

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #827

DATE: September 21, 2010

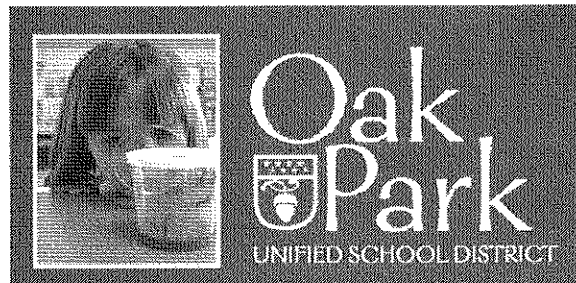
PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

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

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

BOARD OF EDUCATION

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



EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Linda Sheridan, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Cliff Moore, Consultant
Jane Mintz, Director, Educational Technology
Susan Roberts, Director, Pupil Services

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

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

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

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

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

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

Interested parties may review the recording upon request.

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

NEXT REGULAR MEETING

Tuesday, October 19, 2010

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #827

September 21, 2010

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

CLOSED SESSION: 5:00 p.m.

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

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

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Occupational Therapist, Instructional Assistants II, Instructional Assistant III EEL, Elementary Teachers, Chinese Teacher, Science Teacher

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron, Cliff Moore and Martin Klauss

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

IV. CALL TO ORDER – RECONVENE IN OPEN SESSION AT: _____ p.m.

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

V. PUBLIC SPEAKERS: SPEAKERS ON AGENDA AND NON-AGENDA ITEMS

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Remarks from Board Members
2. Remarks from Student Board Representative
3. Remarks from Superintendent
4. Partners in Education Award – Susie Harris
5. Report from Facilities Planning Committee

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

C. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. Approve Minutes of Regular Board Meeting August 17, 2010, and Special Closed Session and Board Meeting September 7, 2010,**
- b. Public Employee/Employment Changes 01CL1397-01CL1427 & 01CE04974-01CE04984** 1
- c. Approve Purchase Orders – August 1 – August 31, 2010** 3
Board Policy 3300 requires Board approval of Purchase Orders
- d. Approve Donations** 8
Board Policy 3290 requires Board approval for donations to the District
- e. Approve Provisional Internship Permit (PIP)** 9
CCTC requires Board approval in public session of Provision Internship Permit (PIP)
- f. Approve Overnight Trip for Oak Park High School Girls Volleyball – October 21-24, 2010** 10
Board Policy 6153 requires Board approval for student overnight trips
- g. Approve Overnight Trip for Medea Creek Middle School 7th Grade to Catalina – October 25-27, 2010** 11
Board Policy 6153 requires Board approval for student overnight trips
- h. Approve 2010-2011 Transportation Agreement with Tumbleweed Transportation** 12
Board Policy 3312 requires Board approval for contracts for services.

ACTION

2. BUSINESS SERVICES

- a. Approve Revised Facility Use Fees** 21
Board Policy 1330 authorizes the Board to set Facility Use Fees
- b. Public Hearing and Approval of SBX3-4 Flexibility Transfer of 2010-22 Categorical Program Funds** 23
Education Code 42605(c)(2) requires Board approval of flexibility transfer of categorical program funds
- c. Approve Change Order #1, Project 10-16R, Parking Lot Repair and Replacement at Oak View High School** 25
Board approval required for change orders
- d. Approve Change Order #1, Project 10-20R, Exterior Repair and Painting at Red Oak Elementary School** 27
Board approval required for change orders
- e. Approve Notice of Completion, Bid #10-16R, Parking Lot Repair and Replacement at Oak View High School** 29
Board approval required for job completion
- f. Approve Notice of Completion, Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School** 31
Board approval required for job completion
- g. Approve Notice of Completion, Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School** 33
Board approval required for job completion

3. CURRICULUM

- a. **Public Hearing and Approval of Resolution #10-28 Regarding Sufficiency of Textbooks and Instructional Materials for 2010-2011** 35
Education Code 60119 requires Public Hearing and Board approval regarding sufficiency of textbooks and instructional materials annually in order to received funding from the state for textbooks

4. HUMAN RESOURCES

- a. **Approve Action To Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid Off Classified Employees** 37
Board approval required to reemploy employees who received notice of lay-off
- b. **Approve Resolution #10-29, Reducing or Discontinuing Particular Kinds of Service for Classified Employees** 39
Board approval required to reduce or discontinue particular kinds of service
- i. **Approve Annual Teacher Assignment Report - Declaration of Need for 2010-2011** 41
Education Code 44257.8 requires Board approval for the Annual Teacher Assignment Report

5. BOARD

- a. **Discuss and Approve Newly Elected Board Members Attendance at CSBA Conference and Masters in Governance Workshops** 45
Board wishes to consider approval of expending funds for newly elected Board Members attendance at December CSBA Conference and Masters in Governance.
- b. **Review and Approve Site Capacities** 47
Board wishes to review and approve site capacities

6. BOARD POLICIES

- a. **Approve Amendment to Board Policy 5131 – Conduct – Second Reading** 49
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 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.
- b. **Approve Amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments – Second Reading** 57
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.
- c. **Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – Second Reading** 61
Policy revised to include prohibited bases of discrimination and to specify that a student may need to be provided with accommodations to protect him/her from threatened or actual harassing or discriminatory behavior.
- d. **Approve Amendment to Board Bylaw 9270 – Conflict of Interest – First Reading** 67
Mandated bylaw revised and reorganized to clarify three types of analysis that must be conducted pursuant to different statutes and the common law doctrine to determine whether a conflict exists and if so, whether a board member must abstain and/or if the contract is prohibited. Exhibit A – Designated Positions updated to reflect current positions in the District.

VII. INFORMATION ITEMS

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	79
2. Oak Hills Elementary School Report	80
3. Red Oak Elementary School Report	81
4. Medea Creek Middle School Report	82
5. Oak Park High School Report	83
6. Oak View High School/Oak Park Independent School	85
7. Oak Park Neighborhood School	

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

8-17-10

#825

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Rees, called the regular meeting to order at 5:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:06 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, Ms. Jan Iceland, Member, and Ms. Cindy Vinson, Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Ms. Susan Roberts, Director, Public Services, Ms. Barbara Dickerson, Director, Fiscal Services and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Marc Bruckel 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 Cindy Vinson, seconded by Marie Panec, the Board of Education adopted the agenda except to move Item C.1.f. to an Action item, Item C.1.h. and Item C. 2.e. are tabled until September, P11-0056 is pulled from Purchase Order report to Item C.2.b. and move Item A5 before A4. Motion carried 5-0.

PUBLIC COMMENTS

None

REPORT FROM BOARD MEMBERS

Board Member Cindy Vinson commented that while the passage of the jobs bill will bring money to the District there is still no news on the State budget and we still need to work to get the State to understand that State funding levels are not adequate. Ms. Vinson is still not happy that CSBA has not published their salaries on their website as previously promised. Diane Starzak will have a table at the Opening Day event to allow teachers to sign up for the CERT class in the fall. Board Member Barbara Laifman commented on the importance of hands-on, experiential lessons by sharing an experience she had with her children this summer at the beach when swimming and a pod of dolphins were swimming not more than 10 feet from shore and within 5 feet of her children. This led to lengthy discussion about dolphins throughout the rest of the day and their desire to learn more about dolphins. Board Member Jan Iceland

reported that Jane Mintz thanked the Board for their support by including the Technology Plan in the Moral Imperatives. Ms. Iceland reported she wrote a letter to CSBA expressing her concern regarding the high salary incident reported in the newspaper and has not received a response to date. She also thought there was a link on their website listing all other salaries. Ms. Iceland welcomed Leslie Heilbron to her first official meeting as Assistant Superintendent of Human Resources. Board Member Marie Panec reported she has been attending the weekly facilities meetings during the summer. Ms. Panec has noted that teachers are already working in their classrooms almost two weeks before school starts on their own time which shows their dedication to the students of Oak Park. She stated she was proud of Marc Bruckel and his family's understanding of the mistake and the District takes full responsibility for the error. We are here tonight to celebrate this life accomplishment and wish him well in the future. Board Member Mary Rees stated this is an exciting time as we are getting ready for the new school year. But these are the best of times and the worst of times as we struggle with money issues, but we have fabulous opportunities with new leadership and new teachers.

PRESENTATION

Dr. Knight, Ms. Rees and Mr. Kevin Buchanan, Principal, Oak Park High School, presented Marc Bruckel with his 2010 Oak Park High School diploma.

REPORT FROM SUPERINTENDENT

Dr. Knight introduced Susan Roberts the new Director of Pupil Services. He also commented on the many maintenance projects going on throughout the district. Dr. Knight reported the Leadership Retreat went very well and it was a very worthwhile trip. He also reported an additional High School Counselor had been hired as well as some additional teachers.

B1 – Progress Report on Measure R Summer Projects and Facilities Update

Peter Kristensen provided the Board with an update of summer projects throughout the District.

B2 – Update on 2010-2011 Budget

Martin Klauss provided the Board with an update on the 2010-2011 Budget

C.1. CONSENT AGENDA

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

- a. Approve Minutes of Regular Board Meeting June 8, 2010, Special Closed Session and Board Meeting June 18, 2010, Special Closed Session and Board Meeting June 29, 10, Special Closed Session and Board Meeting July 30, 2010
- b. Public Employee/Employment Changes 01CL1357-01CL1396 & 01CE04939–01CE04973
- c. Approve Purchase Orders – June 1 – July 31, 2010
- d. Approve Overnight Trip for Oak Park High School Girls Volleyball Team – August 28-29, 2010
- e. Approve Overnight Trip for Oak Park High School Girls Volleyball Team – September 10-11, 2010
- g. Approve Quarterly Report on Williams Uniform Complaints – July 2010

ACTION

2. BUSINESS SERVICES

a. Approve Revised Facility Use Fees

Wendy Banni and John DeLuca addressed the Board regarding this item.

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

b. Approve Rejection of Bid #10-17R, Window Repair and Replacement at Oak Hills Elementary School – Approval of P11-00056

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved rejection of Bid#10-17R, Window Repair and Replacement at Oak Hills Elementary School and approve P11-00056. Motion carried 5-0.

c. Approve Ratification of Bid #10-19R, Exterior Painting and Repairs at Oak Hills Elementary School

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved Ratification of Bid #10-19R, Exterior Painting and Repairs at Oak Hills Elementary School. Motion carried 5-0.

d. Approve Ratification of Bid #10-20R, Exterior Painting and Repairs at Red Oak Elementary School

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved Ratification of Bid #10-20R, Exterior Painting and Repairs at Red Oak Elementary School. Motion carried 5-0.

C.1.f. Approve Overnight Trip for Oak Park High School Girls Volleyball Team - October 21-24, 2010

On motion of Marie Panec, seconded by Cindy Vinson, the Board of Education approved the Overnight Trip for Oak Park High School Girls Volleyball Team – October 21-24, 2010. Motion carried 5-0.

3. BOARD

a. Approve Proposed Board Meeting Schedule for the 2010-2011 School Year

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education approved the proposed Board Meeting Schedule for the 2010-2011 School Year with modification to the April meeting to April 12, the Budget Study Session on June 7, the Regular Board Meeting on June 21 and the Board Retreat in July. Motion carried 5-0.

b. Approve Grand Jury Report Response

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the Grand Jury Report Response. Motion carried 5-0.

c. Approve 2010-2011 Moral Imperatives, Goals and Action Plans

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the 2010-2011 Moral Imperatives, Goals and Action Plans. Motion carried 5-0.

4. BOARD POLICIES

a. Approve Amendment to Board Policy 5127 – Graduation Ceremonies and Activities – Second Reading

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved the amendment to Board Policy 5127 – Graduation Ceremonies and Activities – Second Reading. Motion carried 5-0.

b. Approve Amendment to Board Policy 5131 – Conduct – Second Reading

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education tabled this item for further information on confidentiality of student complaint. Motion carried 5-0.

