

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #843

DATE: June 21, 2011

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

TIME: 4:30 p.m. Closed Session
6:00 p.m. Open Session

Please Note Early Start Time for Closed Session

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

BOARD OF EDUCATION

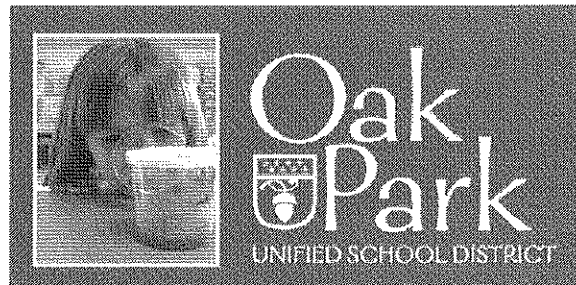
Barbara Laifman, President

Jan Iceland, Vice President

Allen Rosen, Clerk

Mary Pallant, 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, August 16, 2011

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

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #843
June 21, 2011

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

CLOSED SESSION: 4:30 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. SUPERINTENDENT EVALUTION

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

C. PUBLIC EMPLOYEE EMPLOYMENT:

D. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron 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. Oath of Office to Provisional Candidate
2. Presentation to Marie Panec's Family
3. Presentation to Idea to Impact and QuikSCience Challenge Student Winners
4. Presentation to Eric Pai, OPHS Green Club
5. Presentation to OPHS Solar Cup Team
6. Report from Conejo/Las Virgenes Future Foundation – Aakash Jha, Anish Puri, Lamia Hajani
7. Remarks from Board Members
8. Remarks from Student Board Representative

6/10/2011

9. Remarks from Superintendent
10. Report from Facilities Planning Committee

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

1. **DSA Project Certification Update**
2. **Receive and Accept Annual Report of the Oak Park Citizen's Oversight Committee for Bond Measures C6 and R, and Parcel Tax Measure C** 1
3. **Discussion Regarding Feasibility of Field House Installation at Oak Park High School** 15

C. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. **Approve Minutes of Regular Board Meeting May 17, 2011, and Special Board Meeting June 7, 2011**
- b. **Public Employee/Employment Changes 01CL21608-01CL21624 & 01CE05193-01CE051** 29
- c. **Approve Purchase Orders –May 1 – May 31, 2011** 32
Board Policy 3300 requires Board approval of Purchase Orders
- d. **Approve Overnight Trip for Oak Park High School Cross Country Team – August 14-19, 2011** 38
Board Policy 6153 requires Board approval for student overnight trips
- e. **Approve Overnight Trip for Oak Park High School Girls' Volleyball Team – August 27-28, 2011** 39
Board Policy 6153 requires Board approval for student overnight trips
- f. **Approve Overnight Trip for Oak Park High School Girls' Volleyball Team – September 9-12, 2011** 40
Board Policy 6153 requires Board approval for student overnight trips
- g. **Approve Overnight Trip for Oak Park High School Cross Country Team – October 7-8, 2011** 41
Board Policy 6153 requires Board approval for student overnight trips
- h. **Approve Overnight Trip for Oak Park High School Advanced Peer Counseling Retreat – October 8-9, 2011** 42
Board Policy 6153 requires Board approval for student overnight trips
- i. **Approve Overnight Trip for Oak Park High School Cheer Squads – July 28-31, 2011** 43
Board Policy 6153 requires Board approval for student overnight trips
- j. **Approve Out of State Travel for Certificated Employees to Attend the Columbia Reading/Writing Project at Teachers College, Columbia University in New York City – June 26-July 1, 2011, July 5-9, 2011 and August 8-12, 2011-Funded by Federal Grant-Title IIA** 44
Board Policy 6153 requires Board approval for overnight trips
- k. **Approve Contract for Legal Services with Fagen Friedman & Fulfrost** 45
Board Policy 3312 Requires Board approval for contract for services
- l. **Approve Out of State Travel for Certificated Employees to Attend World Language Conference in St. Louis – July 18-22, 2011 – Funded by FLAP Grant** 49
Board Policy 6153 requires Board approval for overnight trips
- m. **Approve Renewal of Contract with School Services of California for 2011-2012** 50
Board Policy 3312 Requires Board approval for contract for services

- n. **Approve Second Period Attendance Report** 54
Board Policy required Board approval for enrollment and attendance reports
- o. **Approve Out of State Travel for Certificated Employee to Attend SMART Technology Executive Briefing in Calgary, Canada – July 13-16, 2011 – Funded by Title IIA** 63
Board Policy 6153 requires Board approval for overnight trips

ACTION

2. BUSINESS SERVICES

- a. **Approve Ratification of Award of Bid 11-9R, Playground Repair and Replacement at Oak Hills Elementary School** 65
Board Policy 3312 Requires Board approval for contract for services
- b. **Review and Evaluation of Oak Park Citizens' Oversight Committee Structure and Approve Aligning Membership Term to Fiscal Year** 67
Board approval required for changed to structure of Citizen's Oversight Committee
- c. **Approve Authorization to Establish New Classified Service Position - Senior Accountant** 69
Board approval required to Establish New Classified Service Position
- d. **Public Hearing Adoption of the 2011-2012 Budget** 73
Education Codes 42103 and 42127 specify the timeline and procedures for the adoption of school district budgets including a Public Hearing and Board approval

3. CURRICULUM

- a. **Approve 2012-2013 Classified Holiday Calendar** 75
Board Policy 6111 requires Board approval of School Year Calendar

4. BOARD

- a. **Approve California School Boards Association Membership Dues (\$6,723) and Education Legal Alliance Membership Dues (\$1,681) for 2011-2012** 77
Board approval required for membership dues
- b. **Review and Discuss Ventura County Grand Jury Report – School Bus Safety** 79
Board will review and discuss the Ventura County Grand Jury Report – School Bus Safety

5. BOARD POLICIES

- a. **Approve Amendment to Board Policy 1100 – Communication with the Public – First Reading** 95
Board policy expands possible methods of communication. Section on "Prohibition Against Mass Mailings at Public Expense" expanded to include additional definition of mass mailing related to ballot measures, candidates, legislative activities, and other campaign activities.
- b. **Approve Amendment to Board Policy 1160 – Political Processes – First Reading** 101
Board policy revised to reflect new court decision which details the appropriate use of district resources for election purposes. Consistent with the court's decision, the policy clarifies that it is a permissible informational activity for the Board to adopt a resolution in support of or in opposition to a ballot measure as long as the resolution and other materials do not urge voters to act in a certain way and as long as the distribution of the materials is consistent with regular district practice.
- c. **Approve Amendment to Board Policy 3550 – Food Service/Child Nutrition Program – First Reading** 107
Board policy updated to reflect new federal law (P.L. 111-296) which reauthorized and revised requirements for the National School Lunch and Breakfast Programs.

- d. **Approve Amendment to Board Policy 3551 – Food Service Operations/Cafeteria Fund – First Reading** 113
Board policy updated to reflect requirements of new federal law (P.L. 111-296) re: pricing of full-price meals, upcoming USDA guidance on indirect costs, and upcoming regulations on qualifications and training of food service personnel.
- e. **Approve Amendment to Board Policy 3553 – Free and Reduced Price Meals – First Reading** 117
Mandated board policy adds new language re: providing free milk through federal Special Milk Program and releasing information from the free and reduced-price meal application when eligible students transfer to another district or private school.
- f. **Approve Amendment to Bylaws of the Board 9223 – Filling Vacancies – 1st Reading** 121
Suggested amendment is to ask a former Board Member to fill a vacancy without conducting a search for any other candidates to fill the vacancy until the next regularly scheduled Board election or the term is completed, whichever comes first.

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 127
- 2. Oak Hills Elementary School Report 128
- 3. Red Oak Elementary School Report 129
- 4. Medea Creek Middle School Report 130
- 5. Oak Park High School Report
- 6. Oak View High School/Oak Park Independent School 131
- 7. Oak Park Neighborhood School

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

5-17-11

#839

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the regular meeting to order at 4:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 4:06 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Barbara Laifman, reconvened the regular meeting to order at 6:05 p.m. in the Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

Brianna Mackay, Student Board Rep

STAFF PRESENT

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

FLAG SALUTE

Andrea Myerson led the Pledge of Allegiance to the Flag

MOMENT OF SILENCE

The Board held a moment of silence for the death of Board Member Marie Panec. Dr. Knight said a few words about Dr. Panec and how important she was to the District and community.

REPORT ON CLOSED SESSION

The Board took no action in Closed Session.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Jan Iceland, the Board of Education adopted the agenda except to move items C.2.e, C.3.a and C.3.c before Consent Agenda and move C.1.b off Consent Agenda to an Action Item. Motion carried 4-0.

PUBLIC SPEAKERS

Lenore and Brad Lewis addressed the Board about the 20 year contract with soccer club.

PRESENTATION

Dr. Knight and the Board of Education presented Barry Myers with the Partners in Education Award

Dr. Knight and the Board of Education presented Certificates of Recognition to Medea Creek Middle School students who were winners at the Ventura County Science Fair: Billy Follett, Jonah Li-Paz, Roopa Chandra, Emily Markarian, Emma Berns, Shruti Aggarawal, Anthony Lanuza, Raju Ivaturi, Jakob Speert, Amanda Reilly, Juliana Furgala, Caitlin Takeda, Noah Fischer, Sara Lee, and Hayla Angha.

Dr. Knight and the Board of Education presented Certificates of Recognition to Oak Park High School Academic Decathlon students who earned 3rd place in Ventura County: Max Wang, Stephen Liu, Eric Pai, Anthony Zheng, Arthur Kim, Nicholas Bagamian, Michael Wu, Meghana Halhore, Angela Lin, Jinny Yoo, Sam Geldin, Vanessa Lopez, Cole Clark, Julia Sosa, Steffan Kim, Daniel Brumby, Darius Chyou, Jessica Hsieh, E.J. Levin, Tiffany Wu, Annie Cheng, Dorinda Fong, Eve Kopecky, Sai Maddali, Avyay Panchapakeson, Catherine Shi, Sunny Tsai, Kevin Shindelus, Sam Shi and Coaches Cheryl DiSpaltro and William Isinger.

Dr. Knight and the Board of Education presented Certificates of Recognition to Oak Park High School Mock Trial Team students: Grady Benson, Brandon Camhi, Justin Camhi, Russell Carter, Pam Chang, Liv Cobain, Neda DavarPanah, Celine Decker, Allison Dods, Sarah Edelson, Dorinda Fong, Samantha Godsick, Victor Ha, Raam Hariharan, Lane Kassan, Sevitha Konda, Vamsi Kotipalli, Chris Lee, Kevin Lee, E.J. Levin, Angela Lin, Harsha Malavalli, Daniel Mindlin, Shiva Muhamed, Mairin Murphy, Vivian Ong, Kelsey Orens, Morgan Peters, Anish Puri, Prajit Ramaprasad, Vivian Rotenstein, Isabella Sayyah, Jordan Sayyah, Amos Too, Preston Walker, Wendy Xiao, Edward Yeow and Coaches Patti Handfinger and Ronald Camhi.

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen reported he attended MCMS *Schoolhouse Rock* and toured ROES. Board Member Mary Pallant reported she attended the MAC meeting where they each acknowledge Marie Panec. Board Member Jan Iceland reported she also attended the MAC meeting where they discussed traffic at MCMS. She also attended the Friends fundraiser where they also honored Marie by displaying her picture. Also having Debby display pictures of her program was very meaningful. Ms. Iceland reported she attended the Technology Committee, the Curriculum Council, the Safe Kids Task Force and the Delegate Assembly in Sacramento. Board Member Barbara Laifman reported she attended the Earthfest and participated in the walk to school day. She attended the planting in the pomegranate tree at OHES donated by CA Longevity Institute. Ms. Laifman attended the OPNS Open House and the Friends meeting. She reported the District received a positive certification for our 2nd Interim from Ventura County Office of Education. Ms. Laifman attended the International Fair at MCMS and the Open House at OVHS and OPIS. She also attended the ELL Meeting.

REPORT FROM STUDENT REPRESENTATIVE

None

REPORT FROM SUPERINTENDENT

Dr. Knight reported the Solar Boat Team at Oak Park High School took 1st Place in the Rookie Division and 10th place overall. The API Similar School rankings were released this month and all OPUSD schools rank a 10 in the state decile system and both BES and OPHS ranked a 10 when comparing similar schools in terms of demographics. This means that our schools are in the top 1% in the state, the highest ranking our schools have ever received. Dr. Knight also reminded everyone that ROES will be having their International Gala this Friday at 5:30 p.m. in their Multipurpose Room.

School Site Council Reports

Brookside, Oak Hills and Red Oak Elementary Schools, Oak Park High School, Oak View High School and Oak Park Independent School all gave School Site Council Reports

Report from Facilities Planning Committee

Peter Kristensen reported on the continuing work of the Committee.

DISCUSSION ITEMS

OPIS Recruitment Plan – Principal Lou Tabone explained details of what is being done to recruit students for the Independent School program.

DSA Program Certification Update

Governor's May Budget Revision Proposal – Martin Klauss advised the Board on details of the May Revise.

C.1. CONSENT AGENDA

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the Consent Agenda. Motion carried 4-0.

- a. Approve Minutes of Regular Board Meeting April 12, 2011
- c. Approve Purchase Orders – April 1 – April 30, 2011
- d. Approve Designation of Julie Kerns as Representative to Ventura County Special Education Local Plan Area (SELPA) Community Advisory Committee
- e. Approve Overnight Trip for Oak Park High School Boys' Basketball Team – June 24-25, 2011
- f. Approve Student Teaching Agreement with Azusa Pacific University
- g. Approve Designation of the 2011-2012 District/School Representatives to California Interscholastic Federation Leagues
- h. Approve Quarterly Report on Williams Uniform Complaints – April 2011
- i. Approve Contract Renewal for 2011-12 Crossing Guard Services
- j. Approve Resolution #11-13 – Year End Budget and Interfund Transfer for Fiscal Year 2010-11
- k. Approve Resolution #11-14 – Temporary Loans Between District Funds for Fiscal Year 2011-12
- l. Approve Resolution #11-15 – Appropriation and Budgeted Transfers for Fiscal year 2011-12
- m. Approve Overnight Trip for Oak Park High School QuikScience Group Winners – June 6-13, 2011
- n. Approve Expulsion of Student in Disciplinary Case #04-10/11

ACTION**C.1.b. Public Employee/Employment Changes 01CL21591-01CL21607 & 01CE05137-01CE05192**

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved Public Employee/Employment Changes 01CL21591-01CL21607 & 01CE05137-01CE05192. Motion carried 3-0-1 Recused: Allen Rosen

2. BUSINESS SERVICES

a. Approve Award of Bid #11-15R, Door and Window Replacement at Red Oak Elementary School and Medea Creek Middle School

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the Award of Bid #11-15R, Door and Window Replacement at Red Oak Elementary School and Medea Creek Middle School to JEC, Inc. in the amount of \$85,000. Motion carried 4-0.

b. Approve Award of Bid #11-16R, Exterior Stucco Repair and Painting at Medea Creek Middle School

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the award of Bid #11-16R, Exterior Stucco Repair and Painting at Medea Creek Middle School to Tony Painting in the amount of \$98,250. Motion carried 4-0.

c. Approve Ratification of Award of Bids for Brookside Elementary School Modernization Projects

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the ratification of award of bids for Brookside Elementary School Modernization Projects: Bid #11-03R, Roof Replacement awarded to Best Contracting Services in the amount of \$152,950; Bid #11-04R, Exterior Repairs and painting awarded to Omega Construction Company, Inc. in the amount of \$38,075; Bid #11-05R, Door Replacements awarded to JEC, Inc. in the amount of \$270,000. Motion carried 4-0.

d. Approve Ratification of Award of Contract for Financial and Bond Audit Services

On motion of Allen Rosen, seconded by Jan Iceland, the Board of Education approved the ratification of Award of Contract for Financial and Bond Audit Services to Christy White Accountancy in the amount of \$37,500. Motion carried 4-0.

e. Approve Safe School Plans

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the Safe School Plans. Motion carried 4-0.

f. Receive Annual District of Choice Report

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the Annual District of Choice Report. Motion carried 4-0.

3. CURRICULUM

a. Approve 2011-2012 Bell Schedules

On motion of Allen Rosen, seconded by Jan Iceland, the Board of Education approved the 2011-12 Bell Schedules. Motion carried 4-0.

b. Approve Revised 2012-2013 Student/Teacher Calendar

On motion of Mary Pallant, seconded by Allen Rosen, the Board of Education approved the revised 2012-2013 Student/Teacher Calendar. Motion carried 4-0.

c. Approve 2011-12 School Handbooks

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the 2011-2012 School Handbooks. Motion carried 4-0.

4. HUMAN RESOURCES

a. Approve Provisional Internship Permit (PIP)

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the Provisional Internship Permit (PIP). Motion carried 4-0.

b. Approve Revised Classified Service Job Description – Instructional Assistant II (Special Education)

On motion of Allen Rosen, seconded by Jan Iceland, the Board of Education approved the Revised Classified Service Job Description – Instructional Assistant II (Special Assistant). Motion carried 4-0.

c. Approve Authorization to Establish New Classified Service Position – Instructional Assistant III (Behavior, Special Education)

On motion of Mary Pallant, seconded by Jan Iceland, the Board of Education approved the authorized to Establish New Classified Service Position – Instructional Assistant II (Behavior, Special Education). Motion carried 4-0.

d. Receive OPTA Proposal for 2011-12 Negotiations and Approve the District's Initial Response for Collective Bargaining Negotiations with OPTA

Open Public Hearing at 8:25 p.m. No Public Comments. Closed Public Hearing 8:25 p.m. On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the District's Initial Response for Collective Bargaining Negotiations with OPTA. Motion carried 4-0.

e. Approve Authorization to Replace Two Part Time Tech Positions with One Full Time Position

On motion of Jan Iceland, seconded by Allen Rosen, the Board of Education approved the Authorized to Replace Two Part Time Tech Position with One Full Time Positions. Motion carried 4-0.

f. Receive the OPCA Proposal for 2011-2012 Negotiations and Approve the District's Initial Response for Collective Bargaining Negotiations with the OPCA

Open Public Hearing at 8:32 p.m. No Public Comments. Closed Public Hearing at 8:32 p.m. On motion of Mary Pallant, seconded by Allen Rosen, the Board of Education approved the District's Initial Response for Collective Bargaining Negotiations with OPCA. Motion carried 4-0.

