experience was enjoyed by all as students toured the Braille Institute in Santa Barbara.

On June 3<sup>rd</sup>, we are conducting an Information Meeting with new students and families planning to enroll in fall 2010.

Culmination is scheduled for June 10<sup>th</sup> at Oak Canyon Park. Senior Breakfast is June 15<sup>th</sup> at the Agoura Deli. Graduation is June 16<sup>th</sup> at Eagle Stadium.

Respectfully submitted,

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