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

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education tabled this for further information regarding whether there is policy regarding ban on weapons for community members. Motion carried 5-0.

d. Approve Amendment to Board Policy 5145.11 – Questioning and Apprehension – Second Reading

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 5145.11 – Questioning and Apprehension – Second Reading. Motion carried 5-0.

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

On motion of Cindy Vinson, seconded by Barbara Laifman, the Board of Education tabled this item for further information whether all school's student handbooks printing the district's nondiscrimination policy and procedures for filing a complaint regarding discrimination and harassment. Motion carried 5-0.

f. Approve Amendment to Board Policy 6142.7 – Physical Education and Activity – Second Reading

On motion of Jan Iceland, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy 6142.7 – Physical Education and Activity – Second Reading. Motion carried 5-0.

There being no further business before this Board, the meeting is declared adjourned at 8:05 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Mary Rees, called the special board meeting to order at 6:00 p.m. at Oak Park Unified School District Office, 5801 E. Conifer Street, Conference Room, Oak Park, CA.

BOARD PRESENT

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

FLAG SALUTE

Briana Mackey led the Pledge of Allegiance to the Flag

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 6:05 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mary Rees, reconvened the special board meeting to order at 7:15 p.m. at Oak Park Unified School District Office, 5801 E. Conifer Street, Conference Room, Oak Park, CA.

BOARD PRESENT

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

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Cliff Moore, Consultant, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Mr. Martin Klauss, Assistant Superintendent, Business Services, Ms. Barbara Dickerson, Director, Fiscal Services and Ms. Linda Sheridan, Executive Assistant.

REPORT ON CLOSED SESSION

Dr. Knight reported the Board took no action in Closed Session.

1. Approve Resolution #10-25, Establishing the GANN Appropriation Limit for Fiscal Year 2010-2011

On motion of Jan Iceland, seconded by Marie Panec, the Board of Education approved Resolution #10-25, Establishing the GANN Appropriation Limit for Fiscal Year 2010-2011. Motion carried 5-0.

2. Approve Unaudited Actual Revenues and Expenditures for Fiscal Year 2009-2010

On motion of Cindy Vinson, seconded by Jan Iceland, the Board of Education approved the Unaudited Actual Revenues and Expenditures for Fiscal Year 2009-2010. Motion carried 5-0.

There being no further business before this Board, the meeting is declared adjourned at 7:25 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: SEPTEMBER 21, 2010

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

Consent

ISSUE: Approval/ratification of certificated personnel actions.

AUTHORIZATION TO EMPLOY

Number	Name	Classification	Start Date	Fund Source	Site/Grade
01CE04974	Ryan Bodily	Elementary Teacher	8/30/2010	General	ROES
01CE04975	Elisa Duus	Elementary Teacher	8/30/2010	General	ROES
01CE04976	Sara Cohen	Elementary Teacher	8/30/2010	General	ROES
01CE04977	Beth Ruben	Elementary Teacher	8/30/2010	General	OHES
01CE04978	Beth Barber	Elementary Teacher	8/30/2010	General	BES
01CE04979	Susie Rossiter	Elementary Teacher	8/30/2010	General	OHES
01CE04980	Marianne Seaborne	Science Teacher	8/30/2010	General	MCMS
01CE04981	Charlotte Shih	Chinese Teacher	8/30/2010	General	MCMS

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
01CE04982	Brenda Pasqua	Athletic Trainer	2010-2011	ASB	10,800	OPHS
01CE04983	Mark Jacobs	Football summer cond.	6/21-7/30/2010	ASB	2100.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective	Fund	Site
01CE04984	Maryann Johnson	Medical LOA	9/7-10/1/2010	General	BES

SEPARATION

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

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2010

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

CONSENT

ISSUE: Approval/ratification of classified personnel actions.

AUTHORIZATION TO HIRE

Number	Name	Position	Salary	Fund	Start Date	Site
CL21397	Rita Suley	Occupational Therapist	\$35.34	Spec. Ed.	9/20/10	DO
CL21398	Michelle Miele	Instructional Assistant II	\$14.46	Spec. Ed.	9/1/10	OHES
CL21399	Alan Kingsley	Instructional Assistant II	\$14.46	Spec. Ed.	9/1/10	BES
CL21400	Lisa Sony	Instructional Assistant II	\$14.46	Spec. Ed.	9/1/10	OHES
CL21401	Tim Weaver	Instructional Assistant II	\$14.46	Spec. Ed.	9/1/10	ROES
CL21402	Deanne Chen	Instructional Assistant II	\$14.46	Spec. Ed.	9/3/10	ROES
CL21403	Monica Justus	Instructional Assistant II	\$14.46	Spec. Ed.	9/2/10	MCMS
CL21404	Suzanne D'Ascoli	Instructional Assistant III ELL	\$16.21	Spec. Ed.	9/1/10	OPHS
CL21405	Michelle Forte	Instructional Assistant II	\$14.46	Spec. Ed.	9/1/10	OPHS
CL21406	Jessica Sandoval	Instructional Assistant II	\$14.46	Spec. Ed.	9/7/10	OPNS
CL21407	Michelle Winikoff	Instructional Assistant II	\$14.46	Spec. Ed.	9/2/10	BES

AUTHORIZATION TO PAY STIPEND

Number	Name	Assignment	Effective	Fund	Amount	Site
CL21408	Jim Romano	Football Summer Cond.	6/21/10-7/30/10	ASB	\$1500.00	OPHS
CL21409	Casey Webb	Football Summer Cond.	6/21/10-7/30/10	ASB	\$1000.00	OPHS
CL21410	David Gold	Football Summer Cond.	6/21/10-7/30/10	ASB	\$1200.00	OPHS
CL21411	Roy McGinnis	Football Summer Cond.	6/21/10-7/30/10	ASB	\$500.00	OPHS
CL21412	Devon Benson	Football Summer Cond.	6/21/10-7/30/10	ASB	\$500.00	OPHS
CL21413	Michael Poupolo	Football Summer Cond.	6/21/10-7/30/10	ASB	\$300.00	OPHS
CL21414	Patrick Hennegeler	Football Summer Cond.	6/21/10-7/30/10	ASB	\$300.00	OPHS
CL21415	Serafin Cortes	Custodial Summer Cond.	6/22/10-7/29/10	ASB	\$500.00	OPHS
CL21416	Primo Canales	Custodial Summer Cond.	6/22/10-7/29/10	ASB	\$500.00	OPHS
CL21417	Dennis Stephenson	Football Summer Cond.	6/21/10-7/30/10	ASB	\$2300.00	OPHS
CL21418	Terry Shorten	Football Summer Cond.	6/21/10-7/30/10	ASB	\$2300.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Site
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SEPARATION

Number	Name	Position	Separation Type	Effective Date	Site
CL21419	Beth Ruben	Instructional Assistant III	Resignation	8/18/10	OHES
CL21420	Karen McGachey	Instructional Assistant II	Resignation	8/12/10	OHES
CL21421	Darlene Malnekoff	Data Specialist/Curr. Asst.	Resignation	8/20/10	DO
CL21422	Victoria Warren	Instructional Assistant II	Resignation	8/12/10	BES
CL21423	Mary Galpin	Instructional Assistant II	Resignation	8/17/10	ROES
CL21424	Lee Johnson	Instructional Assistant I	Resignation	8/25/10	BES
CL21425	Brenda Ennenga-Cohen	Instructional Assistant II	Resignation	8/30/10	MCMS
CL21426	Jill Hessick	Instructional Assistant II	Resignation	8/18/10	BES
CL21427	Marcie Pollock	Instructional Assistant II	Resignation	9/1/10	BES

Prepared by:
Dr. Leslie Heilbron Assistant Superintendent /Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 21, 2010
SUBJECT: C.1.c APPROVE PURCHASE ORDERS – AUGUST 1-31, 2010

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued August 1, 2010 through August 31, 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.

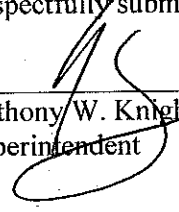
ALTERNATIVES:

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 08/01/2010 - 08/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B11-00013	Pitney Bowes Lease Global	Mail/rnt lse rpr	Oak Park High School	010	1,500.00
B11-00033	Pitney Bowes Rental & Supplies	Open PO for postage	Medea Creek Middle School	010	1,000.00
B11-00104	WELLS FARGO PAYMENT REMITTANCE CENTER	Wells Fargo	Superintendent	010	12,000.00
B11-00105	WELLS FARGO PAYMENT REMITTANCE CENTER	Credit Card purchases 10-11 Technology	Technology Coordinator	010	4,992.53
			Technology Coordinator	212	949.05
B11-00106	Monoprice	Open PO for school year 2010-2011 maintenance	Business Administration	010	1,082.50
B11-00107	MailFinance	Open PO for Postage 2010-11	Business Administration	010	3,700.00
B11-00108	Nasco	Open PO for Art Supplies	Medea Creek Middle School	010	811.88
B11-00109	Intosh Computing Services, Inc	Non-Warranty Mac Repair	Technology Coordinator	010	3,247.50
B11-00110	Apple Computer, Inc. Ms:198-3ED	Apple GSX Non-Warranty Repairs	Technology Coordinator	010	3,247.50
B11-00111	Document Systems	Open PO 2010-2011 Copier Color Copies and Staples	Business Administration	010	1,500.00
B11-00112	Arrowhead Processing Center	Open PO for water at the Warehouse	Business Administration	010	500.00
B11-00113	Dial Security	Security for IT Room @ the DO	Business Administration	010	444.00
B11-00114	At & T CALNET2	AT&T Telephone DO	Business Administration	010	5,000.00
B11-00115	Priority Mailing Systems LLC	Svs Agreement Postage machine 7.1.10 - 6.30.11	Business Administration	010	635.00
B11-00116	Priority Mailing Systems LLC	Svs Agreement Folding machine 7.1.10 - 6.30.11	Business Administration	010	1,374.00
B11-00117	Southwest School Supply	Open purchase order for school supplies	Red Oak Elementary School	010	3,500.00
B11-00118	U S POSTAL SERVICE(AMS-TMS) USPS/ASCOM HASLER	Open purchase order for postage	Red Oak Elementary School	010	600.00
B11-00119	House Sanitary Supply	Open purchase order for custodial supplies	Red Oak Elementary School	010	3,000.00
B11-00120	Do-It Center	Open purchase order custodial supplies	Red Oak Elementary School	010	500.00
B11-00121	Pitney Bowes Lease Global	Open PO for postage machine lease	Medea Creek Middle School	010	2,532.00
B11-00122	Federal Express Corp.	Open PO 2010-2011 Postage	Business Administration	010	2,000.00
B11-00123	Bader Iqbal M.D. dba Agoura Family Practice	TB Tests/Renewals for employment for 2010-2011	Human Resources	010	2,600.00
B11-00124	Office Depot Customer Service Center	Teacher/Office Supplies 2010-11	Oak View High School	010	1,500.00
B11-00125	Acqua Clear Inc.	Aqua Clear Rental 2010-2011	Oak View High School	010	500.00
B11-00126	Arrowhead Processing Center	Arrowhead Water #0027298777	Home Independent Study Program	010	330.00
B11-00127	All City Management	10/11 school crossing guards	Business Administration	010	69,000.00
B11-00128	Agoura Lock Technologies, Inc.	Locks/rnt lse rpr	Oak Park High School	010	400.00
B11-00129	ATKINSON ANDELSON LOYA RUUD & ROMO PROFESSIONAL CORP	2010-11 Legal Services	Accounting & Payroll	010	76,500.00
B11-00130	Acorn Press	Ads for OPNS for 10/11 School Year	Neighborhood Pre-School Program	010	5,700.00