5. BOARD

a. Discuss and Approve Process for Provisional Appointment of School Board Member

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved making a Provisional Appointment, having the applications due on June 6, the sub-committee review the applications on June 7, conduct interviews on June 14, deliberate at special board meeting on June 20 and seat new Board Member at Regular Meeting on June 21. Motion carried 4-0.

b. Election of Clerk of the Board of Education

On nomination of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the election of Allen Rosen as Clerk of the Board of Education. Motion carried 4-0.

6. **BOARD POLICIES**

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education tabled the Board Policies until the next Regular Meeting. Motion carried 4-0.

VII. **INFORMATION ITEMS**

VIII. **OPEN DISCUSSION**

1. Graduation Gowns
2. Representation at Elementary Culminations
3. Thank you note to MAC for paying for Crossing Guards
4. Covering Marie's Committees: Allen Rosen will cover the Tuesday morning Facility meetings and Jan Iceland will cover the monthly Facilities Planning Committee meetings. Linda will let the Board know about Marie's other committees in Friday notes.

There being no further business before this Board, the Regular meeting is declared adjourned at 9:20 p.m. while the Board adjourned to continue Closed Session.

Date

President of the Board

Date

Clerk or Secretary of the Board

MINUTES OF SPECIAL BOARD MEETING 6-7-11
BOARD OF EDUCATION

#840

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, called the special board meeting to order at 5:03 p.m. at Oak Park Unified School District, 5801 E. Conifer Street, Oak Park, CA, Conference Room.

BOARD PRESENT

Ms. Barbara Laifman, President, Ms. Jan Iceland, Vice President and Ms. Mary Pallant, Member.

BOARD ABSENT

Mr. Allen Rosen, Clerk.

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

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

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Barbara Laifman, reconvened the special board meeting to order at 6:25 p.m. at Oak Park Unified School District, 5801 E. Conifer Street, Oak Park, CA, Conference Room.

BOARD PRESENT

Ms. Barbara Laifman, President, Ms. Jan Iceland, Vice President and Ms. Mary Pallant, Member.

BOARD ABSENT

Mr. Allen Rosen, Clerk.

STAFF PRESENT

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

PUBLIC COMMENTS

None

PLEDGE OF ALLEGIANCE

Barbara Laifman led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Barbara Laifman reported the Board took no action in Closed Session held this evening and during the reconvened Closed Session on May 17, 2011.

ACTION

Approve Notice of Completion, Project 10-05R, New HVAC in Gymnasium at Oak Park High School

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the Notice of Completion, Projection 10-05R, New HVAC in Gymnasium at Oak Park High School, contracted with Environmental Heating and Air Conditioning, Inc. Motion carried 3-0-1 Absent.

Approve Notice of Completion, Project 10-06R, New HVAC in Gymnasium at Medea Creek Middle School, contracted with United Mechanical Contractors, Inc.

On motion of Jan Iceland, second by Mary Pallant, the Board of Education approved the Notice of Completion, Projection 10-06R, New HVAC in Gymnasium at Medea Creek Middle School. Motion carried 3-0-1 Absent.

Approve Authorization of Superintendent to Award Bid 11-09R, Playground Repair and Replacement at Oak Hills Elementary School

On motion of Jan Iceland, seconded by Mary Pallant, the Board of Education approved the award of bid would be brought back to the June 14, 2011 Special Board Meeting for the Board to approve if it is ready to be approved if not it will be brought back with authorization for the Superintendent to award bid. Motion carried 3-0-1 Absent.

Budget Student Session

Martin Klauss present the Budget Student Session

There being no further business before this Board, the meeting is declared adjourned at 8:15 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 21, 2011

SUBJECT: B.2. RECEIVE AND ACCEPT ANNUAL REPORT OF THE OAK PARK CITIZENS' OVERSIGHT COMMITTEE FOR BOND MEASURES C6 AND R, AND PARCEL TAX MEASURE C

REPORT/DISCUSSION

ISSUE: Shall the Board receive and accept the annual report of the Oak Park Citizens' Oversight Committee for Bond Measures C6 and R, and Parcel Tax Measure C?

BACKGROUND: A major provision of Bond Measures C6 and R, and Parcel Tax Measure C, was the establishment of a citizen's oversight committee to monitor the use of monies expended from these sources. As required by its bylaws, the full membership of the Board-appointed committee met four times, with two subcommittees for Measure C6 and for Measure R meeting on six separate occasions. On May 10, 2011, the full Committee met to complete its annual report for each Measure, which is included with this agenda... The Oak Park Citizens' Oversight Committee will present its report to the Board at this evening's meeting.

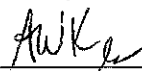
ALTERNATIVES:

1. Review and accept the report from the Oak Park Citizens' Bond Oversight Committee, with thanks for its service.
2. Do not accept the report.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent

Oak Park Citizens' Oversight Committee 2010 Measure C6 Annual Report June, 2011

Background

On June 6, 2006 the Oak Park Unified School District (the "District") was authorized to issue and sell bonds up to \$17,500,000 in aggregate principal to provide financing for the following school facilities projects and equipment:

Educational technology
Classroom furniture and equipment
Playground equipment
District vehicles
Food preparation and kitchen equipment
Equipment replacement

Measure C6 was approved by at least 55% of the voters of the District pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified under Sections 15264 et seq. of the Education Code (Proposition 39). The Act requires the Board of Trustees (the "Board") to appoint a Citizens' Oversight Committee (the "Committee") after the successful bond election. Legal authority for formation and duties of the Committee is found in Sections 15264 and 15278 to 15282 of the Education Code.

Committee Purpose

The Committee is charged by statute with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school construction bond money. *Educ. Code §15264(c).*
2. To inform the public concerning the expenditure of bond revenues. *Educ. Code §15278(b).*
3. To ensure that bond revenues are expended only for the purposes described in the Constitution; that is, for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities. *Calif. Const. art. XIII A, §1(b)(3); Educ. Code §15278(b)(1).*
4. To ensure that no funds are used for any teacher or administrative salaries or other school operating expenses. *Calif. Const. art. XIII A, §1(b)(3)(A); Educ. Code §15278(b)(2).*

Committee Jurisdiction and Authorized Activities

In furtherance of its purposes, the Committee is authorized by statute to engage in the following activities:

1. Receive and review copies of the annual, independent performance audit required by the California Constitution.
2. Receive and review copies of the annual, independent financial audit required by the California Constitution.

Oak Park Citizens' Oversight Committee Measure C6 Annual Report

Page Two

3. Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
4. Receive and review copies of any deferred maintenance proposals or plans developed by the District, including any reports required to be given to the Legislature by Section 17584.1 regarding a failure to set aside $\frac{1}{2}$ of 1% of current year revenues for deferred maintenance expenditures.
5. Review efforts by the District to maximize bond revenues by implementing cost saving measures, including, but not limited to, all of the following:
 - a. Mechanisms designed to reduce the costs of professional fees.
 - b. Mechanisms designed to reduce the cost of site preparation.
 - c. Recommendations regarding the joint use of core facilities.
 - d. Mechanisms designed to reduce costs by incorporating efficiencies in school site design.
 - e. Recommendations regarding the use of cost-effective and efficient reusable facility plans.

It is also important to note that this Committee is specifically not responsible for, and has no jurisdiction over, the approval of contracts, the approval of change orders, the appropriation of funds, the handling of any legal matters, the approval of any plans or schedules, the approval of deferred maintenance plans, or the approval of the sale of bonds. The Committee is also not responsible for the creation or approval of technology plans or the recommendation or approval of any specific technologies.

It is within these parameters that the Committee performed its functions during the calendar year ended December 31, 2010.

Audits

California State law requires that the sponsoring school district of an approved measure conduct an annual independent performance audit to ensure that bond funds have been expended only on the specific projects included on the list of projects the district presented to voters prior to approval of Measure C6.

Proposition 39 requires that the school district conduct an annual independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for approved projects.

The annual financial and performance audits of OPUSD Measure C6 bond expenditures were conducted by Vavrinek, Trine, Day and Company LLP, an independent CPA firm. In the firm's report of the audits, they note: "Our review of the expenditures for the period ended June 30, 2010, did not reveal any items that were paid from the General Obligation Bond Funds that did not comply with the purpose of the Bonds that were approved by the registered voters of the District on June 6, 2006."

Oak Park Citizens' Oversight Committee Measure C6 Annual Report

Page Three

Special note: The Committee report includes expenditures for the 12 month period from January 2010 through December 2010 (calendar year basis). Expenditures for July 2009 through June 2010 have been audited (school fiscal year basis). The Committee report also includes expenditures between July 2010 and December 2010 that have not as yet been audited. The 6 month period between July 2010 through December 2010 will be included in the Fiscal Year Ended June 30, 2011 audit report.

Committee Findings

The Oak Park Unified School District's Citizens' Oversight Committee met on January 12th, May 11th, and November 17th of 2010, January 26th, April 20th and May 10th of 2011. The Committee has reviewed the audits of C6 bond expenditures conducted by Vavrinek, Trine, Day and Company LLC for the Fiscal Year ended June 30, 2010 as well as unaudited expenditures through December 31, 2010 as reported by District staff. This report and more information regarding the Citizens' Oversight Committee can be found on the Oak Park School District's website (www.oakparkusd.org).

C6 expenditures during the calendar year 2010 reporting period were \$819,110. Cumulative C6 bond expenditures total \$6,766,628 from inception through December 31, 2010. The Committee finds and notes the following:

1. The Bond Proceeds were expended only for the purposes set forth in Measure C6.
2. The District staff reported to the Committee that during the 2010 calendar year \$57,972 of Measure C6 funds were used for certain administrative salaries and benefits allocated to time spent administering the bond program, including time spent working directly on acquiring and installing equipment authorized by Measure C6. As noted in the Committee's Annual Reports for 2008 and 2009, the Committee asked the District's bond counsel (Orrick, Herrington & Sutcliffe LLP) to render an opinion regarding the legality of such expenditures in connection with the Committee's review of expenditures of Measure C6 funds during the 2008 and 2009 calendar years. In its written response, Counsel opined that necessary and incidental costs of the bond program, which may include portions of certain administrative expenses allocated to time spent working directly on acquiring and installing equipment authorized by Measure C6, would be an appropriate expenditure of Measure C6 funds. Counsel also noted that the savings that may be realized by using district staff instead of paid consultants and contractors to perform bond-related work was squarely within the express cost-saving purposes of applicable law.
3. Due to a miscommunication in the cash wiring instructions from the underwriter to the County Office of Education, \$204,295 in bond issuance costs was incorrectly deducted from the bond proceeds and placed in the bond redemption fund in calendar 2009. As expected, the error was corrected during 2010 and the \$204,295 was deposited in the Measure C6 fund account.

Oak Park Citizens' Oversight Committee Measure C6 Annual Report
Page Four

Report prepared by Eric Christensen, Chair, Measure C6 Citizens' Oversight Subcommittee
May, 2011

Citizens' Bond Oversight Committee Members

Wayne Blasman, Chair

Barbara Schwartz, Secretary, Chair, Measure R Subcommittee

Carl Belichesky

Eric Christensen, Chair, Measure C6 Subcommittee

Mike Green

Dan Perini

Melody Rafelson

Alan Toomayan

Kristine Vail

Ann Waldman

Jason Wilburn

Stephen Yeoh

Respectfully submitted,

OAK PARK CITIZENS' OVERSIGHT COMMITTEE, MEASURE C6

Wayne Blasman, Committee Chair

Eric Christensen, Measure C6 Subcommittee Chair

Oak Park Citizens' Oversight Committee 2010 Measure R Annual Report June, 2011

Background

On November 4, 2008 the Oak Park Unified School District (the "District") was authorized to issue and sell bonds up to \$29,445,000 in aggregate principal to provide financing for specific school projects as listed in the 2008 Bond Resolution Project List, included in the ballot measure passed by voters. Measure R is also referred to as the "School Improvement Bond of 2008." Measure R was approved by at least 55% of the voters of Oak Park pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified under Sections 15264 et seq. of the Education Code (Proposition 39). The Act requires the school district Board of Trustees (the "Board") to appoint a Citizens' Oversight Committee (the "Committee") after the successful bond election.

Committee Purpose

The Committee is charged by statute with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school construction bond money.
2. To inform the public concerning the expenditure of bond revenues.
3. To ensure that bond revenues are expended only for the purposes described in the California Constitution; that is, for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.
4. To ensure that no funds are used for any teacher or administrative salaries or other school operating expenses.

Committee Jurisdiction and Authorized Activities

In furtherance of its purposes, the Committee is authorized by statute to engage in the following activities:

1. Receive and review copies of the annual independent performance audit required by the California Constitution.
2. Receive and review copies of the annual independent financial audit required by the California Constitution.
3. Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
4. Receive and review copies of any deferred maintenance proposals or plans developed by the District, including any reports required to be given to the Legislature by Section 17584.1 regarding a failure to set aside one-half of one percent of current year revenues for deferred maintenance expenditures.
5. Review efforts by the District to maximize bond revenues by implementing cost saving measures, including, but not limited to, all of the following mechanisms:
 - a. Mechanisms designed to reduce the costs of professional fees.
 - b. Mechanisms designed to reduce the costs of site preparation.
 - c. Recommendations regarding the joint use of core facilities.

Oak Park Citizens' Oversight Committee 2010 Measure R Annual Report

Page Two

- d. Mechanisms designed to reduce costs by incorporating efficiencies in school site design.
- e. Recommendations regarding the use of cost-effective and efficient reusable facility plans.

It is also important to note that this Committee shall not perform certain functions such as: participate in the District's actual bond sale and issuance process or participate in the bid process for contractors or consultants (Proposition 39 Roles and Responsibilities, III. I.).

It is within these parameters that the Committee performed its functions during the calendar year ended December 31, 2010.

Audits

Proposition 39 requires that the sponsoring school district of an approved measure conduct an annual independent performance audit to ensure that bond funds have been expended only on the specific projects included on the list of projects the district was required to provide before Measure R was presented to the voters.

Proposition 39 also requires that the school district conduct an annual independent financial audit of the proceeds from the sale of the bonds until all of the proceeds have been expended for the school facilities projects.

The annual audits of OPUSD Measure R bond expenditures were conducted by Vavrinek, Trine, Day and Company LLP, an independent CPA firm. In the firm's report, "Election 2008, Series A General Obligation Bonds, Financial Audit – Section 1 and Performance Audit – Section 2," it is stated: "Our review of the expenditures for the period ended June 30, 2010, did not reveal any items that were paid from the General Obligation Bond Funds that did not comply with the purpose of the Bonds that were approved by the registered voters of the District on November 4, 2008."

Special note: The Committee report includes expenditures for the Calendar Year 2010 and thereby includes 6 months of expenditures that have not as yet been audited. The audit of the 6 month period between July 1, 2010 through December 31, 2010 will be included in the Fiscal Year Ended June 30, 2011 audit report.

Committee Findings

The Oak Park Unified School District's Citizens' Oversight Committee has met on January 12th, May 11th, and November 17th of 2010, and January 26th, April 20th and May 10th of 2011. In addition the Citizens' Oversight Subcommittee on Measure R met February 16, March 7, March 23, and May 4, 2011. The Committee has reviewed the financial audit and performance audit of bond expenditures conducted by Vavrinek, Trine, Day and Company LLP for the calendar year ended June 30, 2010. This included meeting with a member of the audit company. Members of the Measure R Citizens' Oversight Subcommittee have attended the district's Facilities Planning

Oak Park Citizens' Oversight Committee Measure R Annual Report

Page Three

Committee meetings to become informed on Measure R projects. The Committee and Subcommittee have met and reviewed financial summary reports prepared by a member of the Facilities Planning Committee. The Committee and Subcommittee are in receipt of the Measure R Master Plan and Revised Master Plan and have received oral reports and updates on the Master Plan. The Committee finds the District to be in compliance with the requirements of Article XIII A, Section 1 (b) (3) of the California Constitution for the calendar year 2010.

The Committee finds and notes the following variances from the Measure R Revised Master Plan dated January, 2010:

The construction management firm of Barnhart Balfour Beatty (Barnhart) is budgeted in the Master Plan at 7 percent of construction costs. However their agreement is a fee-based contract and their billing is substantially over the Master Plan projection. Actual Barnhart fees for 2010 were \$669,563 versus the budgeted projection of \$344,413. Actual Barnhart fees from May 2009 through December 2010 total \$1,093,052 on hard cost expenditures of \$5,102,452 (Measure R Financial Summary dated 2/14/11). Barnhart is over budget because of the additional scope of work the District has asked them to perform. The Committee has determined the extra project work falls within the Measure R Bond Resolution.

The architectural firm of KPI had fees over the projected Master Plan budget. This is primarily due to the District seeking state matching modernization funds. KPI submitted a contract that the Board approved in April 2010 for the modernization work. The contract is an agreement to pay KPI nine percent on the modernization projects at Brookside Elementary School and Oak Park High School. The BES modernization architect payment, budgeted at \$115,974.00, totaled \$240,495.00. The OPHS modernization architect payment, budgeted at \$386,589.00, totaled \$667,279.98. This is a result of increasing the modernization scope by advancing projects in the Master Plan from later years. It is also due to the state requirement that all modernization projects be submitted by an architectural firm as a single submission whether or not an individual project requires an architect. The expended and encumbered funds through 2010 for KPI are \$1,163,988.45 on an estimated construction cost total of \$13,330,915.00 (Measure R KPI Summary dated 2/14/11). The Committee finds that the increased scope falls within the Measure R Bond Resolution.

The following is a list of projects significantly over budget from the Measure R Master Plan:

District-wide fire alarm replacement: The 2010 Master Plan has the pre-design estimate of this project at \$888,675.00. The estimated completion cost has come in at \$1,783,732.65. The reasons given are three-fold: the pre-design budget was under-estimated; the codes have been upgraded since the pre-design estimate and are more costly; and there is not any longer a pro-rated cost sharing with other projects as previously projected.

Oak Park Citizens' Oversight Committee Measure R Annual Report

Page Four

OPHS gym HVAC: Barnhart explained the original project estimate was based on a withdrawn low bid. The bid that was used was \$132,000 higher. Also, it was decided by the Facilities Planning Committee to upgrade the entire building for \$120,000 in additional funds.

MCMS gym HVAC: This project also had the low bid withdrawn and the District accepted a bid that was \$90,000 more. In addition the Department of State Architects added requirements totaling another \$80,000.

OPHS gym roof replacement: The Master Plan had a budget of \$112,500.00 for this project. The estimated completion cost was \$249,737.64. The original project encompassed only the gym dome. However the rest of the side structure roofs were leaking. The decision was made by the Facilities Planning Committee to replace the entire roof. The Facilities Planning Committee determined expanding the scope of the project at this time would capture future savings. The expanded scope increased a five-year warranty to a twenty-year warranty. Additionally, the roofing material was changed from the original estimate to a cool roof material which has been very effective, according to Barnhart and the District.

The Measure R Financial Summary dated February 14, 2011 has two categories titled "Miscellaneous" for 2009-2010 and 2010-2011. Upon further review, the charges within these categories appear to be within the parameters of the Measure R bond requirements.

Miscellaneous (2009-2010) totaling \$57,588.84.

Miscellaneous (2010-2011) totaling \$43,388.47.

Committee Concerns

The following is a list of projects charged to Measure R in the Master Plan that were added by the Board of Education:

Seismic Gas Valve Replacement totaling \$12,603.24.

OPHS Tennis Court Repairs totaling \$23,300.00.

Hydration Stations totaling \$8,468.48.

It is the Committee's opinion that the seismic gas valve replacement and the tennis court repairs fall within the Bond Resolution Bond Project List. However, it is the opinion of the Committee that the hydration stations do not appear to fall within its parameters.

As the Board adds projects to and revises the Master Plan, the Committee asks: Will the funds be available for the priority projects originally identified in the Bond Master Plan? It is part of the Bond Resolution that the Board of Trustees may make changes to the Bond Project List consistent with the projects specific in the proposition. In formulating the original list, the Board prepared a facilities plan to address all of the facilities needs of the Oak Park Unified School District at each campus and facility, and determined which projects to finance from this bond. In so doing, the Board certified it evaluated safety, class size reduction and information technology

Oak Park Citizens' Oversight Committee Measure R Annual Report
Page Five

needs in developing the Bond Project List. The ballot measure for Measure R reads: Repair, renovate and improve aging facilities; repair water damage and failing roofs; remove hazardous materials; make schools earthquake safe, replace outdated fire and security systems; and improve classrooms to modern safety and instruction standards.

The Committee recommends that the Board consider developing a policy for approving projects for Measure R funds that are not part of the Master Plan. A reconciliation of Master Plan projects versus newly approved projects (or projects approved outside of the Master Plan process) would be helpful in maintaining a full accounting of Measure R funds. Such a policy or procedure would also be helpful in ensuring that the Master Plan projects will be addressed as originally planned.

Reports related to the Citizens' Oversight Committee may be found within the website for the Oak Park Unified School District: www.oakparkusd.org.

Report Prepared by Barbara Schwartz May, 2011

Oak Park Citizens' Oversight Committee Members

Wayne Blasman, Chair
Carl Belichesky
Eric Christensen
Mike Green
Daniel Perini
Melody Rafelson
Barbara Schwartz, Secretary
Alan Toomayan
Kristine Vail
Ann Waldman
Jason Wilburn
Stephen Yeoh

Respectfully submitted,

CITIZENS' OVERSIGHT COMMITTEE, MEASURE R

Wayne Blasman, Committee Chair

Barbara Schwartz, Measure R Subcommittee Chair

Oak Park Citizens' Oversight Committee 2009-10 Fiscal Year Annual Report on Measure C

Background

On June 3, 2008 the voters of Oak Park approved by more than the required two-thirds vote that Oak Park Unified School District (the "District") was authorized to continue to, and shall, levy a qualified special tax of \$197 per year on each parcel of taxable real property in the District, for a period limited to eight years commencing July 1, 2009. Proceeds of the parcel tax shall be authorized to be used to provide financial support to school programs, as follows:

- to protect neighborhood schools' academic excellence
- to enhance student success
- to reduce impacts of State budget cuts
- to help retain qualified teachers
- to limit class size increases
- to provide up-to-date instructional materials, and
- to preserve academic programs.

All of the purposes named in the measure shall constitute the specific purposes of the parcel tax, and proceeds of the parcel tax shall be applied only for such purposes.

In order to provide tax relief to senior citizens, any parcel owned and occupied by a person 65 years of age or older is exempt from the parcel tax upon proper application to the District.

An accountability provision in the ballot measure requires the School Board of Trustees to establish an independent Citizens' Oversight Committee to ensure that proceeds of the parcel tax are spent wisely and only for the purposes named in the measure. The Board of Trustees is to provide by resolution for the composition, duties, funding and other necessary information regarding the Committee's formation and operation.

Additionally, the District shall provide annual audit reports stating the amount of parcel tax revenues received and expended in such year, and the status of any projects or description of any programs funded from proceeds of the tax.

Committee Purpose

The Committee is charged with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school parcel tax money.
2. To inform the public concerning the expenditure of parcel tax revenues.
3. To ensure that parcel tax revenues are expended only for the purposes described in Resolution Number 08-01 for Measure C, as described above.

It is within these parameters that the Committee performed its functions during the Fiscal Year ended June, 2010.

**Oak Park Citizens' Oversight Committee
2009-10 Fiscal Year Annual Report on Measure C
Page Two**

Annual Audits

The Superintendent of the District shall cause a report to be filed with the Board of Trustees no later than December 31 of each year stating (1) the amount of parcel tax revenues received and expended in such year, and (2) the status of any projects or description of any programs funded from proceeds of the tax. The report may relate to the calendar year, fiscal year, or other appropriate annual period, as the Superintendent shall determine.

Committee Findings

The Oak Park Unified School District's Citizens' Oversight Committee met on November 10, 2009, January 12, 2010, May 11, 2010, November 17, 2010, January 26, 2011, April 20, 2011 and May 10, 2011. The Committee received a review of the annual audit by Vavrinek, Trine, Day and Company LLP, an independent CPA firm. The firm found no irregularities to the district financial audit of which the parcel tax is part. The COC finds the District to be in compliance with the requirements of the Parcel Tax Resolution for the fiscal year 2009-2010. Findings are as follows:

The Oak Park Unified School District received \$913,360.66 in parcel tax funds for Fiscal Year 2009-10. Expenditures totaled \$906,594.60. The difference of \$6,766.06 was paid toward the prior fiscal year deficit. The funds were divided as follows: \$184,784.75 for elementary school music salary support (2.6 Full Time Equivalent teachers); \$191,041.79 for elementary school salary support (3.0 FTE teachers); \$104,950.94 for middle school salary support (2.0 FTE teachers); and \$379,725.74 for high school salary support (4.5 FTE teachers). Salary support funding benefited the schools, as follows: Elementary music; elementary class size reduction; middle school class size reduction in math, science, language arts, and social studies; and high school class size reduction in world history, life skills, math, and science.

Reports related to the Citizens' Oversight Committee may be found within the website for the Oak Park Unified School District: www.oakparkusd.org.

Report prepared by Barbara Schwartz
May, 2011

Oak Park Citizens' Oversight Committee Members

Wayne Blasman, Chair
Carl Belichesky
Eric Christensen, Chair, Measure C6 Subcommittee
Mike Green
Daniel Perini
Melody Rafelson
Barbara Schwartz, Secretary. Chair, Measure R Subcommittee
Alan Toomayan

**Oak Park Citizens' Oversight Committee
2009-10 Fiscal Year Annual Report on Measure C
Page Three**

Oak Park Citizens' Oversight Committee Members (continued)

Kristine Vail
Ann Waldman
Jason Wilburn
Stephen Yeoh

Respectfully submitted,

CITIZENS' OVERSIGHT COMMITTEE
MEASURE C

Wayne Blasman, Committee Chair

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 21, 2011

SUBJECT: B.3. DISCUSSION REGARDING FEASIBILITY OF FIELD HOUSE INSTALLATION AT OAK PARK HIGH SCHOOL

INFORMATION

ISSUE: Shall the Board of Education receive information on exploratory discussions between the administration of Oak Park High School, Oak Park parents, and Growth Point Structures, on the feasibility of placing a field house behind the Snack Shack at Oak Park High School?

BACKGROUND: The administration of Oak Park High School and interested Oak Park parents have been engaged in exploratory discussions with Growth Point Structures, a manufacturer of modular structures, regarding the feasibility of placing a field house behind the Snack Shack at Oak Park High School. Please see attachments regarding the most recent meetings with Growth Point, parent representatives and the high school and district administration.

One of the great characteristics of the buildings manufactured by Growth Point is that they are very environmentally friendly. They are "one-way" storage containers, used only once, then recycled when they reach port. The material that is recycled is used to build buildings. In addition, the containers are already approved by the Division of the State Architect (DSA). While the high school administration believes this field house would be of great benefit for the school, it is fully aware that the district is in no position to put any funds into the building being contemplated. For this reason, Growth Point and the parents that have been working with the administration on this proposed project are working to get donations, with one possibility being a "naming donation" from CVS for the building.

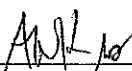
Acquiring a field house would serve as a gathering place for students, athletes and coaches. During soccer, lacrosse and football halftimes, high school players would not have to walk up to the gym to meet; rather, they could use the field house. Teams would be able to watch game film. It can also serve as an additional meeting room during the day for the high school's P.E. students. There is a possibility of putting a smart board inside the house as well. Many of the high school's coaches are not teachers on campus; therefore, they do not have an office or place where they can work and meet. The field house could serve as the office/meeting rooms for the coaches. It would give them a place on campus where they could come and work when they need to.

Oak Park High School respectfully requests the Board's permission to continue its discussions between Growth Point Structures, Oak Park parents and District administration regarding the feasibility of a Field House on the OPHS campus.

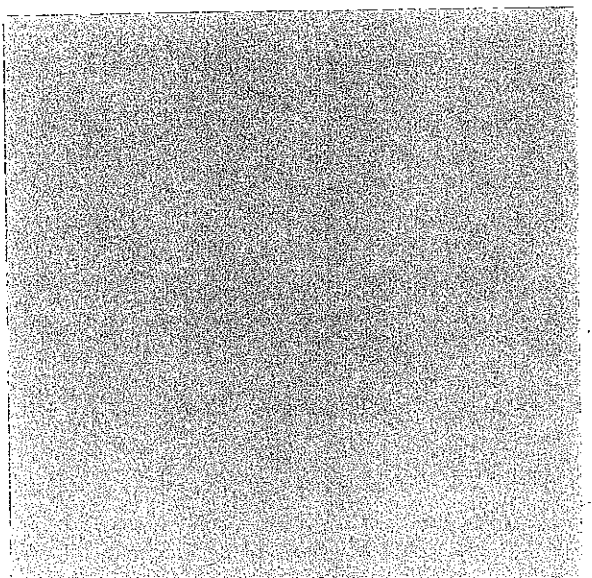
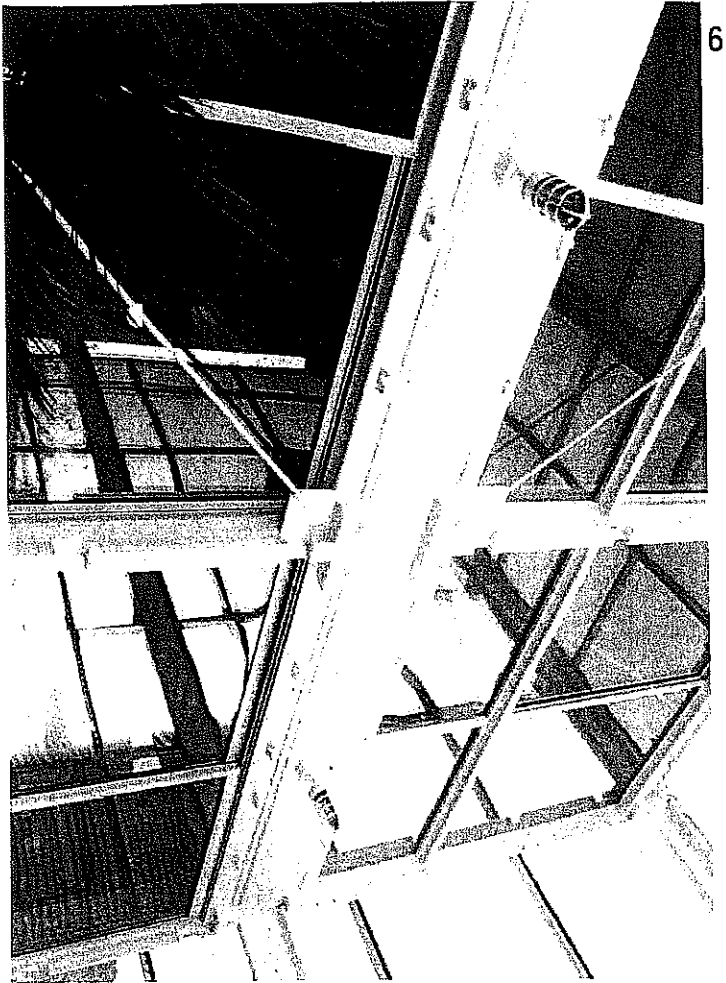
RECOMMENDATION: None – information only.

Prepared by: Stewart I. McGugan, Vice Principal, Oak Park High School
Kevin Buchanan, Principal, Oak Park High School
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,



Anthony W. Knight, Ed.D.
Superintendent



GrowthPoint Structures Inc.

March, 2011

Eric Engheben
(877) 393-4483 x-444
Eric@GrowthPointGlobal.com

OPHS field house should represent the strength of the community and its commitment to the future.

Cherish children's spaces.

Build sustainably.

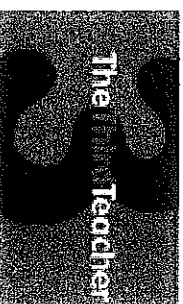
Let the sunshine in.

Make space agile.

Make it new.

Multiply intelligences.

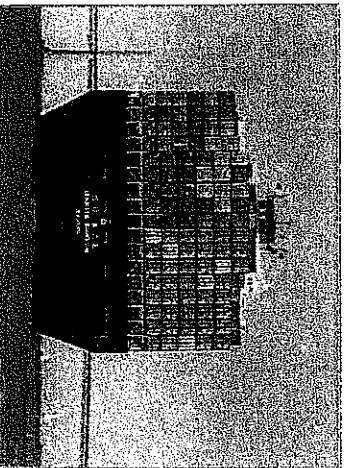
Source:



GrowthPoint builds inspiring green structures from recycled shipping containers.

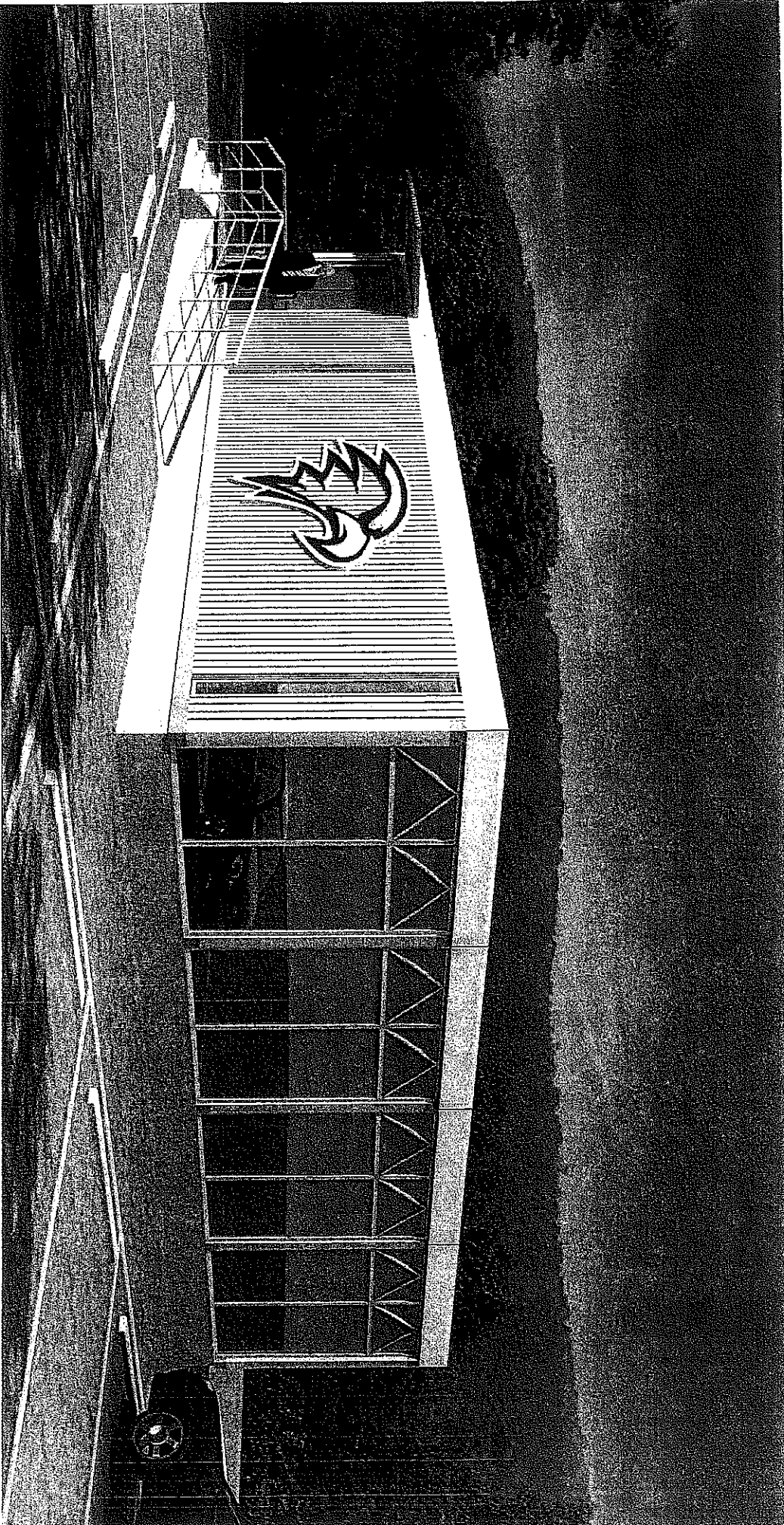
Shipping containers are the ideal solution:

| | |
|--------------|---|
| Sustainable: | Reclaimed steel. Reconditioned wood, recycled glass. Energy efficient – meet or exceed Title 24 compliance. |
| Durable: | 40 times stronger than building codes require. Can be stacked 9+ times high. Are designed for easy transport. |
| Scalable: | Perfect modular application. Can increase or decrease in size now/later. Easy to move now/later. |