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

ESCAPE

Includes 08/01/2010 - 08/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B11-00131	WELLS FARGO PAYMENT REMITTANCE CENTER	Open PO 2010-2011 For Credit card purchases	Business Administration	010	6,500.00
FS11-00041	Acorn Press	Legal Advertising	Food Services	130	450.00
FS11-00042	Mello Smello, LLC dba Mello Sm ello, Olympak	Nutritional event program	Food Services	130	702.41
FS11-00043	LunchByte Systems, Inc.	Menu Planning Software	Food Services	130	345.16
FS11-00044	Stoneground Baking Co.	Wheat Bread & Rolls	Food Services	130	1,500.00
FS11-00045	Stoneground Baking Co.	Wheat Bread & Rolls	Food Services	130	1,200.00
FS11-00046	Golden Farms Inc.	Naturally Processed Meat	Food Services	130	3,000.00
FS11-00047	Stoneground Baking Co.	Wheat Bread, Buns, & Rolls	Food Services	130	1,000.00
FS11-00048	Stoneground Baking Co.	Wheat Bread, Buns, & Rolls	Food Services	130	1,000.00
FS11-00049	Stoneground Baking Co.	Wheat Bread, Buns, & Rolls	Food Services	130	1,000.00
FS11-00050	Produce Available Inc.	Fresh Produce & Fresh Potato Items	Food Services	130	1,000.00
P10-00703	Ventura County office of Educa tion	2009-10 Excess Costs Transportation	Business Administration	010	62,303.00
P10-00704	Conejo Uni Sch Dist	2009-10 Excess Costs, Conejo USD	Business Administration	010	33,966.00
P11-00033	College Board Publications	SAT/mat & supp	Oak Park High School	010	590.00
P11-00035	Pitney Bowes Reserve Account	Postage/mat & supp	Oak Park High School	010	3,000.00
P11-00047	FOLLETT LIBRARY RESOURCES	OPHS Textbook orders 2010-11	Curriculum	010	5,870.30
P11-00072	DEPARTMENT OF SOCIAL SERVICES MS B-67	Dept Social Service for OPNS Licensing Fees	Business Administration	010	440.00
P11-00073	Culver Newlin	Growth OPUSD OVHS 2 drawer file cabinet	Business Administration	212	891.17
P11-00074	Southwest School Supply	Pencils for STAR testing 10-11	Curriculum	010	1,291.64
P11-00075	Five Star Fence	Gates & Fences	Business Administration	140	1,370.00
P11-00076	ETS	10-11 STAR Testing Pre-ID	Curriculum	010	2,250.00
P11-00077	Educational Data Systems	PFT Testing 2010 - 2011 School yr	Curriculum	010	899.41
P11-00078	Thousand Oaks Electric	Electric to storage unit @ the DO	Business Administration	140	1,450.00
P11-00079	Taft Electric Company	Load Reading on 4160V Main	Business Administration	213	1,380.00
P11-00080	DEPT OF GENERAL SERVICES DIV. OF THE STATE ARCHITECT	DSA Fees OPHS 2-story project	Business Administration	140	3,017.03
P11-00081	Carlex, Inc.	DONATIONS: Foreign Lang Wrkbks, stu to pay	Medea Creek Middle School	010	1,138.16
P11-00082	USC Wrigley Marine Sci Center	Leadership Retreat	Curriculum	010	1,325.00
P11-00083	West Oaks Glass	Vandalism BES Glass replacement	Business Administration	010	502.00
P11-00084	Scholastic, Inc.	TEACHER'S EDITION/READ 180 STAGE C FOR 8TH GRADE	Medea Creek Middle School	010	501.47
P11-00085	Ventura County Graphic Service	cum and health folders	Oak Hills Elementary School	010	216.50
P11-00086	Enhanced Landscape Mgmt, Inc	Landscape repair for DO and OVHS	Business Administration	140	14,490.00
P11-00087	Perfect Stroke Painting	Painting & Repairs MCMS Science Rooms	Business Administration	213	7,200.00

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

ESCAPE

Includes 08/01/2010 - 08/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P11-00088	Five Star Fence	Project # 10-16R Replace Gates at Conifer Street	Business Administration	213	2,780.08
P11-00089	M/M Mechanical, Inc	Project # 10-16R Gas Line to bldg	Business Administration	213	9,630.00
P11-00090	BC Rincon Construction Inc.	Proj # 10-16R Pk lot repair \$ door hadware OVHS	Business Administration	213	25,735.00
P11-00091	Judson Builders, Inc.	Repair & Replace door hardware all sits (10-04R)	Business Administration	213	134,671.00
P11-00092	Perma-Bound	PFC: Add'l Johnny Tremain Core Novels for Gr 8	Medea Creek Middle School	010	778.91
P11-00093	Wayne Watson DBA Buena Concrete	Project 10-03R, Science Lab trench backfill	Business Administration	213	120.00
P11-00094	Monterey County Office of Ed	Teaching Standards Booklet	Human Resources	010	120.00
P11-00095	Advanced Cable Solutions	Cabling for OPHS C2 FLAP Lab (see attached specs)	Oak Park High School	010	13,098.25
P11-00096	Early Childhood Man Direct	New chairs needed to replace broken chairs	Neighborhood Pre-School Progm	010	419.69
P11-00097	Polar Electro Incorporated	DONATIONS: HRT Monitor Straps, stu to pay	Medea Creek Middle School	010	1,353.13
P11-00098	Us Bank Trust Nat'l Assn.	Bond Admin sries 2000 & 2000A	Business Administration	010	1,540.00
P11-00099	Ventura County Graphic Service	Folders for cumulative files and health records	Red Oak Elementary School	010	173.20
P11-00100	Premier - A School Speciality	Tcher & Stu Assignment Bks/Stu to Buy @ Reg	Medea Creek Middle School	010	7,781.62
P11-00101	Accrediting Commission For Schools/Wasc	WASC Member - Secondary	Oak View High School	010	1,026.63
P11-00102	COSTCO WHOLESALE	Membership Renewal	Superintendent	010	100.00
P11-00103	Compuwave Inc.	Toner for Color Printer	Oak View High School	010	667.90
P11-00104	Scholastic, Inc.	Supplemental classroom magazines	Oak View High School	010	182.94
P11-00105	Herff Jones	Graduation Gowns 2010	Home Independent Study Program	010	457.36
P11-00106	Accrediting Commission For Schools/Wasc	WASC Annual Installment	Home Independent Study Program	010	756.00
P11-00107	HOUGHTON MIFFLIN	Math Grades K, 1 & 2 Math BES Text	Curriculum	010	10,098.21
P11-00108	Western Industrial Machine Rep	Gen Ed/rent, lease, repair	Oak Park High School	010	632.20
P11-00109	Accrediting Commission For Schools/Wasc	WASC/dues & membership	Oak Park High School	010	756.00
P11-00110	Ventura County office of Education	Health/Health supp	Oak Park High School	010	48.71
P11-00111	California School Boards Assn	Gamut Online 2010-11	Board of Education	010	2,250.00
P11-00112	HOUGHTON MIFFLIN	Math Grades K, 1 & 2 Math BES Text	Curriculum	010	5,595.59
P11-00113	HOUGHTON MIFFLIN	Math Grades K, 1 & 2 Math BES Text	Curriculum	010	6,303.14
P11-00114	Wayne Watson DBA Buena Concrete	Concrete Work build R-1, & F-6	Business Administration	140	5,200.00
P11-00115	Pierres Welding & Maint.	Hot Water Tank removal & install	Business Administration	140	1,550.00
P11-00116	Dan Amihud dba Dan's Piano Service	Piano/rent lse repr	Oak Park High School	010	745.00
P11-00117	Ventura County Schools	2010-11 Property Insurance contribution	Business Administration	010	24,715.18
P11-00118	Ventura County Schools	2010-11 Liability Contribution for fiscal year	Business Administration	010	78,431.37

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.

Includes 08/01/2010 - 08/31/2010

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P11-00119	Mendez Foundation	Too Good For Drougs 4th Grade	Curriculum	010	236.50
P11-00120	Educational Systems Intl	Teacher Forms/mat & supp	Oak Park High School	010	340.55
P11-00121	FOLLETT LIBRARY RESOURCES	BES Textbooks Fill In Order Growth Grade K	Curriculum	010	533.99
P11-00122	Kater-Crafts Bookbinders	Books/rent lse repair	Oak Park High School	010	1,960.22
P11-00123	Conejo Awards	Employee Awards	Board of Education	010	2,543.09
T11-00008	Compuwave Inc.	UPS for OPHS	Technology Coordinator	212	1,395.34
T11-00009	Compuwave Inc.	Printers for COWS(4) and General Use	Technology Coordinator	212	2,035.10
T11-00010	Compuwave Inc.	Surge Protector Outlets	Technology Coordinator	212	285.78
T11-00011	CA Interactive Technologies	21CC Projector Order	Technology Coordinator	212	16,318.69
T11-00012	CA Interactive Technologies	21CC Projectors	Technology Coordinator	212	6,251.44
T11-00013	Apple Computer, Inc. Ms:198-3ED	MCMS D1 Tech Lab/Teacher Macbooks	Technology Coordinator	212	35,353.18
T11-00014	Nexus IS Inc.	Cisco Switch for FLAP Language Lab	Oak Park High School	010	7,183.31
T11-00015	California Western Visuals	Mobile Smartboard for MCMS Library	Technology Coordinator	212	6,996.83
T11-00016	Advanced Cable Solutions	Fans for IDF's and MDF's	Technology Coordinator	212	14,518.49
TB11-00001	All Connected Inc	CISCO Engineering Support	Technology Coordinator	212	2,000.00
Total				107	808,104.83

Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	74	501,319.08
130	Cafeteria Fund	10	11,197.57
140	Deferred Maintenance Fund	6	27,077.03
212	Measure C6 Technology Bond Fun	11	86,995.07
213	Measure R FACILITIES Bond Fund	7	181,516.08
Total		107	808,104.83

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2010

SUBJECT: C.1.d APPROVE ACCEPTANCE OF DONATIONS

CONSENT

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

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

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OPHS	All Call Phone Message/Active Real Estate	\$2,000.00
District-Wide	Various Office Furniture, Equipment & Supplies/Teradyne	\$1,000.00
ROES	Planter Mix, Herbs & Vegetable Plants/Pierre Landscaping	\$170.18

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: SEPTEMBER 21, 2010

SUBJECT: C.1.e APPROVE PROVISIONAL INTERNSHIP PERMIT (PIP)

ACTION

ISSUE: Shall the Board of Education approve a request for a Provisional Internship Permit from the California Commission on Teacher Credentialing for an American Sign Language (ASL) teacher's Subject Matter Program Waiver for the 2010/2011 school year?

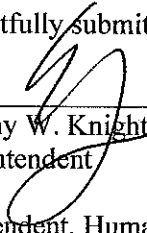
STATEMENT: The California Commission on Teacher Credentialing (CCTC) provides a process whereby a district under an approved Provisional Internship Permit may employ a teacher. These permits are reviewed by the Commission staff and acted upon by the Commission to provide an employee the time to complete credential requirements. During this next year our candidate will also be taking the last of three (3) CSET (California Subject Examinations for Teachers) exams for ASL. This candidate has a BA in Deaf Studies and completed a 1 ½ years of credential coursework.