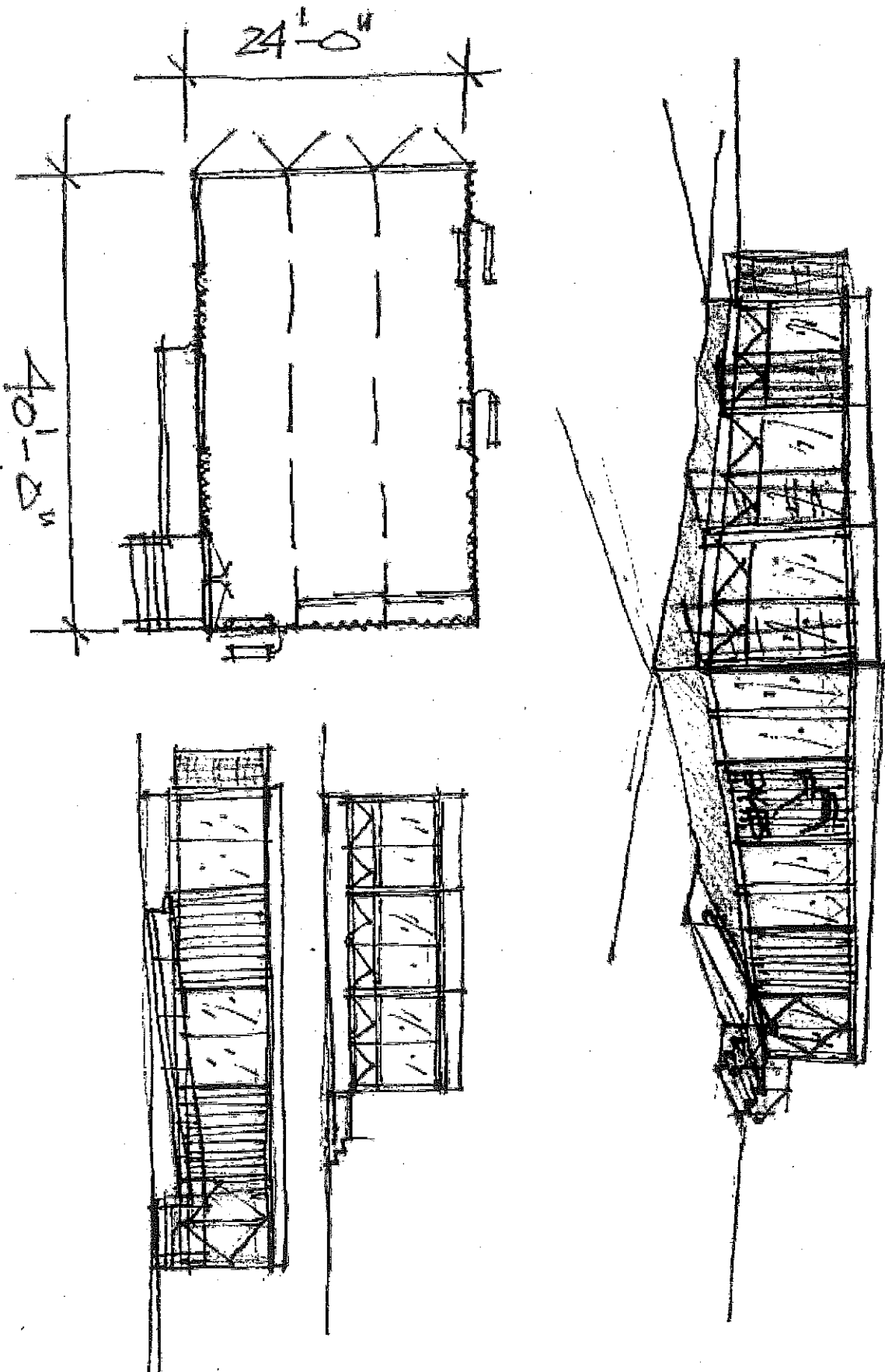
OPHS Field House.

OPHS Field House

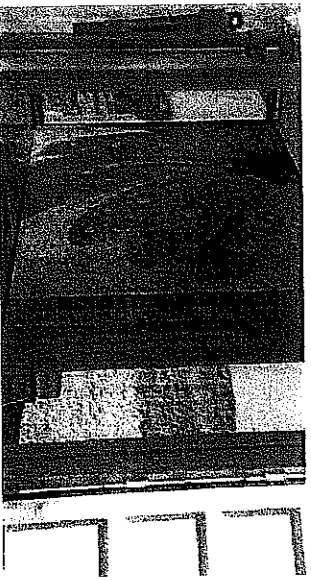


Size: 1280 square feet (40' x 32')

Oak Park High School Field House
Sketch Version 1



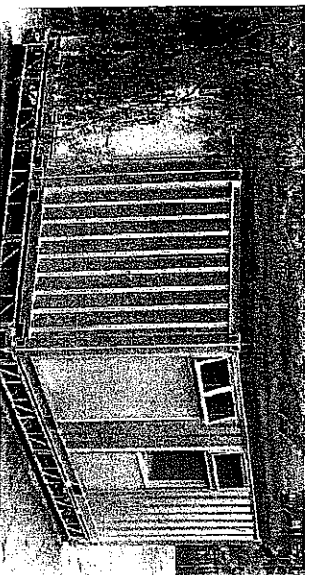
GrowthPoint is local and has been building container structures for the last 5-years.



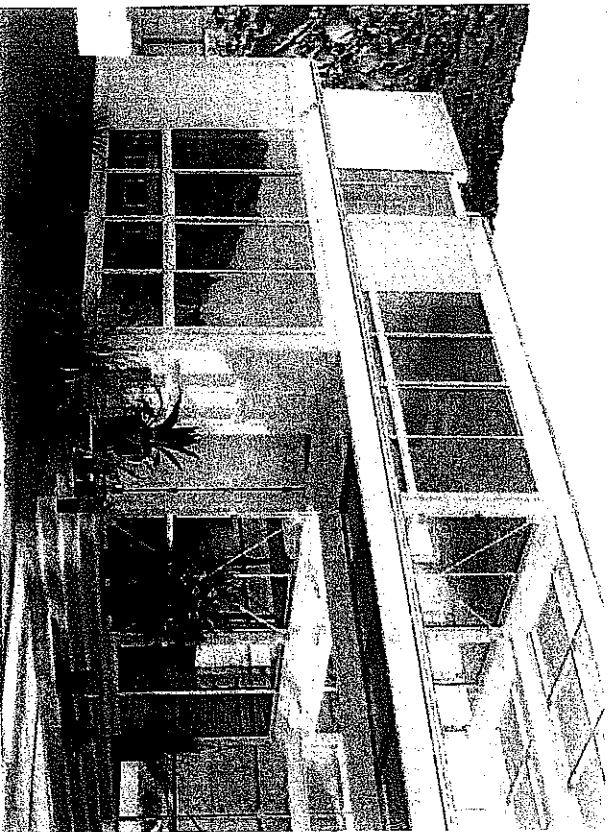
Malibu, CA



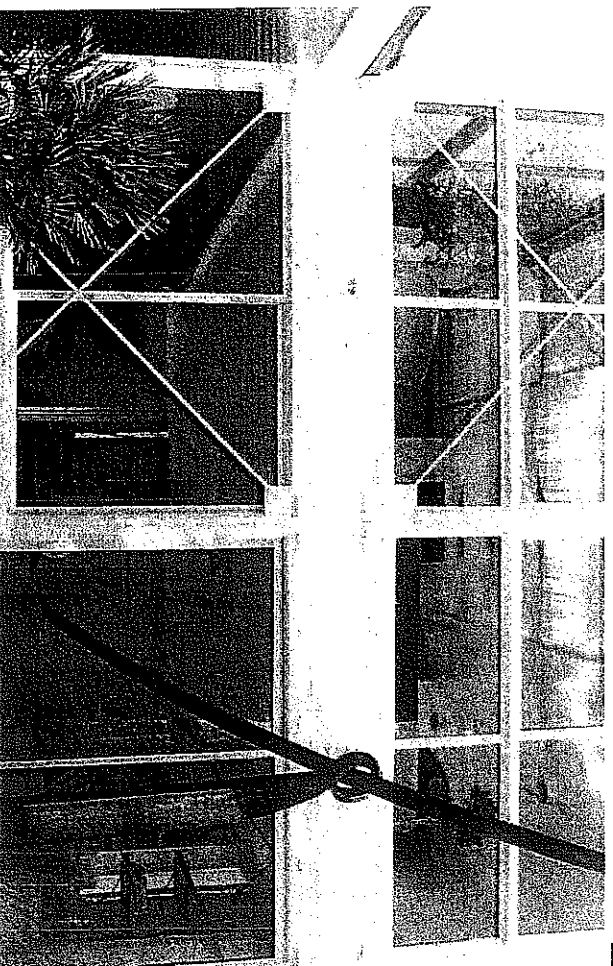
Brentwood, CA



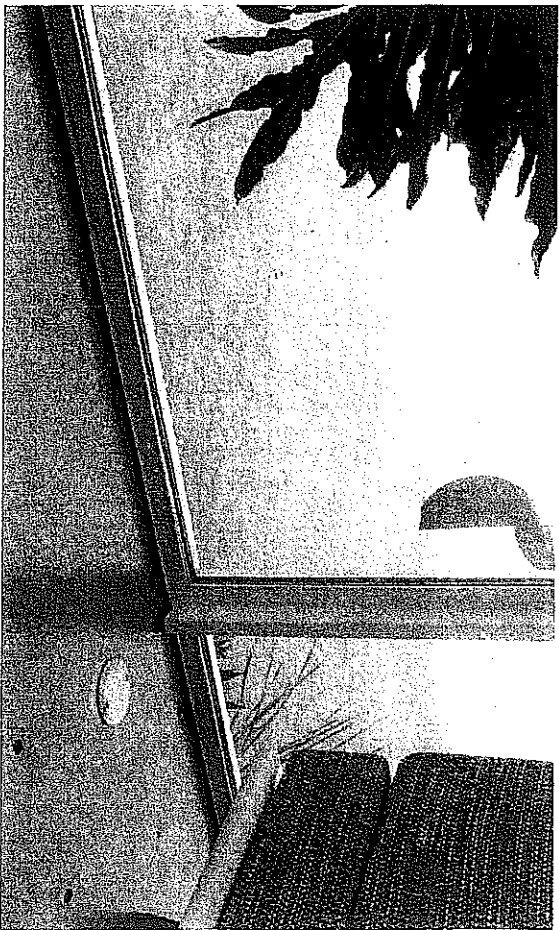
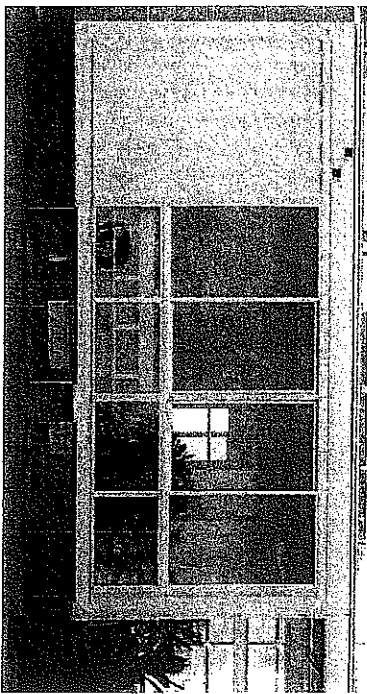
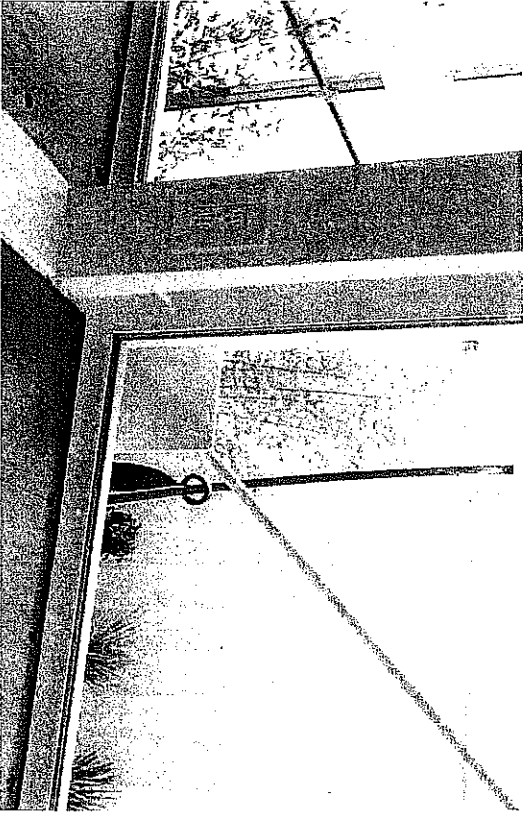
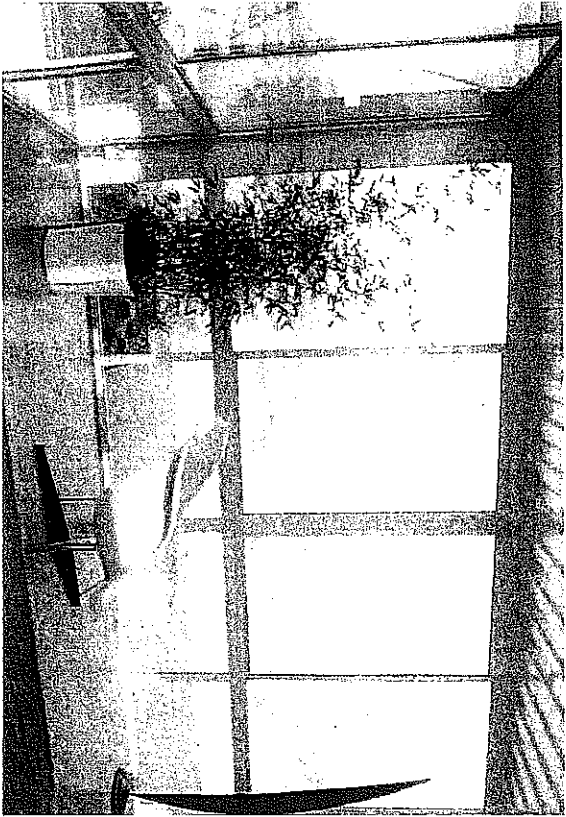
Topanga, CA



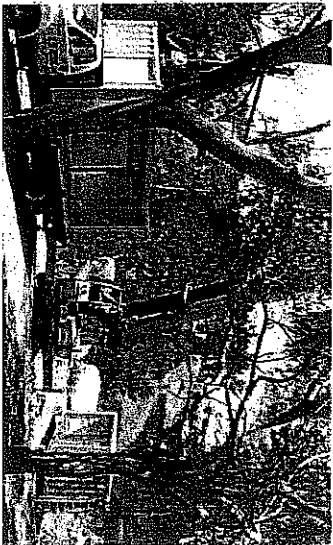
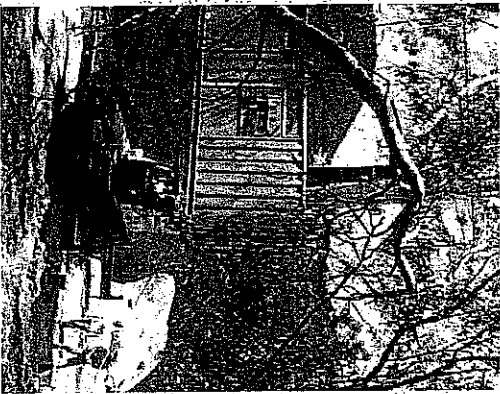
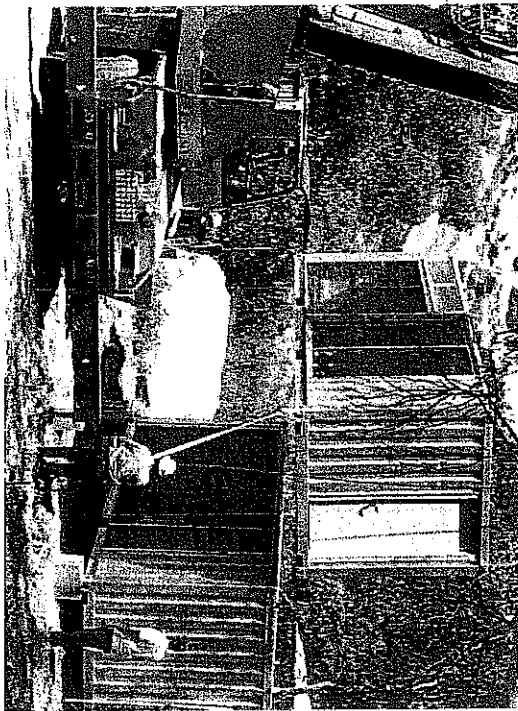
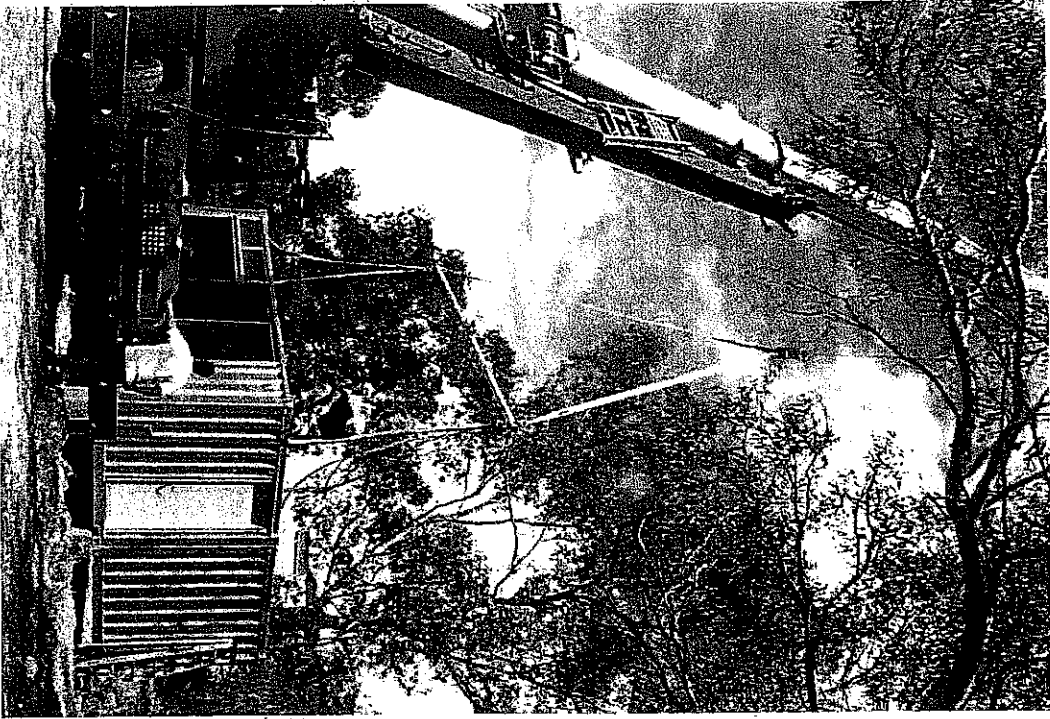
Joshua Tree, CA



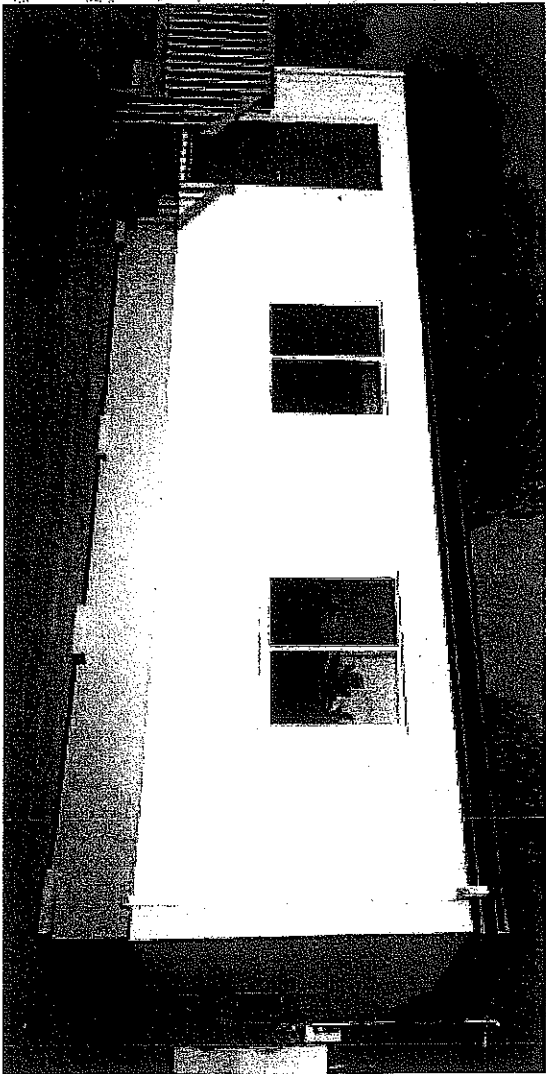
The details of the structure are durable and open.



Installation is quick and easy to move for future relocation.

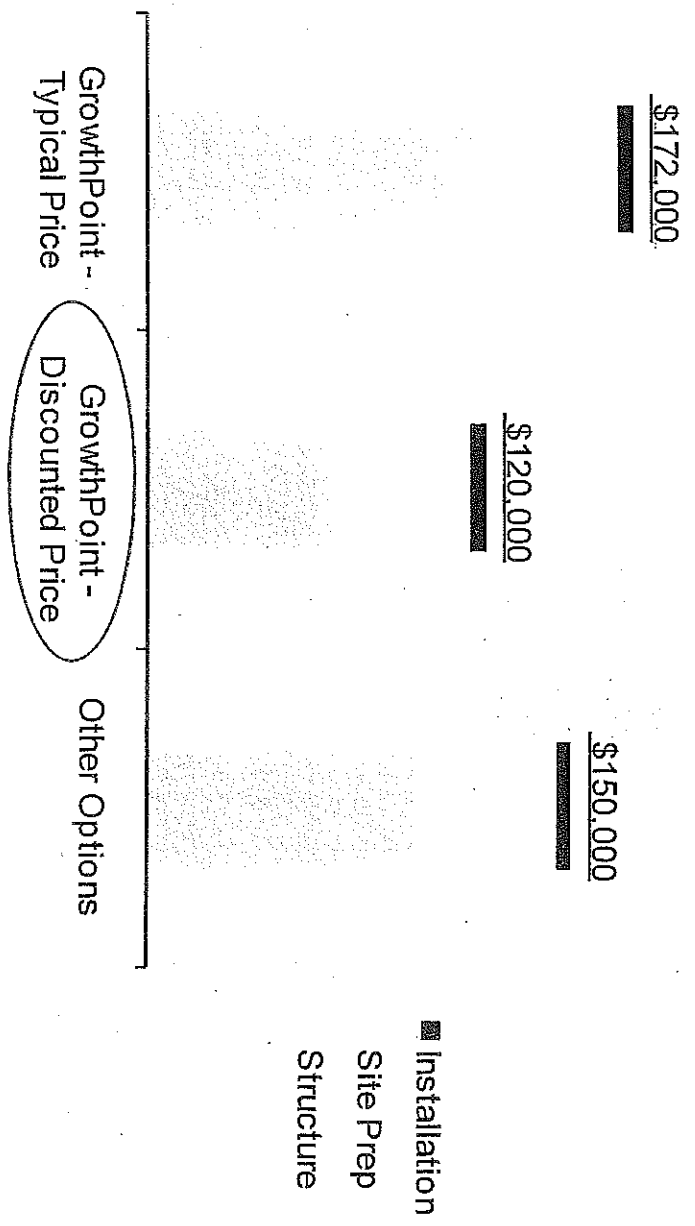


The alternative options are bleak and lifeless.

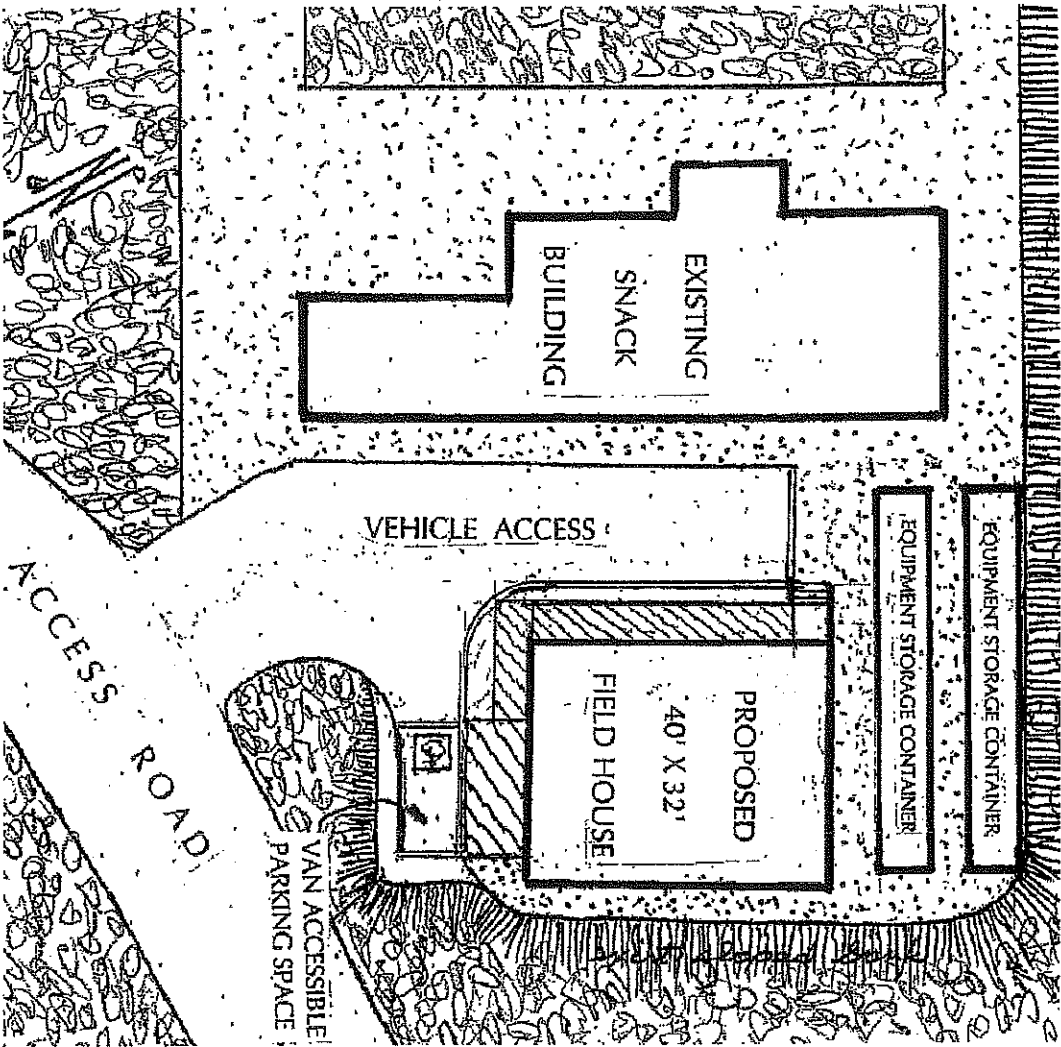


GrowthPoint typically costs more but are providing a discount and will also help us raise additional funds to build a field house we are proud of.

Price Poin



The proposed site.





Oak Park High School / Dana Mackey
899 Kanan Road Oak Park, CA 91377
(818) 424-8362

3/14/11

Proposal for 32'x40' Field House

| | | | Donation Estimate | Structure Price |
|------------------------|----------|---|----------------------|--------------------|
| Architecture & Design | 000-0500 | Architecture Included, submittal/permit fees by others | | \$5,000 |
| Structural Engineering | 000-0600 | Included for Prefab units (foundation engineering by client) | | \$5,000 |
| Container units | 000-0700 | (4) 8'x40' | | \$14,000 |
| Framing | 000-0800 | Walls | | \$11,200 |
| Interior Finish | 000-0900 | Plywood wall finish, Color white over framed walls | | \$7,168 |
| Insulation | 000-1000 | Floor R-19/walls R-21/R-34 Roof | | \$12,160 |
| Roofing | 000-1100 | TPO Membrane roofing Class A | | \$6,400 |
| Structural Steel | 000-1200 | Columns/posts/Beams/cutting/welding | | \$12,800 |
| Doors - Interior | 000-1500 | (4) By Pass Closet storage doors | | \$2,000 |
| Doors - Exterior | 000-1600 | (2) Exterior Entry Doors | | \$2,000 |
| Door Hardware | 000-1700 | 6 Units | | \$1,800 |
| Windows | 000-1800 | Aluminum Dual Pane White or Anodized Aluminum | | \$11,520 |
| Flooring | 000-1900 | Existing container floor with clear sealer | | \$5,120 |
| Painting | 000-2300 | Standard color (TBD) (custom colors and design are additional) | | \$3,500 |
| Electric | 000-2400 | Rough-ins for lighting, outlets and switching included | | \$8,960 |
| Electric Fixtures | 000-2450 | Ceiling lighting and exit lighting at doors | | \$4,800 |
| Low Voltage | 000-2500 | Wiring for Phone & Computer Jack | | \$1,280 |
| HVAC | 000-2600 | Split A/C and Heat/ with Energy efficient heat pump | | \$12,000 |
| Final clean-up | 000-2900 | Unit delivered clean | | \$500 |
| Soils/Surveying | 100-1000 | Site soils and surveying by others | \$ 1,500 | |
| Sitework | 100-2000 | Grading, trenching, paving, drains/Donations and volunteers needed | \$ 3,500 | |
| Concrete Foundation | 100-3000 | 18" above ground required for utility access/ Cost TBD | \$ 8,800 | |
| Steps & Ramps | 100-4000 | ADA and other TBD | \$ 3,000 | |
| Water/Gas Hook-up | 100-5000 | No water or gas hook-ups | Not Required | |
| Electric Hook-up | 100-6000 | Electric service and connections to unit provided by client/ Cost TBD | \$ 2,000.00 | |
| DSA Requirements | 100-7000 | DSA plan submittals allowance | \$ 5,000 | |
| | 100-7500 | DSA inspection allowance | \$ 20,000 | |
| Sub-Total | | | \$ 43,800 | \$ 127,208 |

Oak Park Discount for Structure ***** (\$62,208)

| | | | | |
|---------------------------|----------|----------------------------------|-----------|-----------|
| Delivery and Installation | | | | |
| Shipping | 200-1000 | | \$ 1,920 | |
| Crane | 200-2000 | | \$ 1,600 | |
| Installations | 200-3000 | Onsite for structure connections | \$ 5,000 | |
| Sub-Total | | | \$ 52,320 | \$ 65,000 |

Total including Onsite costs Complete

\$ 117,320

Please Note:

We will assist in the efforts for raising funds for the project with your resources and ours.
This will be a place that students parents and faculty will be proud of.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 21, 2011

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

Consent

ISSUE: Approval/ratification of certificated personnel actions.

AUTHORIZATION TO EMPLOY

| Number | Name | Classification | Start Date | Fund Source | Site/Grade |
|--------|------|----------------|------------|-------------|------------|
| | | | | | |

AUTHORIZATION TO PAY STIPEND

| Number | Name | Assignment | Effective | Fund | Amount | Site |
|-----------|--------------------|--------------------|----------------|----------|---------|------|
| 01CE05193 | Al Calce | Department Chair | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05194 | Maria Jimenez | Department Chair | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05195 | Nancy Kollander | Department Chair | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05196 | Roger Newell | Department Chair | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05197 | Kathy Mosley | Department Chair | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05198 | Kim Johnson | Department Chair | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05199 | Roger Newell | Culmination Coor | 9/1/10-6/1/11 | Site | 450.00 | MCMS |
| 01CE05200 | Nancy Kollander | Culmination Coor | 9/1/10-6/1/11 | Site | 450.00 | MCMS |
| 01CE05201 | Suzanne Shea | Culmination Coor | 9/1/10-6/1/11 | Site | 450.00 | MCMS |
| 01CE05202 | Suzanne Shea | Site Council | 9/1/10-6/1/11 | Site | 100.00 | MCMS |
| 01CE05203 | Sharon Levine | Site Council | 9/1/10-6/1/11 | Site | 100.00 | MCMS |
| 01CE05204 | Kim Johnson | Site Council | 9/1/10-6/1/11 | Site | 100.00 | MCMS |
| 01CE05205 | Kim Sonnabend | Leadership | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05206 | Suzanne Shea | Leadership | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05207 | Sharon Levine | Leadership | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05208 | Mark Jacobs | Leadership | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05209 | Kim Johnson | Leadership | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05210 | Al Calce | Leadership | 9/1/10-6/1/11 | Site | 500.00 | MCMS |
| 01CE05211 | Joy Reints | Lead Teacher | 9/1/10-6/17/11 | Donation | 3150.00 | OHES |
| 01CE05212 | Susie Rossiter | Student Government | 9/1/10-6/17/11 | Donation | 900.00 | OHES |
| 01CE05213 | Sandy Hindy | Women in History | 3/1/11-3/31.11 | Donation | 450.00 | OHES |
| 01CE05214 | Kyle Kegley | Intramurals | 2010-2011 | Site | 200.00 | MCMS |
| 01CE05215 | Al Calce | Intramurals | 2010-2011 | Site | 1000.00 | MCMS |
| 01CE05216 | Mark Jacobs | Intramurals | 2010-2011 | Site | 1000.00 | MCMS |
| 01CE05217 | Frances Hermosillo | Intramurals | 2010-2011 | Site | 300.00 | MCMS |
| 01CE05218 | Chris Henderson | Intramurals | 2010-2011 | Site | 50.00 | MCMS |
| 01CE05219 | Roger Newell | Intramurals | 2010-2011 | Site | 50.00 | MCMS |
| 01CE05220 | Amy Friedlander | CJSF | 2010-2011 | Site | 800.00 | MCMS |
| 01CE05221 | Kim Hoerman | CJSF Peer Tutoring | 2010-2011 | Site | 1250.00 | MCMS |
| 01CE05222 | Jim Benton | Math Counts | 2010-2011 | Site | 800.00 | MCMS |
| 01CE05223 | Sharon Lavene | GATE | 2010-2011 | Site | 1000.00 | MCMS |
| 01CE05224 | Elana Levine | Jazz Band | 2010-2011 | Site | 1000.00 | MCMS |
| 01CE05225 | Elana Levine | Drama | 2010-2011 | Site | 500.00 | MCMS |
| 01CE05226 | Tris Wenker | Drama | 2010-2011 | Site | 500.00 | MCMS |
| 01CE05227 | Tris Wenker | GeoBee | 2010-2011 | Site | 75.00 | MCMS |
| 01CE05228 | Jessica Curtis | GeoBee | 2010-2011 | Site | 75.00 | MCMS |
| 01CE05229 | Alison Stein | Spelling Bee | 2010-2011 | Site | 75.00 | MCMS |
| 01CE05230 | Sharon Lavene | Spelling Bee | 2010-2011 | Site | 75.00 | MCMS |
| 01CE05231 | Cindy Ligeti | Science Fair | 2010-2011 | Site | 150.00 | MCMS |
| 01CE05232 | Tris Wenker | Yearbook | 2010-2011 | Site | 1500.00 | MCMS |
| 01CE05233 | Kristina Skiba | Yearbook | 2010-2011 | Site | 1500.00 | MCMS |
| 01CE05234 | Kathy Mosley | Yearbook | 2010-2011 | Site | 1000.00 | MCMS |

| | | | | | | |
|-----------|-------------------|------------------------------------|-----------|------|---------|------|
| 01CE05235 | Steve White | ASB | 2010-2011 | Site | 3000.00 | MCMS |
| 01CE05236 | Kathy Mosley | ASB | 2010-2011 | Site | 2000.00 | MCMS |
| 01CE05237 | Kim Sonnabend | 6 th grade walking club | 2010-2011 | Site | 112.50 | MCMS |
| 01CE05238 | Rachelle Cohen | 6 th grade walking club | 2010-2011 | Site | 112.50 | MCMS |
| 01CE05239 | Malia Cadle | Art Club | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05240 | Annette Johnson | Art Club | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05241 | Brain Winsick | Chess Club | 2010-2011 | Site | 450.00 | MCMS |
| 01CE05242 | Brian Winsick | Games Club | 2010-2011 | Site | 450.00 | MCMS |
| 01CE05243 | Marianne Seaborne | Environmental Club | 2010-2011 | Site | 350.00 | MCMS |
| 01CE05244 | Sandee Ayers | 6 th Friendship Club | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05245 | Vanessa Heller | 6 th Friendship Club | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05246 | Alison Stein | 7/8 grade walking club | 2010-2011 | Site | 350.00 | MCMS |
| 01CE05247 | Cindy Ligeti | Pause for Paws Club | 2010-2011 | Site | 350.00 | MCMS |
| 01CE05248 | Barbara Wechter | Movie Making Club | 2010-2011 | Site | 350.00 | MCMS |
| 01CE05249 | Carrie Jones | Smartboard Games Club | 2010-2011 | Site | 350.00 | MCMS |
| 01CE05250 | Suzanne Shea | Creative Writing/Movie | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05251 | Jessica Curtis | Movie Club | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05252 | Maria Jimenez | Movie Club | 2010-2011 | Site | 175.00 | MCMS |
| 01CE05253 | Kim Galbreath | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05254 | Winnie Litten | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05255 | Anne Reinking | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05256 | John Mc Manus | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05257 | Matt Micek | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05258 | Mike Van Slooten | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05259 | Dan O'Brien | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05260 | Jan Willis | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05261 | Ellen Chevalier | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |
| 01CE05262 | Julie Heeney | Safe School Ambassador | 2010-2011 | Site | 180.00 | OPHS |