ALTERNATIVES:

1. Approve the Provisional Internship Permit request
2. Do not approve the Provisional Internship Permit request

RECOMMENDATION: Alternative #1

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 21, 2010
SUBJECT: C.I.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL GIRLS VOLLEYBALL – OCTOBER 21-24, 2010
CONSENT

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

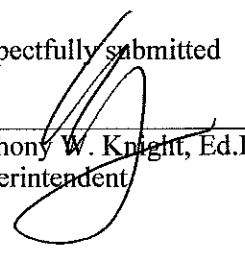
BACKGROUND: Principal, Kevin Buchanan, requests approval for the Oak Park High School Girls Volleyball team to attend the NIKE Girls' Tournament of Champions scheduled for October 21-24th, 2010 in Phoenix, Arizona. The 13 athletes, one OPHS coach and two chaperones will travel in district SUVs with district-approved drivers. The team will depart Thursday, October 21st and return on Sunday, October 24th. Team and chaperones will stay at the Arizona Grand Resort. Individual team members will pay approximately \$200 for transportation and lodging, meals will be extra. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR, ANTHONY KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 21, 2010
SUBJECT: C.1.g APPROVE OVERNIGHT TRIP FOR MEDEA CREEK MIDDLE SCHOOL 7th GRADE TO CATALINA – OCTOBER 25-27, 2010
CONSENT

ISSUE: Shall the Board of Education approve an overnight trip for Medea Creek Middle School 7th graders to attend a three day marine biology trip to Catalina?

STATEMENT: As in past years, all interested 7th graders have the opportunity to experience hands-on science on Catalina Island. The trip is scheduled for October 25-27, 2010. The cost is \$295.00. Chaperones participating on this trip will pay half of the student fee. The bus company will be Coach USA. The round trip boat ride will be on Catalina Cruises. We are planning for 26 chaperones (approximately six MCMS faculty/staff and the balance parents).

BACKGROUND: This is the 21st trip that Medea Creek has made to Catalina. In the past the trip has been a wonderful hands-on science experience in marine biology.

ALTERNATIVES: 1. Approve the overnight marine biology trip.
 2. Do not approve the overnight marine biology trip.

RECOMMENDATION: Alternative #1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
 Superintendent

Prepared by: Brad Benioff, Principal MCMS

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: SEPTEMBER 21, 2010
SUBJECT: C.1.h APPROVE 2010-11 TRANSPORTATION AGREEMENT WITH TUMBLEWEED TRANSPORTATION

CONSENT

ISSUE: Shall the Board of Education approve an agreement with Tumbleweed Transportation for transportation of Special Education students during the 2010-11 school year?

BACKGROUND: Although OPUSD does not typically provide home-to-school transportation, over the last five years it has been necessary to provide such service to some of our Special Ed children requiring local nonpublic school services. The program began with the transportation of a single child, and over the last few years has grown to as many as eight children being transported. The District initially purchased vehicles and employed personnel to provide the required transportation, but it becomes cost prohibitive when the number exceeds three students, which then requires additional vehicles and personnel.

To address this issue, the Board authorized a contract with Tumbleweed Transportation, a professional, licensed transportation contractor, to provide these services for the 2009-10 school year. In addition to transportation to and from school, the contract included an on-board aide to provide supervision and ensure student safety. The first year of service was a success, resulting in significant savings.

Tumbleweed is proposing a 2.4% increase for identical services 2010-11, including the on-board aide, and staff is recommending that the renewal of this agreement. The cost for this service is included in the 2010-11 Special Education budget. A copy of the proposed renewal contract is attached for the Board's review.

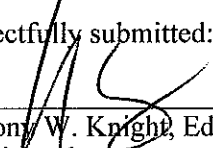
ALTERNATIVES:

1. Approve the agreement with Tumbleweed Transportation for Special Education transportation services for the 2010-11 school year.
2. Do not approve the agreement.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:


 Anthony W. Knight, Ed.D.
 Superintendent

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

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



Tumbleweed Transportation

OAK PARK SCHOOL DISTRICT STUDENT TRANSPORTATION

This contract is made and entered into this 18th day of August, 2010 by and between Oak Park Unified School District, a California non-profit corporation, hereinafter called "Oak Park" or the "School," and Tumbleweed Educational Enterprises, Inc., a California corporation, hereinafter called the "Contractor." The parties do hereby contract and agree as follows:

Scope of Work

Contractor shall furnish transportation services for the School, including daily transportation for pupils and other persons designated within established boundaries, plus academic field trips to/from other points as directed. Said transportation shall be furnished at such times and places as specified by the School's Business Manager or the duly authorized representative in charge of transportation.

Period of Contract

This contract commences on September 7, 2010, and concludes on August 31, 2011.

Equipment

The Contractor shall provide one (1) school bus with a maximum capacity of twenty (20) elementary school passengers ("bus") throughout the period of this contract. Additional vehicles shall be made available for the School's use, with charges for same as set forth in more detail on page 5 hereof, if the School provides at least one hundred eighty (180) days advance written notice to the Contractor that additional equipment is required. Contractor reserves the right to substitute vehicles as necessary due to maintenance and equipment requirements, including using vehicles of a smaller capacity if the route on a given day or days has fewer than twenty (20) passengers.

All vehicles supplied under this contract shall be approved school buses as defined by applicable statutory or administrative codes, and must in addition meet with the approval of the School. The Contractor shall practice regular preventive maintenance as approved by the vehicle manufacturer on all vehicles. The Contractor shall clean all vehicles inside and out as necessary and make repairs to visible body damage inside or out immediately after such damage occurs.

The Contractor shall maintain spare vehicles of appropriate sizes which meet all of the above requirements so they may be substituted for the regularly assigned vehicle if needed without delay. Because breakdowns and unexpected events do occur in the transportation industry, the Contractor cannot be held responsible if unexpected events or circumstances beyond its control result in the late arrival of students to school or home. The Contractor will maintain continuous contact with the vehicle through two-way radios and will notify the School promptly if such events occur.

Oak Park School
August 18, 2010

!

The School shall have the option of inspecting the condition of the Contractor's vehicles used for the School at any time during the term of the contract. Any expenses of this inspection shall be borne by the School. Should an inspection reveal, in the opinion of the School, that repairs of the vehicles are needed for safety or other reasons, the School reserves the right to reject this equipment for the School's use and require the Contractor to provide replacement equipment until the required repairs and/or service have been completed. Cost of such repairs and service and re-inspection of vehicles shall be the responsibility of the Contractor. At times requested by the School, the Contractor shall submit evidence satisfactory to the School that all vehicles used by the Contractor receive regular inspections, programmed preventive maintenance, and safety services.

Vehicles and all appurtenances must comply in all respects whether specifically mentioned or not with the California Motor Vehicle Code, regulations of the City and County of Los Angeles, California pertaining to passenger vehicles and buses, regulations of the California Highway Patrol pertaining to school buses, and with the provisions of the California State Board of Education regulations governing pupil transportation as published and in effect at the time of execution of this contract and thereafter.

Permits and Licenses

The Contractor, its employees, and its agents shall secure and maintain valid permits and licenses as required by law for the execution of this contract. The School requires that the Contractor shall not pay more than the fee required by §9102.5 VC to register the equipment supplied hereunder.

Insurance

Contractor shall maintain at its own expense automobile insurance as set forth below during the contract period. Upon request, Contractor shall furnish Certificates of Insurance to the School. Automobile liability insurance shall be maintained to protect the Contractor, and as additional insured, the School, its Board, Officers, Agents, and Employees from any claims for damages for personal injury or death and from damage to property which may arise from Contractor's operations under this contract. Such insurance shall have a combined single limit of \$5 Million. Worker's Compensation Insurance shall be maintained as required by law to protect the Contractor from claims which may arise from operations under this contract.

Hold Harmless Agreement

The Contractor shall hold harmless and indemnify the School, its Board, its Officers, and its Employees from every claim or demand which may be made by reason of:

- A. Any injury to person or property sustained by the Contractor or by any person, firm, or corporation employed directly or indirectly by the Contractor or in connection with its performance under the contract however caused.
- B. Any injury to person or property sustained by any person, firm, or corporation caused by any neglect, default, or omission of Contractor or of any person, firm, or corporation directly or indirectly employed by Contractor upon or in connection with its performance under this contract.

Oak Park School
August 18, 2010

Page 3

The Contractor at its own expense and risk shall defend any legal proceeding that may be brought against the School or the Board of the School for any such claim or demand and satisfy any judgment that may be rendered against the School or the Board of the School based thereon.

Safety Program

The Contractor shall provide at its own expense regular and continuous formal safety instruction for all of its operating personnel assigned to this contract. Said personnel shall attend regularly scheduled safety meetings at least two (2) times a year.

Assignments or Sub-contracting

The Contractor shall not assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this contract without the School's written consent, which shall not be unreasonably withheld. Notwithstanding the foregoing, the School hereby consents to the Contractor's assigning its rights hereunder for the purposes of obtaining business financing.

Independent Contractor

While engaged in carrying out and complying with the terms and conditions of this contract, the Contractor is an independent contractor and not an officer, agent, or employee of the School.

School Closing

Contractor shall not be obligated to perform services for the School on days when the School is closed.

Special Considerations

The School shall maintain sole responsibility for filling the vehicle to capacity. Both parties understand and agree that this vehicle shall run whether or not it is full.

Routing and Scheduling

Prior to the start of any service hereunder, the School and Contractor shall cooperatively establish the routes (which includes the schedule) conforming to the needs of the School. The School shall provide completed transportation forms to the Contractor not later than August 1 of each year so that the School and Contractor may establish the route and rider list. The School shall make no changes to the route during the first two weeks of school. Not less than two (2) weeks prior to the start of each school year, the Contractor will provide the School with a detailed information letter, including each child's route number, driver's name, and safety information, for distribution at the School's expense to participating families.

If at any time during the term of the contract except for the first two (2) weeks of school it is determined that service may be improved by revisions to routing, scheduling, or vehicle assignment, the School and Contractor shall plan and institute such changes jointly. Any revisions so adopted shall be deemed an ordinary part of this contract.

Oak Park School
August 18, 2010

Page 4

The route, schedule, and bus stops must be approved by the School and may not be revised without the School's authorization. Increased vehicle capacities or services necessitated by program changes may be authorized by the School, which increases shall be charged at the rates set forth in detail on page 5 hereof.

Transportation shall be organized into one (1) route Monday through Friday excluding school holidays. Pick-up in the morning shall be at such times necessary to arrive at school at 9:00 AM.

Travel Time

Contractor understands and agrees that students will not be on a vehicle for more than 70 minutes excepting incidents beyond Contractor's control while being transported between the meeting points and School. In addition, both parties shall make every effort to structure routes so that travel time can be kept to less than 60 minutes. The School understands that routes longer than 60 minutes exceed the length recommended by the California Department of Education, and it agrees to accept all liability and hold Contractor harmless for issues arising out of route lengths that exceed the recommended guidelines.

Contractor's Representative and Personnel

Contractor shall designate one person to act as supervisor of operations relative to this contract. This person shall be available during all working hours of school days for the purpose of handling routing, assignments, and discipline problems. All personnel assigned to perform under this contract shall be subject to approval by the mutual agreement of the School and Contractor.

Excused Performance

Contractor shall be excused from performance hereunder during the time and to the extent it is prevented from performing in the customary manner by acts of God, earthquake, fire, strike, lockout, civil disorder, war, commandeering by the government, or events beyond its control such as natural disasters. Satisfactory evidence thereof will be presented to the School upon request.

Record Keeping and Accident Reports

Upon request the Contractor shall provide daily or other operational records the School deems necessary. The Contractor shall notify the School of any reportable accidents, as defined by law, involving the Contractor's equipment or personnel while operating for the School. Injuries to students not involving acceleration, deceleration, or movement of the bus shall also be reported.

Contract Prices

This contract covers AM & PM student transportation for students to their School. Students authorized to participate in the transportation program shall be designated by the School, and transportation shall be furnished on such days as school is in session to/from points along and over the route scheduled by the School. Once all students have been assigned to the bus, the School shall provide Contractor with each student's name, home address and telephone number, plus an emergency name and telephone number.

Oak Park School
August 18, 2010

Page 5

A. Base Rate for Route Service during the 2010-11 school year

Bus Capacity:	Up to 20 Elementary School Students	Quantity:	1
Daily Rate:	\$ 270.00 per bus (Includes 5 hours and 50 miles per day)		
Onboard Aide Rate:	\$ 112.00 per day		
Rate per Hour:	\$40.00 per hour over 6 hours each day		
Rate per Mile:	\$1.50 per mile over 75 miles each day		
Total Rate per Day	\$382.00 for route plus onboard aide		

*Please note that operating hours begin when the driver starts the daily pre-trip inspection and end when each bus returns to its base.

B. Trip Service using additional vehicles *not* included in this contract

Fees for field trips including events using the vehicle designated for purposes of this contract shall accumulate according to the price structure listed above. Excess fees shall only be charged once the 6 hour/75 mile limit has been met. Waiting time during field trips is included in the total trip time for billing purposes, and at all times, operating hours and mileage begin when the driver starts the daily pre-trip inspection and end when each bus returns to its base. The reduced price structure for additional vehicles referred to in Paragraph "D." on page 4 hereof shall be as follows:

Capacity:	20 Passengers (12 High School Students)
Trip Rate:	\$265.00 per bus (Includes 5 hours and 50 miles per day)
Rate per Hour:	\$40.00 per hour over 5 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Capacity:	48 Passengers (32 High School Students)
Trip Rate:	\$287.00 per bus (Includes 4 hours and 50 miles per day)
Rate per Hour:	\$40.00 per hour over 4 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Capacity:	72 Passengers (48 High School Students)
Trip Rate:	\$304.00 per bus (Includes 4 hours and 50 miles per day)
Rate per Hour:	\$40.00 per hour over 4 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Capacity:	84 Passengers (56 High School Students)
Trip Rate:	\$333.00 per bus (Includes 4 hours and 50 miles per day)
Rate per Hour:	\$48.00 per hour over 4 hours each day
Rate per Mile:	\$1.50 per mile over 50 miles each day

Surcharge per Trip: \$19.00

C. Adjustment of Rates & Fuel Escalation Provision

Rates and surecharges shall be subject to increase annually corresponding to the increase in the Contractor's operating expenses. A "Surcharge" when applicable is a temporary additional charge that shall be effective for a specified period of time and discontinued if and when the additional charge is no longer necessary. The Base Rate for Route Service provided hereunder (Section "A" on Page 5) is fixed during the term of this contract. In the event Insurance Costs increase more than 5%, Contractor will assess a surcharge as required. When Insurance Costs decrease materially, the surcharge will be reduced or eliminated accordingly.

Contractor's fuel costs increased 37% since February 3, 2008 and rose over 60% compared to the average cost per gallon in the 2006-07 school year. Since Contractor cannot know when or how the current fuel price escalation will be resolved, it will invoice all clients retroactively for the extraordinary costs actually incurred. For purposes of this provision, the Fuel Baseline is established at the cost of the average fuel load during the 2007-08 school year of \$20,382. Contractor will continue to absorb all of the 30% increase compared to the prior year.

Effective March 1, 2008 until further notice, Contractor will retroactively invoice the School on a quarterly basis for its Proportionate Share of the increase that exceeds \$20,382 per fuel load. Immediately upon issuance of an invoice, the School agrees to pay the fuel escalation charge assessed. Whenever the cost of fuel loads returns to \$20,382 or less, this provision will be suspended. As an estimate for budgeting purposes only, Contractor acknowledges School's Proportionate Share is 1% and suggests an allowance of \$3,000 for 2008-09.

Compensation for all Trip Services provided hereunder (Section "B" on Page 5) may be adjusted annually starting each Subsequent Year. If any unusual circumstances beyond the Contractor's control arise such as a sharp increase in Insurance Costs, Fuel Costs, or Operating Expenses, the Contractor will notify the School about the need for a surcharge to these rates. The surcharge per trip for the contract year will be \$19.00.

Any increases shall take effect as of each August 15. Each invoice that includes any increase in the Base Rate or any Surcharge or both shall be conclusively binding upon the School unless the School (1) pays the Contractor when due the total amount of the invoice, and (2) within 30 days after such invoice is sent, sends a notice to the Contractor objecting to such invoice and specifying the reasons therefore. In the event of a dispute, the parties shall mutually agree upon a compromise adjustment and document the agreement in writing.

Oak Park School
August 18, 2010

Payment for Service

On or about the fifth day of each month, the Contractor shall submit invoices in duplicate for all services to be performed during the upcoming month under this contract and all additional charges incurred in the immediately preceding month. Payment for such services shall be made within fifteen (15) days of billing or prior to the first day of the upcoming month, whichever comes first. All fees are due in advance for each month that service is to be provided under this contract and must be received in full by the Contractor on or before the first day of the month.

Termination of Contract

The School may not terminate this contract prior to June 17, 2011 unless all said students no longer require transportation due to school transfer. If the School wishes to extend the term of this contract, the School shall provide the contractor with written notice of its desire to do so prior to March 1, 2011. If notice is provided thereafter, the Contractor shall not be obligated to extend the term of the contract but will make every effort to do so.

General Provisions

In the event of any legal action arising out of this contract, or any portion thereof, the prevailing party therein shall be entitled to reasonable attorney's fees. This contract represents the entire agreement between the parties. Any modification of this contract will be effective only if it is in writing and signed by both parties. If any provision of this contract is held by a court of competent jurisdiction to be invalid, the remaining provisions shall nevertheless continue in full force. Failure of either party to insist on strict compliance with any of the terms and conditions hereof in one instance shall not be deemed a waiver of such term or condition thereafter. This contract shall be governed by and construed under the laws of the State of California.

Executed on August 18, 2010, at Los Angeles, California

SCHOOL:

Oak Park Unified School District,
By:

CONTRACTOR:

Tumbleweed Educational Enterprises, Inc.,
By:

Martin Klauss
Asst. Superintendant – Business &
Administrative Services

Erin L. Benfield
President

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 21, 2010
**SUBJECT: C.2.a. APPROVE REVISIONS TO FACILITY USE POLICY AND
 RELATED RATE STRUCTURE**

ACTION

ISSUE: Shall the Board approve revisions to the District's facility use policy and related rate structure?

BACKGROUND: The Board has directed staff to review and update both the District's facility use policy and the related fee structure to ensure compliance with current law and rates competitive with surrounding school districts. The review analysis and recommendations were in development as this agenda was going to press, and the staff recommendation will be forwarded to the Board under separate cover in advance of this evening's meeting.

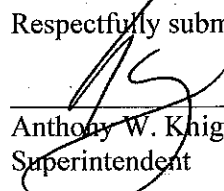
ALTERNATIVES:

1. Approve revisions to the District's facility use policy and related rate structure as recommended.
2. Approve recommended revisions to the District's facility use policy and related rate structure as modified by Board direction.
2. Do not approve recommended revisions.

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: SEPTEMBER 21, 2010
SUBJECT: C.2.b. PUBLIC HEARING AND APPROVAL OF SBX3-4 FLEXIBILITY
 TRANSFER OF 2010-11 CATEGORICAL PROGRAM FUNDS

PUBLIC HEARING/ACTION

ISSUE: Shall the Board conduct a public hearing on the proposed flexibility transfer of 2010-11 Tier III categorical funds for unrestricted purposes, as required by Education Code Section 42605(c)(2)?

BACKGROUND: Budget trailer bill SBX3-4, enacted in 2009, gives local school agencies the authority to transfer funds received from the State for specified restricted categorical programs into the unrestricted General Fund. This transfer may be used for "any educational purpose, to the extent permitted by federal law." The flexibility to transfer funds from these programs is authorized for five years-from the current year through 2012-13. Prior to implementing this flexibility, EC 42605(c)(2) requires that a public hearing be held at a regularly scheduled meeting, and shall take testimony from the public, after which the Board may discuss and approve or disapprove the proposed transfer, and make explicit the purposes for which the funds will be used.

Staff is recommending that the Board exercise this flexibility to transfer funds from Tier III programs into the unrestricted General Fund in order to maintain fiscal solvency in 2010-11. The precise programs and amounts for the proposed transfer were still being evaluated as this agenda went to press. The entire list of transfers, including amounts and proposed uses, will be completed during the week of September 13, and will be provided to the Board under separate cover. The completed list will also be available for public review in the District's Support Services Center at that time.

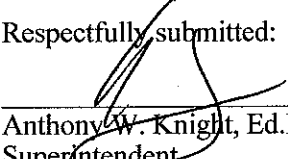
ALTERNATIVES:

1. Conduct a public hearing and take testimony from the public.
2. Conduct a Board discussion on the programs and uses of the proposed transfers.
3. Approve the proposed transfers as recommended by staff.
4. Do not approve the proposed transfers as recommended by staff.

RECOMMENDATION: Alternative Nos. 1, 2, and 3.

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: SEPTEMBER 21, 2009
SUBJECT: C.2.c APPROVE CHANGE ORDER #1, PROJECT 10-16R, PARKING LOT REPAIR AND REPLACEMENT AT OAK VIEW HIGH SCHOOL

ACTION

ISSUE: Shall the Board approve Change Order #1 to the contract with BC Rincon Construction, Inc. for Bid 10-16R, Parking Lot Repair and Replacement at Oak View High School?

BACKGROUND: At its June 18, 2010 meeting, the Board awarded a contract for Project 10-16R, Parking Lot Repair and Replacement at Oak View High School, to BC Rincon Construction, Inc. During the course of the work, District staff and construction manager Barnhart, Inc. have recommended changes to the project's scope for conditions unforeseen at the time the contract was awarded. Change Order No. 1 includes the following changes in scope and cost to the original contract:

Description	Cost
1. Add striping to include two half basketball courts, directional traffic arrows, numbering of stalls.	\$1,835.00
2. Furnish and install 1/2 " water line for future OVHS garden	\$2,990.00

Barnhart, Inc., the District's construction management firm, was finalizing supporting documentation of the change order as this agenda was going to press. Barnhart will forward all documentation of the change order to the Board in advance of this evening's meeting. The total amount of Change Order No. 1 is \$4,825, increasing the original contract from \$224,850 to \$229,675.

ALTERNATIVES:

1. Approve Change Order #1 to the contract with BC Rincon Construction, Inc. for Bid 10-16R, Parking Lot Repair and Replacement at Oak View High School.
2. Do not approve Change Order #1.

RECOMMENDATION: Alternative 1.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2009

SUBJECT: C.2.d APPROVE CHANGE ORDER #1, PROJECT 10-20R, EXTERIOR REPAIR AND PAINTING AT RED OAK ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board approve Change Order #1, to the contract with Painting & Décor LTD for Project 10-20R, Exterior Repair and Painting at Red Oak Elementary School?

BACKGROUND: At its meeting on July 9, 2010, the Board awarded a contract for Project 10-20R, Exterior Repair and Painting at Red Oak Elementary School to Painting & Décor LTD. During the course of the work, District staff and construction manager Barnhart, Inc. have recommended changes to the project's scope. Change Order No. 1 includes the following changes in scope and cost to the original contract:

Description	Cost
Time and materials to remove and replace various existing exterior wall substrate areas due to weather damage and rot.	\$1,439.00

Barnhart, Inc., the District's construction management firm, was finalizing supporting documentation of the change order as this agenda was going to press. Barnhart will forward all documentation of the change order to the Board in advance of this evening's meeting. The total amount of Change Order No. 1 is \$1,439, which will increase the original contract from \$123,200 to \$124,639.