IN-SERVICE CHANGE

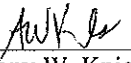
| Number | Name | Change | Effective | Fund | Site |
|-----------|-----------------|---------------|----------------|---------|------|
| 01CE05263 | Annette Johnson | Medical Leave | 5/25-6/17/2011 | General | MCMS |

SEPARATION

| Number | Name | Position | Separation | Effective Date | Site |
|-----------|-------------------|-------------------------|------------|----------------|------|
| 01CE05264 | Patricia Frieband | Middle School Counselor | Retirement | 6/17/2011 | MCMS |
| 01CE05265 | Sandy Hindy | Elementary Teacher | Retirement | 6/17/2011 | OHES |
| 01CE05266 | Sandy Rosenthal | High School Sp Ed Tch | Retirement | 6/17/2011 | OPHS |
| 01CE05267 | Joey Ramirez | High School Teacher | Resigning | 6/17/2011 | OPHS |

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: JUNE 21, 2011

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

CONSENT

ISSUE: Approval/ratification of classified personnel actions.

AUTHORIZATION TO HIRE

| Number | Name | Position | Salary | Fund | Start Date | Site |
|---------|-------------------|----------------------------|---------|---------|------------|------|
| CL21608 | Richard Guerrero | Sub Custodian | \$12.99 | General | 5/24/11 | DO |
| CL21609 | Zenaida Vincent | Campus Supervisor Sub | \$14.56 | General | 5/19/11 | BES |
| CL21610 | Zenaida Vincent | Instructional Assistant I | \$13.37 | General | 5/19/11 | BES |
| CL21611 | Guillermina Perez | Clerical Summer Assistance | \$11.90 | General | 6/20/11 | DO |
| CL21612 | Mike Sipple | Campus Supervisor | \$14.56 | General | 5/31/11 | MCMS |

AUTHORIZATION TO PAY STIPEND

| Number | Name | Assignment | Effective | Fund | Amount | Site |
|---------|-------------------|---------------------------|-----------------|------|-----------|------|
| CL21613 | Shannon Curtis | Track Coach | 2/26/11-5/13/11 | ATH | \$1458.00 | OPHS |
| CL21614 | Brian Fay | Laundry Services | 9/1/10-6/17/11 | DON | \$270.00 | OHES |
| CL21615 | Guillermina Perez | Interpreter | 5/12/11 | PS | \$28.92 | PS |
| CL21616 | Carlyn Costello | Girls Lacrosse Head Coach | 2/28/11-5/28/11 | ASB | \$2043.00 | OPHS |
| CL21617 | Donn James | Golf Coach | 2/28/11-5/28/11 | ASB | \$500.00 | OPHS |

IN-SERVICE CHANGE

| Number | Name | Change | Effective Date | Site |
|---------|------------|---|----------------|------|
| CL21618 | Greg Maple | Increase in hours from 18.75 to 37.5 per week | 5/13/11 | DO |

SEPARATION

| Number | Name | Position | Separation Type | Effective Date | Site |
|---------|-----------------|------------------------------|-----------------|-----------------|------|
| CL21619 | David Pelletier | Tech Assistant | Resignation | 5/12/11 | DO |
| CL21620 | Lisa Rosenberg | Health Tech | Personal Leave | 4/13/11-6/17/11 | OHES |
| CL21621 | Liz Salim | Admin. Asst. HR | Medical Leave | 6/13/11-7/18/11 | DO |
| CL21622 | Travis Hayden | Instructional Assistant I PE | Resignation | 6/17/11 | ROES |
| CL21623 | Berj Bedrosian | Instructional Assistant I PE | Resignation | 5/20/11 | ROES |
| CL21624 | Deanne Chen | Instructional Assistant II | Medical Leave | 5/26/11-8/31/11 | ROES |

Prepared by:
Leslie Heilbron Assistant Superintendent /Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.1.c. APPROVE PURCHASE ORDERS – MAY 1-31, 2011

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued May 1, 2011 through May 31, 2011?

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

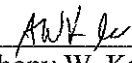
ALTERNATIVES:

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

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Includes 05/01/2011 - 05/31/2011

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|---|--|----------------------------|------|----------------|
| B11-00204 | Lister Rents, Inc. | Open PO for 2010-2011 for misc equipment rental | Business Administration | 010 | 500.00 |
| B11-00205 | Construction Testing & Engineer | DSA Inspector Services Proj 10-06R MCMS HVAC | Business Administration | 213 | 20,130.00 |
| B11-00206 | Construction Testing & Engineer | DSA Inspector Services Proj 10-05R OPHS Gym HVAC | Business Administration | 213 | 8,855.00 |
| B11-00207 | Crowder Backflow Services, Inc | Open PO for backflow services 2010-2011 school yr | Business Administration | 010 | 500.00 |
| B11-00208 | Wayne Gableton | Contract Services - Wayne Gableton | Pupil Services/Special Ed. | 010 | 1,000.00 |
| B11-00209 | California School Mgmt Group | E-Rate Consulting for 2010-2011 School Year | Business Administration | 010 | 6,000.00 |
| B12-00001 | CCI Mail Systems | 2011-2012 maintenance postage equip M3003 | Business Administration | 010 | 1,430.00 |
| B12-00002 | CCI Mail Systems | 2011-12 maint agreemt scale, mail, postage meter | Business Administration | 010 | 740.00 |
| B12-00003 | All City Management | 11/12 school crossing guard services | Business Administration | 010 | 64,998.00 |
| P11-00524 | Witt Company | Open PO for RISO supplies & service | Medea Creek Middle School | 010 | 250.00 |
| P11-00525 | Ventura County office of Education | Staff Trainings - SELPA | Pupil Services/Special Ed. | 010 | 355.00 |
| P11-00526 | Pearson Education, Inc | DISC: 6th Writing/Gr. test bookw/answers | Medea Creek Middle School | 010 | 163.47 |
| P11-00527 | Wayne Watson DBA Buena Concret | Emergency repairs - ROES Underground Leak | Business Administration | 010 | 990.00 |
| P11-00528 | Van Nuys Awning Co. Inc | Emergency repairs - OHES Damaged Canopy | Business Administration | 010 | 2,252.32 |
| P11-00529 | Lister Rents, Inc. | MCMS - Sand blast Kit Vandalize | Business Administration | 010 | 241.51 |
| P11-00530 | Erik Amerikaner | Tech Grant/mat & supp | Oak Park High School | 010 | 1,712.62 |
| P11-00531 | KPI Architects, Inc. | Architectural Services at OVHS Proj 11-14R | Business Administration | 213 | 8,750.00 |
| P11-00532 | KPI Architects, Inc. | Architectural Services at OPHS Stadium | Business Administration | 213 | 12,500.00 |
| P11-00533 | VENTURA COUNTY STAR | Legal advertisement for Bid R11-05 BES Window Door | Business Administration | 213 | 959.10 |
| P11-00534 | Crain & Associates Traffic | Consulting Services Traffic MCMS Prj 11-10R | Business Administration | 213 | 19,500.00 |
| P11-00535 | Crain & Associates Traffic | Consulting Services Traffic BES Proj. 11-07 R | Business Administration | 213 | 20,500.00 |
| P11-00536 | Viola, Inc | Science Lab Build @ OPHS Proj. 11-01R | Business Administration | 213 | 989,000.00 |
| P11-00537 | Pacific Property Restoration (formerly Ameritek Prop. Rest) | Proj # 11-03R BES Roof Testing | Business Administration | 213 | 910.00 |
| P11-00538 | David Kelly dba D.J. Kelly Ent | OPHS Science Lab F Bldg Proj # 11-13R | Business Administration | 213 | 14,933.00 |
| P11-00539 | JKF Construction | OPHS Science Lab F Bldg Proj # 11-13R Cabinet | Business Administration | 213 | 6,900.00 |
| P11-00540 | David Gold dba DG Interior Planning & Design | OPHS Science Lab F Bldg Proj # 11-13R Cabinet | Business Administration | 213 | 3,375.00 |

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

ESCAPE ONLINE

Page 1 of 6

Includes 05/01/2011 - 05/31/2011

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|---|--|--------------------------------|------|----------------|
| P11-00541 | Las Virgenes School Dist | Trainings offered through Las Virgenes 2010/11 | Pupil Services/Special Ed. | 010 | 800.00 |
| P11-00542 | Ken Paulson | Woodshop/Donation & PFC/mat & supp | Oak Park High School | 010 | 872.48 |
| P11-00543 | Ventura County office of Education | Administrative Training Program - Susan Roberts | Human Resources | 010 | 1,500.00 |
| P11-00544 | Main Street Tours | Parent funded field trip | Red Oak Elementary School | 010 | 1,650.00 |
| P11-00545 | Document Systems | Ricoh color copies | Red Oak Elementary School | 010 | 11.00 |
| P11-00546 | Pacific Property Restoration (formerly Ameritek Prop. Rest) | OHES Dry Rot Repair | Business Administration | 010 | 720.00 |
| P11-00547 | Culver Newlin | MCMS Furniture order 2011-12 school year | Business Administration | 212 | 3,431.20 |
| P11-00548 | Culver Newlin | OHES Furniture order 2011-12 school year | Business Administration | 212 | 5,980.54 |
| P11-00549 | Culver Newlin | BES Furniture order 2011-12 school year | Business Administration | 212 | 7,378.73 |
| P11-00550 | Culver Newlin | ROES Furniture order 2011-12 school year | Business Administration | 212 | 7,072.58 |
| P11-00551 | Coach Usa-Los Angeles | Bus for Changing Your Ocean - UCSB | District-wide | 010 | 759.63 |
| P11-00552 | CJSFBALFOUR | DON: CJSF Year end pins & certificates | Medea Creek Middle School | 010 | 185.05 |
| P11-00553 | Ventura County office of Education | Transitional Kindergarten Summit | Curriculum | 010 | 135.00 |
| P11-00554 | Aseba | Protocols Order - Psychs (Kristin Alford) | Pupil Services/Special Ed. | 010 | 443.44 |
| P11-00555 | Academic Therapy Publications | Protocols Order - Psychs (Kristin Alford) | Pupil Services/Special Ed. | 010 | 142.89 |
| P11-00556 | Culver Newlin | Fire King Cabinet - Pupil Services Student Records | Pupil Services/Special Ed. | 010 | 2,415.40 |
| P11-00557 | K + K America Corp | Book Case for Room D-53 | Home Independent Study Program | 010 | 272.79 |
| P11-00558 | Harland Technology | Scantron Machine/rent lse rpr | Oak Park High School | 010 | 481.00 |
| P11-00559 | Blackboard Connect | Connect Ed | Business Administration | 010 | 10,000.00 |
| P11-00560 | Gregary Gam dba Gam Graphics | Stickers for Milk Jugs | Superintendent | 010 | 59.54 |
| P11-00561 | Matt Kracht | Solar Panels | Curriculum | 010 | 918.11 |
| P11-00562 | Herff Jones | OPIS Diplomas | Home Independent Study Program | 010 | 236.80 |
| P11-00563 | Western Psych Services | Testing Protocols - Psychs (Rebecca Pasternak) | Pupil Services/Special Ed. | 010 | 117.07 |
| P11-00564 | Western Psych Services | Testing Protocols - Psychs (Rebecca Pasternak) | Pupil Services/Special Ed. | 010 | 659.67 |
| P11-00565 | PEARSON ASSESSMENTS ORDER PROCESSING | Testing Protocols - Psychs (Rebecca Pasternak) | Pupil Services/Special Ed. | 010 | 182.12 |
| P11-00566 | McGraw-Hill | Donation/PFC/Spanish mat & supp | Oak Park High School | 010 | 401.91 |

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

ESCAPE ONLINE

Page 2 of 6

Includes 05/01/2011 - 05/31/2011

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|--------------------------------------|--|--------------------------------|------|----------------|
| P11-00567 | Nasco | Donation/PFC/Math/mat & supp | Oak Park High School | 010 | 22.60 |
| P11-00568 | Multi-Health Systems Inc, | Testing Protocols - Psychs (Stephanie Walker-Sean) | Pupil Services/Special Ed. | 010 | 532.13 |
| P11-00569 | Moore Medical Corp. | DISC: Health Office Supplies | Medea Creek Middle School | 010 | 148.75 |
| P11-00570 | William Block, Architect | Video/Pictures for Fundraising Campaign | Board of Education | 010 | 3,000.00 |
| P11-00571 | PEARSON ASSESSMENTS ORDER PROCESSING | Testing Protocols - Psychs (Jennifer Golden) | Pupil Services/Special Ed. | 010 | 1,872.14 |
| P11-00572 | Western Psych Services | Testing Protocols - Psychs (Jennifer Golden) | Pupil Services/Special Ed. | 010 | 94.60 |
| P11-00573 | Acorn Press | ad 3 col (6.014") x 5" | Home Independent Study Program | 010 | 698.40 |
| P11-00574 | Sports Graphics | DON: Graphics Design for Gym Padding | Medea Creek Middle School | 010 | 150.00 |
| P11-00575 | Karen Kennedy dba Camino Real | fourth grade in-house field trip | Oak Hills Elementary School | 010 | 590.00 |
| P11-00576 | Wings of Discovery | Bird Outreach for Earthfest | District-wide | 010 | 75.00 |
| P11-00577 | J.W. Pepper & Son Inc. | PFA budget line item: music for Band/Chorus | Medea Creek Middle School | 010 | 25.40 |
| P11-00578 | The Malibu Times | 3 col (6") x 5" ad | Home Independent Study Program | 010 | 744.00 |
| P11-00579 | Herff Jones | Rental Caps and Gowns | Home Independent Study Program | 010 | 376.81 |
| P11-00580 | Town & Country Printing | Culmination tickets 2011 | Medea Creek Middle School | 010 | 169.91 |
| P11-00581 | Jones School Supply Co. Inc. | DISC: Award Ribbons and Medals | Medea Creek Middle School | 010 | 169.31 |
| P11-00582 | Baudville, Inc. | DISC: Satin Award Ribbons | Medea Creek Middle School | 010 | 235.44 |
| P11-00583 | Sports Graphics | DON: Custom Gym Padding | Medea Creek Middle School | 010 | 5,568.17 |
| P11-00584 | The Prophet Corp. Db a Gopher | DON: PE equipment | Medea Creek Middle School | 010 | 220.97 |
| P11-00585 | Culver Newlin | OPHS Furniture 2011-12 Science Lab | Business Administration | 212 | 44,925.56 |
| P11-00586 | DISCOVERY CENTER FOR SCIENCE | donation - 3rd grade - Starlab | Brookside School | 010 | 560.37 |
| P11-00587 | Jones School Supply Co. Inc. | Don: Specialty Pins for Culminating Students | Medea Creek Middle School | 010 | 125.03 |
| P11-00588 | Joyce Thomas c/o BES | Donation - Music Supplies | Brookside School | 010 | 196.41 |
| P11-00589 | Seabridge Homeowners Assoc | Rental Fee for Leadership Retreat | Superintendent | 010 | 75.00 |
| P11-00590 | Seabridge Homeowners Assoc | Deposit for Clubhouse | Superintendent | 010 | 1,000.00 |
| P11-00591 | SEA Landing | Condor Express Trip | District-wide | 010 | 500.00 |
| P11-00592 | Corporate Images | Environmental Club/ASB/Lott oth mat & supp | Oak Park High School | 010 | 1,007.76 |
| P11-00593 | Sports Graphics | GYM DON: Gym Wall Pads cut outs | Medea Creek Middle School | 010 | 60.00 |