ALTERNATIVES:

1. Approve Change Order #1 to the contract with Painting & Décor LTD for Project 10-20R, Exterior Repair and Painting at Red Oak Elementary School.
2. Do not approve Change Order #1.

RECOMMENDATION: Alternative 1.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 21, 2010
SUBJECT: C.2.e APPROVE NOTICE OF COMPLETION, BID #10-16R, PARKING LOT REPAIR AND REPLACEMENT AT OAK VIEW HIGH SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Bid #10-16R, Parking Lot Repair and Replacement at Oak View High School, contracted with BC Rincon Construction, Inc.?

BACKGROUND: At it's meeting on June 18, 2010, the Board of Education awarded a contract for Bid #10-16R, Parking Lot Repair and Replacement at Oak View High School to BC Rincon Construction, Inc.

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

ALTERNATIVES:

1. Approve the Notice of Completion for Bid #10-16R, Parking Lot Repair and Replacement at Oak View High School, contracted with BC Rincon Construction, Inc.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Notice of Completion

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

Description: Oak View High School, 5701 Conifer Street, Oak Park, CA 91377

That on or about June 18, 2010 the said Oak Park Unified School District of Ventura County entered into a contract with BC Rincon Construction, Inc., of Somis, CA 93066 for OPUSD Project #10-16R, Parking Lot Repair and Replacement at Oak View High School on certain real property hereinbefore described: that said building and improvements were actually completed on September 21, 2010: that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, Ventura County, CA 91377.

OAK PARK UNIFIED SCHOOL DISTRICT
By *Anthony W. Knight, Superintendent, Secretary to the*
Oak Park Unified School District Board of Trustees

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

Anthony W. Knight, Superintendent
Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: SEPTEMBER 21, 2010
SUBJECT: C.2.f APPROVE NOTICE OF COMPLETION, BID #10-19R, EXTERIOR REPAIR AND PAINTING AT OAK HILLS ELEMENTARY SCHOOL
CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School, contracted with Antonio Economos dba Economos Painting?

BACKGROUND: On July 9, 2010, duly authorized by the Board of Education, the District superintendent awarded a contract for Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School, to Antonio Economos dba Economos Painting.

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

ALTERNATIVES:

1. Approve the Notice of Completion for Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School, contracted with Antonio Economos dba Economos Painting.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

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

Notice of Completion

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

Description: Oak Hills Elementary School, 1010 N. Kanan Road, Oak Park, CA 91377

That on or about July 9, 2010 the said Oak Park Unified School District of Ventura County entered into a contract with Antonio Economos dba Economos Painting of Burbank, CA 91506, for Bid #10-19R, Exterior Repair and Painting at Oak Hills Elementary School on certain real property hereinbefore described: that said building and improvements were actually completed on September 21, 2010; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT
By *Anthony W. Knight, Superintendent, Secretary to the*
Oak Park Unified School District Board of Trustees

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

Anthony W. Knight, Superintendent
Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2010

SUBJECT: C.2.g APPROVE NOTICE OF COMPLETION, BID #10-20R, EXTERIOR REPAIR AND PAINTING AT RED OAK ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School, contracted with Painting & Décor LTD?

BACKGROUND: On July 9, 2010, duly authorized by the Board of Education, the District superintendent awarded a contract for Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School, to Painting & Décor LTD.

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

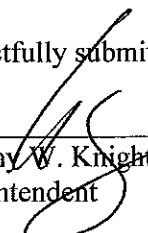
ALTERNATIVES:

1. Approve the Notice of Completion for Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School, contracted with Painting & Décor LTD.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Notice of Completion

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

Description: Red Oak Elementary School, Rockfield Street, Oak Park, CA 91377

That on or about July 9, 2010 the said Oak Park Unified School District of Ventura County entered into a contract with Painting & Décor LTD of Orange, CA 92863, for Bid #10-20R, Exterior Repair and Painting at Red Oak Elementary School on certain real property hereinbefore described: that said building and improvements were actually completed on September 21, 2010; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT
By *Anthony W. Knight, Superintendent, Secretary to the*
Oak Park Unified School District Board of Trustees

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

Anthony W. Knight, Superintendent
Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2010

**SUBJECT: C.3.a PUBLIC HEARING AND APPROVAL OF RESOLUTION #10-28
REGARDING SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL
MATERIALS FOR 2010-2011**

Public Hearing/Action

ISSUE: Shall the Board of Education approve Resolution #10-28 assuring sufficient core textbooks and instructional materials for students in 2010-2011?

BACKGROUND: Education Code 60119 requires that districts and the governing Board, in order to receive textbook and instructional materials funding from the state, shall hold a public hearing regarding the sufficiency of core textbooks and instructional materials in the district.

During the 2010-2011 school year, the district has followed the state curriculum framework guidelines and complied with all associated recommendations. The District also purchased additional textbooks to accommodate growth or replacement needs for increased enrollment.

Textbook selection has become a key component of districtwide curriculum committee work including thoughtful scrutiny related to academic standards and rigorous criteria. The District Curriculum Office and Curriculum Council reviews the three-to-five year curriculum plan and implementation process including textbook adoptions to ensure quality, coherence, and access. District and site funds augment state textbook funds to supplement core needs. A list of adopted textbooks will be provided to the Board under separate cover.

It has been determined that in 2010-2011, as in years past, the Oak Park Unified School District provided sufficient core textbooks and instructional materials necessary for appropriate grade level instruction. This determination meets specific requirements of Education Code 60119.

- ALTERNATIVES:**
1. Approve Resolution #10-28 as presented enabling the district to access state funding for textbooks and instructional materials for 2010-2011.
 2. Do not approve Resolution #10-28 as presented enabling the district to access state funding for textbooks and instructional materials for 2010-2011.

RECOMMENDATION: Alternative #1

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

RESOLUTION #10-28
REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS

WHEREAS, the Board of Education of the Oak Park Unified School District, in order to comply with the requirements of Education Code 60119, held a public hearing on September 21, 2010 at 6:00 p.m., which is on or before the eighth week of school and which did not take place during or immediately following school hours; and

WHEREAS, the governing Board of Education provided at least ten (10) days notice of the public hearing posted in at least three public places within the district that stated the time, place and purpose of the hearing; and

WHEREAS, the governing Board of Education encouraged participation by parents, teachers, members of the community and bargaining unit leaders in the public hearing; and

WHEREAS, the information provided at the public hearing and to the Board of Education at the public meeting detailed the extent to which textbooks and instructional materials were provided to all students including English learners, in the Oak Park Unified School District; and

WHEREAS, the definition of "sufficient textbooks or instructional materials" means that each pupil has a textbook or instructional materials, or both, to use in class and to take home; and

WHEREAS, sufficient textbooks and instructional materials were provided to each student, including English learners, that are aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks in the following subjects (a list of adopted textbooks and instructional materials is attached): Mathematics, Science, History-Social Science and English/Language Arts, including the English language development component of an adopted program.

WHEREAS, sufficient textbooks or instructional materials were provided to each pupil enrolled in foreign language or health classes, and;

WHEREAS, laboratory science equipment was available for science laboratory classes offered in grade 9-12 inclusive;

NOW, THEREFORE, BE IT RESOLVED that for the 2010-2011 school year, the Oak Park Unified School District has provided each pupil with sufficient textbooks and instructional materials aligned to the academic content standards and consistent with the cycles and content of the curriculum frameworks.

PASSED and ADOPTED this 21st day of September, 2010.

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

Mary Rees, President, Board of Education

Anthony W. Knight, Ed.D., Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUEPRINTENDENT

DATE: SEPTEMBER 21, 2010

SUBJECT: C.4.a APPROVE ACTION TO REESTABLISH PARTICULAR KINDS OF SERVICE, INCREASE THE NUMBER OF EMPLOYEES, AND AUTHORIZE OFFERS OF REAPPOINTMENT TO LAID OFF CLASSIFIED EMPLOYEES

ACTION

ISSUE: Should the Board of Education approve action to Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid-off Classified Employees?

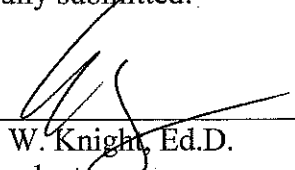
BACKGROUND: In considering staffing needs for the 2010-11 school year, it has been determined that we are able to restore six (6) 3.75 hours Instructional Aides I (Elementary Math Aides) positions allowing the District to reappoint laid off classified employees.

ALTERNATIVES:

1. Approve action to Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid-off Classified Employees.
2. Do not approve action to Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid-off Classified Employees.

RECOMMENDATION: Alternative #1

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

VOTE:	Ayes	Noes	Abstain	Absent
Iceland	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Panec	_____	_____	_____	_____
Rees	_____	_____	_____	_____
Vinson	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUEPRINTENDENT

DATE: SEPTEMBER 21, 2010

**SUBJECT: C.4.b APPROVE RESOLUTION #10-27 – REDUCING OR
DISCONTINUING PARTICULAR KINDS OF SERVICE FOR
CLASSIFIED EMPLOYEES**

ACTION

ISSUE: Should the Board of Education approve Resolution #10-27 – Reducing or Discontinuing Particular Kinds of Service for Classified Employees?

BACKGROUND: As a result of significant budget cuts to the district, it has been determined that staffing must be reduced for particular kinds of classified service. Additional information related to the reduction and discontinuance is described in the resolution.

ALTERNATIVES: 1. Approve Resolution #10-27 – Reducing or Discontinuing Particular Kinds of Service for Classified Employees.
2. Do not approve Resolution #10-27 – Reducing or Discontinuing Particular Kinds of Service for Classified Employees.

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	_____	_____	_____	_____

**BEFORE THE GOVERNING BOARD OF THE
OAK PARK UNIFIED SCHOOL DISTRICT
COUNTY OF VENTURA, STATE OF CALIFORNIA**

RESOLUTION #10-27

**REDUCING OR DISCONTINUING PARTICULAR KINDS OF SERVICE FOR
CLASSIFIED EMPLOYEES**

BE IT RESOLVED that the Board of Education of the Oak Park Unified School District hereby determines that the following position be abolished or reduced for lack of work and/or lack of funds.

Reduce one (1) Instructional Assistant II position from 6 hours to 5 hours daily

BE IT FURTHER RESOLVED by the Board of Education as follows:

1. That due to a lack of funds and/or lack of work, the number of classified employees and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code Section 45308.
2. That the Superintendent is directed to give notice of layoff to the affected classified employees pursuant to the requirements of law, and notify such employees of any displacement rights.
3. That said layoff shall become effective on November 6, 2010, subject to negotiations to the extent required by law.
4. That the employees laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code Section 45298.

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 21st day of September, 2010, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2010

SUBJECT: C.4.c. APPROVE ANNUAL TEACHER ASSIGNMENT REPORT - DECLARATION OF NEED FOR 2010-2011

ACTION

ISSUE: Shall the Board of Education approve the Declaration of Need – form CL-500 for the 2010/2011 denoting our potential need for use of emergency credentials?

BACKGROUND: In compliance with the new California requirement to submit annual declaration of need in anticipation of need for emergency credentialed staff, the Commission on Teacher Credentialing now requires each Board of Education to approve in public session, a declaration of anticipated needs in terms of staffing vacancies where emergency credentials may be needed.

ALTERNATIVES:

1. Approve the accompanying form CL-500 denoting a revision for our potential need for the use of emergency credentials.
2. Do not approve this Declaration of Need.

RECOMMENDATION: Alternative #1

RATIONALE: While we rarely have need to use other than a fully credentialed teacher, the "declaration of need" process allows us the option to retain the services of a partially credentialed teacher in hard to fill teaching areas, if needed.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

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



State of California
Commission on Teacher Credentialing
Certification, Assignment and Waivers Division
Box 944270
Sacramento, CA 94244-2700

Telephone:
(888) 921-2682
E-mail: credentials@ctc.ca.gov
Website: www.ctc.ca.gov

DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

- ☒ Original Declaration of Need for year: 2010/2011
☐ Revised Declaration of Need for year: _____

FOR SERVICE IN A SCHOOL DISTRICT

Name of District: Oak Park USD District CDS Code: 73874

Name of County: Ventura County CDS Code: 56

By submitting this annual declaration, the district is certifying the following:

- A diligent search, as defined below, to recruit a fully prepared teacher for the assignment(s) was made
- If a suitable fully prepared teacher is not available to the school district, the district will make a reasonable effort to recruit based on the priority stated below

The governing board of the school district specified above adopted a declaration at a regularly scheduled public meeting held on 09 / 21 / 10 certifying that there is an insufficient number of certificated persons who meet the district's specified employment criteria for the position(s) listed on the attached form. The attached form was part of the agenda, and the declaration did NOT appear as part of a consent calendar.

► **Enclose a copy of the board agenda item**

With my signature below, I verify that the item was acted upon favorably by the board. The declaration shall remain in force until June 30, 2011.

Submitted by (Superintendent, Board Secretary, or Designee):

<u>Leslie Heilbron, Ed.D.</u>		<u>Assistant Superintendent, HR</u>
<small>Name</small>	<small>Signature</small>	<small>Title</small>
<u>818-879-0372</u>	<u>818-735-3226</u>	<u>9/21/2010</u>
<small>Fax Number</small>	<small>Telephone Number</small>	<small>Date</small>
<u>5801 Conifer Street Oak Park, CA 91377</u>		
<small>Mailing Address</small>		
<u>lheilbron@oakparkusd.org</u>		
<small>E-Mail Address</small>		

FOR SERVICE IN A COUNTY OFFICE OF EDUCATION, STATE AGENCY OR NONPUBLIC SCHOOL OR AGENCY

Name of County _____ County CDS Code _____

Name of State Agency _____

Name of NPS/NPA _____ County of Location _____

The Superintendent of the County Office of Education or the Director of the State Agency or the Director of the NPS/NPA specified above adopted a declaration on ____/____/____, at least 72 hours following his or her public announcement that such a declaration would be made, certifying that there is an insufficient number of certificated persons who meet the county's, agency's or school's specified employment criteria for the position(s) listed on the attached form.

The declaration shall remain in force until June 30, _____.

► **Enclose a copy of the public announcement**

Submitted by Superintendent, Director, or Designee:

Name	Signature	Title
Fax Number	Telephone Number	Date
Mailing Address		
E-Mail Address		

- This declaration must be on file with the Commission on Teacher Credentialing before any emergency permits will be issued for service with the employing agency

AREAS OF ANTICIPATED NEED FOR FULLY QUALIFIED EDUCATORS

Based on the previous year's actual needs and projections of enrollment, please indicate the number of emergency permits the employing agency estimates it will need in each of the identified areas during the valid period of this Declaration of Need for Fully Qualified Educators. This declaration shall be valid only for the type(s) and subjects(s) identified below.

This declaration must be revised by the employing agency when the total number of emergency permits applied for exceeds the estimate by ten percent. Board approval is required for a revision.

Type of Emergency Permit	Estimated Number Needed
<input checked="" type="checkbox"/> CLAD/English Learner Authorization (applicant already holds teaching credential)	5
<input type="checkbox"/> Bilingual Authorization (applicant already holds teaching credential)	
List target language(s) for bilingual authorization:	
<input type="checkbox"/> Resource Specialist	
<input type="checkbox"/> Teacher Librarian Services	
<input type="checkbox"/> Visiting Faculty Permit	

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED
Multiple Subject	
Single Subject	
Special Education	
TOTAL	

EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?

☐ Yes

☒ No

If no, explain. no need at this time

Does your agency participate in a Commission-approved college or university internship program?

☒ Yes

☒ No

If yes, how many interns do you expect to have this year? 1 to 2

If yes, list each college or university with which you participate in an internship program.

CSUN and CLU

If no, explain why you do not participate in an internship program.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: SEPTEMBER 21, 2010

**SUBJECT: C.5.a DISCUSS AND APPROVE NEWLY ELECTED BOARD MEMBER
ATTENDANCE AT CSBA CONFERENCE AND MASTERS IN
GOVERNANCE WORKSHOS**

Action

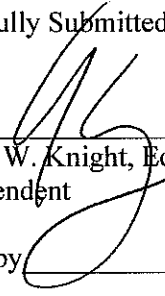
ISSUE: Shall the Board of Education discuss and approve the newly elected Board member attendance at CSBA conference and Masters in Governance workshops?

BACKGROUND: With the current budget concerns, the Board wishes to discuss newly elected Board member attendance at the CSBA conference in December and CSBA Masters in Governance workshops in the current and upcoming school year.

ALTERNATIVES: Board discretion

RECOMMENDATION: Board discretion

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: SEPTEMBER 21, 2010
SUBJECT: C.5.b APPROVE SCHOOL SITE CAPACITIES

ACTION

ISSUE: Shall the Board of Education review and, as appropriate, adjust its school site capacities related to BP 5116.1 and AR 5116.1 Interdistrict and Intradistrict Attendance?

BACKGROUND: In conformance with Education Code and its own policy, the Board reviewed and adopted BP 5116.1 and AR 5116.1 Interdistrict and Intradistrict Attendance in January 2010. With the 2010-11 school year now underway, the Board has requested to review site capacities in light of actual 2010-11 enrollment, and determine if adjustments may be needed.

The supporting documentation of actual enrollment and site capacities was being finalized as this agenda was being published. Upon its completion, the documentation will be forwarded to the Board under separate cover.

ALTERNATIVES:

1. Approve site capacities as recommended.
2. Approve site capacities as modified by the Board.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 8, 2010 AUGUST 17, 2010 SEPTEMBER 21, 2010

**SUBJECT: C.6.a APPROVE AMENDMENT TO BOARD POLICY 5131 - CONDUCT
- ~~First~~ Second Reading**

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.

The District is not responsible for lost or stolen cell/digital phones, pagers, beepers, mobile communication devices, digital media players, personal digital assistants (PDAs), compact disc players, portable game consoles, cameras, digital scanners, laptop computers, iPods, iPads or any other personal equipment brought to school.

~~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)~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(e)

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)

(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,

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(f)

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.

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, 9th 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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131(g)

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

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~~ AUGUST 17, 2010 SEPTEMBER 21, 2010

**SUBJECT: C.6.b. APPROVE AMENDMENT TO BOARD POLICY 5131.7 –
WEAPONS AND DANGEROUS INSTRUMENTS –~~First~~ Second
Reading**

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

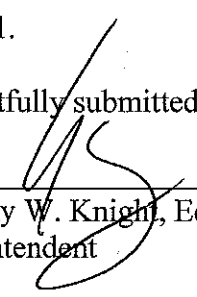
BACKGROUND: Board Policy 5131.7 is being revised to reflect new law (AB 1390 which requires the principal or designee to notify law enforcement when a student possesses a firearm or explosive, or sells or furnishes a firearm, at school. Board Policy 5131.7 is being submitted with recommended changes 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~~ AUGUST 17, 2010 SEPTEMBER 21, 2010

**SUBJECT: C.6.c APPROVE AMENDMENT TO BOARD POLICY 5145.3 –
NONDISCRIMINATION/HARASSMENT - ~~First~~ Second Reading**

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 ~~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

Series 5000

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.4th 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: SEPTEMBER 21, 2010

SUBJECT: C.6.d APPROVE AMENDMENT TO BOARD BYLAW 9270 – CONFLICT OF INTEREST - First Reading

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

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

ALTERNATIVES:

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

RECOMMENDATION:

Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9270(a)

Conflict of Interest

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

(cf. 9005 – Governance Standards)

Incompatible Activities

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

Conflict of Interest Code

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

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

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

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

(cf. 9320 – Meetings and Notices)

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

(cf. 4117.2, 4217.2/4317.2 – Resignation)

(cf. 9222 – Resignation)

Conflict of Interest under the Political Reform Act

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

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

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

Additional Requirements for Boards that Manage Public Investments

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

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

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

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

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

If the item is on the consent calendar, the Board member must recuse him/herself from discussing or voting on that matter, but the Board member is not required to leave the room during the consent calendar. (~~2 CCR 18702.5~~)

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

(cf. 3430 – Investing)

Conflict of Interest under Government Code 1090

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

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

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

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

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

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

Common Law Doctrine Against Conflict of Interest

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

Rule of Necessity or Legally Required Participation

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

Incompatible Offices and Activities

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

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

Gifts

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

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

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

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

Honoraria

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

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

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

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

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

Financial Interest

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

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

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

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

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

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

Designated Positions and Disclosure Categories

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

- ~~_____ Governing Board Members~~
- ~~_____ Superintendent~~

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

~~Assistant Superintendent~~

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

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

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

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

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

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

Legal References:

EDUCATION CODE

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

FAMILY CODE

297.5 Rights, protections, and benefits of registered domestic partners

GOVERNMENT CODE

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

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

PENAL CODE

85-88 Bribes

CODE OF REGULATIONS, TITLE 2

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

COURT DECISIONS

Klistoff v. Superior Court, (2007) 157 Cal.App.4th 469
Thorpe v. Long Beach Community College District, (2000) 83 Cal.App.4th 655
Kunec v. Brea Redevelopment Agency (1997) 55 Cal.App. 4th 511

ATTORNEY GENERAL OPINIONS

92 Ops. Cal. Atty. Gen. 26 (2009)
 92 Ops. Cal. Atty. Gen. 19 (2009)
 89 Ops. Cal. Atty. Gen. 217 (2006)
 86 Ops. Cal. Atty. Gen. 138 (2003)
 85 Ops. Cal. Atty. Gen. 60 (2002)
 82 Ops. Cal. Atty. Gen. 83 (1999)
 81 Ops. Cal. Atty. Gen. 327 (1998)
 80 Ops. Cal. Atty. Gen. 320 (1997)
 69 Ops. Cal. Atty. Gen. 255 (1986)
 68 Ops. Cal. Atty. Gen. 171 (1985)
 65 Ops. Cal. Atty. Gen. 606 (1982)
 63 Ops. Cal. Atty. Gen. 868 (1980)

Management Sources:

CSBA PUBLICATIONS

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

FAIR POLITICAL PRACTICES COMMISSION PUBLICATIONS

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

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

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

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

WEB SITES

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

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

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

Adopted: 10-19-77

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

2010 EXHIBIT A – DESIGNATED POSITIONS

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT A Designated Positions

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

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

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: September 21, 2010

SUBJECT: Monthly Board Report

MEET OUR NEW STAFF MEMBERS: Mrs. Beth Barber is teaching Kindergarten. Mrs. Barber has a teaching credential and a preliminary Administrative Services Credential as well as 10 years of experience teaching kindergarten. Ms. Charlotte Shih will teach Mandarin Chinese to 5th graders on Thursday afternoons. Charlotte attended the University of Taiwan and UCLA. We have some new Instructional Assistants supporting students with special needs this year.

STAR AMONG STARS AWARDS: Fifth grade teacher Cindy Stephens received the Star Among Stars Award at our District welcome back. Mrs. Stephens is a creative and caring teacher who is consistently implementing technology and Writer's Workshop. Mrs. Maureen Winter, Student Services Assistant, also received a Star Among Stars Award for her great people skills and ability to provide every visitor to our school with a positive first impression. Congratulations Cindy and Maureen.

BROOKSIDE IS A FINALIST IN THE GOVERNOR'S FITNESS CHALLENGE

Brookside is one of 126 schools in California being considered for the grand prize of \$100,000. Award winners will also be announced in late September.