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

ESCAPE ONLINE

Page 3 of 6

Includes 05/01/2011 - 05/31/2011

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|--------------------------------|--|---------------------------|------|----------------|
| P11-00594 | Southwinds Transportation | DON: R/T transport for VC Science Fair | Medea Creek Middle School | 010 | 528.10 |
| P11-00595 | Precision Plumbing | OPHS Science Lab F Bldg Proj # 11-13R plumbing | Business Administration | 213 | 14,960.00 |
| P11-00596 | ModSpace | Measure R Office @ DO | Business Administration | 213 | 10,314.60 |
| P11-00597 | Ventura County Fire Protection | CPR/AED Classes for 2010-2011 | Human Resources | 010 | 78.38 |
| P11-00598 | CA Lutheran University | Parent funded field trip | Red Oak Elementary School | 010 | 2,000.00 |
| P11-00599 | Compuwave Inc. | Smartboard Projector Lamp | Red Oak Elementary School | 010 | 395.11 |
| P11-00600 | VENTURA COUNTY STAR | Legal advertisement Bid R11-09 Playground OHES | Business Administration | 213 | 975.78 |
| P11-00601 | AP Exams | AP Exam/Donation/mat & supp | Oak Park High School | 010 | 54,516.00 |
| P11-00602 | Conejo Rental Center | AP Test/Donation/mat & supp | Oak Park High School | 010 | 574.42 |
| P11-00603 | Conejo Uni Sch Dist | Learning Center Classes | Business Administration | 010 | 1,800.00 |
| P12-00001 | Guided Discoveries Inc. | DON: Catalina '11-'12 Oct 24-26 | Medea Creek Middle School | 010 | 61,447.00 |
| P12-00002 | Rosetta Stone Language Learnin | Rosetta Stone Renewal One Year | Curriculum | 010 | 5,450.00 |
| P12-00003 | Polar Electro Incorporated | DON: PE Heart Monitor Strap | Medea Creek Middle School | 010 | 1,004.25 |
| P12-00004 | Follett Educational Services | OPIS Textbook orders school year 2011-2012 | Curriculum | 010 | 6,481.76 |
| P12-00005 | Follett Educational Services | MCMS Textbook orders school year 2011-2012 | Curriculum | 010 | 5,149.89 |
| P12-00006 | Delta Education, LLC | FOSS Science Live Materials BES 2011-12 | Curriculum | 010 | 1,214.24 |
| P12-00007 | Delta Education, LLC | FOSS Science Live Materials OHES 2011-12 | Curriculum | 010 | 1,569.79 |
| P12-00008 | Follett Educational Services | OVHS Textbook orders school year 2011-2012 | Curriculum | 010 | 2,595.70 |
| P12-00009 | Delta Education, LLC | FOSS Science Live Materials ROES 2011-12 | Curriculum | 010 | 1,211.91 |
| P12-00010 | Delta Education, LLC | FOSS Science ROES Grade K & 1 2011-12 | Curriculum | 010 | 5,487.34 |
| P12-00011 | Delta Education, LLC | FOSS Science OHES Grade 4 2011-12 | Curriculum | 010 | 4,009.92 |
| P12-00012 | Delta Education, LLC | FOSS Science BES Grade 2 2011-12 | Curriculum | 010 | 2,711.54 |
| P12-00013 | Follett Educational Services | BES Textbook orders school year 2011-2012 | Curriculum | 010 | 18,723.52 |
| P12-00014 | Follett Educational Services | ROES Textbook orders school year 2011-2012 | Curriculum | 010 | 35,252.72 |
| P12-00015 | Follett Educational Services | OPHS Textbook orders school year 2011-2012 | Curriculum | 010 | 16,854.36 |
| P12-00016 | Textbook Warehouse Inc. | Fill In Book Orders OPHS | Curriculum | 010 | 4,786.52 |
| P12-00017 | California School Boards Assn | Masters in Governance | Board of Education | 010 | 1,600.00 |
| T11-00056 | IQ Innovations | CaliQity Currium Licenses for OVHS | Oak View High School | 010 | 60.00 |

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

ESCAPE ONLINE

Page 4 of 6

Includes 05/01/2011 - 05/31/2011

| PO Number | Vendor Name | Description | Location | Fund | Account Amount |
|-----------|-----------------------------|--|------------------------|------|----------------|
| T11-00057 | CA Interactive Technologies | Smart Audio System | Technology Coordinator | 212 | 2,101.80 |
| T11-00058 | CA Interactive Technologies | UF65 install in MCMS d2 | Technology Coordinator | 212 | 350.00 |
| T11-00059 | CA Interactive Technologies | Casio ProjCeiling Mount MCMS E5/E8/OPHS R3/H2 | Technology Coordinator | 212 | 3,400.00 |
| Total | | | | 110 | 1,565,020.38 |

Fund Summary

| Fund | Description | PO Count | Amount |
|-------|--------------------------------|----------|--------------|
| 010 | General Fund | 87 | 357,817.49 |
| 212 | Measure C6 Technology Bond Fun | 8 | 74,640.41 |
| 213 | Measure R FACILITIES Bond Fund | 15 | 1,132,562.48 |
| Total | | 110 | 1,565,020.38 |

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

ESCAPE ONLINE

Page 5 of 6

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
**SUBJECT: C.1.d APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 CROSS COUNTRY TEAM – AUGUST 14-19, 2011**
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Cross Country team summer training program?

BACKGROUND: Principal Kevin Buchanan, requests approval for this trip scheduled for August 14-19, 2011 in Mammoth Mountain, CA. Approximately 60 athletes, two OPHS coaches and 15-parent volunteer chaperones will travel by district approved drivers in private vehicles. Team will depart Sunday, August 14 at 7 a.m. and return Friday, August 19 by 5 p.m. Team and chaperones will stay at The Mammoth Mountain Inn. The cost will be approximately \$425-450 per athlete to cover the cost of transportation, meals, and lodging. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.1.e APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL GIRLS' VOLLEYBALL TEAM- AUGUST 27-28, 2011
CONSENT

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

BACKGROUND: Principal, Kevin Buchanan, requests approval for this tournament at Foothill High School in Anaheim, CA scheduled for August 27-28, 2011. Approximately 26 players, two coaches and two chaperones will travel in private vehicles driven by district-approved drivers. Team will depart at 6 a.m. on Saturday and return by 5 p.m. on Sunday. Team and chaperones will stay at a local Anaheim hotel to be decided at a later date. The cost will be \$30 plus food per athlete to cover costs. Details of specific trips will be updated as they occur. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
**SUBJECT: C.1.f APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 GIRLS' VOLLEYBALL TEAM – SEPTEMBER 9-12, 2011**
CONSENT

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

BACKGROUND: Principal, Kevin Buchanan, requests approval for this tournament scheduled for September 9-10, 2011 in San Luis Obispo. The 14 athletes, two coaches and two adult chaperones will depart on Sept. 11th at 11 a.m. and return late afternoon on Sept. 10th. The team and chaperones will stay at The Cliffs Resort in Shell Beach. The cost will be approximately \$50 plus food per student to cover costs. Athletes and chaperones will travel by district vehicles with district approved drivers. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.1.g APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL CROSS COUNTRY TEAM – OCTOBER 7-8, 2011

CONSENT

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

BACKGROUND: Principal, Kevin Buchanan, requests approval for the Cross Country Team to attend the Clovis Invitational scheduled for October 7th-8th, 2011 in Fresno, CA. The 50 athletes, five OPHS coaches and three-five parent chaperones will travel by district approved drivers in private & district vehicles. Team and chaperones will stay at Courtyard Marriott in Fresno. The cost will be approximately \$50 per athlete to cover the cost of transportation & 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 overnight trip as presented.
 2. Do not approve overnight trip as presented.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
**SUBJECT: C.I.h APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 ADVANCED PEER COUNSELING RETREAT – OCTOBER 8-9, 2011
 CONSENT**

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Peer Counselors Retreat?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this Advanced Peer Counselors retreat scheduled for October 8th-9th, 2011 in Malibu, CA. Approximately 44 students, OPHS Counselor Debi Fries, OPHS teacher Anna Lovejoy and two chaperones (one male, one female) will travel by district approved drivers in private vehicles. Students and chaperones will depart on Sunday morning at 7:30 and return Monday evening. They will stay at the Shalom Institute in Malibu. Students will pay approximately \$100 per student to cover the cost of meals transportation, and lodging. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

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

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
 Certified by: Kevin Buchanan

Respectfully submitted


 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
**SUBJECT: C.1.i APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
 CHEER SQUADS – JULY 28-31, 2011**

CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Cheer Squads?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this training camp scheduled for July 28th-31st, 2011 at Vanguard University in Costa Mesa, CA. The 35 athletes and three OPHS Cheer coaches will travel by district approved drivers in private vehicles and stay at the Crown Plaza Hotel in Irvine. US Spiritleader staff and University security staff will be on hand to chaperone as well. The cost will be approximately \$400 per student to cover transportation, meals, lodging and training. 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 | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.1.j APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES TO ATTEND THE COLUMBIA READING/Writing PROJECT AT TEACHERS COLLEGE, COLUMBIA UNIVERSITY IN NEW YORK CITY – JUNE 26-JULY 1, 2011, JULY 5-9, 2011 AND AUGUST 8-12, 2011-FUNDED BY FEDERAL GRANT – TITLE IIA

Consent

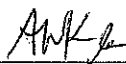
ISSUE: Shall the Board of Education approve the out of state travel for the certificated employees to attend Columbia Reading/Writing Project at Teachers College in New York June 26-July 1, July 5-9 and August 8-12, 2011?

STATEMENT: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. The following teachers will attend the Conference June 26-July 1: Kim Annino, Sara Cohen and Beth Barger. The following teachers will attend the Conference July 5-9: Marjorie Cohen, Beth Ruben and Cindy Lokitz. The following teachers will attend the Conference August 8-12: Melinda Deel and Susie Rossiter.

ALTERNATIVES: 1. Approve the out of state travel for certificated employees to attend the Columbia Reading/Writing Project.
 2. Do not approve the out of state travel for certificated employees to attend the Columbia Reading/Writing Project.

RECOMMENDATION: Alternative #1.

Respectfully submitted,


 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C1.k APPROVE CONTRACT FOR LEGAL SERVICES WITH FAGEN FRIEDMAN & FULFROST

CONSENT

ISSUE: Shall the Board of Education approve contract for legal services with Fagen Friedman & Fulfrost effective July 1, 2011?

BACKGROUND: Fagen Friedman & Fulfrost will represent the Oak Park Unified School District in special education matters only.

ALTERNATIVES: 1. Approve contract with Fagen Friedman & Fulfrost.
 2. Do not approve contract with Fagen Friedman & Fulfrost.

RECOMMENDATION: Alternative #1.

Respectfully submitted,

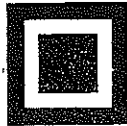


 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE: AYES NOES ABSTAIN ABSENT

| | | | | |
|-------------------|-------|-------|-------|-------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Board Rep | _____ | _____ | _____ | _____ |



AGREEMENT FOR LEGAL SERVICES

This agreement is by and between Oak Park Unified School District ("Client") and the law firm of Fagen Friedman & Fulfroft LLP ("Attorney"). In consideration of the promises and the mutual agreements hereinafter contained, Attorney agrees to provide legal services to Client on the terms set forth below effective July 1, 2011:

1. **CONDITIONS.** This Agreement will not take effect, and Attorney will have no obligation to provide legal services, until Client returns a signed copy of this Agreement.

2. **SCOPE OF SERVICES.** Client hires Attorney as its legal representative/counsel with respect to matters Client specifically refers to Attorney. Attorney will provide those legal services reasonably required to represent Client. Attorney will take reasonable steps to keep Client informed of progress and to respond to Client's inquiries.

3. **CLIENT'S DUTIES.** Client agrees to cooperate with Attorney and to communicate with candor while keeping the Attorney apprised of any information or developments which may come to Client's attention, to abide by this Agreement, to pay Attorney's bills on time and to keep Attorney advised of Client's address and telephone number. Client will assist Attorney in providing information and documents necessary for the representation in the described matter.

4. **LEGAL FEES AND BILLING PRACTICES.** Client agrees to pay by the hour, in minimum units of one tenth (.1) of an hour, at Attorney's prevailing rates for all time spent on Client's matter by Attorney's legal personnel. Current hourly rates are noted in an attached rate schedule and the actual rate billed is based on the attorney's number of years of experience.

The rates on this schedule are subject to change on 30 days' written notice to client. If Client declines to pay any increased rates, Attorney will have the right to withdraw as Attorney for Client. The time charged will include the time Attorney spends on telephone calls relating to Client's matter, including calls with Client and other parties and attorneys. The legal personnel assigned to Client's matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent.

5. **COSTS AND OTHER CHARGES.** (a) In general, Attorney will incur various costs and expenses in performing legal services under this Agreement. Client agrees to pay for all costs, disbursements and expenses in addition to the hourly fees. The costs and expenses commonly include fees fixed by law or assessed by public agencies, messenger and other delivery fees, postage, photocopying and other reproduction costs, travel costs including parking, mileage, transportation, meals and hotel costs, investigation expenses and consultants' fees and other

similar items. Except for in-office photocopying, facsimile charges and mileage, all costs and expenses will be charged at Firm's cost.

| | |
|------------------------|-------------------|
| In office Photocopying | \$0.25/page |
| Facsimile Charges | \$1.00/page |
| Mileage | IRS Standard Rate |
| Postage | Actual Cost |

(b) Out of town travel. Client agrees to pay transportation, meals, lodging and all other costs of any necessary out-of-town travel by law firm personnel. Client will also be charged the hourly rates for the time legal personnel spend traveling.

(c) Consultants and Investigators. To aid in the representation in Client's matter, it may become necessary to hire consultants or investigators. Client agrees to pay such fees and charges.

6. BILLING STATEMENTS. Attorney will send Client monthly statements for fees and costs incurred. Each statement will be payable within thirty (30) days of its mailing date. An interest charge of one percent (1%) per month shall be assessed on balances that are more than thirty (30) days past due. Client may request a statement at intervals of less than 30 days. If Client requests a bill, Attorney will provide one within 10 days. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, which costs will be clearly identified by item and amount.

7. DISCHARGE AND WITHDRAWAL. Client may discharge Attorney at any time. Attorney may withdraw with Client's consent, for good cause or as allowed or required by law upon ten (10) days written notice. Good cause includes Client's breach of this Agreement, refusal to cooperate or to follow Attorney's advice on a material matter or any fact or circumstance that would render Attorney's continuing representation unlawful or unethical. When Attorney's services conclude, all unpaid charges will immediately become due and payable. After services conclude, Attorney will, upon Client's request, deliver Client's file(s) and property in Attorney's possession, whether or not Client has paid for all services. Attorney shall transition all outstanding legal work and services to others as Client shall direct.

8. DISCLAIMER OF GUARANTEE AND ESTIMATES. Nothing in this Agreement and nothing in Attorney's statements to Client will be construed as a promise or guarantee about the outcome of the matter. Attorney makes no such promises or guarantees. Attorney's comments about the outcome of the matter are expressions of opinion only. Actual fees may vary from estimates given.

9. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.

10. MODIFICATION BY SUBSEQUENT AGREEMENT. This Agreement may be modified by subsequent agreement of the parties only by an instrument in writing signed by both of them or an oral agreement only to the extent that the parties carry it out.

11. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY. If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.

12. MEDIATION CLAUSE. If a dispute arises out of or relating to any aspect of this Agreement between the Client and Attorney, or the breach thereof, and if the dispute cannot be settled through negotiation, Attorney and Client agree to use mediation before resorting to arbitration, litigation, or any other dispute resolution procedure.

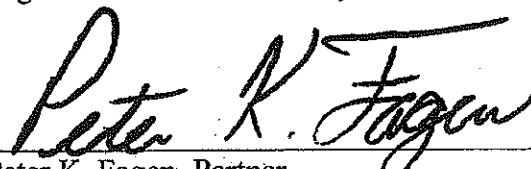
13. EFFECTIVE DATE. This Agreement will govern all legal services performed by Attorney on behalf of Client commencing with the date Attorney first performed services. The date at the beginning of this Agreement is for reference only. Even if this Agreement does not take effect, Client will be obligated to pay Attorney the reasonable value of any services Attorney may have performed for Client.

THE PARTIES HAVE READ AND UNDERSTOOD THE FOREGOING TERMS AND AGREE TO THEM AS OF THE DATE ATTORNEY FIRST PROVIDED SERVICES. THE CLIENT SHALL RECEIVE A FULLY EXECUTED DUPLICATE OF THIS AGREEMENT. IN WITNESS WHEREOF, the parties have signed this Agreement for Legal Services.

Oak Park Unified School District

Fagen Friedman & Fulfroft, LLP

Anthony W. Knight, Superintendent



Peter K. Fagen, Partner

Date: _____

Date: 5/18/11

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.1.1 APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES TO ATTEND WORLD LANGUAGE CONFERENCE IN ST. LOUIS – JULY 18-22, 2011 – FUNDED BY FLAP GRANT ACTION

ISSUE: Shall the Board of Education approve out of state travel for certificated employees, Sherry Hung and Charlotte Shih, to attend a world languages conference in St. Louis, Missouri July 18-22, 2011?

BACKGROUND: One of the most effective techniques for second language instruction is Total Physical Response Storytelling (TPRS). The national conference on implementing this strategy is being offered between July 18 and July 22, 2011 in St. Louis, Missouri. Our Chinese language teachers have been implementing some of the basic premises of this strategy with great success. This conference would instruct our teachers in more advanced techniques.

FISCAL IMPACT: There is money allocated through our FLAP grant to pay for the costs of staff development. The total cost per teacher (including conference, flight, hotel, meals and car rental) would be \$1,567.

ALTERNATIVES: 1. Approve out of state travel two teachers to attend the world language conference this summer.
 2. Do not approve out of state travel two teachers to attend the world language conference this summer.

RECOMMENDATION: Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 21, 2011

SUBJECT: C.1.m APPROVE RENEWAL OF CONTRACT WITH SCHOOL SERVICES OF CALIFORNIA FOR FISCAL YEAR 2011-12

CONSENT

ISSUE: Shall the Board approve the renewal of the contract with School Services of California, Inc. to provide fiscal budget and mandated cost claims services to the District for the 2011-12 fiscal year

BACKGROUND: The District has contracted annually with School Services of California, Inc. (SSC) for services related to issues of school finance, legislation, school budgeting, and general fiscal issues. The current contract with SSC expires June 30, 2011. SSC is proposing to renew the agreement for the 2011-12 fiscal year, with no cost increase to the current agreement amount. The cost of the proposed renewal is \$3,120, payable monthly.

ALTERNATIVES:

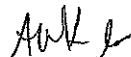
1. Approve the renewal of the contract with School Services of California, Inc., for the 2011-12 fiscal year.
2. Do not approve the renewal.

RECOMMENDATION: Alternative No. 1.

FISCAL IMPACT: The cost of the proposed services is included in the Business and Administrative Services departmental budget.

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

Respectfully submitted:



 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE | AYES | NOES | ABSTAIN | ABSENT |
|-------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Rep | _____ | _____ | _____ | _____ |

Client # 0016950 / S15

P.O.#

AGREEMENT FOR SPECIAL SERVICES
Fiscal and Mandate Information Services

This is an agreement between the **OAK PARK UNIFIED SCHOOL DISTRICT**, hereinafter referred to as "Client," and **SCHOOL SERVICES OF CALIFORNIA, INC.**, hereinafter referred to as "Consultant," entered into as of July 1, 2011.

RECITALS

WHEREAS, the Client needs assistance regarding issues of school finance, legislation, school budgeting, general fiscal issues, and the state-mandated program cost claims process; and

WHEREAS, SCHOOL SERVICES OF CALIFORNIA, INC., is professionally and specially trained and competent to provide these services; and,

WHEREAS, the authority for entering into this agreement is contained in Section 53060 of the Government Code and such other provisions of California law as may be applicable;

NOW, THEREFORE, the parties to this agreement do hereby mutually agree as follows:

1. Consultant agrees to perform such duties relating to issues of school finance, including:
 - a. Delivery of "one copy" of each edition of the *Fiscal Report* containing information on issues of school finance, budgets, or practices that impact school district fiscal policies and one copy of the booklet *Analysis of the Governor's Proposals for the State Budget and K-12 Education*.
 - b. Providing the option to the Client of receiving information on Consultant's Internet website regarding major school finance and policy issues.
 - c. An analysis of all major school finance/fiscal legislation and reports on its legislative/executive branch progress.
 - d. Preliminary school district calculation of the base revenue limit using the online base revenue limit calculator on the School Services of California's website for use in determining the base revenue limit as soon after the budget is adopted based on the major annual school finance legislation.
 - e. Participation at the Consultant's client rate at the Consultant's school finance conferences and workshops.
2. Consultant agrees to perform such duties relating to the education reimbursable mandated program as set forth herein. Consultant shall:

- a. Counsel the Client on information relating to the local mandate reimbursement process for all applicable legislation already adopted that contains a reimbursement appropriation.
 - b. Counsel the Client on new mandates and represent the Client when appropriate before the Commission on State Mandates.
 - c. Maintain liaison with the State Controller, the Commission on State Mandates, the State Department of Finance, and the various departments whose actions relative to mandate claims impact upon the Client.
 - d. Provide one copy of each edition of the Mandate Report containing information on state-mandated reimbursement issues.
3. The Consultant shall provide the Client with services as requested to a total of twelve (12) direct service hours during the 12-month period of this agreement at no additional cost beyond the annual fee. The hours of service may be used as the Client directs on fiscal and mandate service issues, including mandate counseling, analysis of specific client revenue or expenditure issues, analysis of specific legislative or regulatory issues, including a "quick query" service to provide telephone response to specific fiscal or mandate questions of the Client. Services for which the base service hours may not be used include Client-specific economy, efficiency, or management consulting services, including, but not limited to efficiency or management studies, demographic or school facility studies, special education studies, fiscal health analysis, and/or an indepth budget review, direct collective bargaining or factfinding assistance; legislative representation or advocacy; appearance as an expert witness; provision of depositions or declarations for district legal issues; or major customized research projects or studies.
4. In consideration of the services described above, the Client agrees to pay to Consultant, for services rendered under this agreement:
 - a. \$3,120 annually, plus expenses, or payable at \$260 per month, plus expenses, upon receipt of a billing from Consultant.
 - b. For all requested services in excess of twelve (12) direct service hours as indicated in Item 3 above in the 12-month period, the applicable hourly rate for the person(s) performing the services shall apply.
 - c. "Hours" are defined as hours of direct service to the Client, as well as reasonable travel time to and from the Client's site.
 - d. "Expenses" are defined as actual, out-of-pocket expenses, such as transportation, lodging, meals, long-distance telephone charges, FAX charges, postage, and duplication (other than for one copy of the above-mentioned publications).

OAK PARK UNIFIED SCHOOL DISTRICT

5. This agreement shall be for the period of one year, beginning July 1, 2011, and terminating June 30, 2012. Either party hereto on 30 days' written notice may terminate it at any time prior to June 30, 2012. In the event that the Client elects to terminate services at the end of the agreement, the Client shall give a 30-day written notice of nonrenewal. Consultant will provide continuing services for 90 days after the expiration date of the agreement or until the client provides written notice. The client is responsible for these accrued charges and SSC may bill these additional days. In the case of cancellation, the Client shall be liable for any costs accrued to the date of cancellation.
6. It is expressly understood and agreed to by both parties that Consultant, while carrying out and complying with any of the terms and conditions of this agreement, is an independent contractor and is not an employee of the Client.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed as indicated below:

BY: _____

DATE: _____

Oak Park Unified School District

BY: _____


JOHN D. GRAY
Vice President
School Services of California, Inc.

DATE: May 20, 2011

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2011
SUBJECT: C.1.n APPROVE SECOND PERIOD ATTENDANCE REPORT

CONSENT

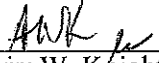
ISSUE: Shall the Board receive and review the Second Period (P-2) Attendance Report on the status of the District's Average Daily Attendance (ADA) ending with the seventh school month?

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

RECOMMENDATION: None - information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Report of School District Attendance

County: Ventura

Fiscal Year: 2010-11

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: 9B7FB719

| Regular Elementary and High School ADA | | Elementary | High School |
|---|------|------------|-------------|
| Kindergarten | A-1 | 255.70 | |
| Grades 1 - 3 | A-2 | 667.68 | |
| Grades 4 - 6 | A-3 | 835.42 | |
| Grades 7 - 8 | A-4 | 712.37 | |
| Grades 9 - 12 | A-5 | | 1,364.98 |
| Continuation Education | A-6 | | 44.27 |
| Opportunity Schools and Full-Day Opportunity Classes | A-7 | 0.00 | 0.00 |
| Home and Hospital | A-8 | 0.00 | 5.00 |
| Special Education - Special Day Class | A-9 | 1.31 | 1.98 |
| Special Ed - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)] | A-10 | 1.89 | 5.45 |
| Special Ed - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions | A-11 | 0.00 | 0.00 |
| Community Day School (Divisor 70/135/180) | | | |
| Mandatory Expelled Pupils ADA | A-12 | 0.00 | 0.00 |
| All Other Pupils ADA | A-13 | 0.00 | 0.00 |
| Extended Year ADA (Divisor 175) | | | |
| Extended Year Special Education - Special Day Class | A-14 | 0.49 | 1.29 |
| Extended Year Prog - Nonpublic, Nonsectarian Schools [E.C. 56366(a)(7)] | A-15 | 0.90 | 3.65 |
| Extended Year Prog - Nonpublic, Nonsectarian Schools - Licensed Children's Institutions | A-16 | 0.00 | 0.00 |
| Regional Occupational Centers/Programs (Divisor 85/135/175) | | | |
| Classes for Adults ADA (Divisor 85/135/175) | B-1 | | 0.00 |
| Concurrently Enrolled Secondary Students | B-2 | | 0.00 |
| Adults Enrolled, State Apportioned | B-3 | | 0.00 |
| Students 21 Years or Older and Students 19 years or Older Not continuously Enrolled Since Their 18th Birthday, Participating in Full-Time Independent Study | B-4 | | 0.00 |
| Adults in Correctional Facilities | B-5 | | 0.00 |

California Department of Education

Attendance Software

2010-10.00

Report of School District Attendance

County: Ventura

Fiscal Year: 2010-11

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: 9B7FB719

| | | | |
|-------------------------------------|-----|----------|----------|
| ADA Totals (Sum of A-1 through B-5) | B-6 | 2,475.76 | 1,426.62 |
| | | | 3902.38 |

| | | | |
|--|-----|-------|-------|
| ADA For Students on Full-time Independent Study Included in Section A (A-1 through A-7, and A-9) | C-1 | 38.73 | 57.48 |
|--|-----|-------|-------|

| | | | |
|---|-----|------|------|
| ADA Not Eligible for Funding Generated through Independent Study (A-1 through A-7, and A-9) | C-2 | 0.00 | 0.00 |
|---|-----|------|------|

| | | | |
|---|-----|--|------|
| ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 Included in B-1 | C-3 | | 0.00 |
|---|-----|--|------|

| | | | |
|---|-----|--|------|
| ADA for Students Participating in the CALWORKS Program Pursuant to E.C. 33117.5 Included in B-3 and B-4 | C-4 | | 0.00 |
|---|-----|--|------|

| | | | |
|---|-----|--|---|
| Apprentice Hours Pursuant to Section 3074 of the Labor Code | C-5 | | 0 |
|---|-----|--|---|

Community Day School - Additional Funds (Divisor 70/135/180)

Mandatory Expelled Pupils - [E.C. 48915(d)]

| | | | |
|--------------|-----|------|------|
| 5th Hour ADA | C-6 | 0.00 | 0.00 |
|--------------|-----|------|------|

| | | | |
|--------------|-----|------|------|
| 6th Hour ADA | C-7 | 0.00 | 0.00 |
|--------------|-----|------|------|

All Other Community Day School Pupils

| | | | |
|--------------|-----|------|------|
| 5th Hour ADA | C-8 | 0.00 | 0.00 |
|--------------|-----|------|------|

| | | | |
|--------------|-----|------|------|
| 6th Hour ADA | C-9 | 0.00 | 0.00 |
|--------------|-----|------|------|

After-School Supervised Attendance

| | | | |
|--------------------------|------|---|---|
| Pupil Hours for 7th Hour | C-10 | 0 | 0 |
|--------------------------|------|---|---|

| | | | |
|--------------------------|------|---|---|
| Pupil Hours for 8th Hour | C-11 | 0 | 0 |
|--------------------------|------|---|---|

Certification

County: Ventura

Fiscal Year: FY 2010-11

District: Oak Park Unified

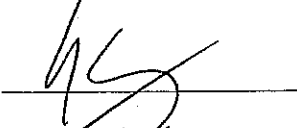
P-2

CDS CODE 56 73874

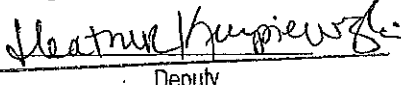
9B7FB719 ✓

Report of Attendance for Pupils Residing in the District

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

School District Superintendent: Date: 4-25-11

STANLEY C. MANLY
COUNTY SUPERINTENDENT OF SCHOOLS

County Superintendent of Schools: 

By

Deputy

Date: 4-26-11

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara Dickerson

PHONE (818) 735-3215 *

FAX (818) 865-8467

E-Mail bdickerson@oakparkusd.org

Report of Attendance for Regular Day Classes and Enrollment for Kindergarten and Elementary Grades

County: Ventura
District: Oak Park Unified
CDS CODE 56 73874
Fiscal Year: 2010-11
P-2
Certificate Number: 58816863

| Kindergarten | | | | | |
|---|-----|-----|-----|-----|--|
| Classes Maintained for the Full Second Period | | | | | |
| A-1 | A-2 | A-3 | A-4 | A-5 | |
| 22 | 1 | 22 | 33 | 0 | |
| 23 | 2 | 46 | 66 | 0 | |
| 24 | 3 | 72 | 99 | 0 | |
| 25 | 3 | 75 | 99 | 0 | |
| 26 | 2 | 52 | 66 | 0 | |
| Total | 11 | 267 | 363 | | |

| Grades 1-3 | | | | | | Classes Maintained for the Full Second Period | | | | | | | Classes Maintained for Less than the Full Second Period | | | | | | |
|------------|--|----|-----|-----|---|---|-----|-----|-----|-----|-------|-----|---|-----|-----|-----|-----|--|--|
| | | | | | | C-1 | C-2 | C-3 | C-4 | C-5 | D-1 | D-2 | D-3 | D-4 | D-5 | D-6 | D-7 | | |
| 22 | | 4 | 88 | 120 | 0 | | | | | | | | | | | | | | |
| 23 | | 4 | 92 | 120 | 0 | | | | | | | | | | | | | | |
| 24 | | 6 | 144 | 180 | 0 | | | | | | | | | | | | | | |
| 25 | | 3 | 75 | 90 | 0 | | | | | | | | | | | | | | |
| 26 | | 7 | 182 | 210 | 0 | | | | | | | | | | | | | | |
| 27 | | 3 | 81 | 90 | 0 | | | | | | | | | | | | | | |
| 28 | | 1 | 28 | 30 | 0 | | | | | | | | | | | | | | |
| Total | | 28 | 690 | 840 | | | | | | | Total | | | | | | | | |

Kindergarten Excess Enrollment Calculation

11

167

24.3

○ ○

5

Grades 1-3 Excess Enrollment Calculation

E-5: Total Classes (C-2 + D-2)

| | Total | C-2 + D-2) | Pupils Enrolled (C-3 + D-3) |
|------|-------|------------|-----------------------------|
| E-5: | | | |
| E-6: | | | |

E-6: Total Pupils Enrolled (C-3 + D-3)
E-7: Average Number of Pupils per Class (E-6 / E-5)

28

590

24.6

Class Size Penalties

Report of Attendance for Regular Day Classes and Enrollment for Kindergarten and Elementary Grades

County: Ventura

District: Oak Park Unified

CDS CODE 56 73874

Fiscal Year: 2010-11

P-2

Certificate Number: 58816863

E-8: Total Excess Enrollment (C-5 + D-7)

0

Grades 4-8 Average Enrollment Calculation

F-1: Total Number of Pupils Enrolled

1,610

F-2: Total Number of Full Time Equivalent Classroom Teachers

57.2

F-3: Average Number of Pupils Enrolled Per Full-Time Equivalent Classroom Teacher (F-1 / F-2)

28.1

Kindergarten Full Second Period

A-1: Average Class Enrollment Size

Kindergarten Less Than Full Second Period

B-1: Average Class Enrollment Size

A-2: Number of Classes of this Size

B-2: Number of Classes of this Size

A-3: Total Pupils Per Class Size (A-1 * A-2)

B-3: Total Pupils Per Class Size (B-1 * B-2)

A-4: Approved Limit of Enrollment (A-2 * 33)

B-4: Approved Limit of Enrollment (B-2 * 33)

A-5: Excess Enrollment (If A-3 > A-4 then A-3 - A-4, else 0)

B-5: Excess Enrollment (If B-3 > B-4 then B-3 - B-4, else 0)

B-6: Fraction of Period in Session (ex: 4/7 = .57)

B-7: Modified Excess Enrollment (B-5 * B-6)

Grades 1-3 Full Second Period

C-1: Average Class Enrollment Size

Grades 1-3 Less Than Full Second Period

C-2: Number of Classes of this Size

D-1: Average Class Enrollment Size

C-3: Total Pupils Per Class Size (C-1 * C-2)

D-2: Number of Classes of this Size

C-4: Approved Limit of Enrollment (C-2 * 30)

D-3: Total Pupils Per Class Size (D-1 * D-2)

C-5: Excess Enrollment (If C-3 > C-4 then C-3 - C-4, else 0)

D-4: Approved Limit of Enrollment (D-2 * 30)

D-5: Excess Enrollment (If D-3 > D-4 then D-3 - D-4, else 0)

D-6: Fraction of Period in Session (ex: 4/7 = .57)

D-7: Modified Excess Enrollment (D-5 * D-6)

California Department of Education

Attendance Software

2010-10.00

Certification

County: Ventura

Fiscal Year: FY 2010-11

District: Oak Park Unified

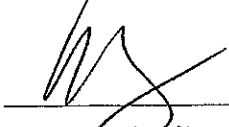
P-2

CDS CODE 56 73874

58816863

Report of Regular Day Classes and Enrollment for Kindergarten and
Elementary Grades and Special Instruction

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

School District Superintendent: 

Date: 4-25-11

STANLEY B. MANIOUTH
COUNTY SUPERINTENDENT OF SCHOOLS

County Superintendent of Schools:

By 

Deputy

Date: 4-26-11

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara Dickerson

PHONE (818) 735-3215 *

FAX (818) 865-8467

E-Mail bdickerson@oakparkusd.org

Report for the Gifted and Talented (GATE) Program

County: Ventura

Fiscal Year: 2010-11

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: 069E5B63

The submitting LEA hereby certifies that its GATE plan has been approved by the State Board of Education and it is participating in the GATE program consistent with the approved plan

Certification

County: Ventura

Fiscal Year: FY 2010-11

District: Oak Park Unified


P-2

CDS CODE 56 73874

069E5B63 ✓

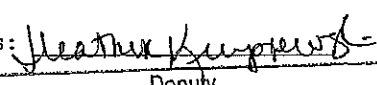
Report for the Gifted and Talented (GATE) Program

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

School District Superintendent: 

Date: 4-25-11

STANLEY B. MANTOOTH
COUNTY SUPERINTENDENT OF SCHOOLS

County Superintendent of Schools: 

Date: 4-26-11

By Deputy

Any inquiries concerning this report should be directed to:

CONTACT NAME Barbara Dickerson

PHONE (818) 735-3215 *

FAX (818) 865-8467

E-Mail bdickerson@oakparkusd.org

¹TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 21, 2010
**SUBJECT: C.1.o APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED
 EMPLOYEE TO ATTEND THE SMART TECHNOLOGY
 EXECUTIVE BRIEFING IN CALGARY, CANADA – JULY 13-16,
 2011-FUNDED BY FEDERAL GRANT – TITLE IIA**

Consent


ISSUE: Shall the Board of Education approve the out of state travel for a certificated employee to attend SMART Technology Executive Briefing in Calgary, Canada July 13-16, 2011?

STATEMENT: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated and classified employees. Jane Mintz has been invited to attend the SMART Technology Executive Briefing along with only 24 other Educational Technology Directors from North America to attend this conference. Title IIA funds will only be used to pay for airfare/transportation, SMART Technology will pay for hotel and food.

ALTERNATIVES: 1. Approve the out of state travel for a certificated employee to attend the SMART Technology Executive Briefing.
 2. Do not approve the out of state travel for a certificated employee to attend the SMART Technology Executive Briefing.

RECOMMENDATION: Alternative #1.

Respectfully submitted,



 Anthony W. Knight, Ed.D.
 Superintendent

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

| VOTE: | AYES | NOES | ABSTAIN | ABSENT |
|----------------|-------|-------|---------|--------|
| Iceland | _____ | _____ | _____ | _____ |
| Laifman | _____ | _____ | _____ | _____ |
| Pallant | _____ | _____ | _____ | _____ |
| Rosen | _____ | _____ | _____ | _____ |
| Student Member | _____ | _____ | _____ | _____ |