DISCOVERY K AT BROOKSIDE: Mrs. Nicole Elsokary and Mrs. Brandie Pryor are teaching Discovery Kindergarten at Brookside this year. Enrollment for this program is at 22 students. Several parents with younger siblings have expressed an interest in Discovery K for next year. The word is out!

NEW STUDENT AND KINDERGARTEN ORIENTATIONS: Enrollment 535

Ninety people attended an orientation for new students and families on August 27th. Principal Burgher conducted an information meeting in the outdoor quad area and fifth grade students led school tours. Kindergarten teachers held a meet-and-greet for incoming students and their families on August 31st.

START OF THE YEAR ACTIVITIES:

Sept. 21	School Site Council	3:00 – 4:00 pm
Sept. 22	Back to School Night	5:30 pm Grades: K-2
		6:30 pm PTA Meeting
		7:00 pm Grades: 3-5

Respectfully Submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: September 21, 2010

SUBJECT: Monthly Board Report

Summertime was a busy time at Oak Hills. The campus looks great with its new paint. In addition, several windows received much-needed repairs, and all locks have been changed and updated to provide additional security for students and staff in the event of an emergency. Our hard-working custodial crew was busy not only polishing up the campus but also ensuring that we had enough furniture in place for our growing enrollment. Our dedicated office staff and PTA volunteers orchestrated a very efficient and successful registration on Thursday, August 26th and Friday, August 27th. All families were able to take care of all the necessary paperwork and learn their teacher and classroom assignments. Our new students were welcomed to the Oak Hills community with an orientation including tours of the campus led by student ambassadors.

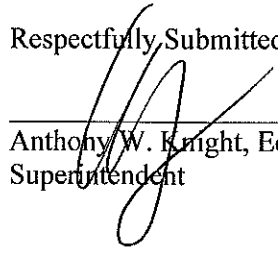
Before the students arrived, the entire district staff met together to celebrate some important milestones and accomplishments. Ms. King, Ms. Leiberman, and Ms. Hindy were recognized for ten, fifteen, and twenty years of dedicated service. Ms. Hunt received the classified Star Among Stars award for her excellent work in our Literacy Program, and Ms. Mendivil was awarded the certificated Star Among Stars award for her outstanding contributions to our Oak Hills team. Ms. Sloan received the Oak Tree recognition for her technological talents, and her dedication to supporting technology across our school and district. Oak Hills is truly fortunate to have such a gifted and dedicated staff working with our students.

We are excited to welcome Beth Ruben, formerly in our Literacy Program, to her new position as a second grade teacher. We are also pleased to welcome Cindy Hall and Joyce Thomas who will be taking over the Music programs. Finally, we are excited to announce that Charlotte Shih will be joining us to teach Mandarin language and Chinese culture our fifth graders.

We had a great opening at Oak Hills. Our eager students gathered together on the playground Wednesday morning, and were greeted by our enthusiastic teachers and staff. Two assemblies were held on the first day to discuss expectations and daily responsibilities with all of the students. When the students were asked what they liked best about their school, they described Oak Hills as a fun-loving place with beautiful facilities, cool technology, caring teachers, and good friends that make everyone feel included. What a great vision for our school.

Many of the outstanding programs offered at Oak Hills would not be possible without the generous support of our PTA and parent community. Our Gift-wrap Fundraiser began last week with a spirited assembly. The Oak Hills community gathered together Friday evening for our annual bar-b-que in celebration of the beginning of what promises to be a terrific year.

Respectfully Submitted;



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

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

DATE: September 21, 2010

SUBJECT: Monthly Board Report

Pre-Opening Events set a Positive Tone for the School Year

Our New Student Orientation was held the Tuesday before school began and included tours of the campus and information provided by members of our student council. Our Kindergarten teachers and Discovery Kindergarten teacher gave previews of our programs. Our PFA also hosted their annual, "Welcome Back Staff" breakfast with wonderful food and fellowship on the day before school began.

Registration

Our PFA, in coordination with our office staff, held three registration days in the days before school began. On these days, parents handed in registration information that they completed online, signed up to volunteer, donated time and funds to school organizations and receive additional information. The extra organizing and early receipt of required student information allowed our office staff to get a head start on collecting and filing these documents.

Welcome Back Parent Coffee and Donut Gathering

The Red Oak Elementary School Parent Faculty Associated hosted an event to welcome back parents, particularly parents new to our school. This activity occurred on the second day of school, August 30 from 8:15 to 10:30. The gathering was billed as an opportunity for parents to meet other parents and PFA members and also to get assistance in filling out school paperwork. The event attracted many parents and generated a lot of good will.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: SEPTEMBER 21, 2010
SUBJECT: MONTHLY SCHOOL REPORT

ASB Magazine Drive: September 6th Medea Creek Middle School launched its annual magazine fund-raising event with an interactive assembly. The Drive's profits go directly to ASB and fund student and enrichment activities for the school year.

Back-To-School Night: September 16th: Once again MCMS faculty and staff hosted the community with informative details of the MCMS classroom experience and shared some of the wonderful things in store for students this year. Thanks to everyone for making this evening a welcoming occasion for parents.

Make-up Picture Day: October 1st: This is the day when faculty/staff and students who missed registration have their picture taken. (7:30 a.m.- 11:00 a.m.)

Club Fair: TBA: Students have the opportunity to sign-up for a student Club that interests them—or they may work with the Assistant Principal to, possibly, start one of their own with an adult sponsor. Thanks to ASB for hosting this, as well as the adult club sponsors for being their sponsor for a year-long Club!

Homework Club: Funded by our PFC, Homework Club begins this month (TBA), from 3:00-4:00 in the MCMS Library, and facilitated by two MCMS teachers.

"P.E. Talks": Principal Benioff, Vice Principal Bagheri and Dean Chevalier visit each and every MCMS physical education class and discuss important highlights from the Student Handbook: The MCMS guide to success and safety.

We wish to extend a special thanks to the entire MCMS community—parents, teachers, faculty and staff—for their tremendous help in helping us open school in a welcoming and organized fashion. The MCMS PFC was EXTRAORDINARY—especially with Registration and a brand new "New Parent Orientation Tea" held just before school began.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Kevin Buchanan, Principal, Oak Park High School

DATE: September 21, 2010

SUBJECT: Monthly Board Report

REGISTRATION

Thanks to Barbara Vaswani, PFC volunteers, and staff, the fall registration went very smoothly. There was the usual pressure on the guidance office as students adjusted their schedules, but things settled down quickly and at the time of writing this report, the guidance counselors are busy balancing classes and making minor adjustments to student schedules. New freshman counselor, Janet Svoboda settled in well and the guidance counselors will very soon begin the senior college application process.

TEACHERS RETURN

Teachers returned to the news that OPHS has been granted a six-year term of WASC accreditation, news that was well-received and well-deserved. Following the introductions of new staff, the District awards, and a PFC hosted lunch, staff spent an afternoon of professional development that began with a review of the WASC Action Plan and included presentations on Problem-Based-Learning, Naviance, and Zangle Gradebook, as well as a foreign language department introduction to the new language lab.

BRIAN WOLVERTON MEMORIAL DEDICATION

The memorial dedication was conducted on August 31 and was very well attended by staff, family, friends, and local media. Members of the U.S Army color guard posted colors, and speeches were made by Superintendent Knight, Coach Kevin Smith, Christopher Wolverton, Principal Buchanan, and members of the U.S Army. The memorial was unveiled and flowers were presented to Mrs. Miriam Wolverton.

FACILITIES

The new H-buildings were finished just in time for teachers to move in prior to the students' return. New thermostats and door locks were installed over the summer, as well as new concrete poured to replace various tripping hazards. The gym HVAC and roofing projects are scheduled to begin mid-September and a plan is in place to minimize the impact to PE, Dance, weight training classes and the Fall athletic programs.

OPENING DAY

Opening day went very smoothly with a well-organized traffic flow and an air of student excitement. The No-Parking signs went up on one side of Calle Rio and Oak Hills drive. As the new principal, I visited each classroom to welcome back the students and to introduce myself, and the following morning, the Admin. Team visited every class to present information on the school policies related to attendance, tardies, cell phones, and academic honesty.

NATIONAL MERIT SCHOLARSHIP PROGRAM

This year, seven OPHS seniors were selected as Semifinalists for the 2010-11 National Merit Scholarship Program. Their selection indicates that they scored among the top 1,200 students in the state of California. Representing the top one percent of each state's high school seniors, these excellent students continue in the competition for National Merit Scholarship Finalist awards. The students are: Xiaokun Chang, Victor Ha, Stephen Liu, Dayton Martindale, Eric Pai, Max Wang, and Jee Yoo.

BACK-TO-SCHOOL NIGHT

Back to School Night will be held on September 23. The evening will begin for our teachers with a dinner hosted by our PFC, and following a brief welcome in the Pavilion, the school bell will then lead parents through their student's class schedule and to their classrooms where teachers will discuss the courses and class procedures.

SENIOR COLLEGE ADVISEMENT

On Wednesday, September 22, OPHS Counselors will be holding an Advisement Session for all 4-year college bound students. Procedures for college applications, letters of recommendation, transcripts, scholarships, Naviance and more will be discussed. This year, Naviance will automate the teacher and counselor Letters of Recommendation and transcript submittal process.

COLLEGE KNOWLEDGE NIGHT

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

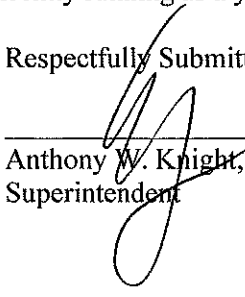
COLLEGE APPLICATION WRITING SEMINAR

Kathy Schultheis will hold a two-hour senior seminar on writing an effective personal statement on Saturday, September 25 in room G9

JULIUS CAESAR

Under the very capable direction of Mr. Allan Hunt, our students are auditioning for our fall Shakespeare production, "Julius Caesar." The play will run from Friday, October 14 to Sunday, October 16. Don Enoch and his summer stagecraft crew designed and built the terrific New York Skyline set that will be the backdrop for this "out of time" production. The Stagecraft course is currently running as a year-long class.

Respectfully Submitted:



Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Lou Tabone, Principal, Oak View High School/Oak Park Independent School
DATE: September 21, 2010
SUBJECT: Monthly Board Report

Oak View

We are opening with an enrollment of 47 students, leaving only four openings for additional students from both OPHS and permit students.

Our school looks so nice-clean carpets, a new lunch area and basketball court lines. Hurrah and thank you!!

All students are enrolled in appropriate courses for graduation. Dianne Large, school counselor, has really done a great job in monitoring and planning individual academic programs for all students. All teachers and staff are prepared and ready to go.

Students are well-behaved and attendance has been good.

Back to School is Wednesday, September 15th at 6:30-8:00 PM.

At our first staff meeting, we began our review of the STAR scores and analyzed the data. This information, along with other assessment and student data, will drive instruction.

Independent School

We opened with just over 100 students and more are in the final process of enrollment. The on-line registration form process was new for many of our parents and we got through it with flying colors.

We collected just over \$1400 in donations on enrollment day!

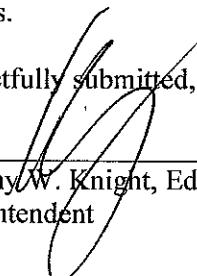
Our classrooms are clean, newly-painted and ready to go.

Linda Roberts has done a wonderful job in covering the duties of our student services worker who has been ill since August.

Barbara Harrison reports her wonderful experience in the Columbia Writing Project this summer. She really enjoyed networking with teachers from our elementary schools.

We will analyze the STAR data to inform instruction. Teachers will meet with each student to review the scores and to develop an individualized plan of remediation and instruction. Replacement texts and materials that were ordered have arrived for our students.

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent