

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #984

DATE: October 15, 2019

PLACE: **Oak Park High School Presentation Room – G9**
899 N. Kanan Road, Oak Park, CA 91377

TIME: **5:30 p.m. Closed Session – G9**
6:00 p.m. Open Session – G9

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

Denise Helfstein, President
Barbara Laifman, Vice President
Allen Rosen, Clerk
Drew Hazelton, Member
Derek Ross, Member
Anna Stephens, Student Board Member



Educating Compassionate and Creative Global Citizens

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Ragini Aggarwal, Executive Assistant
Adam Rauch, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Dr. Jay Greenlinger, Director Curriculum and Instruction
Enoch Kwok, Director, Educational Technology & Information Systems
Susan Roberts, Director, Pupil Services
Stewart McGugan, Director, Student Support and School Safety
Brendan Callahan, Director Bond Program, Sustainability, Maintenance and Operations

COPY OF ENTIRE AGENDA ON WEB SITE

www.opusd.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: raggarwal@opusd.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 Ragini Aggarwal, Executive Assistant, prior to the beginning of the meetings. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Board Bylaw 9323 Meeting Conduct)

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 Discussions are electronically recorded and maintained for thirty days. Interested parties may review the recording upon request. Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

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

NEXT REGULAR MEETING

Tuesday, November 19, 2019

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 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.

Oak Park Unified School District Website Home Page: <http://www.opusd.org/>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #984
October 15, 2019**

CALL TO ORDER – Followed by Public Comments/5:30 p.m.

CLOSED SESSION: 5:30 p.m.

OPEN SESSION: 6:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G9**, Oak Park, California.

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Campus Supervisor Sub, Instructional Assistant II – Extended Care, Instructional Assistant II Sp Ed Sub, Instructional Assistants II Sp. Ed, Walk-on-Coaches, Instruction Assistant II and Guest Teacher, Psychology Intern

C. CONFERENCE WITH LABOR NEGOTIATOR

Agency designated representatives: Leslie Heilbron and Adam Rauch
Employee organizations: Oak Park Teachers Association & Oak Park Classified Association

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Remarks from Board Members
2. Report from Student Board Member
3. Remarks from Superintendent
4. Report from School Site Councils

5. Report from Oak Park Education Foundation
6. Report from Oak Park Municipal Advisory Council
7. Discuss Sanctuary School District for Parental Rights
8. Report on Student Data Related to Placement in Mathematics Courses
9. Report on the Club Oak Park, by Director of Extended Care Programs, Sara Ahl
10. Presentation on 2019 Assessment Results, by Director of Curriculum and Instruction, Dr. Jay Greenlinger

B. 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 September 17, 2019**
Board Bylaw 9324 requires Board approval of minutes from previous meetings
- b. **Public Employee/Employment Changes 01CL24344-01CL24405 & 01CE09661-01CE09960**
Board approval required for public employee employment and changes
- c. **Approve Purchase Orders – September 1 – September 30, 2019**
Board Policy 3300 requires Board approval of Purchase Orders
- d. **Approve Overnight Trip for Oak Park High School Thespian Society Student Members to Attend “24 Hour Play” – Oak Park, CA - November 8-9, 2019**
Board Policy 6153 requires Board approval for student overnight trips
- e. **Approve Overnight Trip for Oak Park High School Future Business Leaders of America Club to Attend the Leadership Development Institute – Anaheim, CA - November 16-17, 2019**
Board Policy 6153 requires Board approval for student overnight trips
- f. **Approve Overnight Trip for Oak Park High School Media (Journalism/Yearbook) Students to Attend a Convention in Washington, D.C. – November 20-24, 2019**
Board Policy 6153 requires Board approval for student overnight trips
- g. **Approve Overnight Trip for Oak Park High School Girls Soccer Team to Bay Back Invitational – Newport Beach, CA - December 6-8, 2019**
Board Policy 6153 requires Board approval for student overnight trips
- h. **Approve Overnight Trip for Oak Park High School Boys Basketball Team for Annual Holiday Classic Tournament– Rancho Mirage, CA - December 26-30, 2019**
Board Policy 6153 requires Board approval for student overnight trips
- i. **Approve Quarterly Report on Williams Uniform Complaints – October 2019**
Education Code 35185 requires Board approval of each quarterly report regarding complaints related to instructional materials, teacher vacancy or misassignment or facility conditions
- j. **Approve Out of State Travel for Certificated Employee to Attend the Learning and The Brain Conference, New York, NY – May 1-3, 2020**
Board Policy 3350 requires Board approval for employees out of state travel
- k. **Approve the Disposal of Obsolete Personal Property - Maintenance and Operations Vehicle**
Per Education Code 17545 board approval required to dispose/sell obsolete personal property
- l. **Approve Notice of Completion, Proposition 39 Project 19-18F HVAC System Replacement at Red Oak Elementary School**
Per provisions of Education Code 17315, Board approval is required for Notice of Completion

- m. [Approve Notice of Completion for Measure S Project 19-14S Phase 1 Safety/Security Fencing at Red Oak Elementary School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- n. [Approve Notice of Completion for Measure S Project 19-16S Phase 2 Safety/Security Fencing at Red Oak Elementary School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- o. [Approve Notice of Completion for Measure S Project 17-47S for DSA Certification of Administration Building at Brookside Elementary School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion

ACTION

2. BUSINESS SERVICES

- a. [Discuss Bond Measure S Assessed Valuation Scenarios as well as Potential Opportunity to Refinance Measure C-6 and Measure R Bonds and Authorize Piper Jaffray to Proceed with Preparing a Bond Refinancing Resolution](#)
District's Bond Financial Advisor will present information on the District's Bond Measure S, as well as provide an overview of refinancing of the Measure C-6 and Measure R bonds
- b. [Discuss and Approve Updated Measure S Master Plan](#)
Board approval required to approve the project priority lists under the revised Measure S Master Plan
- c. [Approve Proposal for In-Plant Inspection Services, Project 18-21S Classroom Replacement at Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts for services
- d. [Approve Purchase of Equipment for Measure S Project 19-19S, Art Court Phase at Oak Park High School](#)
Board approval required for projects funded by Measure S Bond fund
- e. [Approve Resolution #19-21 Applying for State Grant Funding Beyond State Bond Authority for Measure S Modernization Projects 18-18S \(BES Modulares\) and 18-21S \(ROES Modulares\)](#)
Board is required to adopt a resolution acknowledging State Bond funding limitations prior to filing Modernization funding applications to the State
- f. [Approve Agreement with Ventura County Children and Families First Commission for Oak Park Neighborhood School Program](#)
Board Policy 3312 requires Board approval for contracts for services
- g. [Approve Consultant Agreement for Legislative Advisory and Advocacy Services](#)
Board Policy 3312 requires Board approval for contracts for services
- h. [Approve Acceptance of Donation](#)
Board Policy 3290 requires Board approval for donations to the District or District Schools

3. CURRICULUM AND INSTRUCTION

- a. [Approve the Updated Physical Education Requirements and the Revised 2019-2020 Student Handbook for Oak Park High School](#)
Board approval required for changes to PE requirement and Student Handbook
- b. [Review College and Career Access Pathways Partnership Agreement with Ventura County Community College District](#)
Ed Code 76004 requires the Governing Board to receive information at a public meeting prior to approving the agreement at a subsequent public board meeting
- c. [Approve Additional Textbook for Oak Park High School's English III Curriculum](#)
Board approval required for new textbooks

- d. [Approve Additional Textbook for Oak Park Independent School's Food 1 Course](#)
Board approval required for new textbooks
- e. [Approve Additional Textbook for Advanced Drawing and Painting 3/4 CP Course at Oak Park Independent School](#)
Board approval required for new textbooks

4. BOARD POLICIES

- a. [Approve Amendment to Board Policy and Administrative Regulation – 3511 Energy and Waste Management – First Reading](#)

Board Policy and regulation updated to reflect recommendations in NEW STATE GUIDANCE from CDE, the Division of the State Architect in the Department of General Services, and the State Water Resources Control Board. Policy also deletes green school strategies duplicated in other policies, and adds coordination with local and regional entities to share expertise and resources. Section on "Storm Water Management" deletes specific requirements for "nontraditional MS4 entities" that are subject to the General Permit for Storm Water Discharges to Small Municipal Separate Storm Sewer Systems, and clarifies that districts may also be subject to the Construction General Permit and the National Pollutant Discharge Elimination System General Permit for Storm Water Discharges Associated with Industrial Activities. Section on "Emergency Interruption of Services" contains material formerly in AR. Regulation expands components of the district's resource management program to include strategies related to outdoor spaces, drought-tolerant habitats, and equipment maintenance and repair. Regulation also adds new section on "Storm Water Management" with examples of best practices and adds new material related to the emergency interruption of services.

- b. [Approve Amendment to Board Policy - 4119.22/4219.22/4319.22 Dress and Grooming – First Reading](#)

Board Policy updated to reflect laws which allow employees to appear and dress in a manner consistent with their gender identity, gender expression, or religious creed. Policy also adds material regarding the communication of the district's dress and grooming policy to employees.

- c. [Approve Amendment to Board Policy - 4140/4240/4340 Bargaining Units – First Reading](#)

Board Policy updated to reflect NEW COURT DECISION (Janus v. AFSCME) which held that public employees cannot be compelled to pay mandatory "fair share service fees" to an employee organization. Policy also reflects NEW LAW (SB 866, 2018) which prohibits districts from deterring or discouraging employees or job applicants from becoming or remaining members of an employee organization and prohibits sharing the date, time, and place of new employee orientations with anyone other than employees, the exclusive representative, or a vendor contracted to provide a service for the orientation. Policy deletes material regarding the employee organization's provision of a financial report, which is required by law to be submitted to the Public Employment Relations Board rather than the district board.

- d. [Approve Amendment to Board Policy and Administrative Regulation – 5131.2 Bullying – First Reading](#)

Board Policy updated and regulation added to reflect NEW LAW (AB 2291, 2018) which mandates districts to adopt, on or before December 31, 2019, procedures for preventing acts of bullying, including cyberbullying. Regulation includes material formerly in BP re: bullying prevention measures, staff development, student instruction, reporting, and corrective actions. Regulation also adds definition of bullying and examples of behaviors that may constitute bullying and cyberbullying, and reflects CDE's online training module on bullying developed pursuant to AB 2291.

e. **[Approve Amendment to Board Policy and Administrative Regulation – 5132 Dress and Grooming – First Reading](#)**

Board Policy updated to address communication of the dress code to students and staff; grant enforcement authority to the principal or designee; prohibit discriminatory enforcement of the dress code, including, but not limited to, discrimination based on gender identity, gender expression, or religious or cultural observance; and address disciplinary action for repeated violations or refusal to comply with the dress code. Policy also provides that the determination of specific items of clothing defined as gang apparel shall be free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics. Regulation updated to provide general, gender-neutral guidelines for the dress code that may be revised to reflect district practice; add circumstances under which the dress code should be modified for classes, activities, or individual students; and call for collaboration with law enforcement agencies to update definitions of gang-related apparel.

f. **[Approve Amendment to Board Policy – 6142.6 Visual and Performing Arts Education – First Reading](#)**

Board Policy updated to reflect revised content standards for visual and performing arts, including media arts, adopted by the State Board of Education in January 2019. Policy incorporates the philosophical foundation, lifelong goals, and artistic processes upon which the state standards are based.

VII. INFORMATION ITEMS

1. **[Month 1 Enrollment and Attendance Report 2019-20](#)**
2. **[Monthly Cash Flow Report](#)**
3. **[Monthly Measure S Status Report](#)**
4. **[Monthly General Fund Budget Report](#)**

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

There being no further business before this Board, the meeting is declare adjourned at ____ p.m.

X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

1. **[Brookside Elementary School Report](#)**
2. **[Oak Hills Elementary School Report](#)**
3. **[Red Oak Elementary School Report](#)**
4. **[Medea Creek Middle School Report](#)**
5. **[Oak Park High School Report](#)**
6. **[Oak View High School/Oak Park Independent School](#)**
7. **[Oak Park Neighborhood School](#)**

MINUTES OF REGULAR BOARD MEETING 9-17-19 #983
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 5:11 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, and Mr. Derek Ross, Member.

BOARD ABSENT

None

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, and Mrs. Ragini Aggarwal, Executive Assistant.

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President, Denise Helfstein reported that in Closed Session the Board would be discussing:

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**
- B. PUBLIC EMPLOYEE EMPLOYMENT:** Campus Supervisor Sub, Campus Supervisor, Health Tech Sub, Instructional Assistant I – Literacy and Numeracy, Instructional Assistant Computer Lab., Walk-on-Coach, Guest Teachers, Interim Assistant Principal/Dean – Medea Creek Middle School
- D. CONFERENCE WITH LABOR NEGOTIATOR**
Agency designated representatives: Leslie Heilbron and Adam Rauch
Employee organizations: Oak Park Teachers Association & Oak Park Classified Association

The Board President stated that the Board would not be discussing item III.C of the closed session Agenda.

The Board adjourned to Closed Session at 5:12 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 6:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, Mr. Derek Ross, Member, and Anna Stephens, Student Board Member.

BOARD ABSENT

None

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, and Mrs. Ragini Aggarwal, Executive Assistant.

FLAG SALUTE

Russ Peters led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President, Denise Helfstein reported that in closed session the Board took no action.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education adopted the agenda as presented except to move item B.1.p after Item B.2.g. and also the Board did not discuss Item III.C. in Closed Session. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Student Board Member, Anna Stephens, cast a preferential vote to approve the adoption of the Agenda as stated in the motion.

PUBLIC SPEAKERS

Four OPHS students spoke during public comment about a non-agenda item of not receiving PE credit for sports played in 9th grade while at OPHS. In addition, four other members of the public spoke on another non-agenda item related to elementary gender diversity lessons in grades K-5.

REPORT FROM BOARD MEMBERS

Board Member Derek Ross reported that he attended the Safety Security Task Force Meeting

Board Member Barbara Laifman reported that she attended the EEAC meeting and would be attending the Community Engagement Committee meeting on October 16.

Board Member Allen Rosen had no remarks

Board Member Drew Hazelton reported that he attended the Measure S meeting, and the OPEF Golf fundraiser.

Board President, Denise Helfstein reported that she attended the MCMS and OPHS Back to School Nights, the Safe Kids Task Force meeting, OPEF Golf fundraiser, K-5 Gender Diversity Parent Information Night, MCMS Community Service Fair, and the OPEF Board meeting.

Student Board Member Anna Stephens reported that ASB is planning Homecoming, the theme this year is Under the sea. School Spirit at sporting events has been pretty good.

Superintendent Tony Knight visited OHES Readers and Writers Workshop for parents to come in and watch the lesson. Dr. Knight also visited the OPHS Journalism class and encouraged everyone to attend the Sep 21 coastal cleanup event.

REPORT FROM OAK PARK EDUCATION FOUNDATION

None

REPORT FROM OAK PARK ADVISORY COUNCIL

None

DISCUSSION ON PARENT OPT-OUT OPTION RELATED TO THE K-5 COUNSELOR LESSONS ON GENDER DIVERSITY

This item was placed on the Board's Agenda because a member of the community asked for it to be, and the Board President and Superintendent agreed to do so. Dr. Knight read a statement about opting-out, nine members of the public spoke, and the Board President read a statement.

REPORT ON THE 1:1 CHROMEBOOK PROGRAM

The Board received an update on the 1-to-1 Chromebook Program for Grades 5-12 from Enoch Kwok, Director of Information Technology, and Ellen Chevalier, Lead Technology TOSA.

Student Board Member Anna Stephens left the meeting at 7:35 pm.

B.1. CONSENT AGENDA

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent - 0

- a. [Approve Minutes of Regular Board Meeting August 20, 2019 and Special Board Meeting – September 5, 2019](#)
- b. [Public Employee/Employment Changes 01CL242325-01CL24343 & 01CE09631-01CE09660](#)
- c. [Approve Purchase Orders – August 1 – August 31, 2019](#)
- d. [Approve Overnight Trip for Medea Creek Middle School 8th Grade Astrocamp October 23-25, 2019](#)
- e. [Approve Overnight Trip for Medea Creek Middle School 7th Grade to Catalina – October 28 - 30, 2019](#)
- f. [Approve Overnight Trip for Medea Creek Middle School 6th Grade to Pali Institute– November 20 - 22, 2019](#)
- g. [Approve Overnight Trip for Oak Park High School Girls Basketball Team Building Event – OPHS, Gym - November 1-2, 2019](#)
- h. [Approve Overnight Trip for Oak Park High School Fall Sports Teams who Qualify for CIF Playoffs](#)
- i. [Approve Overnight Trip for Oak Park High School Girls Basketball Team – Indio, CA - January 2-4, 2020](#)
- j. [Approve Out of State Travel for Certificated Employee to Attend the International Literacy Association Conference, New Orleans, LA – October 9-12, 2019](#)
- k. [Approve Out of State Travel for Certificated Employee to Attend the National Alternative Education Association Conference, Tampa, FL – October 28-30, 2019](#)
- l. [Approve Out of State Travel for Certificated Employee to Attend the National Council of Teachers of English, Baltimore, MD – November 21-24, 2019](#)
- m. [Approve the Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books](#)
- n. [Approve Contract for Non-Public School and Residential Placement and Services for Special Education Student #01-19/20](#)
- o. [Approve Resolution #19-19, Establishing the GANN Appropriation Limit for Fiscal Years 2018-2019 and 2019-2020](#)
- q. [Approve Notice of Completion, Project 19-10S Collaborative Furniture](#)

- r. [Approve Notice of Completion for Measure S Project 19-13S Safety/Security Fencing at Oak Hills Elementary School](#)
- s. [Approve Notice of Completion for Measure S Project 19-22S King James Court Debris Clearance](#)
- t. [Approve Out of State Travel for Classified Employee to Attend the JAMF Nation User Conference in Minneapolis, MN – November 14-19, 2019](#)

B2. BUSINESS SERVICES

- a. [Approve District of Choice Reporting Requirement](#)
On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the District of Choice Reporting Requirement. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0
- b. [Approve Unaudited Actual Revenues And Expenditures Report for Fiscal Year 2018-19](#)
On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved the Unaudited Actual Revenues And Expenditures Report for Fiscal Year 2018-19. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0

Board Member Derek Ross left the meeting at 7:55 pm.

- c. [Approve Adjusted Resource Allocations and Forecasting to 2019-20 General Fund Operating Budget](#)
On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved Adjusted Resource Allocations and Forecasting to 2019-20 General Fund Operating Budget. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
 - d. [Approve Spending Plan for 2019-20 Education Protection Account Funds](#)
On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved Spending Plan for 2019-20 Education Protection Account Funds. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
 - e. [Approve Acceptance of Donations](#)
On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the Acceptance of Donations with thanks. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
 - f. [Approve and Authorize Measure S Project 18-21S Classroom Replacement \(6\) at Medea Creek Middle School](#)
On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved and authorized Measure S Project 18-21S Classroom Replacement (6) at Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
 - g. [Approve Consultant Agreement for Elementary and Middle School Garden Program](#)
On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved Consultant Agreement for Elementary and Middle School Garden Program. Motion carried Aye: Hazelton, Helfstein, Rosen. No - 0. Absent – Ross. Board Member Barbara Laifman recused herself due to having used the services of 2Eden Design for a project at her home.
- B.1.p.** [Approve Change Order #1, Measure S Project 19-19S Art Court Phase 2 Fencing at OPHS with Fence Factory](#)
On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved Change Order #1, Measure S Project 19-19S Art Court Phase 2 Fencing at OPHS with Fence Factory. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

B3. CURRICULUM

- a. [Public Hearing and Approval of Resolution #19-20, Regarding Sufficiency of](#)

b. [Textbooks and Instructional Materials for 2019-2020](#)

Board President, Denise Helfstein opened the Public Hearing at 8:02 pm. No comments, Public hearing was closed 8:02 pm. On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the Resolution #19-20, Regarding Sufficiency of Textbooks and Instructional Materials for 2019-2020. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

B4. HUMAN RESOURCES

a. [Approve Annual Teacher Assignment Report](#)

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved Annual Teacher Assignment Report. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

B5. BOARD POLICIES

a. [Approve Amendment to Board Policy – BP 1112 Media Relations – First Reading](#)

On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education approved the Amendment of Board Policy 1112 Media Relations as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

b. [Approve Amendment to Board Policy BP 3510 Green Schools Operations – First Reading](#)

On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved the Amendment of Board Policy 3510 Green Schools Operations as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

c. [Approve Amendment to Board Policy and Administrative Regulation - BP/AR 4030 Nondiscrimination in Employment – First Reading](#)

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the Amendment of Board Policy and Administrative 4030 Nondiscrimination in Employment as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

d. [Approve Amendment to Board Policy and Administrative Regulation – 6020 Parent Involvement – First Reading](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the Amendment of Board Policy and Administrative 6020 Parent Involvement as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

e. [Approve Amendment to Board Policy and Administrative Regulation – 6171 Title I Programs – First Reading](#)

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the Amendment of Board Policy and Administrative 6171 Title I Programs as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

f. [Approve Amendment to Board Bylaw and Exhibit - 9321 Closed Session – First Reading](#)

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Amendment to Board Bylaw and Exhibit - 9321 Closed Session as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

g. [Approve Deletion of Board Bylaw – 9321.1 Closed Session Actions and Reports – First Reading](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved Deletion of Board Bylaw – 9321.1 Closed Session Actions and Reports as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, No – 0. Absent – Laifman.

OPEN COMMUNICATIONS

The Board held a discussion on the format of the project summary for Notice of Completions, Change Orders and DSA certification for Measure S Projects.

On motion of Allen Rosen, seconded by Denise Helfstein there being no further business before this Board, the Regular meeting is declared adjourned at 9:16 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

ISSUE: APPROVAL/RATIFICATION OF CLASSIFIED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO HIRE

Number	Name	Position	Start Date	Fund	Salary	Site
CL24344	Kelsey Dunn	Instructional Assistant II - Extended Care	9/26/2019	Fund 120	\$17.52	ROES
CL24345	Rachel Lopez	Instructional Assistant II - SpEd	10/14/2019	Special Education	\$18.54	OVHS
CL24346	Nishita Bhide	Instructional Assistant II - SpEd SUB	10/7/2019	Special Education	\$17.52	MCMS
CL24347	Sean Mulford	Instructional Assistant II - SpEd	10/7/2019	Special Education	\$17.52	BES
CL24348	Audrey Israel	Walk-On-Coach - Not to Exceed \$3,500.00	10/7/2019	Coaches, Athletics	TBD	OPHS
CL24349	Jonathan Rice	Walk-On-Coach - Not to Exceed \$3,500.00	10/7/2019	Coaches, Athletics	TBD	OPHS
CL24350	Dawn Davis	Campus Supervisor Sub	10/14/2019	General	\$15.67	DO

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL24351	Eric Varney	Boys Beach Volleyball Varsity Head Coach	8/26/2019	Coaches, Athletics	\$2,000.00	OPHS
CL24352	Eric Varney	Boys Beach Volleyball Varsity Head Coach	8/26/2019	ASB Donations	\$500.00	OPHS
CL24353	Linda Castellano	CAASPP District Coordinator	9/1/2019	Curriculum	\$2,000.00	DO
CL24354	Loretta Brown	Camp Medea Support	8/6/2019	Classified Other	\$300.00	MCMS
CL24355	Jasmine Acevedo	Cheer JV Head Coach	8/26/2019	Coaches, Athletics	\$2,500.00	OPHS
CL24356	Kathy McCormick	Cheer Varsity Head Coach	8/26/2019	Coaches, Athletics	\$3,500.00	OPHS
CL24357	Carin Capin	Cross Country Assistant Coach	8/29/2019	Coaches, Athletics	\$2,000.00	OPHS
CL24358	Greg Parrone	Cross Country Assistant Coach	8/29/2019	Coaches, Athletics	\$2,500.00	OPHS
CL24359	Larry O'Shea	Cross Country Assistant Coach	8/29/2019	Coaches, Athletics	\$1,500.00	OPHS
CL24360	Nanette Mitchell	Cross Country Assistant Coach	8/29/2019	Coaches, Athletics	\$1,000.00	OPHS
CL24361	Scott Schulze	Cross Country Assistant Coach	8/29/2019	Coaches, Athletics	\$2,000.00	OPHS
CL24362	Cindy Bisciglia	Curricular Trip Prep	8/6/2019	Classified Other	\$ 300.00	MCMS
CL24363	Debbie Church	Curricular Trip Prep	8/6/2019	Classified Other	\$ 300.00	MCMS
CL24364	Judy Violette	Curricular Trip Prep	8/6/2019	Classified Other	\$ 300.00	MCMS
CL24365	Loretta Brown	Curricular Trip Prep	8/6/2019	Classified Other	\$ 300.00	MCMS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL24366	Elizabeth Gentile	Dance Coach	8/26/2019	Coaches, Athletics	\$ 3,000.00	OPHS
CL24367	David Gold	Football JV Assistant Coach	7/29/2019	Coaches, Athletics	\$ 1,500.00	OPHS
CL24368	Elijah Lott	Football JV Assistant Coach	7/29/2019	ASB Donations	\$ 1,700.00	OPHS
CL24369	John Eum	Football JV Assistant Coach	7/29/2019	ASB Donations	\$ 750.00	OPHS
CL24370	Mark Jacobs	Football JV Assistant Coach	7/29/2019	ASB Donations	\$ 1,000.00	OPHS
CL24371	Nate Mosley	Football JV Assistant Coach	7/29/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24372	Kyle Shorten	Football Varsity Assistant Coach	7/29/2019	ASB Donations	\$ 2,000.00	OPHS
CL24373	Michael Thompson	Football Varsity Assistant Coach	7/29/2019	Coaches, Athletics	\$ 1,000.00	OPHS
CL24374	Omer Melzer- Bronstein	Football Varsity Assistant Coach	7/29/2019	ASB Donations	\$ 800.00	OPHS
CL24375	Alison James	Girls Golf Varsity Assistant Coach	8/26/2019	ASB Donations	\$ 500.00	OPHS
CL24376	Donn James	Girls Golf Varsity Head Coach	8/26/2019	Coaches, Athletics	\$ 2,500.00	OPHS
CL24377	Carl Joyce	Girls Tennis JV Head Coach	8/26/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24378	Carl Joyce	Girls Tennis Varsity Head Coach	8/26/2019	Coaches, Athletics	\$ 2,500.00	OPHS
CL24379	Shaun Crespi	Girls Volleyball Frosh Head Coach	8/17/2019	Coaches, Athletics	\$ 1,500.00	OPHS
CL24380	Daniella Villano	Girls Volleyball JV Head Coach	8/17/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24381	Daniella Villano	Girls Volleyball Varsity Assistant Coach	8/17/2019	ASB Donations	\$ 1,000.00	OPHS
CL24382	Kendall Billbruck	Girls Volleyball Varsity Head Coach	8/17/2019	Coaches, Athletics	\$3,000.00	OPHS
CL24383	Debbie Cooper	Induction Coordinator	9/1/2019	BTSA	\$1,500.00	DO
CL24384	Steve Waldman	Music	8/6/2019	PTA	\$12,850.00	OHES
CL24385	Kim Randall	PSAT Coordinator	10/19/2019	PSAT Exams	\$410.00	OPHS
CL24386	Lisa Solny	PSAT Coordinator Assistant	10/19/2019	PSAT Exams	\$185.00	OPHS
CL24387	Patricia Ramirez	PSAT Coordinator Assistant	10/19/2019	PSAT Exams	\$185.00	OPHS
CL24388	Jerry Frizzell	PSAT Proctor	10/19/2019	PSAT Exams	\$130.00	OPHS
CL24389	Judy Violette	PSAT Proctor	10/19/2019	PSAT Exams	\$130.00	OPHS
CL24390	Stacey Jensen	PSAT Proctor	10/19/2019	PSAT Exams	\$130.00	OPHS
CL24391	Kim Randall	School Safe Ambassador Goup Leader	8/6/2019	PFA	\$250.00	OPHS
CL24392	Lynn Paniz	TUPE Club	9/11/2019	TUPE	\$350.00	MCMS
CL24393	Judy Violette	Medications & Floater - Catalina	10/1/2019	Classified Other	\$300.00	MCMS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL24394	Linda Roberts	Web Master	8/5/2019	Discretionary	\$200.00	OVHS
CL24395	Linda Roberts	ASB Books	8/5/2019	Discretionary	\$500.00	OVHS
CL24396	Linda Roberts	VCI Coordinator	8/5/2019	VCI	\$500.00	OVHS
CL24397	Linda Roberts	OSB Books	8/5/2019	Discretionary	\$500.00	OPIS
CL24398	Sue Meskis	Web Master	8/5/2019	Discretionary	\$500.00	OPIS
CL24399	Sue Meskis	Textbooks	8/5/2019	Discretionary	\$2,000.00	OPIS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Salary	Site
CL24400	Elya Fletcher	Instructional Assistant III - Behavior Site Change from ROES to BES	9/23/2019	Special Education	\$23.65	BES
CL24401	Mary Kathleen Norjean	Instructional Assistant II - SpEd Regular from SUB	9/23/2019	Special Education	\$22.06	ROES
CL24402	Heidi Monroe	Instructional Assistant II - SpEd - LOA	10/1/2019	Special Education	\$22.06	MCMS

SEPARATION

Number	Name	Position	Effective Date	Separation Type	Salary	Site
CL24403	Lisa Welin	Library Medea Tech	11/30/2019	Resignation	\$22.83	OPHS
CL24404	Sandy Iwanoff	Student Services Bookkeeper	6/5/2020	Retirement	\$23.65	OPHS
CL24405	Laura Almada	Data Systems Support Specialist	2/28/2020	Resignation	\$33.63	DO

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: OCTOBER 15, 2019
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO HIRE

Number	Name	Position	Start Date	Fund	Site	
01CE09661	Jennifer Vanselow	IA II + Guest Teacher	9/1/2019	General	BES	
01CE09662	Kelly Forest	Psy Intern	8/1/2019	General	OVHS/OPIS	

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09663	Casey Webb	V Football Head Coach	7/29-11/01/2019	Site	\$4,000.00	OPHS
01CE09664	Kevin Mosley	V Football Assistant Coach	7/29-11/01/2019	Site	\$2,500.00	OPHS
01CE09665	Kathryn Klamecki	V Assistant Coach X Country	8/29-11/09/2019	Site	\$2,500.00	OPHS
01CE09666	Rob Hall	Game Mgmt. Girls Volleyball	8/20-10/10/2019	ASB	\$2,450.00	OPHS
01CE09667	Russ Peters	Game Mgmt Football	8/30-10/18/2019	ASB	\$1,475.00	OPHS
01CE09668	Zach Borquez	Band Coach (Fall)	8/6-12/20/2019	Site	\$1,350.00	OPHS
01CE09669	Allan Hunt	Drama Director (Fall)	8/6-12/31/2019	PATH	\$2,250.00	OPHS
01CE09670	Allan Prescott	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09671	Tony Peluce	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09672	Jenny Charrett	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09673	Erik Amerikaner	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09674	Chris Meyer	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09675	Russ Peters	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09676	Sheri Boone	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09677	Gretchen Hall	PSAT Proctor	10/19/2019	PSAT	\$130.00	OPHS
01CE09678	Allan Hunt	Drama (Spring)	1/7-5/22/2020	ASB/OPPA A	\$2,250.00	OPHS
01CE09679	Allan Hunt	Spotlight Director	1/7-5/22/2020	ASB/OPPA A	\$1,500.00	OPHS
01CE09680	Jessica Wall	ACA Deca Club	8/6-5/22/20	PFA	\$1,000.00	OPHS
01CE09681	Jan Willis	ACA Deca Club	8/6-5/22/20	PFA	\$1,000.00	OPHS
01CE09682	Julie Ross	Peer Counseling	8/6-5/22/20	LCAP	\$1,500.00	OPHS
01CE09683	Janet Svoboda	Peer Counseling	8/6-5/22/20	LCAP	\$1,500.00	OPHS
01CE09684	Cathy Lory	Dept Chair Math	8/6-5/22/20	Site	\$5,000.00	OPHS
01CE09685	Aaron Shaw	Dept Chair PE	8/6-5/22/20	Site	\$4,000.00	OPHS
01CE09686	Erik Amerikaner	Dept Chair CTE/TECH	8/6-5/22/20	Site	\$4,000.00	OPHS
01CE09687	Sheri Boone	Dept Chair World Languages	8/6-5/22/20	Site	\$4,000.00	OPHS
01CE09688	Kathy Bowman	Dept Chair English	8/6-5/22/20	Site	\$5,000.00	OPHS

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09689	Heidi Cissell	Dept Chair VPA	8/6-5/22/20	Site	\$4,000.00	OPHS
01CE09690	Todd Creason	Dept Chair Social Science	8/6-5/22/20	Site	\$5,000.00	OPHS
01CE09691	Rebecca Custodio	Dept Chair Special Ed	8/6-5/22/20	Site	\$4,000.00	OPHS
01CE09692	Winnie Litten	Dept Chair Science	8/6-5/22/20	Site	\$5,000.00	OPHS
01CE09693	Jenny Charrett	Safe School Ambassadors Program	8/6-5/22/20	PFA	\$1,000.00	OPHS
01CE09694	Tess Kokiousis	Safe School Ambassadors Tchr Supp	8/6-5/22/20	PFA	\$500.00	OPHS
01CE09695	Randy McLelland	Safe School Ambassadors Group Ldr	8/6-5/22/20	PFA	\$250.00	OPHS
01CE09696	Stepahnie Walker-Sean	Safe School Ambassadors Group Ldr	8/6-5/22/20	PFA	\$250.00	OPHS
01CE09697	Erik Amerikaner	Webmaster	8/6-5/22/20	Site	\$1,350.00	OPHS
01CE09698	Allan Prescott	Robotics	8/6-5/22/20	PFA	\$500.00	OPHS
01CE09699	Allan Prescott	Robotics	8/6-5/22/20	CTEIG	\$500.00	OPHS
01CE09700	Heidi Cissell	ASB	8/6-5/22/20	Site	\$1,344.00	OPHS
01CE09701	Heidi Cissell	Choir (Fall)	8/6-5/22/20	Site	\$1,350.00	OPHS
01CE09702	Heidi Cissell	Choir (Spring)	8/6-5/22/20	Site	\$1,350.00	OPHS
01CE09703	Heidi Cissell	Musical Director (Fall)	8/6-5/22/20	ASB/OPPAA	\$1,500.00	OPHS
01CE09704	Heidi Cissell	Musical Director (Spring)	8/6-5/22/20	ASB/OPPAA	\$1,500.00	OPHS
01CE09705	Anna Mendez	Peer Counseling	8/6-5/22/20	PFA	\$700.00	OPHS
01CE09706	Anna Mendez	Peer Counseling	8/6-5/22/20	Site	\$133.00	OPHS
01CE09707	Leslie Miller	Literary Magazine Advisor	8/6-5/22/20	PFA	\$1,000.00	OPHS
01CE09708	Victor Anderson	Mock Trial Club	8/6-5/22/20	PFA	\$1,000.00	OPHS
01CE09709	Allan Hunt	National Honor Society Advisor	8/6-5/22/20	Site	\$465.00	OPHS
01CE09710	Randy McLelland	Webmaster	8/6-5/22/20	Site	\$450.00	OPHS
01CE09711	Cathy Lory	CSF Advisor	8/6-5/22/20	Site	\$648.00	OPHS
01CE09712	Cathy Lory	Honors Culmination	8/6-5/22/20	Site	\$100.00	OPHS
01CE09713	Caitlyn Fowler	Journalism Advisor	8/6-5/22/20	PFA	\$1,000.00	OPHS
01CE09714	Russ Peters	Pavilion G9 Tech	8/6-5/22/20	CTE	\$2,700.00	OPHS
01CE09715	Russ Peters	Production Mgr Fall	8/6-5/22/20	ASB/OPPAA	\$1,800.00	OPHS
01CE09716	Russ Peters	Production Mgr Spring	8/6-5/22/20	ASB/OPPAA	\$1,800.00	OPHS
01CE09717	Russ Peters	Spotlight Production Mgr	8/6-5/22/20	ASB/OPPAA	\$1,800.00	OPHS
01CE09718	KC Kelem	Curriculum Physical Science	8/28-10/9/2019	CSI	\$600.00	OVHS
01CE09719	Angela Folendorf	Teacher in Charge	8/16-5/22/2020	Site	\$3,500.00	OHES
01CE09720	Eva Novak	Student Council	8/6-5/22/2020	Site	\$1,500.00	OHES
01CE09721	Quincie Melville	Women in History	8/6-5/22/2020	Site	\$500.00	OHES
01CE09722	Kim Annino	Induction Mentor	2019-2020	Title II	\$1,500.00	BES
01CE09723	Marta Graves	Induction Mentor	2019-2020	Title II	\$1,500.00	MCMS
01CE09724	Ken Jones	Induction Mentor	2019-2020	Title II	\$1,500.00	OPHS
01CE09725	Kathie Rohlf	Induction Mentor	2019-2020	Title II	\$1,500.00	OPHS
01CE09726	Stephanie Love	Induction Mentor	2019-2020	Title II	\$1,500.00	OHES

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09727	Joy Reints	Induction Mentor	2019-2020	Title II	\$1,500.00	OHES
01CE09728	Kim Connelly	Induction Mentor	2019-2020	LCAP 103	\$1,500.00	MCMS
01CE09729	Kim Annino	Induction Co-Coordinator	2019-2020	LCAP 103	\$1,500.00	DO
01CE09730	Diane Farlow	Grade Level	2019-2020	Donations	\$200.00	BES
01CE09731	Cindy Stephens	Grade Level	2019-2020	Donations	\$200.00	BES
01CE09732	Gina Arnello	Grade Level	2019-2020	Donations	\$200.00	BES
01CE09733	Kim Annino	Grade Level	2019-2020	Site	\$200.00	BES
01CE09734	Kathy Grossman	Grade Level	2019-2020	Site	\$200.00	BES
01CE09735	Tawnya Watson	Grade Level	2019-2020	Site	\$200.00	BES
01CE09736	Stacey Altman	Grade Level	2019-2020	Site	\$100.00	BES
01CE09737	Erik Squire	Grade Level	2019-2020	Site	\$100.00	BES
01CE09738	Margie Puryear	Safety & Disaster	2019-2020	Site	\$200.00	BES
01CE09739	Sandy Hirano	Safety & Disaster	2019-2020	Site	\$200.00	BES
01CE09740	Cindy Stephens	Lead Teacher	2019-2020	Site	\$700.00	BES
01CE09741	Sandy Hirano	SST Meeting	2019-2020	Site	\$1,000.00	BES
01CE09742	Allison Gerin	SST Scheduling	2019-2020	Site	\$500.00	BES
01CE09743	Heather Powers	SST Scheduling	2019-2020	Site	\$450.00	BES
01CE09744	Brandie Pryor	SST Meeting	2019-2020	Site	\$450.00	BES
01CE09745	Heather Powers	Student Council	2019-2020	Site	\$550.00	BES
01CE09746	Cindy Stephens	Student Council	2019-2020	Site	\$550.00	BES
01CE09747	Samantha Lyons	11th grade Teacher Guides	7/1/-8/5/2019	Curriculum	\$1,200.00	OPIS
01CE09748	Sharon Lavene	GATE	2019-2020	LCAP 3.9	\$700.00	MCMS
01CE09749	Barbie Lee	RWW	2019-2020	LCAP1.2	\$3,000.00	BES
01CE09750	Stacey Altman	RWW	2019-2020	LCAP1.2	\$3,000.00	BES
01CE09751	Diane Farlow	RWW	2019-2020	LCAP1.2	\$3,000.00	BES
01CE09752	Beth Ruben	RWW	2019-2020	LCAP1.2	\$3,000.00	OHES
01CE09753	Eva Novak	RWW	2019-2020	LCAP1.2	\$3,000.00	OHES
01CE09754	Ericka Jauchen	RWW	2019-2020	LCAP1.2	\$3,000.00	OHES
01CE09755	Ty De Long	Curriculum Gov/Econ	2019-2020	Curriculum	\$1,500.00	OPIS
01CE09756	Ty De Long	Curriculum English IV	2019-2020	Curriculum	\$1,500.00	OPIS
01CE09757	Vanessa Heller	OPII July Institute	2019-2020	LCAP 1.3	\$900.00	MCMS
01CE09758	Kelly Pomerantz	OPII July Institute	2019-2020	LCAP 1.3	\$900.00	MCMS
01CE09759	Nina Johnson	RWW Coach	2019-2020	LCAP 1.2	\$3,000.00	ROES
01CE09760	Kate Gregg	RWW Coach	2019-2020	LCAP 1.2	\$3,000.00	ROES
01CE09761	Janet Svoboda	TUPE	2019-2020	TUPE	\$500.00	OPHS
01CE09762	Julie Ross	TUPE	2019-2020	TUPE	\$500.00	OPHS
01CE09763	Julie Ross	GATE	2019-2020	LCAP 3.9	\$700.00	OHPS
01CE09764	Erica White	GATE	2019-2020	LCAP 3.9	\$700.00	OHPS

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09765	Jennifer Aaronson	GATE	2019-2020	LCAP 3.9	\$700.00	OHPS
01CE09766	Denise Keane	GATE	2019-2020	LCAP 3.9	\$700.00	OHPS
01CE09767	Kate Thompson	Curriculum Council	2019-2020	LCAP 1.6	\$370.00	OPIS
01CE09768	KC Kelem	Curriculum Council	2019-2020	LCAP 1.6	\$370.00	OPIS
01CE09769	Kelly Pomerantz	Curriculum Council	2019-2020	LCAP 1.6	\$370.00	OPIS
01CE09770	Marjorie Cohen	Curriculum Council	2019-2020	LCAP 1.6	\$370.00	OPIS
01CE09771	Beth Ruben	Curriculum Council	2019-2020	LCAP 1.6	\$370.00	OPIS
01CE09772	Lisa Becker	Curriculum Council	2019-2020	LCAP 1.6	\$370.00	OPIS
01CE09773	Maryannick Bovard	Study Hall Spring	2019-2020	LCPI	\$1,687.00	OPHS
01CE09774	Brenda Pasqua	Study Hall Spring (2)	2019-2020	LCPI	\$3,374.00	OPHS
01CE09775	Jacqui Lac	Study Hall Spring	2019-2020	LCPI	\$1,687.00	OPHS
01CE09776	Maryannick Bovard	Study Hall Fall	2019-2020	LCPI	\$1,687.00	OPHS
01CE09777	Brenda Pasqua	Study Hall Fall (2)	2019-2020	LCPI	\$3,374.00	OPHS
01CE09778	Jacqui Lac	Study Hall Fall	2019-2020	LCPI	\$1,687.00	OPHS
01CE09779	Danielle Warnes	PSAT Procter	10/19/2019	PSAT	\$130.00	OPHS
01CE09780	Ty DeLong	District Innovators	2019-2020	LCAP 1.6	\$600.00	OPIS
01CE09781	Ericka Jauchen	District Innovators	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09782	Julie Matthews	District Innovators	2019-2020	LCAP 1.6	\$600.00	ROES
01CE09783	Vanessa Heller	District Innovators	2019-2020	LCAP 1.6	\$600.00	MCMS
01CE09784	Michael O'Hagan	District Innovators	2019-2020	LCAP 1.6	\$600.00	MCMS
01CE09785	Marta Graves	District Innovators	2019-2020	LCAP 1.6	\$600.00	MCMS
01CE09786	Christine Fersht	District Innovators	2019-2020	LCAP 1.6	\$600.00	MCMS
01CE09787	Brittany Ulloa	District Innovators	2019-2020	LCAP 1.6	\$600.00	MCMS
01CE09788	Tiffany Johnson	District Innovators	2019-2020	LCAP 1.6	\$600.00	OPHS
01CE09789	Jen Hankins	District Innovators	2019-2020	LCAP 1.6	\$600.00	OPHS
01CE09790	Winnie Litten	District Innovators	2019-2020	LCAP 1.6	\$600.00	OPHS
01CE09791	Barbie Lee	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	BES
01CE09792	Allison Gerin	Curriculum Catalysis	2019-2020	LCAP 1.6	\$300.00	BES
01CE09793	Sara Lipkin	Curriculum Catalysis	2019-2020	LCAP 1.6	\$300.00	BES
01CE09794	Erik Squire	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	BES
01CE09795	Sarah Rozenberg	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	BES
01CE09796	Paula Foy	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09797	Allison Shapiro	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09798	Keri Liberman	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09799	Joy Reints	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09800	Kristen Chobanian	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09801	Quincie Melville	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	OHES
01CE09802	Nicole LoBianco	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	ROES

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09803	Martie Ewing	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	ROES
01CE09804	Lynnae Gaeta	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	ROES
01CE09805	Jamie Brown	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	ROES
01CE09806	Julie Matthews	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	ROES
01CE09807	Erica White	Curriculum Catalysis	2019-2020	LCAP 1.6	\$600.00	ROES
01CE09808	Heather Sloan	District Tech Committee	2019-2020	LCAP 1.6	\$400.00	OHES
01CE09809	Catherine Steiner	District Tech Committee	2019-2020	LCAP 1.6	\$400.00	MCMS
01CE09810	Ericka Jauchen	District Tech Committee	2019-2020	LCAP 1.6	\$400.00	OHES
01CE09811	Tess Kokiousis	District Tech Committee	2019-2020	LCAP 1.6	\$400.00	OPHS
01CE09812	Sharon Lavene	Summer Work	2019-2020	Donations	\$200.00	MCMS
01CE09813	Sharon Lavene	GATE Coordinator	2019-2020	PFA	\$400.00	MCMS
01CE09814	Kathy Mosley	ASB Bookkeeper	2019-2020	ASB	\$3,000.00	MCMS
01CE09815	Kathy Mosley	Yearbook Advisor	2019-2020	ASB	\$4,000.00	MCMS
01CE09816	Cathy Norton	Environmental Club	2019-2020	PFA	\$350.00	MCMS
01CE09817	Maureen O'Hagan	Camp Lead Catalina - Fox	10/30/2019	Catalina	\$700.00	MCMS
01CE09818	Michael O'Hagan	Chess Club	2019-2020	PFA	\$350.00	MCMS
01CE09819	Michael O'Hagan	Summer Work	7/1-7/31/2019	Donations	\$200.00	MCMS
01CE09820	Michael O'Hagan	Web Master	2019-2020	PFA	\$300.00	MCMS
01CE09821	Tim Roesner	Summer Work	7/1-7/31/2019	Donations	\$200.00	MCMS
01CE09822	Suzanne Shea	Sewing Club	2019-2020	PFA	\$500.00	MCMS
01CE09823	Suzanne Shea	Web Advisor	2019-2020	PFA	\$500.00	MCMS
01CE09824	Suzanne Shea	Web Club Advisor	2019-2020	PFA	\$500.00	MCMS
01CE09825	Amy Sinnamon	Astronaut/Outer Space Club	2019-2020	PFA	\$500.00	MCMS
01CE09826	Kristina Skiba	Fantasy Football Club	2019-2020	PFA	\$500.00	MCMS
01CE09827	Lindsay Smits	Summer Work	7/1-7/31/2019	Donations	\$200.00	MCMS
01CE09828	Kim Sonnabend	Web Tutoring	2019-2020	PFA	\$700.00	MCMS
01CE09829	Alison Stein	Summer Work	7/1-7/31/2020	Donations	\$200.00	MCMS
01CE09830	Alison Stein	Spelling Bee	1/6-1/31/2020	PFA	\$150.00	MCMS
01CE09831	Catherine Steiner	Minecraft Club	2019-2020	PFA	\$500.00	MCMS
01CE09832	Catherine Steiner	Mock Trial Advisor	2019-2020	PFA	\$1,000.00	MCMS
01CE09833	Catherine Steiner	CJSF	2019-2020	PFA	\$1,000.00	MCMS
01CE09834	Brittany Ulloa	DIY Crafts	2019-2020	PFA	\$500.00	MCMS
01CE09835	Brittany Ulloa	Pi Week Gr 7/8	3/2-3/17/2020	PFA	\$100.00	MCMS
01CE09836	Casey Webb	Dancenastics	2019-2020	PFA	\$175.00	MCMS
01CE09837	Casey Webb	Football Intramurals	2019-2020	PFA	\$310.00	MCMS
01CE09838	Casey Webb	Boys Basketball Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09839	Casey Webb	Boys Softball Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09840	Casey Webb	Lunch Intramurals	2019-2020	PFA	\$1,520.00	MCMS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09841	Barbara Wechter	Dungeons & Dragons Club	2019-2020	PFA	\$350.00	MCMS
01CE09842	Katie Wilsker	Earth Week Advisor	4/1-4/30/2020	PFA	\$100.00	MCMS
01CE09843	Katie Wilsker	Kuma Club	2019-2020	PFA	\$500.00	MCMS
01CE09844	Katie Wilsker	Garden Club	2019-2020	PFA	\$500.00	MCMS
01CE09845	Brian Winsick	Chess Club Advisor	2019-2020	PFA	\$500.00	MCMS
01CE09846	Brian Winsick	Surf Club Advisor	2019-2020	PFA	\$500.00	MCMS
01CE09847	Steve White	ASB Advisor	2019-2020	ASB	\$3,000.00	MCMS
01CE09848	John Austin	Astro Camp Advisor	10/23-10/25/2019	Donations	\$300.00	MCMS
01CE09849	Dianne Large	Web Coordinator	2019-2020	PFA	\$1,000.00	MCMS
01CE09850	Brian Winsick	Catalina Chaperone	10/28-10/30/2019	Catalina	\$300.00	MCMS
01CE09851	Carrie Jones	Catalina Chaperone	10/28/10/30/2019	Catalina	\$300.00	MCMS
01CE09852	Liz Bednar	Astro Camp Chaperone	10/23-10/25/2019	Donations	\$300.00	MCMS
01CE09853	Malia Cadle	8th grade Advisor	1/6-3/17/2020	PFA	\$450.00	MCMS
01CE09854	Malia Cadle	6th grade Art Club	9/10-12/10/2019	PFA	\$175.00	MCMS
01CE09855	Malia Cadle	7th/8th grade Art Club	2019-2020	PFA	\$350.00	MCMS
01CE09856	Al Calce	Morning Intramurals	2019-2020	PFA	\$1,125.00	MCMS
01CE09857	Al Calce	Boys Volleyball Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09858	Al Calce	Girls Softball Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09859	Al Calce	Lunch Intramurals	2019-2020	PFA	\$3,040.00	MCMS
01CE09860	Kim Connelly	Web Advisor	8/6/19-3/17/2020	PFA	\$500.00	MCMS
01CE09861	Kim Connelly	Web Club Advisor	8/6-3/17/2020	PFA	\$700.00	MCMS
01CE09862	Kathryn Dusek	Cartoons & Coloring Club	2019-2020	PFA	\$500.00	MCMS
01CE09863	Jessica Fadgen	Summer Work	7/1-7/31/2019	Donations	\$200.00	MCMS
01CE09864	Jessica Fadgen	GeoBee	1/6-1/31/2020	PFA	\$150.00	MCMS
01CE09865	Jessica Fadgen	Movie Club	2019-2020	PFA	\$250.00	MCMS
01CE09866	Christine Fersht	Board Games Club	2019-2020	PFA	\$350.00	MCMS
01CE09867	Christine Fersht	Photography Club	2019-2020	PFA	\$350.00	MCMS
01CE09868	Paula Franco	Music Club	2019-2020	PFA	\$500.00	MCMS
01CE09869	Paula Franco	8th grade Activity/Culmination	1/6-3/17/2020	PFA	\$300.00	MCMS
01CE09870	Brittany Gibson	Morning Intramurals	2019-2020	PFA	\$1,125.00	MCMS
01CE09871	Brittany Gibson	Boys Soccer Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09872	Brittany Gibson	Girls Soccer Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09873	Brittany Gibson	Lunchtime Intramurals	2019-2020	PFA	\$1,520.00	MCMS
01CE09874	Brittany Gibosn	Astro Camp Chaperone	10/23-10/25/2019	Donations	\$300.00	MCMS
01CE09875	Brittany Gibson	Fitness Club	2019-2020	PFA	\$250.00	MCMS
01CE09876	Rebecca Goldman	Summer Work	7/1-7/31/2019	Donations	\$600.00	MCMS
01CE09877	Marta Graves	Catalina Chaperone	10/1-10/31/2019	Catalina	\$300.00	MCMS
01CE09878	Marta Graves	Culmiation Coordinator	1/6-3/17/2020	PFA	\$450.00	MCMS

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09879	Vanessa Heller	Summer Work	7/1-7/31/2019	Donations	\$600.00	MCMS
01CE09880	Vanessa Heller	Writing Club	2019-2020	PFA	\$500.00	MCMS
01CE09881	Frances Hermsillo	Fitness Club	2019-2020	PFA	\$250.00	MCMS
01CE09882	Frances Hermsillo	Morning Intramurals	2019-2020	PFA	\$1,125.00	MCMS
01CE09883	Frances Hermsillo	Lunchtime Intramurals	2019-2020	PFA	\$3,040.00	MCMS
01CE09884	Roni Hernandez	Astro Camp Coordinator	2019-2020	Donations	\$700.00	MCMS
01CE09885	Teresa Hogan	Morning Intramurals	2019-2020	PFA	\$1,125.00	MCMS
01CE09886	Teresa Hogan	Girls Basketball Intramurals	2019-2020	PFA	\$270.00	MCMS
01CE09887	Teresa Hogan	Girls Volleyball Intramurals	2019-2020	PFA	\$370.00	MCMS
01CE09888	Teresa Hogan	Lunchtime Intramurals	2019-2020	PFA	\$1,520.00	MCMS
01CE09889	Nick Jerrems	8th Grade Trip Coordinator	2019-2020	PFA	\$300.00	MCMS
01CE09890	Nick Jerrems	Gamer Club	2019-2020	PFA	\$500.00	MCMS
01CE09891	Maria Jimenez	Movie Club	2019-2020	PFA	\$250.00	MCMS
01CE09892	Carrie Jones	ARRC Club	2019-2020	PFA	\$500.00	MCMS
01CE09893	Tara Lamb	Science Olympiad Advisor	2019-2020	PFA	\$1,000.00	MCMS
01CE09894	Tara Lamb	Catalina Prep-2 classes	2019-2020	Catalina	\$300.00	MCMS
01CE09895	Rob Large	Dungeons & Dragons Club	2019-2020	PFA	\$500.00	MCMS
01CE09896	Rob Large	Math Counts Advisor	2019-2020	PFA	\$1,000.00	MCMS
01CE09897	Sharon Lavene	History Day Coordinator	2019-2020	PFA	\$350.00	MCMS
01CE09898	Kim Winthrop	Pi Week Gr 6	2019-2020	PFA	\$50.00	MCMS
01CE09899	Kim Connelly	Pi Week Gr 6	2019-2020	PFA	\$50.00	MCMS
01CE09900	Elana Levine	Jazz Band	2019-2020	Donations	\$3,000.00	MCMS
01CE09901	Elana Levine	Strings Club	2019-2020	PFA	\$500.00	MCMS
01CE09902	Kim Connelly	Leadership	2019-2020	Site	\$800.00	MCMS
01CE09903	Rebecca Goldman	Leadership	2019-2020	Site	\$800.00	MCMS
01CE09904	Sharon Levine	Leadership	2019-2020	Site	\$800.00	MCMS
01CE09905	Kelly Pomerantz	Leadership	2019-2020	Site	\$800.00	MCMS
01CE09906	Katie Wilsker	Leadership	2019-2020	Site	\$800.00	MCMS
01CE09907	Brittany Ulloa	Leadership	2019-2020	Site	\$800.00	MCMS
01CE09908	Marta Graves	Department Chair	2019-2020	Site	\$1,500.00	MCMS
01CE09909	Amy Sinnamon	Department Chair	2019-2020	Site	\$1,500.00	MCMS
01CE09910	Lindsay Smits	Department Chair	2019-2020	Site	\$1,500.00	MCMS
01CE09911	Sharon Lavene	Department Chair	2019-2020	Site	\$1,500.00	MCMS
01CE09912	Al Calce	Department Chair	2019-2020	Site	\$1,500.00	MCMS
01CE09913	Maria Jimenez	Department Chair	2019-2020	Site	\$1,500.00	MCMS
01CE09914	Roni Hernandez	Department Chair	2019-2020	Site	\$1,000.00	MCMS
01CE09915	Kim Connelly	WEB Coordinator Assistant	2019-2020	PFA	\$300.00	MCMS
01CE09916	Suzanne Shea	WEB Coordinator Assistant	2019-2020	PFA	\$300.00	MCMS

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09917	Carrie Jones	Summer Work Co-Teaching	7/1-7/31/2019	LPSBG	\$400.00	MCMS
01CE09918	Kim Sonnabend	Summer Work Co-Teaching	7/1-7/31/2019	LPSBG	\$400.00	MCMS
01CE09919	Vanessa Heller	6th Grade Lead Humanities	2019-2020	Site	\$500.00	MCMS
01CE09920	Kim Connelly	6th Grade Lead Math/Science	2019-2020	Site	\$500.00	MCMS
01CE09921	Katie Wilsker	Site Council	9/17/19-4/21/2020	Site	\$500.00	MCMS
01CE09922	Kim Connelly	Site Council	2019-2020	Site	\$500.00	MCMS
01CE09923	Sharon Lavene	Site Council	2019-2020	Site	\$500.00	MCMS
01CE09924	Sheri Merfeld	EEAC	2019-2020	District	\$500.00	ROES
01CE09925	Katie Wilsker	EEAC	2019-2020	District	\$500.00	MCMS
01CE09926	Tess Kokiousis	EEAC	2019-2020	District	\$500.00	OPHS
01CE09927	Katie Milbourn	EEAC	2019-2020	District	\$500.00	BES
01CE09928	Victor Anderson	Class Size Overage	9/1-9/30/2019	General	\$99.00	OPHS
01CE09929	Tim Chevalier	Class Size Overage	9/1-9/30/2019	General	98.00	OPHS
01CE09930	Leslie Miller	Class Size Overage	9/1-9/30/2019	General	57.00	OPHS
01CE09931	Brenda Pasqua	Class Size Overage	9/1-9/30/2019	General	18.00	OPHS
01CE09932	Tony Peluce	Class Size Overage	9/1-9/30/2019	General	17.00	OPHS
01CE09933	Russ Peters	Class Size Overage	9/1-9/30/2019	General	75.00	OPHS
01CE09934	Jessica Wall	Class Size Overage	9/1-9/30/2019	General	39.00	OPHS
01CE09935	James Barnett	Math Tutor	2019-2020	CSI	\$2,000.00	OVHS
01CE09936	Jeremy Rogers	Naviance	2019-2020	Site	\$200.00	OVHS
01CE09937	Susan Allen	Newsletter	2019-2020	Site	\$500.00	OVHS
01CE09938	Susan Allen	Yearbook	2019-2020	Site	\$500.00	OVHS
01CE09939	Susan Allen	Support Services	2019-2020	Site	\$100.00	OVHS
01CE09940	Susan Allen	SRI	2019-2020	Site	\$50.00	OVHS
01CE09941	Susan Allen	Scholarship Coordinator	2019-2020	Site	\$100.00	OVHS
01CE09942	Randi Liepman	Support Services	2019-2020	Site	\$100.00	OVHS
01CE09943	Randi Liepman	ASB	2019-2020	Site	\$200.00	OVHS
01CE09944	KC Kelem	Support Services	2019-2020	Site	\$100.00	OVHS
01CE09945	Ty DeLong	SRI	2019-2020	Site	\$50.00	OPIS
01CE09946	Ty DeLong	Rossetta Stone	2019-2020	Site	\$100.00	OPIS
01CE09947	KC Kelem	Science Wet lab	2019-2020	Site	\$750.00	OPIS
01CE09948	Jeremy Rogers	Naviance	2019-2020	Site	\$200.00	OPIS
01CE09949	Danny O'Brien	Science DryLab - HS	2019-2020	Site	\$750.00	OPIS
01CE09950	Danny O'Brien	Science Academic Lab	2019-2020	Site	\$750.00	OPIS
01CE09951	Lori Glazer	OSB Advisor	2019-2020	Site	\$500.00	OPIS
01CE09952	Kath Thompson	OSB Advisor	2019-2020	Site	\$500.00	OPIS
01CE09953	James Barnett	Math HS Lab	2019-2020	Site	\$1,500.00	OPIS
01CE09954	James Barnett	Math Curriculum	2019-2020	Site	\$400.00	OPIS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09955	Jon Duim	Writers' Lab Elementary	2019-2020	Site	\$750.00	OPIS
01CE09956	Samantha Lyons	OSB Advisor - MS	2019-2020	Site	\$500.00	OPIS
01CE09957	Amy Kobayashi	OSB Advisor - MS	2019-2020	Site	\$500.00	OPIS
01CE09958	Danny O'Brien	Curr Writing 10th Humanities	7/1-8/1/2019	LCAP 1.6	\$1,600.00	OPIS
01CE09959	Ty DeLong	Curr Writing 11th Humanities	7/1-8/1/2019	LCAP 1.6	\$1,600.00	OPIS
01CE09960	Jenny Charrett	PSAT Proctor	10/19/2019	Discretionary	\$55.00	OPIS

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: OCTOBER 15, 2019
SUBJECT: B.1.c. APPROVE PURCHASE ORDERS – SEPTEMBER 1 THROUGH SEPTEMBER 30, 2019

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued for the period September 1 Through September 30, 2019?

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:

Byron Jones, Director Fiscal Services
Adam Rauch, 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-1160	Certificated Salaries Stipends				
B20-00243	Tori Nisperos	013	AP Reader/PFA Funded	010-1160	4,000.00
Total:010-1160 Certificated Salaries Stipends					4,000.00
010-4100	Approved Textbooks and Core Cu				
P20-00089	McGraw-Hill	005	2019/2020 MCMS Social Studies Adoption	010-4100	63,228.28
P20-00188	Houghton Mifflin Harcourt	005	2019/2020 OHES Go Math Grade 1	010-4100	276.44
P20-00198	Follett School Solutions, Inc.	005	2019/2020 OPHS Business Math Textbook	010-4100	2,419.29
P20-00217	HEINEMANN	005	2019/2020 2nd Grade Writing- All Schools	010-4100	421.51
P20-00244	Follett School Solutions, Inc.	005	19/20 Elem and Middle School Library Resource	010-4100	4,196.16
P20-00292	McGraw-Hill	005	2019/2020 OPHS English Book	010-4100	3,454.63
Total:010-4100 Approved Textbooks and Core Cu					73,996.31
010-4200	Other Books and Reference Mate				
B20-00022	Perma-Bound	012	PFA: Open PO for Book Orders 2018-19	010-4200	4,000.00
P20-00224	McGraw-Hill	005	2019/2020 OHES Number Worlds	010-4200	241.57
P20-00239	VCOE	005	Susan Roberts VCOE Training	010-4200	200.00
P20-00248	Perma-Bound	005	2019/2020 OPHS Cat's Cradle Books	010-4200	882.88
Total:010-4200 Other Books and Reference Mate					5,324.45
010-4330	Other Materials and Supplies N				
B20-00012	Graphaids	012	PFA: Art Supplies	010-4330	400.00
B20-00121	Miracle Playground Sales	004	2019/20 Play Equipment Replacement Parts	010-4330	1,400.00
B20-00248	Agoura Lock Technologies, Inc.	011	Red Oak keys/locks	010-4330	200.00
P20-00171	Recycle Away, LLC	004	Recycling Stations for OPHS + DO	010-4330	3,931.80
P20-00207	Southwest School Supply	009	Playground equipmnt	010-4330	201.77
P20-00233	Ventura County Graphic Service	011	Health folders for student records	010-4330	45.05
P20-00238	National Assoc. Of Secondary	013	Dues/Membership/Site	010-4330	385.00
P20-00260	Perma-Bound	009	Attendance Reward - Books	010-4330	1,728.05
P20-00261	Worldwide Industries Group Inc DBA Bestblanks	015	VCI Supplies: Graphic Production	010-4330	465.92
P20-00278	Varidesk LLC	004	43457 Pro Plus 30" Stand Up Desk	010-4330	316.39
P20-00279	Southwest School Supply	004	Multifunction Task Chair per Ergonomic Eval	010-4330	180.18
P20-00285	Oak Park High School - Asb c/o OPHS	004	2019-2020 Exploriorus Ed Extracurricular Fees	010-4330	21,650.00
P20-00293	Flinn Scientific, Inc	013	Science/materials and supplies/PFA	010-4330	716.28
P20-00294	VCOE	009	Health Jackets	010-4330	135.14
Total:010-4330 Other Materials and Supplies N					31,755.58
010-4410	Equipment New Non-Capitalized				

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 7

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-00257	Uline	004	Collab Furniture Club OP @MCMS	010-4410	2,024.44
Total:010-4410 Equipment New Non-Capitalized					2,024.44
010-5200	Travel and Conference				
P20-00201	Zangle National User Group	004	QUE User Conference	010-5200	500.00
P20-00230	CCSESA	005	Ericka Jauchen CCSESA NGSS Conference	010-5200	250.00
P20-00235	Island Packers Cruises	015	Floating Classroom - Anacapa 1017/19	010-5200	1,591.00
P20-00240	VCOE	005	Jennifer Golden VCOE Training	010-5200	200.00
P20-00241	NAEA Abigail Crawford, Registrar	005	Randi Liepman NAEA Conference Registration	010-5200	450.00
P20-00242	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	015	Open PO for field Trip Transportation	010-5200	500.00
P20-00243	Long Beach Aquarium Of The	015	Aquarium Field Trip	010-5200	370.00
P20-00245	VCOE	005	Susan Allen training VCOE Inclusive Practices	010-5200	200.00
P20-00246	Southwinds Transportation	015	Open PO Field Trip Transportation	010-5200	1,200.00
P20-00247	VCOE	005	Gayle Tribe VCOE Training	010-5200	200.00
P20-00262	Fagen Friedman & Fulfroost LLP	000	SpEd Fall Symposium - October 2019	010-5200	195.00
P20-00263	Riverside COE	005	Melissa Curtis ELPAC Training Registration	010-5200	75.00
P20-00264	Riverside COE	005	Julia Green ELPAC Training Registration	010-5200	75.00
P20-00265	Riverside COE	005	Sloane Powers ELPAC Training Registration	010-5200	75.00
P20-00272	VCOE	003	Advanced Excell training @ VCOE	010-5200	100.00
P20-00289	VCOE	006	FRISK Training - B. Callahan	010-5200	170.00
Total:010-5200 Travel and Conference					6,151.00
010-5300	Dues and Memberships				
P20-00219	Accrediting Commission For Schools/Wasc	024	WASC Annual Membership Renewal	010-5300	1,070.00
P20-00220	Accrediting Commission For Schools/Wasc	015	Annual WASC Membership Fee	010-5300	1,070.00
P20-00282	Ventura County Schools Boards Attn: Stephen Blum, Treasurer	001	2019-20 VCSBA Association Dues	010-5300	200.00
Total:010-5300 Dues and Memberships					2,340.00
010-5600	Rents, Leases, and Repairs				
B20-00222	Golden State Elevator	004	2019-2020 Monthly Maintenance for Elevators	010-5600	5,730.00
B20-00238	Agoura Lock Technologies, Inc.	004	2019-20 Locksmith Services	010-5600	2,500.00
P20-00210	Controlled Elements HVAC	004	Install 1.5 Ton Heatpump at OPHS F Bldg.	010-5600	8,645.00
P20-00232	Taft Electric Company	004	Parking Lot Lights Repair at ROES	010-5600	1,785.69
P20-00255	REC Solar Commercial Corp	004	Repair/replace blown fuses on OHES solar inverter	010-5600	1,763.88

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 7

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-00277	Fence Factory	004	Install Gate Closer Sets at BES	010-5600	3,605.97
P20-00281	Reliable Floor Coverings, Inc	004	Replace Carpet Tile MCMS Rm - R4	010-5600	4,956.00
P20-00288	Hughes General Engineering	004	Repair Sidewalk at ROES	010-5600	4,132.97
Total:010-5600 Rents, Leases, and Repairs					33,119.51
010-5820	Other Operating Expense				
B20-00224	Sports Facilities Group	004	Annual Safety Inspection/Svs BB Backstops at MCMS	010-5820	1,400.00
B20-00239	Alba-Walker Life Strategies	000	2019/2020 Gender Diversity Training	010-5820	3,000.00
B20-00240	Jessica Conway	013	Oth Oper Exp/ASB Band/OPIMA	010-5820	5,000.00
B20-00241	Brian Hou	013	Band Coach/Oth Exp/DISC	010-5820	5,500.00
B20-00245	Cameron Curtis	013	Band Coach/Oth. Oper. Exp.	010-5820	5,000.00
B20-00246	Kylee Murray	013	Band Coach/Oth. Oper. Exp.	010-5820	4,500.00
B20-00247	O'Linn Security	004	2019-2020 Patrol Services	010-5820	3,600.00
P20-00195	Southwinds Transportation	012	DON: Catalina Buses	010-5820	9,449.60
P20-00196	Southwinds Transportation	012	DON: PALI BUSES	010-5820	13,609.60
P20-00205	Southwinds Transportation	012	DON: Astro Camp buses	010-5820	9,506.00
P20-00206	Diverse City Consulting	013	Counseling Serv/Educ Grant/CTE	010-5820	400.00
P20-00208	Scholastic, Inc.	011	Scholastic News, 2nd grade	010-5820	569.25
P20-00209	City Of Ventura Parks & Rec.	010	4th Grade Field Trip to Ventura Mission & Museum	010-5820	720.00
P20-00211	AAA Camps, LP DBA Valley Trails Summer Camp	010	4th Grade Field Trip to VT Ranch	010-5820	1,148.00
P20-00212	Childrens Museum of SB MOXI The Wolf Museum of E&I	010	Kindergarten Field Trip to MOXI Museum	010-5820	546.00
P20-00213	Southwinds Transportation	010	Buses for K Field Trip to MOXI	010-5820	1,161.20
P20-00214	Southwinds Transportation	010	Buses for 4th Grade Field Trip to VT Ranch	010-5820	1,271.20
P20-00215	Brain POP LLC	012	PFA:Brain Pop renewal	010-5820	1,895.00
P20-00218	Accrediting Commission For Schools/Wasc	013	Accreditation/oth exp	010-5820	1,070.00
P20-00221	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	010	Buses for 4th Grade Field Trip to Olivas Adobe	010-5820	1,695.00
P20-00222	Education Through Nature	010	2nd Grade Program Education Through Nature	010-5820	480.00
P20-00223	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	010	Buses for 1st Grade Field Trip to Underwood Farms	010-5820	1,655.00
P20-00225	Community Educational Ent Ramona Brandes	010	1st Grade Field Trip to T.O. Civic Arts Plaza	010-5820	1,144.00
P20-00226	City Of Ventura Parks & Rec.	010	4th Grade Field Trip to Olivas Adobe	010-5820	900.00
P20-00227	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	010	4th Grade Field Trip to Santa Barbara Museum	010-5820	2,855.00
P20-00228	Southwinds Transportation	010	Buses - 5th Grade Field Trip to Santa Cruz Island	010-5820	1,701.20
P20-00229	Underwood Family Farms at Tierra Rejada	010	1st Grade Field Trip to Underwood Family Farms	010-5820	1,596.00
P20-00231	Tri-County Gate Council	005	Tri-County GATE Council 2019-2020	010-5820	75.00

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 7

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-00234	Coast Cart Inc.	013	Oth Exp/Disc	010-5820	467.56
P20-00236	ChargePoint, Inc.	004	ChargePoint Network Svcs. Plan 2018/19	010-5820	7,594.00
P20-00237	Scholastic, Inc.	011	Scholastic News, 1st grade	010-5820	556.61
P20-00249	CR Print	005	2018/2019 CAASPP letters	010-5820	547.52
P20-00250	Scholastic, Inc.	011	Scholastic News, 3rd grade	010-5820	569.25
P20-00251	Scholastic, Inc.	010	Scholastic News for 1st Grade	010-5820	531.30
P20-00252	Chumash Indian Museum	009	Donation - 3rd grade Chumash	010-5820	800.00
P20-00253	Island Packers Cruises	009	Donation - 5th Santa Cruz	010-5820	6,235.00
P20-00254	Underwood Family Farms at Tier ra Rejada	009	Donation K Field Trip Underwood	010-5820	912.00
P20-00258	Forbess Consulting Group, Inc.	004	Mold Assessment at BES Portables	010-5820	2,400.00
P20-00266	Alpenspruce Education Solution s Inc	005	2019/2020 Alludo Platform	010-5820	4,000.00
P20-00267	Rancho Simi Recreation & Park District	011	3rd grade event, Chumash Day	010-5820	106.00
P20-00268	Karen Kennedy dba Camino Real	011	3rd grade Chumash event	010-5820	566.00
P20-00269	Childrens Museum of SB MOXI T he Wolf Museum of E&I	011	3rd grade museum trip	010-5820	1,590.00
P20-00270	Epstein Custom Media Inc dba L A Parent	001	DOC Ad LA Parents Education Guide 2019	010-5820	4,076.00
P20-00271	Calabasas Style LLC	001	DOC Ad Full Page for 2019-20	010-5820	1,100.00
P20-00284	VCOE	004	VCFast Cost 2019-20	010-5820	5,404.00
Total:010-5820 Other Operating Expense					118,902.29
010-5899	LEGAL FEES 1099				
B20-00234	Fagen Friedman & Fulfroost LLP	004	2019-2020 Legal Services	010-5899	192,346.00
Total:010-5899 LEGAL FEES 1099					192,346.00
010-5900	Telephone and Communications				
B20-00237	AT&T-CalNet 3	011	2019-2020 fax line charges 818-597-4244	010-5900	2,000.00
Total:010-5900 Telephone and Communications					2,000.00
120-4330	Other Materials and Supplies N				
B20-00182	Office Depot Customer Service Center	028	Supplies for EC sites-BES, OHES, ROES, MCMS	120-4330	6,000.00
B20-00249	WELLS FARGO PAYMENT REMITTANCE CENTER	028	Supplies for EC sites-BES, OHES, ROES, MCMS	120-4330	4,000.00
Total:120-4330 Other Materials and Supplies N					10,000.00
120-5200	Travel and Conference				
B20-00242	VCOE	028	NCPI training for Ext. Care program staff	120-5200	500.00
Total:120-5200 Travel and Conference					500.00
120-5820	Other Operating Expense				

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 7

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-00291	Christopher Caetano	028	NCPI Training for Ext. Care program staff 8/2/19	120-5820	400.00
Total:120-5820 Other Operating Expense					400.00
120-5899	LEGAL FEES 1099				
B20-00234	Fagen Friedman & Fulfrost LLP	004	2019-2020 Legal Services	120-5899	2,500.00
Total:120-5899 LEGAL FEES 1099					2,500.00
130-4700	Food Purchases				
FS20-00002	Challenge Dairy Products, Inc.	025	Dairy, Eggs & Juice	130-4700	37,000.00
FS20-00004	Jordanos	025	Groceries	130-4700	22,000.00
FS20-00008	Gold Star Foods	025	USDA Foods & Groceries	130-4700	29,000.00
Total:130-4700 Food Purchases					88,000.00
130-5600	Rents, Leases, and Repairs				
FS20-00023	Cold Tech Refrigeration	025	Repairs: Freezer/Refrigerator	130-5600	5,000.00
Total:130-5600 Rents, Leases, and Repairs					5,000.00
211-4330	Other Materials and Supplies N				
B20-00244	Office Depot Customer Service Center	004	Measure S Office Supplies	211-4330	268.13
P20-00216	DIY Home Center	004	Proj 17-47S Compost and Soil BES	211-4330	88.40
P20-00256	Clark Security/Anixter, Inc	004	Proj 17-47S Threshold for BES Admin	211-4330	115.80
P20-00286	ARC Document Solutions, LLC	004	Proj 18-20S Design Reproducibles of Red Oak ES	211-4330	13.36
Total:211-4330 Other Materials and Supplies N					485.69
211-4410	Equipment New Non-Capitalized				
P20-00287	Southwest School Supply	004	Proj 19-10S Cubbies for new 5th Grade BES	211-4410	533.03
Total:211-4410 Equipment New Non-Capitalized					533.03
211-6209	Main Construction-Buildings				
P20-00176	Fence Factory	004	Proj 19-19S Art Court Phase 2 Fencing/Gates OPHS	211-6209	17,355.89
P20-00259	Hughes General Engineering	004	Proj 17-47S Demo Concrete/Curb at Brookside Elem	211-6209	2,612.64
P20-00273	Hughes General Engineering	004	Proj 19-22S King James Court Debris Clearance	211-6209	15,700.00
P20-00274	TD Sports, Inc. Sport Court of So. CA	004	Proj 19-23S Tennis Court Resurfacing OPHS	211-6209	44,084.00
P20-00275	Fence Factory	004	Proj 17-47S Electric Gate Strike for Brookside	211-6209	1,951.19
P20-00276	Thousand Oaks Electric	004	Proj 17-47S Electric wiring for gate at BES	211-6209	2,435.00
P20-00283	Omega Construction Company	004	Proj 19-05S Painting at Medea Creek Middle School	211-6209	3,806.67

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 7

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P20-00290	Hughes General Engineering	004	Proj 19-19S Patchback for Art Court @OPHS	211-6209	1,500.00
Total:211-6209 Main Construction-Buildings					89,445.39
211-6250	Architect/Engineering Services				
P20-00280	Balfour Beatty Construction	004	Const Mgmt Services 7/1-7/31/2019	211-6250	20,000.00
Total:211-6250 Architect/Engineering Services					20,000.00
211-6272	Construction Management Fees				
				211-6272	18,880.00
Total:211-6272 Construction Management Fees					18,880.00
Total Number of POs			122	Total	707,703.69

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	100	471,959.58
120	Child Development Fund	5	13,400.00
130	Cafeteria Fund	4	93,000.00
211	Measure S Facilities & Tech	14	129,344.11
		Total	707,703.69

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

Includes Purchase Orders dated 09/01/2019 - 09/30/2019

PO Changes

	<u>New PO Amount</u>	<u>Fund/ Object</u>	<u>Description</u>	<u>Change Amount</u>
010-5600	Rents, Leases, and Repairs			
B20-00108	3,500.00	010-5600	General Fund/Rents, Leases, and Repairs	1,000.00
P19-00730	32,100.00	010-5600	General Fund/Rents, Leases, and Repairs	3,000.00
			Total:010-5600 Rents, Leases, and Repairs	4,000.00
010-5820	Other Operating Expense			
B19-00241	27,672.77	010-5820	General Fund/Other Operating Expense	20,933.02
			Total:010-5820 Other Operating Expense	20,933.02
211-4330	Other Materials and Supplies N			
P19-00738	1,929.87	211-4330	Measure S Facilities & Tech/Other Materials and Supplies N	31.97
			Total:211-4330 Other Materials and Supplies N	31.97
			Total PO Changes	24,964.99

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL INTERNATIONAL THESPIANS SOCIETY TO THE “24 HOUR PLAY” - NOVEMBER 8 – 9, 2019

CONSENT

ISSUE: Shall the Board approve an overnight trip for OPHS International Thespian Society to the “24 Hour Play”?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this performance at Oak Park High School Pavilion, Oak Park, CA scheduled for November 8 – 9, 2019. Approximately 15 – 30 students, the OPHS Principal, 2 OPHS employees (1 male & 1 female) and 2 OPHS parents will spend the night in the OPHS Pavilion. 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.

FISCAL IMPACT: The event will be funded through the International Thespian Society ASB Fund and is included in the 2019-20 ASB Budget and by donations and ticket sales from the performance.

ALTERNATIVES:

1. Approve the overnight trip for Oak Park High School International Thespian Society, Oak Park, CA.
2. Do not approve the issue

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
 Kevin Buchanan, Principal, Oak Park High School

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL FUTURE BUSINESS LEADERS OF AMERICA TO ATTEND THE LEADERSHIP DEVELOPMENT INSTITUTE – NOVEMBER 16-17, 2019.

CONSENT

ISSUE: Shall the Board approve an overnight trip for the OPHS Future Business Leaders of America to Anaheim, CA?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this Leadership Development Institute scheduled for November 16-17, 2019 in Anaheim, CA. Approximately 38 students, and 1 OPHS male advisor and 1 female chaperone will travel by charter bus. They will depart on Saturday, November 17th at 6:30 a.m. and return Sunday, November 17th by approximately 2 p.m. Students and chaperones will stay at the Doubletree at Hilton Anaheim. 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.

FISCAL IMPACT: The cost is \$140.00 per student (which includes transportation, food, registration and lodging.) Funding source is the Future Business Leaders of America ASB Fund and is include in the 2019-20 ASB Budget.

ALTERNATIVES:

1. Approve the overnight trip for Oak Park High School Future Business Leaders of America, CA.
2. Do not approve the overnight field trip as presented.

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
 Kevin Buchanan, Principal, Oak Park High School

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL MEDIA (JOURNALISM/YEARBOOK) – NOVEMBER 20 – 24, 2019
CONSENT

ISSUE: Shall the Board approve an overnight trip for the OPHS Media (Journalism/Yearbook) to Washington, D.C.?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this convention scheduled for November 20 – 24, 2019 in Washington, D.C. Approximately 12 students, 1 female OPHS teacher and 1 male parent chaperone will travel by airplane. They will depart LAX on Wednesday, November 20th at 10:55 p.m. and return to LAX on Sunday, November 24th at 10:43 a.m. Students and chaperones will stay at the Washington Marriott Wardman Park, in Washington, D.C. 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.

FISCAL IMPACT: The cost is \$791.00 per student (which includes convention fee, flight, hotel and airport transfers.) Advisors and chaperones will cover their own expenses. Funding source is the ASB Fund and is included in the 2019-20 ASB Budget.

ALTERNATIVES:

1. Approve the overnight trip for Oak Park High School Media (Journalism/Yearbook), CA
2. Do not approve the overnight trip.

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
 Kevin Buchanan, Principal, Oak Park High School

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.g. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL GIRLS' VARSITY SOCCER TEAM TO BAY BACK INVITATIONAL – DECEMBER 6-8. 2019.

CONSENT

ISSUE: Shall the Board approve an overnight trip for the OPHS Girls' Varsity Soccer Team to Newport Beach, California?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this invitational scheduled for December 6-8, 2019 in Newport Beach, CA. Approximately 22 athletes, 4 OPHS coaches and 2-3 OPHS female parent volunteers will travel by district approved drivers in district and private vehicles. They will depart on Friday, December 6th at approximately 12:00 p.m. and return Sunday, December 8th at approximately 10:00 a.m. Team and chaperones will stay at the Hilton in Irvine, CA. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning/Checklist* have been met.

FISCAL IMPACT: The cost is \$210.00 per student (which includes tournament expenses, transportation, lodging and food). Funding source is the ASB Girls' Soccer Fund and is included in the 2019-20 ASB Budget.

ALTERNATIVES:

1. Approve overnight trip for Oak Park High School Girls' Varsity Soccer Team – Newport Beach, CA.
2. Do not approve the overnight trip

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
 Kevin Buchanan, Principal, Oak Park High School

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 19, 2019
SUBJECT: B.1.h. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL BOYS' BASKETBALL TEAM TO RANCHO MIRAGE HOLIDAY INVITATIONAL TOURNAMENT – DECEMBER 26-30, 2019.

CONSENT

ISSUE: Shall the Board approve an overnight trip for the OPHS Boys' Basketball Team to Rancho Mirage, California?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this invitational scheduled for December 26-30, 2019 in Rancho Mirage, CA. Approximately 17 athletes, 3 OPHS coaches will travel by district approved drivers in district vehicles. They will depart on Thursday, December 26th at approximately 9:00 a.m. and return Monday, December 30th at approximately 6:00 p.m. Team and chaperones will stay at the Embassy Suites Hotel in Palm Desert, CA. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning/Checklist* have been met.

FISCAL IMPACT: The cost is \$200.00 per student(which includes tournament expenses, transportation, lodging). Funding source is the ASB Boys' Basketball and is included in the 2019-20 ASB Budget.

ALTERNATIVES:

1. Approve overnight trip for Oak Park High School Boys' Basketball Team – Rancho Mirage, CA.
2. Do not approve the field trip as presented

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
 Kevin Buchanan, Principal, Oak Park High School

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT B.1.i. APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS – OCTOBER, 2019

CONSENT

ISSUE: Shall the Board of Education Approve the Quarterly Williams Uniform Complaints – October 2019?

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

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

FISCAL IMPACT: None

- ALTERNATIVES:**
1. Approve the Quarterly Report on Williams Uniform Complaints – October 2019
 2. Do not approve the Quarterly Report on Williams Uniform Complaints – October 2019

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Quarterly Report on Williams Uniform Complaints
 [Education Code Section 35186]
 Fiscal Year 2019-20

District: Oak Park Unified School District

Person completing this form: Dr. Jay Greenlinger

Title: Director of Curriculum and Instruction

Quarterly Report Submission Date: October 2019 (7/1/19 to 9/30/19)
 (check one) January 2020 (10/1/19 to 12/31/19)
 April 2020 (1/1/20 to 3/31/20)
 July 2020 (4/1/20 to 6/30/20)

Date for information to be reported publicly at governing board meeting: October 15, 2019

Please check the box that applies:

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

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials	0		
Teacher Vacancy or Misassignment	0		
Facilities Conditions	0		
Totals	0		

Dr. Anthony W. Knight
 Name of District Superintendent

 Signature of District Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

SUBJECT: B.1.j. APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEE TO LEARNING AND THE BRAIN CONFERENCE, MAY 2020 NEW YORK, NY.

CONSENT

ISSUE: Shall the Board of Education approve out of state travel for certificated employee to attend the 2020 Learning and The Brain Conference?

BACKGROUND: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated employees. OPUSD is proposing to send **Jeremy Rogers** to the 2020 Learning and The Brain Conference (May 1-3) to be held in New York. The Conference is an exclusive training held for teacher leaders. This conference explores how self-awareness, esteem identity and perceptions affect achievement and how to make better connections with students.

FISCAL IMPACT: The estimated cost of this conference is: Registration \$499+ Lodging \$885 + Airfare \$342= \$1726. Funding Source is the CSI Funds and is included in the 2019-2020 adopted budget.

- ALTERNATIVES:**
1. Approve out of state travel for certificated employees to attend 2020 Learning and The Brain Conference in New York, NY.
 2. Do not approve out of state travel for certificated employees to attend 2020 Learning and The Brain Conference in New York, NY.

RECOMMENDATION: Alternative #1

Prepared by:
Jay Greenlinger, Ed.D., Director of Curriculum and Instruction

Respectfully submitted,

Anthony W. Knight Ed.D.,
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.k. APPROVE SALE OR DISPOSAL OF OBSOLETE PERSONAL PROPERTY – MAINTENANCE AND OPERATIONS VEHICLE

CONSENT

ISSUE: Shall the Board approve the disposal of one obsolete district vehicle, per the provisions of Education Code Section 17545?

BACKGROUND: Currently, the Maintenance and Operations department has a 2001 Dodge Ram VIN 3B6MC36W51M249757 that is old, that is in need of extensive repairs that are in excess of the vehicles worth, and that is no longer needed by the department.

EC 17545 provides that the governing board of a school district may sell any personal property belonging to the district if it is not required for school purposes, or if it is unsatisfactory or unsuitable for school use. It also provides that the property may not be sold until notice has been given by posting in at least three public places in the district for not less than two weeks, or by publication for at least once a week for a period of not less than two weeks in a newspaper having a general circulation in the district. The board must sell the property to the highest responsible bidder, or must reject all bids.

The board may choose to conduct a sale of personal property by means of a public auction conducted by employees of the district or other public agencies, or by contract with a private auction firm. The board may delegate to the district employee responsible for conducting the auction the authority to transfer the personal property to the highest responsible bidder upon completion of the auction and after payment has been received by the district.

FISCAL IMPACT: Approximate private party sale value would be \$2,607 per Edmunds Used Car Appraisal. The cost to repair and make it operational is in excess of \$2,600.

ALTERNATIVES:

1. Declare the 2001 Dodge Ram pickup truck (VIN 3B6MC36W51M249757) as surplus, and authorize the Assistant Superintendent, Business Services, to sell the vehicle at auction on GovDeals.com.
2. Do not authorize the sale of surplus property.

RECOMMENDATION: Alternative No. 1

Prepared by: Annette Segal, Department Assistant, Business and Administrative Services
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD MEETING OCTOBER 15, 2019
Approve Sale Or Disposal Of Obsolete Personal
Property – Maintenance And Operations Vehicle
Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.1. APPROVE NOTICE OF COMPLETION, PROPOSITION 39 PROJECT 19-18F, HVAC SYSTEM REPLACEMENT AT RED OAK ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School, contracted with Controlled Elements, Lennox Industries, Bragg Crane Services, Agoura Wholesale, and Johnstone Supply?

BACKGROUND: On August 20, 2019, the Board of Education authorized the award of a contract for Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School, contracted with Controlled Elements, Lennox Industries, Bragg Crane Services, Agoura Wholesale, and Johnstone Supply.

The work under this contract is now complete, and District staff has inspected the finished project and is satisfied that it has been completed in compliance with contract specifications. The Notice of Completion form, and related contract follows for the Board's information and review. It is recommended that the Board approve the Notice of Completion accepting the finished project.

FISCAL IMPACT: No direct impact; a Notice of Completion limits the period that prime contractors, subcontractors and suppliers may record liens or file stop payment notices.

ALTERNATIVES:

1. Approve the Notice of Completion for Proposition 39 19-18F, HVAC System Replacement at Red Oak Elementary School, contracted with Controlled Elements of Ventura, California, Lennox Industries of Dallas, Texas, Bragg Crane Services of Long Beach, California, Agoura Wholesale of Agoura Hills, California, and Johnstone Supply of Thousand Oaks, California.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Director Bond Program, Sustainability, Maintenance & Operations
Adam Rauch, Assistant Superintendent, Business Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD MEETING OCTOBER 15, 2019

Approve Notice of Completion for Proposition 39 Project
19-18F, HVAC System Replacement at Red Oak Elementary School
Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

Description: Red Oak Elementary School, 4857 Rockfield Street, Oak Park, CA 91377

That on or about August 20, 2019 the said Oak Park Unified School District of Ventura County entered into a contract with Controlled Elements of Ventura, California, Lennox Industries of Dallas, Texas, Bragg Crane Services of Long Beach, California, Agoura Wholesale of Agoura Hills, California, and Johnstone Supply of Thousand Oaks, California for Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School, on certain real property hereinbefore described: that said building and improvements were actually completed on October 15, 2019: that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

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

Anthony W. Knight, Ed.D., Superintendent

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: OCTOBER 15, 2019

SUBJECT: B.1.m. APPROVE NOTICE OF COMPLETION, MEASURE S PROJECT 19-14S, PHASE 1 SECURITY AND SAFETY FENCING AT RED OAK ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Measure S Project 19-14S, Phase 1 Security and Safety Fencing at Red Oak Elementary School, contracted with Carter Fence?

BACKGROUND: On August 20, 2019, the Board of Education authorized the award of a contract for Project 19-14S, Phase 1 Security and Safety Fencing at Red Oak Elementary School, contracted with Carter Fence.

The work under this contract is now complete, and District staff has inspected the finished project and is satisfied that it has been completed in compliance with contract specifications. The Notice of Completion form, a summary of the project, and related contract follows for the Board’s information and review. It is recommended that the Board approve the Notice of Completion accepting the finished project.

FISCAL IMPACT: No direct impact; a Notice of Completion limits the period that prime contractors, subcontractors and suppliers may record liens or file stop payment notices.

- ALTERNATIVES:**
1. Approve the Notice of Completion for Project 19-14S, Phase 1 Security and Safety Fencing at Red Oak Elementary School, contracted with Carter Fence of North Hollywood, California.
 2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Director Bond Program, Sustainability, Maintenance & Operations
Adam Rauch, Assistant Superintendent, Business & 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

Description: Red Oak Elementary School, 4857 Rockfield Street, Oak Park, CA 91377

That on or about August 20, 2019 the said Oak Park Unified School District of Ventura County entered into a contract with Carter Fence of North Hollywood, California for Project 19-14S, Phase 1 Safety and Security Fencing, on certain real property hereinbefore described: that said building and improvements were actually completed on October 15, 2019; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

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

Anthony W. Knight, Ed.D., Superintendent

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)



Red Oak Elementary School - 19-14S ROES Phase 1 Safety/Security Fencing

Budget Group/Object Code	Budget			Commitments				Expenditures			
	Initial Budget	Approved Budget Changes	Total Budget	Initial AMT	Change AMT	Total Commitments	% Budget Committed	Paid	In Process for PMT	Total Expenditures	% Budget Spent
C - Construction											
6209 - Main Construction Contractor	130,400		130,400	130,400		130,400	100.0%	61,940	68,460	130,400	100.0%
	130,400		130,400	130,400		130,400	100.0%	61,940	68,460	130,400	100.0%
G - Project Contingency											
6299 - Project Contingency	18,040		18,040								
	18,040		18,040								
Totals	148,440		148,440	130,400		130,400	87.8%	61,940	68,460	130,400	87.8%

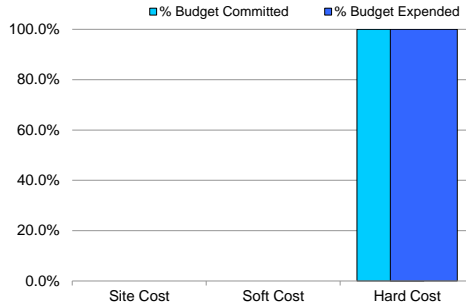


Red Oak Elementary School - 19-14S ROES Phase 1 Safety/Security Fencing (ROES - Safety & Security Fencing)

Summary Status

Description	Budgeted	Committed	Expended
Site Cost	-	-	-
Soft Cost	-	-	-
Hard Cost	130,400	130,400	130,400
Contingency	18,040	-	-
Total	148,440	130,400	130,400
Budgeted Hard Cost 87.8%			

Progress

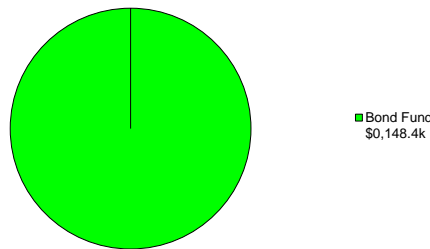


Budget Status

Initial Amount	148,440
Pending Changes	-
Total	148,440
Budgeted Contingency 12.2%	

Funding Sources

Budgeted



Committed Status

Initial Contracted AMT	130,400
Total	130,400
Budget Committed 87.8%	

Expenditure Status

Paid	61,940
In Process for PMT	68,460
Total	130,400
Budget Expended 87.8%	

Construction Contract Status

Contract Name	Initial AMT	Current AMT	% Chng	Pending Changes	Work in Place	% Cmpl	CCD Date	NOC Date
Carter Fence	130,400	130,400	0.0%	-	130,400	100.0%	09/02/2019	
Total	130,400	130,400	0.0%	-	130,400	100.0%		

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.n. APPROVE NOTICE OF COMPLETION, MEASURE S PROJECT 19-16S, PHASE 2 SECURITY AND SAFETY FENCING AT RED OAK ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Measure S Project 19-16S, Phase 2 Security and Safety Fencing at Red Oak Elementary School, contracted with Carter Fence?

BACKGROUND: On August 20, 2019, the Board of Education authorized the award of a contract for Project 19-16S, Phase 2 Security and Safety Fencing at Red Oak Elementary School, contracted with Carter Fence.

The work under this contract is now complete, and District staff has inspected the finished project and is satisfied that it has been completed in compliance with contract specifications. The Notice of Completion form, a summary of the project, and related contract follows for the Board’s information and review. It is recommended that the Board approve the Notice of Completion accepting the finished project.

FISCAL IMPACT: No direct impact; a Notice of Completion limits the period that prime contractors, subcontractors and suppliers may record liens or file stop payment notices.

ALTERNATIVES:

1. Approve the Notice of Completion for Project 19-16S, Phase 2 Security and Safety Fencing at Red Oak Elementary School, contracted with Carter Fence of North Hollywood, California.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Director Bond Program, Sustainability, Maintenance & Operations
Adam Rauch, Assistant Superintendent, Business & 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

Description: Red Oak Elementary School, 4857 Rockfield Street, Oak Park, CA 91377

That on or about August 20, 2019 the said Oak Park Unified School District of Ventura County entered into a contract with Carter Fence of North Hollywood, California for Project 19-16S, Phase 2 Safety and Security Fencing, on certain real property hereinbefore described: that said building and improvements were actually completed on October 15, 2019; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

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

Anthony W. Knight, Ed.D., Superintendent

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)



Red Oak Elementary School - 19-16S ROES Phase 2 Safety/Security Fencing

Budget Group/Object Code	Budget			Commitments				Expenditures			
	Initial Budget	Approved Budget Changes	Total Budget	Initial AMT	Change AMT	Total Commitments	% Budget Committed	Paid	In Process for PMT	Total Expenditures	% Budget Spent
C - Construction											
6209 - Main Construction Contractor	68,975		68,975	68,975		68,975	100.0%	32,763	36,212	68,975	100.0%
	68,975		68,975	68,975		68,975	100.0%	32,763	36,212	68,975	100.0%
G - Project Contingency											
6299 - Project Contingency	6,898		6,898								
	6,898		6,898								
Totals	75,873		75,873	68,975		68,975	90.9%	32,763	36,212	68,975	90.9%



Red Oak Elementary School - 19-16S ROES Phase 2 Safety/Security Fencing (ROES - Safety Security Fencing)

Summary Status

Description	Budgeted	Committed	Expended
Site Cost	-	-	-
Soft Cost	-	-	-
Hard Cost	68,975	68,975	68,975
Contingency	6,898	-	-
Total	75,873	68,975	68,975
Budgeted Hard Cost 90.9%			

Budget Status

Initial Amount	75,873
Pending Changes	-
Total	75,873
Budgeted Contingency 9.1%	

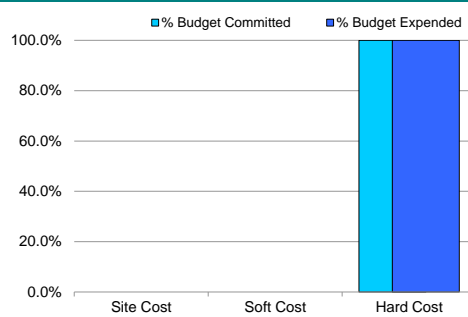
Committed Status

Initial Contracted AMT	68,975
Total	68,975
Budget Committed 90.9%	

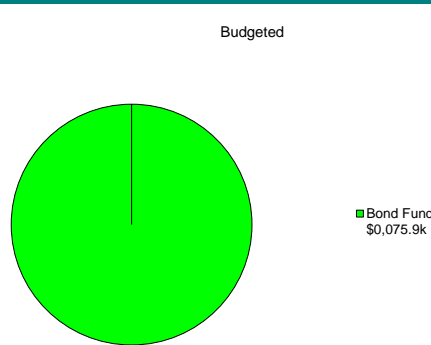
Expenditure Status

Paid	32,763
In Process for PMT	36,212
Total	68,975
Budget Expended 90.9%	

Progress



Funding Sources



Construction Contract Status

Contract Name	Initial AMT	Current AMT	% Chng	Pending Changes	Work in Place	% Cmpl	CCD Date	NOC Date
Carter Fence	68,975	68,975	0.0%	-	68,975	100.0%	09/02/2019	
Total	68,975	68,975	0.0%	-	68,975	100.0%		

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.1.o. APPROVE NOTICE OF COMPLETION, MEASURE S PROJECT 17-47S, FOR DSA CERTIFICATION OF ADMINISTRATION BUILDING AT BROOKSIDE ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Measure S Project 17-47S, for DSA Certification of Administration Building at Brookside Elementary School, contracted with SBS Corporation, Kenco Construction Services, Inc. and NV5, Inc.?

BACKGROUND: On May 14, 2019, the Board of Education authorized the award of a contract for Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School, contracted with SBS Corporation, Kenco Construction Services, Inc. and NV5, Inc.

The work under this contract is now complete, and District staff has inspected the finished project and is satisfied that it has been completed in compliance with contract specifications. The Notice of Completion form, a summary of the project, and related contract follows for the Board’s information and review. It is recommended that the Board approve the Notice of Completion, accepting the finished project.

FISCAL IMPACT: No direct impact; a Notice of Completion limits the period that prime contractors, subcontractors and suppliers may record liens or file stop payment notices.

ALTERNATIVES:

1. Approve the Notice of Completion for Project 17-47S, for DSA Certification of Administration Building at Brookside Elementary School, contracted with SBS Corporation of Camarillo, California, Kenco Construction Services, Inc. of Oxnard, California and NV5, Inc. of Ventura, California.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Director Bond Program, Sustainability, Maintenance & Operations
Adam Rauch, Assistant Superintendent, Business & 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

Description: Brookside Elementary School, 165 Satinwood Avenue, Oak Park, CA 91377

That on or about May 14, 2019 the said Oak Park Unified School District of Ventura County entered into a contract with SBS Corporation of Camarillo, California, Kenco Construction Services, Inc. of Oxnard, California and NV5, Inc. of Ventura, California for Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School, on certain real property hereinbefore described: that said building and improvements were actually completed on October 15, 2019; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

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

Anthony W. Knight, Ed.D., Superintendent

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)



Budget Status Report
Budget versus Commitments and Expenditures

Brookside Elementary School - 17-47S Administration Building DSA Cert.

Budget Group/Object Code	Budget			Commitments				Expenditures				
	Initial Budget	Approved Budget Changes	Total Budget	Initial AMT	Change AMT	Total Commitments	% Budget Committed	Paid	In Process for PMT	Held Retention	Total Expenditures	% Budget Spent
B - Planning												
6240 - Preliminary Tests	11,481	(11,481)	-	-	-	-	-	-	-	-	-	-
6250 - Architect/Engineering Fees	77,000	91,641	168,641	83,005	85,636	168,641	100.0%	107,643	3,720	-	111,363	66.0%
6251 - DSA Fees	9,184	(0)	9,184	9,184	-	9,184	100.0%	9,184	-	-	9,184	100.0%
6258 - Legal Fees	-	3,983	3,983	3,983	-	3,983	100.0%	3,983	-	-	3,983	100.0%
6259 - Other Costs - Planning	-	1,426	1,426	697	729	1,426	100.0%	1,426	-	-	1,426	100.0%
	97,665	85,568	183,233	96,868	86,365	183,233	100.0%	122,235	3,720	-	125,955	68.7%
C - Construction												
6209 - Main Construction Contractor	534,598	455,229	989,827	994,875	-	994,875	100.5%	874,577	70,807	49,491	994,875	100.5%
6272 - Construction Mgmt Fees	37,422	44,830	82,252	10,368	87,484	97,852	119.0%	77,852	20,000	-	97,852	119.0%
	572,020	500,059	1,072,079	1,005,243	87,484	1,092,727	101.9%	952,429	90,807	49,491	1,092,727	101.9%
D - Testing												
6280 - Construction Tests	5,000	6,323	11,323	11,323	-	11,323	100.0%	8,025	-	-	8,025	70.9%
	5,000	6,323	11,323	11,323	-	11,323	100.0%	8,025	-	-	8,025	70.9%
E - Inspection												
6290 - Construction Inspection	6,000	(6,000)	-	-	-	-	-	-	-	-	-	-
	6,000	(6,000)	-	-	-	-	-	-	-	-	-	-
F - Furniture & Equipment												
4300 - Materials & Supplies	-	95	95	1,913	1,951	3,864	4059.7%	3,687	-	-	3,687	3872.9%
4410 - Non-Capitalized Equipment	-	-	-	4,272	-	4,272	-	3,530	-	-	3,530	-
	-	95	95	6,185	1,951	8,136	8547.4%	7,216	-	-	7,216	7581.0%
G - Project Contingency												
6299 - Project Contingency	68,172	1,872	70,044									
	68,172	1,872	70,044									
Totals	748,857	587,917	1,336,774	1,119,618	175,800	1,295,418	96.9%	1,089,905	94,527	49,491	1,233,923	92.3%



Project Status

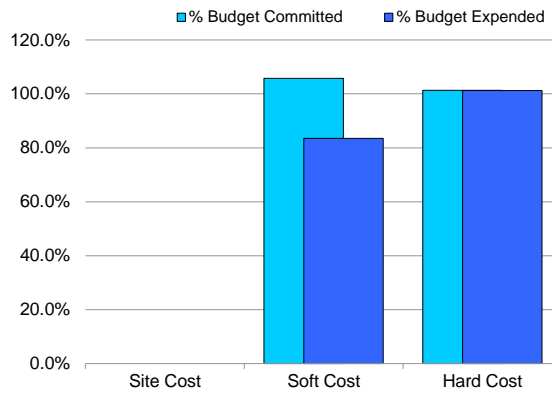
Budget, Commitments, Expenditures, Construction, Funding

Brookside Elementary School - 17-47S Administration Building DSA Cert. (BES - Admin Bldg)

Summary Status

Description	Budgeted	Committed	Expended
Site Cost	-	-	-
Soft Cost	272,825	288,425	227,850
Hard Cost	993,905	1,006,993	1,006,074
Contingency	70,044	-	-
Total	1,336,774	1,295,418	1,233,923
Budgeted Hard Cost		74.4%	

Progress



Budget Status

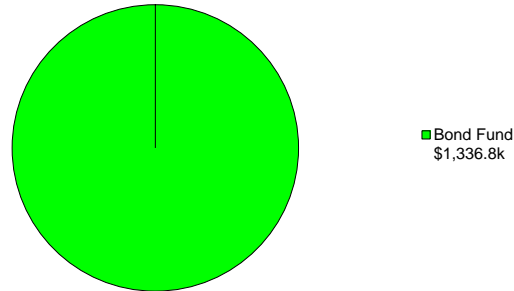
Initial Amount	748,857
Approved Changes	587,917
Pending Changes	-
Total	1,336,774
Budgeted Contingency 5.2%	

Committed Status

Initial Contracted AMT	1,119,618	
Contract Changes	175,800	13.6%
Total	1,295,418	
Budget Committed 96.9%		

Funding Sources

Budgeted



Expenditure Status

Paid	1,089,905
In Process for PMT	94,527
District Held Retentions	49,491
Total	1,233,923
Budget Expended 92.3%	

Construction Contract Status

Contract Name	Initial AMT	Current AMT	% Chng	Pending Changes	Work in Place	% Cmpl	CCD Date	NOC Date
DIY Home Center	88	88	0.0%	-	88	100.0%	09/08/2019	
Hughes General	2,613	2,613	0.0%	-	2,613	100.0%	10/17/2019	
SBS Corporation	989,827	989,827	0.0%	-	989,827	100.0%	08/30/2019	
Total	992,528	992,528	0.0%	-	992,528	100.0%		

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.a. DISCUSSION ON BOND MEASURE S ASSESSED VALUATION SCENARIOS AS WELL AS POTENTIAL OPPORTUNITY TO REFINANCE MEASURE C-6 AND MEASURE R BONDS AND AUTHORIZE PIPER JAFFRAY TO PROCEED WITH PREPARING A BOND REFINANCING RESOLUTION

DISCUSSION/ACTION

ISSUE: Shall the Board of Education receive information on Bond Measure S and discuss the potential opportunity to refinance Measure C-6 and Measure R bonds?

BACKGROUND: The District contracts with the financial service company, Piper Jaffray to guide it through the complex general obligation bond process. This includes providing the District with updated information to help it structure and plan its bond measures. Additionally, Piper Jaffray monitors outstanding general obligation bonds to spot opportunities to save taxpayer money by refinancing these bonds into lower interest rates.

At this evening's meeting the District's bond financial advisor, Tim Carty of Piper Jaffray, will be present updated information on the District's Bond Measure S, as well as provide an overview of bonds refinancing and the potential opportunity to refinance bonds from Bond Measure C-6 and Measure R. Board action, if any, authorize Piper Jaffray to proceed with the preparation of a Bond Refinancing Resolution.

FISCAL IMPACT: The refinancing of outstanding debt from Bond Measure C-6 and Measure R provides zero fiscal impact on the District.

ALTERNATIVES:

1. Authorize Piper Jaffray to proceed with preparing a Bond Refinancing Resolution for Bond Measure C-6 and Measure R to be brought before the Board at a later date for approval.
2. Do not authorize.

RECOMMENDATION: Alternative No. 1

Prepared by: Adam Rauch, Assistant Superintendent, Business Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD MEETING OCTOBER 15, 2019

Discussion on Bond Measure S Assessed Valuation Scenarios as well as Potential Opportunity to Refinance Measure C-6 and Measure R Bonds and Authorize Piper Jaffray to Proceed with Preparing a Bond Refinancing Resolution
Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.b. DISCUSS AND APPROVE MEASURE S MASTER PLAN

DISCUSSION/ACTION

ISSUE: Shall the Board approve the updated Measure S Master Plan?

BACKGROUND: At its August 20, 2019 meeting, the Board discussed the updates to the Measure S Master Plan. On September 16, 2019, the Measure S Planning Committee reviewed the Measure S Master Plan and recommended it for approval by the Board. The updated plan accounts for new projects identified by school sites and by the Measure S Planning Committee. The Master Plan is designed to provide a roadmap for the use of Measure S funds and is meant to evolve, as needed, over time to meet the needs of the District.

FISCAL IMPACT: Approval of the updated Measure S Master Plan will establish the expenditure plan for the Measure S Bond Fund for the 2019-20 fiscal year. Specific Board approval will be obtained prior to any actual Measure S expenditures under the plan.

ALTERNATIVES:

1. Approve updated Measure S Master Plan, and direct staff to proceed with its implementation
2. Do not approve the Master Plan as presented.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Director, Bond Programs, Sustainability, Maintenance, and Operations
Adam Rauch, Assistant Superintendent, Business 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

SCENARIO 4.1 - NO BAN

Projected Expenses

	FY19	FY20	FY21	FY22	FY23	FY24	NOTES
Districtwide							
Solar Ongoing Maintenance (REC Solar)	\$ 52,601	\$ 54,032	\$ 55,506	\$ 57,024	\$ 58,735	\$ 60,497	Currently authorized through 2022
Collaborative Furniture Budget-Ongoing (\$200,000/Year)	\$ 215,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
19-225 King James Debris Clearance		\$ 15,700					
Funds Exceeding Prop 39 Budget		\$ 87,000					One-time adjustment to reconcile spend on Prop 39 projects
DSA Certification of 8 Portables (4 OPNS, 2 ROES, 1 OHES, 1 MCMS)		\$ 863,339					Sum of previous budget set aside for certifying portables
Additional Security Cameras (BES, MCMS)		\$ 42,649					
Interpretive Signage for Teaching Sustainability			\$ 10,000				Estimated cost - requires quote
Storage Solutions for PE Equipment at MCMS and OPHS			\$ 10,000				Estimated cost - requires quote
Technology 2019/2020	\$ 974,172						
Technology 2020/2021		\$ 2,168,432					Grade 5-12 Chromebook 1:1 initial implementation = \$1.1M (District \$250K - \$75K = \$175K) (Parent Contribution: \$168,570 actual)
Technology 2021/2022			\$ 611,000				(Measure S: remaining funds). Grade 5-12 Chromebook 1:1
Technology 2022/2023				\$ 1,026,000			ongoing/sustaining cost = \$400K (District: \$250K) (Parent Contribution: \$140K estimated) (Measure S: remaining funds).
Technology 2023/2024					\$ 685,500		
Technology 2024/2025						\$ 737,000	
Brookside Elementary School							
17-47S BES Admin Building DSA Certification		\$ 1,299,418					
18-18S BES Modulars					\$ 4,223,884.22		
Repairs to Existing Relocatable Buildings (2111-216, 3111-312)		\$ 71,816					Quote from Custom Modular
Makerspace Equipment/Furnishings Allowance			\$ 75,000				
Extend Shared Wall in Room 216		\$ 11,200					Quote from Omega Construction
Increase Height of Fence around Kindergarten Playground		\$ 22,410					Quote from Carter Fence
HVAC System Upgrade Bldg 200 and 300 - \$773K							
Oak Hills Elementary School							
19-02S Area Drain Improvements	\$ 12,400						
19-12F Running Track		\$ 27,812					
19-13S Fencing Lining Valley View Park		\$ 120,399					
19-20S Replace Flooring at Kindergarten Classrooms		\$ 19,223					
Makerspace Equipment/Furnishings Allowance			\$ 75,000				
Create Outdoor Learning Space by 5th Grade Portables		\$ 20,000					Estimated cost - requires quote
Extend Wall Between Conference Room and Copy Room		\$ 14,600					Quote from Omega Construction
18-19S & 19-09S OHES Modulars - \$4.6M		\$ 178,214					
Repair Exterior of Portable 23		\$ 9,843					Quote from Interstate Restoration
Replace HVAC at Admin/MPRI Library - \$140K							
Red Oak Elementary School							
19-01S MPR Structural Repairs	\$ 34,408						
18-20S ROES Modulars		\$ 400,000			\$ 6,570,618.10		Increase due to fire sprinkler, fire water connection, added design cost
19-14S Fencing for Side and Rear of Campus		\$ 130,400					
19-16S Fencing for Front of Campus		\$ 73,975					
Upgrade all restrooms at Admin, B & C		\$ 230,000					Estimated cost - requires quote
Encapsulate Exterior of Buildings B & C with Hardie Board		\$ 200,000					Custom Modular Quote + Contingency
Paint Interior of Admin Building		\$ 15,885					Quote from Interstate Restoration
Replace Carpeting @ Admin and 5-classrooms		\$ 50,771					Quote from Reliable Flooring
Makerspace Equipment/Furnishings Allowance			\$ 75,000				
Green School Yards (Sharon Daniels) design and construction - \$500K							
Reroof and Roof Structural Repairs Bldg C - \$525K							
Medea Creek Middle School							
17-35S Kitchen Encumbrance (Outstanding Balance)	\$ 81,808						
EV Charging Station (\$17,753 - 50% funded by AQMD grant)	\$ 8,877						
19-05S Trellis Removal		\$ 75,609					Waiting to see if insurance will reimburse
19-15S Shade Sails		\$ 60,845					
18-21S MCMS Modulars		\$ 4,964,569					
Exterior repairs to elevator and E-bldg 2 story		\$ 20,753					Quote from Custom Modular
Admin Lobby Renovation for Visitor Flow		\$ 20,000					Estimated cost - requires quote
Library Layout Renovation		\$ 20,000					Estimated cost - requires quote
Makerspace Equipment/Furnishings Allowance			\$ 75,000				
Signage / Landscape for front of school			\$ 10,000				
Oak Park High School							
19-19S Art Court		\$ 250,000					
18-23S Tennis Court Repair/Rebuild		\$ 44,084					
Repairs/Renovate Exterior Wood Columns and Woodwork		\$ 52,586					Quote from Spectra Historic Construction
Repair Exterior of Units 16, 17 and (2) Story Bldg H		\$ 14,628					Quote from Custom Modular
Resurface Outdoor Basketball Courts		\$ 18,700					Quote from Sports Facilities Group
Replace Turf			\$ 283,000				50% of \$566K
Resurface Track			\$ 96,000				50% of \$112K
HVAC Replacement at Bldgs F & G - \$420K							
Roof Repair/Replacement Bldgs F & G - \$610K							
Safety & Security Fence (Remaining Campus) - \$125K							
Oak View High School/DO/OPIS							
19-21S Chain-link Fence on Upper Field at DO		\$ 12,416					
19-17S Emergency Generator (FEMA Grant 75.25 - \$202,000)		\$ 50,500					Project proceeds only on receipt of FEMA funding
Encapsulate Exterior of OHES portables in Hardie Board		\$ 145,429					Quote from Custom Modular + Electrical/Plumbing Contingency
Food Service Stock Area (Refr Freezer) - \$150K							
Renovate MAO Warehouse/Parking Improvements - \$200K							
Measure S PM Salaries-DO Staff - 50% BC, 50% EK, 100% MR	\$ 273,000	\$ 281,190	\$ 289,626	\$ 298,314	\$ 307,264	\$ 316,482	
Measure S PM/CM Software, Equipment, & Supplies	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Measure S One-Time Software (GoGuardian \$17.4K + JAMF \$8.5K)	\$ 25,900						
Measure S PM/CM Services (BBC General Program Services)	\$ 202,870	\$ 209,625	\$ 50,000	\$ 50,000	\$ 229,709	\$ 50,000	
TOSA - 60%		\$ 76,542					
Measure S Master Planning & Services (HED Architects)	\$ 13,000						
CPI (School Services Dashboard)		3.33%	3.14%	3.02%	3.13%		
Construction Escalation Rate	5%						
Estimated Expenses	\$ 1,994,645	\$ 12,493,685	\$ 1,800,132	\$ 1,556,338	\$ 12,200,710	\$ 1,288,979	
Revenue Balance from Previous Year	\$ 17,424,572	\$ 15,825,465	\$ 3,859,588	\$ 2,286,971	\$ 920,734	\$ 3,863,325	
Interest Earnings	\$ 395,538	\$ 359,238	\$ 87,613	\$ 51,914	\$ 20,901	\$ 87,697	
Chromebook 1:1 Contribution		\$ 168,570.00	\$ 139,901.24	\$ 138,187.38	\$ 122,400.00	\$ 122,400.00	
Measure S Series C	\$ -	\$ -	\$ -	\$ -	\$ 15,000,000	\$ -	Projected receipt of funds from Series C
Modernization Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
BAN	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Available Revenue Applied	\$ 17,820,110	\$ 16,353,273	\$ 4,087,102	\$ 2,477,072	\$ 16,064,034	\$ 4,073,422	
Revenue Balance	\$ 15,825,465	\$ 3,859,588	\$ 2,286,971	\$ 920,734	\$ 3,863,325	\$ 2,784,443	

OTHER NOTES AND CONSIDERATIONS

- 1) Cells highlighted in gray denote projects that are either completed or that the funds are already encumbered.
- 2) This scenario does not include any matching funds.
- 3) This scenario anticipates Series C matching funds of \$15M in FY23.
- 4) In order to blend both maintenance and construction priorities in this Scenario, some significant roofing and HVAC projects are not specifically included. This equipment will be replaced only at its actual end-of-life cycle. In the event that occurs, the replacement will be taken from the Revenue Balance of that particular year. This may have an adverse impact on projects identified to occur in the out years of this Scenario.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.c. APPROVE AGREEMENT FOR IN-PLANT INSPECTION SERVICES, PROJECT 18-21S CLASSROOM REPLACEMENT AT MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board approve an agreement for in-plant inspection services for Project 18-21S Classroom Replacement at Medea Creek Middle School?

BACKGROUND: At its meeting on September 17, 2019, the Board authorized Project 18-21S, Classroom Replacement at Medea Creek Middle School. The Division of the State Architect (DSA) requires that an in-plant inspector observe the fabrication of the structures during the entire manufacturing process. Balfour Betty has requested the following proposals from BPI Inspection Service and Kenco Construction Services for these services. BPI and Kenco are very familiar with crate manufacturer companies and these types of structures, which are being utilized for this project.

Company	Description	Proposal Amount
BPI	55 work days plus 10-day cushion for unforeseen conditions. Hourly rate \$95	\$24,700
Kenco	49 days with no 10-day cushion. OT hourly rate \$135	\$26,000

Construction manager Balfour Beatty Construction has reviewed the proposals and based on the terms detailed in the proposals, recommends the approval of the attached BPI agreement. It is important to know that the manufacturing of crates for this project cannot begin prior to having an agreement with the in-plant inspector.

FISCAL IMPACT: The proposal amount of \$24,700.00 is included in the overall Project 18-21S Classroom Replacement at Medea Creek Middle School budget of \$4,964,569.

ALTERNATIVES:

1. Approve the agreement with BPI Inspection Service, in the amount of \$24,700.00, for in-plant inspection services for Project 18-21S Classroom Replacement at Medea Creek Middle School
2. Do not approve agreement.

RECOMMENDATION: Alternative No. 1

Prepared by: Adam Rauch, Assistant Superintendent, Business Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

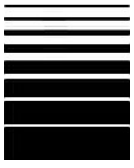
BOARD MEETING OCTOBER 15, 2019

Approve Agreement For In-Plant Inspection Services, Project 18-21S
Classroom Replacement At Medea Creek Middle School

Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



BPI INSPECTION SERVICE

COST PROPOSAL

September 11, 2019

Leon Cavallo, Project Manager
Balfour Beatty
300 E. Esplanade Drive, #1120
Oxnard, CA 93036

re: Proposal to Provide DSA Inspection
Adaptive Modular Classroom Buildings
Madea Creek ES – Oak Park USD

Dear Mr. Cavallo:

Please accept the following proposal, including an inspection schedule estimate for providing in-plant DSA Inspection Service at Adaptive Modular in Carson, CA for six (6) classroom buildings at Madea Creek Elementary School.

The rate for a Class 1 DSA Construction Inspector, as required by the Division of the State Architect, will be \$95/hour. The Not-To-Exceed cost is estimated to be \$24,700.00. This is based upon 4 hours/day with a fabrication schedule of approximately 55 work days with an additional 10 days for unforeseen conditions. Billing will occur for inspections in plant only and only when work is being performed.

The scope of work for inspection will include all duties as required by the California Building Code & Title 24. In addition, all daily reports, photos, and DSA paperwork will be stored in our Cloud Based Document Management System and provided to the District upon completion and DSA Closeout.

We appreciate the opportunity to provide you with inspection service. If you have any questions, please feel free to call.

Very truly yours,

Bob Payinda
BPI Inspection Service



DSA INSPECTIONS / MANAGEMENT
A Division of the State Architects

EIN #27-2782038
SOS Corp. # 3245180

“Building Safer Schools”

Proposal for DSA Inspection.

Date: 10-14-19

Project Client: Oak Park Unified School District
5701 Conifer st.
Oak Park, CA 91377

Proposed Projects: **Medea Creek Modular INPLANT Inspections :**
Crate Modular Manufacturing- 3025 E Dominguez St, Long Beach, CA 90810

DSA App. Number: 03-118462

Scope of Work: Provide INPLANT DSA inspection and CWI for Medea Creek (18-21S) six (6) new 960 sf metal modular buildings, a 40’ restroom modular, and a 20’ restroom modular (total of 20 Modular units).

Project Duration: Estimated project start date**Dec 18th, 2019**
Estimated project completion date**Feb. 5th, 2020**

Estimated Cost: DSA Class 1 Inspector
Number of Modular units for inspection (20)
Estimated cost for DSA inspection/oversite **\$ 26,000.00**

Total estimated cost for onsite inspection\$ 26,000.00

NOTE:

If “Over Time” work becomes necessary, all OT must be approved by the District prior to OT inspections. OT is at a rate of \$135.00 per hour for any holidays, weekends, and anything over 8 hours a day.

*Please be advised that all inspections are subject to contractor performance.

Therefore the total cost proposal is an estimate and subject to increase or credit

Project Inspector Agency Agreement and Contract Duties:

KENCO Construction Services agrees to provide continuous inspection of work for compliance with approved contract documents and California Building Codes, including Title 24.. Project Inspector duties are outlined in Title 24, Part 1, Chapter 4, Section 4-333 thru 4-342 California Code of Regulations, including DSA Interpretation of Regulations A-6, A-7, A-8, and as incorporated in the following sections:

1. Represent the client under the guidance of the Architect, Construction Manager or designated agent.
2. Attend all planning, pre-con conferences, project meetings, or meetings as required by the client.
3. Monitor and observe all special inspections performed by the client-contracted testing laboratory as required by the Testing and Inspection Sheet and as outlined in the Project Specifications. Maintain and update a log specifying hours spent on the project by the special inspectors. Perform or monitor testing for Torque, Epoxy, and Pull Tests as required.
4. The client and the inspector shall each defend and hold harmless each other against any losses, liabilities, damages, injuries, claims, costs, or expenses arising out of, or connected with the provisions of this agreement and the contract documents.
5. This Agreement shall begin on or about **Oct 20th, 2019** and remain in effect continuously until completed, or terminated in writing. This Contract is intended to be an agency agreement and may be terminated in 30 days by either party with, or without cause. This agency agreement shall be assignable to other schools within the District, and shall apply to other inspectors as requested and approved by the District. The District shall not employ, contract, or engage in business or mutually beneficial relationship with any inspectors introduced to the District through KENCO Construction Services for a period of two (2) years after the dissolution of any contracts through KENCO Construction Services, unless written permission is granted prior to each relationship.
6. **The Oak Park Unified School District** agrees to pay *KENCO Construction Services, Inc.* our monthly invoice for project services, billed at a rate of **\$26000.00 for one DSA Class 1 inspector**, within 15 working days of receipt of invoice. Each monthly billing shall separately identify hours and charges for each individual school, consistent with required site accounting. KENCO Construction Services shall provide all necessary cell phones, laptop computers, digital cameras, and any equipment necessary to maintain proper documentation and administration functions throughout the duration of the project. The District shall provide all office space, utility lines, and equipment necessary per the project specifications.
7. KENCO Construction Services shall provide to the District at the end of the project all documentation in a professional format, either in binders or on a computer CD.
8. KENCO Construction Services shall not bill the client for any time not directly paid to the project inspectors working directly on the project. A DSA certified project manager will be assigned to oversee the project inspector to ensure accurate reporting of all activities and DSA compliance. Should any emergency arise where the consultant/inspector becomes absent, on vacation, or is not able to be on site due to causes beyond his/her reasonable control, this DSA certified project manager will provide inspections until the IOR returns.

X _____

Jeff Barnes, Executive Vice President
 KENCO Construction Services, Inc.
 Date: 10-14-19

X _____

District Authorized Agent
 Oak Park Unified School District
 Date:

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.d. APPROVE PURCHASE FOR MEASURE S PROJECT 19-19S, ART COURT PHASE 2 EQUIPMENT AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board approve the purchase of equipment for Measure S Project 19-19S, Art Court Phase 2 Equipment at Oak Park High School?

BACKGROUND: At its August 20, 2019 meeting, the Board authorized the Superintendent to award construction contracts for Measure S Project 19-19S, Art Court Buildout and Equipment Purchase at Oak Park High School. The District worked closely with Ian Fullmer, the ceramics teacher at Oak Park High School, to source the highly specialized equipment. When choosing the equipment, the District took into consideration cost, location of company, and quality of products. Due to exclusivity of these products, the majority of these products are purchased directly from the manufacturer. As a result, the following equipment has been chosen for the Board’s consideration for purchase:

Company	Equipment	Quote Amount
Geil Industries	Downdraft kiln	\$49,482.51
Canned Heat Glass	Glass Oven and blower	\$16,400.67
Shreveport Ceramics	CS55630, Vulcan II, Super Dragon	\$27,606.64
His Glassworks	Disks and polishing pads	\$7,045.91
Kiln Frog	Grinder	\$6,133.50
Total Amount		\$106,669.23

As part of the District’s research and due diligence, we have included quotes for the equipment above along with additional quotes from other manufacturers and supply companies.

FISCAL IMPACT: This project is included in Board-approved Measure S Master Plan and the recommended equipment purchase of \$106,669.23 is within the proposed budget of \$250,000. This is not the complete list of desired equipment for purchase. There will be additional requested equipment to be purchased that are within the proposed budget.

ALTERNATIVES:

1. Approve the purchase of equipment for Measure S Project 19-19S, Art Court Phase 2 Equipment at Oak Park High School.
2. Do not approve.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Director, Bond Programs, Sustainability, Maintenance and Operations
Adam Rauch, Assistant Superintendent, Business Services

BOARD MEETING OCTOBER 15, 2019
Approve Purchase for Measure S Project 19-19S,
Art Court Phase 2 Equipment At Oak Park High School
Page 2

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

GEIL INDUSTRIES

7201 CLAY AVE
 HUNTINGTON BEACH, CA 92648
 800-887-4345

QUOTATION

DATE	QUOTE#
9/17/2019	2424

NAME/ADDRESS
OAK PARK UNIFIED SCHOOL DIST. 5801 E. CONIFER ST. OAK PARK, CA 91377

DIR# 1000015425	Terms	PROJECT	REP	FOB
	NET 30 DAYS	OAK PARK H.S.	PG	OAK PARK, CA

ITEM	DESCRIPTION	QTY	UNIT COST	Total
DLB-30	GEIL DOWNDRAFT KILN MODEL DLB-30, 30 CU. FT. STACKING, BRICK LINED, NATURAL DRAFT, FRONT LOADING. ETL CERTIFIED.	1	31,737.00	31,737.00T
AUTODAMPER	AUTOMATIC DAMPER CONTROL SYSTEM W/ MICROPROCESSOR.	1	8,865.00	8,865.00T
VNTPKG-30	STANDARD GEIL VENT PACKAGE FOR DLB-30 KILN, COMPLETE W/HOOD, 10' PIPE, ROOF JACK, STORM COLLAR & CAP. FOR NON-COMBUSTIBLE INSTALLATION.	1	4,743.00	4,743.00T
DELIVERY	DELIVERY CHARGE- DOES NOT INCLUDE OFFLOADING. SCHOOL MUST ARRANGE FOR OFFLOADING.	1	850.00	850.00
	SUB TOTAL			46,195.00
	NOTE: QUOTE DOES NOT INCLUDE ANY INSTALLATIONS OR ANY TYPE OF BONDS.			

QUOTATION VALID FOR 30 DAYS FROM DATE ABOVE.

Subtotal	\$46,195.00
Sales Tax (7.25%)	\$3,287.51
Total	\$49,482.51



AUTHORIZATION TO MARK

This authorizes the application of the Certification Mark(s) shown below to the models described in the Product(s) Covered section when made in accordance with the conditions set forth in the Certification Agreement and Listing Report. This authorization also applies to multiple listee model(s) identified on the correlation page of the Listing Report.

This document is the property of Intertek Testing Services and is not transferable. The certification mark(s) may be applied only at the location of the Party Authorized To Apply Mark.

Applicant: Geil Kilns	Manufacturer: Same as the Applicant
Address: 7204 Clay Ave Huntington Beach CA 92648	Address:
Country: USA	Country:
Contact: Paul Geil	Contact:
Phone: (714) 847-6135	Phone:
FAX: (714) 847-6145	FAX:
Email: geil@kilns.com	Email:
Party Authorized To Apply Mark: Same as Manufacturer	
Report Issuing Office: Lake Forest, CA	
Control Number: <u>3189559</u>	Authorized by: <u><i>Patricia Stewart</i></u> William T. Starr, Certification Manager



This document supersedes all previous Authorizations to Mark for the noted Report Number.

This Authorization to Mark is for the exclusive use of Intertek's Client and is provided pursuant to the Certification agreement between Intertek and its Client. Intertek's responsibility and liability are limited to the terms and conditions of the agreement. Intertek assumes no liability to any party, other than to the Client in accordance with the agreement, for any loss, expense or damage occasioned by the use of this Authorization to Mark. Only the Client is authorized to permit copying or distribution of this Authorization to Mark and then only in its entirety. Use of Intertek's Certification mark is restricted to the conditions laid out in the agreement and in this Authorization to Mark. Any further use of the Intertek name for the sale or advertisement of the tested material, product or service must first be approved in writing by Intertek. Initial Factory Assessments and Follow up Services are for the purpose of assuring appropriate usage of the Certification mark in accordance with the agreement, they are not for the purposes of production quality control and do not relieve the Client of their obligations in this respect.

Intertek Testing Services NA Inc.
165 Main Street, Cortland, NY 13045
Telephone 800-345-3851 or 607-753-6711 Fax 607-756-6699

Standard(s):	A.G.A. Requirements Fifth Draft Gas Fired Ceramic Kilns No. 1-94 December, 16 1994 Electrical Features of Fuel Burning Equipment (Environmental Products) CSA C22.2 No. 3 with Revision through and including February 1990
Product:	Gas Fired Kilns
Brand name:	Geil Kilns
Models:	DL-XXX(F,SF)-(1224) DL = Downdraft Line DLB-XXX(S)-(1224) DLB = Brick Insulation 802 F = Fiber Insulation S = Shuttle X = Setting space - Cu.Ft.

GEIL INDUSTRIES dba GEIL KILNS
7201 CLAY AVE., HUNTINGTON BEACH, CA 92648
(800) 887-4345 • FAX (714) 847-6145

October 2, 2019

Re: Geil Downdraft Gas Kilns

Attn: Ian Fullmer
Oak Park High School 3D Design
899 N. Kanan Rd.
Oak Park, CA 91377

Geil Kilns Company is the sole manufacturer of the Geil downdraft kiln.

The Geil downdraft kiln has unique features such as:

- elimination of all deflection devices characteristic of other kiln designs.
- Multi-directional downdraft circulation.
- High velocity, natural draft, venturi burners thus eliminating the need for electric blowers.
- Precise atmosphere control.
- Even temperature distribution throughout the kiln chamber.

We are the only kiln manufacturer with this style of kiln that is certified.

The Geil Downdraft patented design differentiates itself from other kilns designs with its unique placement of the burners in relation to the draft. This utilizes heat energy to its fullest potential through recirculation. This also means energy savings and consistently superior results in firing.

Geil Kilns is ETL certified for our complete line of gas and electric fired ceramic kilns. The ETL Certification seal is recognized by Fire Marshals and City Inspectors. Inspectors know that gas kilns bearing the ETL seal have been through extensive safety tests and are safe to operate without any further safety inspections.

If you have any questions, please feel free to contact me.

Sincerely,

Paul H. Geil

Paul H. Geil
President
Geil Kilns
Geil Kilns
7201 Clay Ave.
Huntington Beach, CA 92648
(800) 887-4345
Fax (714) 847-6145
geil@kilns.com

**BAILEY POTTERY EQUIPMENT CORP.
AND
CERAMIC SUPPLY**

Quote



**Po Box 1577
62-68 Tenbroeck Ave
Kingston, NY 12402
(845) 339-3721**

**Order Number: 0389928
Order Date: 8/18/2017**

**Salesperson: SS1
Customer Number: 00-SC3300**

Sold To:	Ship To:
----------	----------

OAK PARK UNIFIED SCH DIST
ATTN: ACCTS PAYABLE
899 NORTH KANAN RD
OAK PARK, CA 91377 USA

OAK PARK HIGH SCHOOL
899 NORTH KANAN RD
OAK PARK, CA 91377 USA

Confirm To: (818) 735-3300
ifullmer@opusd.org

Customer P.O.	Ship VIA	F.O.B.	Terms
	ABF PREPAID	ORIGIN	Net 30

Item Number	Unit	Ordered	Back Order	Discount % Applied	Price	Amount	Drop Ship
-------------	------	---------	------------	--------------------	-------	--------	-----------

PRICES GOOD FOR 30 DAYS
REFERENCE QUOTE NO. 389928 ON ALL CORRESPONDENCE

PLEASE SPECIFY: NATURAL GAS OR PROPANE

M-404-215 FL PRODUCTION 32	EACH	1.000	0.000	0.00	22,410.000	22,410.00	N
M-404-090-AUTO HIGH LIMIT #1 AUTO FIRE AUTO-FIRE COMBUSTION SYSTEM WITH AUTO-DAMPER THIS KILN HAS THE INTERTEK LABORATORIES GAS SAFETY CERTIFICATION AND LABEL. THE KILN INCLUDES THE AIR MANIFOLD SYSTEM, AIR PROVING SWITCHES AND ALL COMPONENTS REQUIRED TO MEET OR EXCEED INTERTEK LABORATORIES GAS SAFETY STANDARDS	EACH	1.000	0.000	0.00	7,296.000	7,296.00	N
M-404-300 AIR MANIFOLD SYSTEM PRO KILNS	EACH	1.000	0.000	0.00	0.000	0.00	N
404-325-4 3/4 MAXITROL USED TO LIMIT INTAKE GAS PRESSURE TO 14" WC	EACH	1.000	0.000	0.00	79.000	79.00	N
C-150-002K 300MM AOS OXY PROBE FINISHED A	EACH	1.000	0.000	0.00	1,313.000	1,313.00	N
C-180-004 STAINLESS MOUNTING BRACKET	EACH	1.000	0.000	0.00	32.000	32.00	N
404-RES-P-32-40 RESIDUAL HOOD FOR PRO 28/32/40	EACH	1.000	0.000	0.00	1,350.000	1,350.00	N
M-404-075 BURNER PORT HOODS	EACH	1.000	0.000	0.00	288.000	288.00	N

Continued

**BAILEY POTTERY EQUIPMENT CORP.
AND
CERAMIC SUPPLY**

Quote



**Po Box 1577
62-68 Tenbroeck Ave
Kingston, NY 12402
(845) 339-3721**

**Order Number: 0389928
Order Date: 8/18/2017**

**Salesperson: SS1
Customer Number: 00-SC3300**

Sold To:	Ship To:
----------	----------

OAK PARK UNIFIED SCH DIST
ATTN: ACCTS PAYABLE
899 NORTH KANAN RD
OAK PARK, CA 91377 USA

OAK PARK HIGH SCHOOL
899 NORTH KANAN RD
OAK PARK, CA 91377 USA

Confirm To: (818) 735-3300
ifullmer@opusd.org

Customer P.O.	Ship VIA	F.O.B.	Terms
	ABF PREPAID	ORIGIN	Net 30

Item Number	Unit	Ordered	Back Order	Discount % Applied	Price	Amount	Drop Ship
M-404-076 SPY PORT HOODS	EACH	1.000	0.000	0.00	98.000	98.00	N
404-4C732 DRAFT INDUCER- 500 CFM DRAFT INDUCTION FAN FOR THE RESIDUAL FUME VENTING SYSTEM	EACH	1.000	0.000	0.00	485.000	485.00	N
F-32-NB NITRIDE BONDED FURNITURE KIT	EACH	1.000	0.000	0.00	1,802.000	1,802.00	N
M-404-071 8" STAINLESS COMBUSTION HOOD PIPE VENTING IS NOT INCLUDED IN THIS QUOTE CONSULT WITH BAILEY BEFORE VENTING THIS GAS KILN! DO NOT VENT THIS KILN WITHOUT CONSULTATION!!!!	EACH	1.000	0.000	0.00	566.000	566.00	N
/PACK PACKING/CRATING		1.000	0.000	0.00	372.000	372.00	N

***PLEASE READ THE FOLLOWING IMPORTANT RECEIVING INFORMATION AND SIGN BELOW:**
 ALL DAMAGES MUST BE NOTED ON CARRIERS' RECEIVING SLIP & INITIALED BY THE DRIVER BEFORE HE LEAVES.
 CLAIMS WILL NOT BE HONORED BY THE FREIGHT CARRIER OR BAILEY POTTERY UNLESS PROPER NOTATION IS MADE.
 NOTIFY BOTH THE FREIGHT TERMINAL & BAILEY POTTERY IMMEDIATELY IF THERE IS ANY DAMAGE TO YOUR SHIPMENT. TAKE PICTURES OF THE DAMAGE & RETAIN ALL PACKING MATERIALS UNTIL YOUR CLAIM IS SETTLED.
 RECIPIENT IS RESPONSIBLE FOR COORDINATING THE RECEIPT DATE WITH THE FREIGHT CARRIER.
 BAILEY POTTERY EQUIPMENT IS NOT RESPONSIBLE FOR FREIGHT CARRIERS WHO DO NOT ARRIVE AS PROMISED.
 THE FREIGHT CHARGE BELOW IS AN ESTIMATE FOR A "COMMERCIAL TAILGATE DELIVERY" ONLY.

Continued

**BAILEY POTTERY EQUIPMENT CORP.
AND
CERAMIC SUPPLY**

Quote



**Po Box 1577
62-68 Tenbroeck Ave
Kingston, NY 12402
(845) 339-3721**

**Order Number: 0389928
Order Date: 8/18/2017**

**Salesperson: SS1
Customer Number: 00-SC3300**

Sold To: **Ship To:**

OAK PARK UNIFIED SCH DIST
ATTN: ACCTS PAYABLE
899 NORTH KANAN RD
OAK PARK, CA 91377 USA

OAK PARK HIGH SCHOOL
899 NORTH KANAN RD
OAK PARK, CA 91377 USA

Confirm To: (818) 735-3300
ifullmer@opusd.org

Customer P.O.	Ship VIA	F.O.B.	Terms
	ABF PREPAID	ORIGIN	Net 30

Item Number	Unit	Ordered	Back Order	Discount % Applied	Price	Amount	Drop Ship
-------------	------	---------	------------	--------------------	-------	--------	-----------

THE TRUCK DRIVER DOES NOT ASSIST IN ANY WAY WITH UNLOADING AND PLACEMENT OF THE FREIGHT.
 RECIPIENT IS SOLELY RESPONSIBLE FOR OFF-LOADING, PLACEMENT, UNCRATING & INSTALLATION.
 A FORK LIFT WILL BE REQUIRED TO OFF LOAD THIS SHIPMENT: CONTACT OUR OFFICE FOR DETAILS.
 7000 LBS. CLASS 85 Gas firing kiln #123840 REF. # 4923212307
 FREIGHT CHARGES ARE ESTIMATED, DIFFERENCE WILL BE INVOICED OR REFUNDED.

Net Order:	36,091.00
Less Discount:	0.00
Freight:	2,724.00
Sales Tax:	0.00
Order Total	38,815.00

Deposit Authorization

Canned Heat Glass
 2425 SE Ochoco St
 Portland OR 97222
 United States

Oak Park Schools
 Ian Fullmer
 899 North Kanan Rd. Oak Park CA 91377
 Oak Park Ca 91377

Estimate # 0000253
 Estimate Date June 13, 2019
Estimate Total (USD) \$16,400.67

Task	Time Entry Notes	Rate	Hours	Line Total
shipping	Shipping from Portland Oregon 97222 Oak Park Unified School District, 899 North Kanan Rd. Oak Park CA 91377 -1@ 48X48X60 Pallet weighs 1,100 lbs (GHOLE) -1@ 32X32X36 Pallet weighs (yoke,track,stand) -1@ 48x48x48 weighs 300lbs (pipe cooler and pipe warmer and stand)	567.00	1	567.00

Item	Description	Unit Cost	Quantity	Line Total
pipe warmer	SIZE Opening: 18" X 8" opening. Height: Adjustable height for one or two levels. System: Ribbon burner and 120v small blower. On/Off: Toggle switch on/off.	2,950.00	1	2,950.00
Glory Hole 12"	SIZE Outer oven dimensions: 34"w X 52"h X 48.5"d (86.5 cm X 132 cm X 123.25 cm) Total footprint required: 40"w X 52"h X 55"d (101.5 cm X 132 cm X 140 cm) Opening: 12" (30.5 cm) circumference Inside chamber depth: 24" (61 cm) Weight: 800lbs (365 kg)including palette Doors: one set of barn doors, 6.5" (16.5 cm) Center Height: 32"-34" (81.25 cm- 86.4 cm) unless otherwise specified. COMBUSTION SPECS Combustion system: Your choice of either one 3 3/4" (9.5 cm) round burners or top mounted ribbon burner. Blower, mixer, 2" (5 cm) butterfly valve, 3/4" (2 cm) gas needle valve and 3/4" (2 cm) shut off ball valve. Safety system: Proof of air/power gas safety system. Air pressure switch, gas solenoid, manual reset. (Will turn off gas in case of power outage, blower failure or user error.)	7,950.00	1	7,950.00

Item	Description	Unit Cost	Quantity	Line Total
	On/Off: toggle on/off and pilot hole. BTU's: Approximately 76,000 BTU's			
	BODY SPECS Materials: Cut and mortared 2800°F (1538°C) brick. Replaceable cast floor for long life-span. 2" (5 cm) replaceable heat retention ring. Bolts: Leveling bolts (wheels available by request) Molds: Molds for doors available for \$100			
Yoke	Stainless steel roller bearings with heat protection cover. Swiveling neck is hight adjustable from 28"to 36". 4" heavy duty frame with V groove caster wheels 24" apart. Gas pedal for easy rolling in and out.	1,575.00	1	1,575.00
	Fits the 5' yoke track.			
track	Goes with the rolling yoke. Super low profile for no tripping.	150.00	1	150.00
Stand		450.00	1	450.00
	California Slaes Tax 7.25%	1,108.67	1	1,108.67
Pipe cooler	Self contained and compact with pump and towel rack. Removable for easy cleaning and refill. On wheels.	1,650.00	1	1,650.00

Estimate Total (USD)

\$16,400.67

Terms

2/3 downpayment is needed to place order and secure delivery date. Final payment due before shipping. Shipping can be scheduled for 30 days from date order is placed. Net 30 payment is approved. Please accept estimate and I will turn it into an invoice.

Notes

Thank you for thinking of us. We take great pride in every piece we build. Please let me know if you have ant questions or concerns. We welcome custom designs.

To view your estimate online Go to <https://cannedheatglass.freshbooks.com/view/MH69WMkcixfkUFm>

Mountain Glass Arts, Inc

Sales Order

Date
8/22/2019

Order #
539569

Asheville
191 Lyman Street
STE 400
Asheville NC 28801
United States
Tax ID #: 371443677

Bill To

Oak Park High School
IAN FULLMER
899 Kanan Road
Oak Park CA 91377
United States

Ship To

Oak Park High School
IAN FULLMER
899 Kanan Road
Oak Park CA 91377
United States

Payment Method	PO #	Project	Shipping Method	Ship Date	Tracking #
	VULCAN II		UPS Freight OSCO	8/22/2019	
Daytime Phone #	Fax	Customer Phone	Comments	weight	Customer Notes
805.279.7192	8/22/2019 9:20:28 am	805.279.7192			
Notes	TAG Color Chart, if available				
	No				

Item	Notes	MGA Part Number	Quantity Ordered	Committed	Fulfilled	Back Ordered	Units	Price Level	Rate	Amount
Paragon Kilns Special Order Item	Paragon Vulcan II 240v/1ph	PARAGON-SPECIALORDER	1	0	0	1		Custom	2,687.70	2,687.70
Crucible - 50 pound	**DROP SHIP ITEM**	CRUCIBLE50	1	0	0	1		-	425.00	425.00

Subtotal 3,112.70

Shipping Cost (UPS Freight OSCO) 313.42

Total \$3,426.12

Thanks for your order! If you have any questions about an order or using our products, please feel free to contact us and we'll be glad to help.

We are always looking for ways to improve, and we are always listening to your feedback. Please let us know how we are doing. Follow this link to be taken to our survey and thank you for ordering from Mountain Glass Arts - Goo.gl/BQF7L1

Kind Regards,
Staff at Mountain Glass

Health & Safety - Like any craft or hobby, glass working has an inherent risk of injury. Please make sure you are aware of all of the risks associated with lampworking. Some, but not all, of the risks associated with lampworking are: Eye Protection, Respiratory Hazards, Metal Oxides, Uranium Glass, Cuts & Burns, Tanks & Torch, and Muscle Strains. To find more information please go to mountainglass.com and see the "Health & Safety" link at the bottom of the page.

Thank you for placing your order with Mountain Glass! We want to let you know that this email confirms receipt of your order and that the shipping cost is only an estimate. Also, please be aware that we try our best to weigh your color exact but often have over weighs - we do not under weigh color rod. You will receive another email with your exact total and a tracking number. We strive to offer the best in customer service so let us know if there is anything else that we can do for you as we are always happy to help!

Shreveport Ceramics, Inc.

WWW.ParagonKilns.com

P.O. BOX 6540
BOSSIER CITY, LA 71171-6540
318-469-0107
Toll-free US 1-877-628-3883
FAX: 1877-210-1971
E-mail: Orders@ParagonKilns.com

Date of order: 10/7/2019

Date shipped: BID ONLY

Invoice # BID ONLY

Purchase Order: #

Bill To:

Ship to: OAK PARK HIGH SCHOOL
899 KANAN RD.
OAK PARK, CA 91377

ATTN: IAN FULMER

	Description	Unit Price	Total
1	PARAGON CS5630 KILN	\$13,575.87	\$13,575.87
1	DYSON EXTRUDED SHELF KIT	\$1,188.00	\$1,188.00
1	PARAGON SUPER DRAGON KILN	\$10,312.91	\$10,312.91
1	FSDRAGON FURN KIT INCLUDED	\$0.00	
1	PARAGON VULCAN II KILN	\$2,494.86	\$2,494.86
1	SHELF AND POSTS	\$35.00	\$35.00
		Subtotal	\$27,606.64
		Shipping	
		Credit	
		Sales tax rate	0.00%
		Sales tax on purchase	
		Total	\$27,606.64

Please make all checks payable to:

Shreveport Ceramics, P.O. Box 6540, BOSSIER CITY, LA 71171

If you have any questions concerning this invoice, please contact:

Andy Reeves, Shreveport Ceramics, Inc. Toll-free: 1-877-628-3883



QUOTATION

TO:
 OAK PARK HIGH SCHOOL
 899 NORTH KANAN RD
 OAK PARK, CA 91377
 ()-

SHIP TO:
 OAK PARK HIGH SCHOOL
 899 NORTH KANAN RD
 OAK PARK, CA 91377
 ()-

ATTN:

ATTN: 818/735-3300

Quote No.	Date	Cust No	S/M	Your Referenced Inquiry	Delivery Promise	F.O.B.	Expiration	
0021076	6/13/2019	*CAOAK	ET					
Item	Quantity	UM	Part	Description	Price \$			
					Retail	Disc %	Unit	Total
001	1	EA	S1583-6	KL CSHELL 56x13x30 SEN 1024 24 0/1/60 DW,MDR,QT,KV,CAST,LS	16969.80		16,969.80	16969.80
002	1	EA	FSPEARL56	FK SET FURN FOR PEARL56	1325.99		1,325.99	1325.99
003	1	EA	S0906-33	KL DRAGON27 273627 SEN C 240/1 /60 DW	12891.14		12,891.14	12891.14
004	1	EA	FSDRAGON24	FK SET FURN FOR DRAGON 24	769.67		769.67	769.67
005	1	EA	S1542	KL CRUCIBLE SEN-1024 240/1/60/ 7KW 6-50P,S T/C,MDR,APM,K25	3118.58		3,118.58	3118.58
800	1		FREIGHT	FREIGHT CHARGES	1750.00		1,750.00	1750.00
Total for Quote \$								36,825.18

ALL FREIGHT CHARGES ON OUR QUOTES ARE ESTIMATED CHARGES ONLY. ACTUAL CHARGES MAY BE A DIFFERENT PRICE..



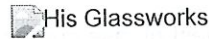
His Glassworks: New Proposal for Quote request # Q10.1158

4 messages

Customer Support at His Glassworks, Inc <support@hisglassworks.com>
To: IAN FULLMER <ifullmer@opusd.org>

Wed, Aug 23, 2017 at 6:54 AM

COVINGTON



His Glassworks, Inc

Hello IAN FULLMER,

Thank you again for your Quote Request from His Glassworks.
To view all details, edit or accept this proposal visit My Quotes in your customer dashboard.

Your Quote Request #Q10.1158 (placed on August 23, 2017)

Shipping Information:

IAN FULLMER
OAK PARK HIGH SCHOOL
899 N KANAN RD
OAK PARK, California, 91377
United States
T: NEED PHONE

Remarks with Request

old dominion freight

Item	Name	SKU	Tier/Qty	Price	Subtotal
	24 Inch 270 Grit Electroplated Diamond Disk Hole Size 1 Inch Hole	24/270	1	\$443.70	\$443.70
	24 Inch 60 Grit Electroplated Diamond Disk Hole Size 1 Inch Hole	24/60	1	\$621.90	\$621.90
	Covington Variable Speed 24 Inch Flat Lap Grinder	5060HG	1	\$4,607.50	\$4,607.50
	24 Inch Perforated Synthetic Felt Polishing Pad Hole Size 1 Inch Hole	HGF24	1	\$199.80	\$199.80
	24 Inch 220 Grit Resin Diamond Smoothing Pre- Polish Pad Hole Size 1 Inch Hole	HGS24/220	1	\$206.10	\$206.10
	24 Inch 325 Grit Resin Diamond Smoothing Pre- Polish Pad Hole Size 1 Inch Hole	HGS24/325	1	\$206.10	\$206.10
	AX Cerium Oxide by the Pound	AX-1	1	\$15.30	\$15.30

Item	Name	SKU	Tier/Qty	Price	Subtotal
				Subtotal	\$6,300.40
				Shipping & Handling (Excl. Tax)	\$399.95
				Tax	\$345.56
				Grand Total	\$7,045.91

PROCEED TO CHECKOUT

Visit customer dashboard for more options

Conditions:

Thank you for your quote request! If you have any questions or need any additional help, please reply to this email or use the contact information below.

If you have any questions about your quote request please contact us at support@hisglassworks.com or call us at 1-800-914-7463 Monday - Friday, 8am - 4pm EST. This quote was created by: Elise Stephan

Thank you, His Glassworks

Have any questions?

We're here to help you. Just reply to this email or give us a call.
 We're here Monday - Friday, 8a.m. - 4p.m. EST.
 Ring us up: 1-800-914-7463
 Drop us a line: support@hisglassworks.com



HISGLASSWORKS.COM

Ian Fullmer <ifullmer@opusd.org>

Tue, Apr 9, 2019 at 10:04 AM

To: Kevin Bucharian <kbuchanan@opusd.org>, Jason Meskis <jmeskis@opusd.org>, Martin Klauss <MKlauss@opusd.org>, Tony Knight <tknight@opusd.org>, Jay Greenlinger <jgreenlinger@opusd.org>, "Cavallo, Leon" <LCavallo@balfourbeattyus.com>, Brendan Callahan <bcallahan@opusd.org>, "Krabbendam, Roel" <rkrabbendam@hed.design>, "Castellanos, Guillermo" <gcastellanos@hed.design>, Keith Henderson <khenderson@opusd.org>

[Quoted text hidden]

Ian Fullmer <ifullmer@opusd.org>

Wed, Sep 11, 2019 at 10:04 AM

To: "Customer Support at His Glassworks, Inc" <support@hisglassworks.com>

Hello. Thank you for these quotes. We are in process now to place the PO for all of the equipment that we had received Quotes for back in 2017. Could you please look up all of the quotes and send me updated quotes? Im not sure if We had included Belts for the Floor standing wet belt sanders. Could you please include a package of belts like you did for the 24" flat grinders? Also can you give me a quote for the covington diamond disk organizer? We are starting a glass design class. Our board needs to approve updated quotes at this point to write the purchase orders. We are very close. Please re send all of the quotes. I think there were 7 or 8 different quotes.

Thank you so much

COVINGTON



QUOTE

OAK PARK HIGH SCHOOL
899 KANAN ROAD
OAK PARK CALIFORNIA 91377

Date
Sep 16, 2019
Expiry
Oct 16, 2019
Quote Number
QU-0107
Reference
FULMER
KilnFrog EIN
274056551

Kiln Frog, LLC
Attention: Gail Stouffer
KilnFrog.com
20540 State Hwy. 46W
Suite 115 #103
SPRING BRANCH
TEXAS 78070
UNITED STATES

Description	Quantity	Unit Price	Tax	Amount USD
Covington 24" Flat Lap Grinder VARIABLE SPEED 120V	1.00	4,530.00	Tax on Sales	4,530.00
Standard Nickel Bonded Disk Kit	1.00	1,603.50	Tax on Sales	1,603.50
			Subtotal	6,133.50
			TOTAL USD	6,133.50

Terms

NET 30 FROM DATE OF DELIVERY

FROM C R LAURENCE COMPANY
2503 E VERNON AVENUE
LOS ANGELES, CA 90058-1826

SHIP TO 0100287473
OAK PARK HIGH SCHOOL
899 KANAN RD
OAK PARK, CA, 91377
US

BILL TO 0100287473
OAK PARK HIGH SCHOOL
899 KANAN RD
OAK PARK, CA, 91377
US



crlaurence.com
Glazing, Architectural, Railing,
Construction, Industrial, and
Automotive Supplies

usalum.com
Entrances, Storefronts, Curtain
Walls, Window Walls, Window
Systems, and Sun Control

QUOTE NUMBER	QUOTE DATE	QUOTE EXPIRATION
009203-1	10/3/2019	11/2/2019

TO PLACE AN ORDER, OR FOR THE MOST COMPLETE ACCESS
TO OUR PRODUCTS AND SERVICES, CONTACT CRL ONLINE AT

crlaurence.com

CALL CRL TOLL FREE AT **(800) 421-6144 EXT. 17520** CRL FAX **(866) 921-0531**

FOR ACCESS TO U.S. ALUMINUM PRODUCTS AND SERVICES,
CONTACT U.S. ALUMINUM ONLINE AT

usalum.com

CALL U.S. ALUMINUM TOLL FREE AT **(800) 421-6144 EXT. 15305** FAX TOLL FREE AT **(866) 262-3299**

CUSTOMER CONTACT	CUSTOMER PHONE #	CUSTOMER FAX #	JOB NAME	ESTIMATED LEAD TIME
IAN	8187353300	NO FAX		

SHIP VIA	FREIGHT TERMS	SHIPPING POINT	PAYMENT TERMS	PAGE	COPIES
BEST WAY	PREPAY & ADD	LOS ANGELES, CALIFORNIA	CHARGE TO BANKCARD	1 OF 2	

QUANTITY QUOTED	▲ UM	PRODUCT NUMBER	PRODUCT DESCRIPTION	T X	PRICE PER UNIT OF MEASURE	EXTENSION
1	EA	2300RP	4X106 WET BELT SANDER AND ROLLER PLATEN	Y	3946.09000	3 946 09
2	BX	CRL4X10680X	WET-DRY ABRASIVE BELTS 5 BOX 80X 4 X 106" (102 X 2692 MM)	Y	45.54000	91 08
2	BX	CRL4X106120X	WET-DRY ABRASIVE BELTS 5 BOX 120X 4 X 106" (102 X 2692 MM)	Y	43.09000	86 18
2	BX	CRL4X106220X	WET-DRY ABRASIVE BELTS 5 BOX 220X 4 X 106" (102 X 2692 MM)	Y	43.09000	86 18
2	BX	CRL4X106400X	WET-DRY ABRASIVE BELTS 5 BOX 400X 4 X 106" (102 X 2692 MM)	Y	43.09000	86 18
2	BX	CRL4X106600X	WET-DRY ABRASIVE BELTS 5 BOX 600X 4 X 106" (102 X 2692 MM)	Y	43.09000	86 18
1	BX	CRL4X106C0RK	GLASS POLISHING BELT 2/BOX CORK 4" X 106" (102 X 2692 MM)	Y	69.51000	69 51

COMMENTS

IF YOU HAVE ANY QUESTIONS OR COMMENTS CONCERNING THIS QUOTATION, PLEASE E-MAIL US AT glazing@crlaurence.com OR CALL US AT (800)421-6144 AND ASK FOR EXTENSION 17520.

WE APPRECIATE THIS OPPORTUNITY TO SERVE YOU!

IT IS THE CUSTOMER'S RESPONSIBILITY TO QUALIFY QUOTE. CRL IS NOT RESPONSIBLE FOR ANY INCORRECT OR OMITTED INFORMATION. CRL IS NOT RESPONSIBLE FOR PROVIDING MATERIALS OVER AND ABOVE QUANTITIES LISTED. FREIGHT CHARGES, PACKAGING CHARGES, AND SALES TAX ARE NOT INCLUDED UNLESS OTHERWISE NOTED.

▲ UNIT OF MEASURE ABBREVIATIONS

- | | | |
|-------------|-----------------|-------------------|
| BG - BAG | GL - GALLON | MT - METER |
| BX - BOX | GR - GRAM | PK - PACKAGE |
| CN - CAN | IN - INCH | PR - PAIR |
| CS - CASE | KG - KILOGRAM | PT - PINT |
| CT - CARTON | LB - POUND | QT - QUART |
| DZ - DOZEN | LT - LITRE | RL - ROLL |
| EA - EACH | ML - MILLILITER | SL - STOCK LENGTH |
| FT - FOOT | MM - MILLIMETER | ST - SET |
| | | YD - YARD |

IF YOU WOULD LIKE TO ORDER, MODIFY OR VIEW THIS QUOTE, CLICK ON THE BUTTON BELOW

ORDER, MODIFY OR VIEW QUOTE

FROM C R LAURENCE COMPANY
2503 E VERNON AVENUE
LOS ANGELES, CA 90058-1826

SHIP TO 0100287473
OAK PARK HIGH SCHOOL
899 KANAN RD
OAK PARK, CA, 91377
US

BILL TO 0100287473
OAK PARK HIGH SCHOOL
899 KANAN RD
OAK PARK, CA, 91377
US



crlaurence.com
Glazing, Architectural, Railing,
Construction, Industrial, and
Automotive Supplies

usalum.com
Entrances, Storefronts, Curtain
Walls, Window Walls, Window
Systems, and Sun Control

QUOTE NUMBER	QUOTE DATE	QUOTE EXPIRATION
009203-1	10/3/2019	11/2/2019

TO PLACE AN ORDER, OR FOR THE MOST COMPLETE ACCESS
TO OUR PRODUCTS AND SERVICES, CONTACT CRL ONLINE AT

crlaurence.com

CALL CRL TOLL FREE AT **(800) 421-6144 EXT. 17520** CRL FAX **(866) 921-0531**

FOR ACCESS TO U.S. ALUMINUM PRODUCTS AND SERVICES,
CONTACT U.S. ALUMINUM ONLINE AT

usalum.com

CALL U.S. ALUMINUM TOLL FREE AT **(800) 421-6144 EXT. 15305** FAX TOLL FREE AT **(866) 262-3299**

CUSTOMER CONTACT		CUSTOMER PHONE #	CUSTOMER FAX #	JOB NAME	ESTIMATED LEAD TIME		
IAN		8187353300	NO FAX				
SHIP VIA	FREIGHT TERMS	SHIPPING POINT		PAYMENT TERMS	PAGE	COPIES	
BEST WAY	PREPAY & ADD	LOS ANGELES, CALIFORNIA		CHARGE TO BANKCARD	2	OF 2	
QUANTITY QUOTED	▲ UM	PRODUCT NUMBER	PRODUCT DESCRIPTION	T X	PRICE PER UNIT OF MEASURE	EXTENSION	
12					\$	4	451 40

COMMENTS

IF YOU HAVE ANY QUESTIONS OR COMMENTS CONCERNING THIS QUOTATION, PLEASE E-MAIL US AT glazing@crlaurence.com OR CALL US AT (800)421-6144 AND ASK FOR EXTENSION 17520.

WE APPRECIATE THIS OPPORTUNITY TO SERVE YOU!

IT IS THE CUSTOMER'S RESPONSIBILITY TO QUALIFY QUOTE. CRL IS NOT RESPONSIBLE FOR ANY INCORRECT OR OMITTED INFORMATION. CRL IS NOT RESPONSIBLE FOR PROVIDING MATERIALS OVER AND ABOVE QUANTITIES LISTED. FREIGHT CHARGES, PACKAGING CHARGES, AND SALES TAX ARE NOT INCLUDED UNLESS OTHERWISE NOTED.

▲ UNIT OF MEASURE ABBREVIATIONS

- | | | |
|-------------|-----------------|-------------------|
| BG - BAG | GL - GALLON | MT - METER |
| BX - BOX | GR - GRAM | PK - PACKAGE |
| CN - CAN | IN - INCH | PR - PAIR |
| CS - CASE | KG - KILOGRAM | PT - PINT |
| CT - CARTON | LB - POUND | QT - QUART |
| DZ - DOZEN | LT - LITRE | RL - ROLL |
| EA - EACH | ML - MILLILITER | SL - STOCK LENGTH |
| FT - FOOT | MM - MILLIMETER | ST - SET |
| | | YD - YARD |

IF YOU WOULD LIKE TO ORDER, MODIFY OR VIEW THIS QUOTE, CLICK ON THE BUTTON BELOW

ORDER, MODIFY OR VIEW QUOTE

QUOTATION

Quote Number: 9517
Quote Date: Sep 5, 2017
Page: 1



CLAY AND SUPPLY
1912 CLEVELAND AVE.
NATIONAL CITY, CA 91950
477-1004

Voice:
Fax:

Quoted To:

Oak Park High School
899 North Leanan Road
Oak Park CA 91377

Customer ID	Good Thru	Payment Terms	Sales Rep
MISC	10/5/17	Net 30 Days	

Quantity	Item	Description	Unit Price	Amount
1.00	K-GEIL	KILN DOWNDRAFT GEIL DLB-30, 30 CU.FT. STACKING, BRICK LINED, NATURAL DRAFT, FRONT LOADING, WITH DD-1 CONTROLLER. ETL-CERTIFIED.	28,515.00	28,515.00
1.00	K-GEIL	AUTOMATIC DAMPER CONTROL SYSTEM W/MICROPROCESSOR.	8,865.00	8,865.00
1.00	K-GEIL	HOLLOW CORE SHELVING KIT FOR KILN DLB-30 CONSISTING OF: 28 EA. 16X16 SHELVES, AND 16 EA. POST 1"-14"	1,632.00	1,632.00
1.00	K-GEIL	VENT PACKAGE FOR DL-24-30 KILN, COMPLETE W/HOOD, 10' PIPE, ROOF JACK, STORM COLLOR & CAP.	3,624.00	3,624.00
1.00	DEL	DELIVERY CHARGE MUST HAVE FORKLIFT ON SITE, NO INSTALLATION.	600.00	600.00
			Subtotal	43,236.00
			Sales Tax	3,304.29
			TOTAL	46,540.29

Mountain Glass Arts, Inc

Sales Order

Date
8/22/2019

Order #
539575

Asheville
191 Lyman Street
STE 400
Asheville NC 28801
United States
Tax ID #: 371443677

Bill To

Oak Park High School
IAN FULLMER
899 Kanan Road
Oak Park CA 91377
United States

Ship To

Oak Park High School
IAN FULLMER
899 Kanan Road
Oak Park CA 91377
United States

Payment Method	PO #	Project	Shipping Method	Ship Date	Tracking #
	Paragon CS-5630 240v/1ph		UPS Freight OSCO	8/22/2019	
Daytime Phone #	Fax	Customer Phone	Comments	weight	Customer Notes
805.279.7192	8/22/2019 9:26:45 am	805.279.7192			
Notes	TAG Color Chart, if available				
	No				

Item	Notes	MGA Part Number	Quantity Ordered	Committed	Fulfilled	Back Ordered	Units	Price Level	Rate	Amount
Paragon Kilns Special Order Item	Paragon CS-5630 240v/1ph	PARAGON-SPECIALORDER	1	0	0	1		Custom	15,963.00	15,963.00
Paragon Kilns Special Order Item	FURNITURE KIT FOR CS-5630 -- FSPEARL-56	PARAGON-SPECIALORDER	1	0	0	1		Custom	1,147.50	1,147.50

Subtotal 17,110.50
Shipping Cost (UPS Freight OSCO) 286.88
Total \$17,397.38

Thanks for your order! If you have any questions about an order or using our products, please feel free to contact us and we'll be glad to help.

We are always looking for ways to improve, and we are always listening to your feedback. Please let us know how we are doing. Follow this link to be taken to our survey and thank you for ordering from Mountain Glass Arts - Goo.gl/BQF7L1

Kind Regards,
Staff at Mountain Glass

Health & Safety - Like any craft or hobby, glass working has an inherent risk of injury. Please make sure you are aware of all of the risks associated with lampworking. Some, but not all, of the risks associated with lampworking are: Eye Protection, Respiratory Hazards, Metal Oxides, Uranium Glass, Cuts & Burns, Tanks & Torch, and Muscle Strains. To find more information please go to mountainglass.com and see the "Health & Safety" link at the bottom of the page.

Thank you for placing your order with Mountain Glass! We want to let you know that this email confirms receipt of your order and that the shipping cost is only an estimate. Also, please be aware that we try our best to weigh your color exact but often have over weighs - we do not under weigh color rod. You will receive another email with your exact total and a tracking number. We strive to offer the best in customer service so let us know if there is anything else that we can do for you as we are always happy to help!

Mountain Glass Arts, Inc

Sales Order

Date
8/22/2019

Order #
539574

Asheville
191 Lyman Street
STE 400
Asheville NC 28801
United States
Tax ID #: 371443677

Bill To

Oak Park High School
IAN FULLMER
899 Kanan Road
Oak Park CA 91377
United States

Ship To

Oak Park High School
IAN FULLMER
899 Kanan Road
Oak Park CA 91377
United States

Payment Method	PO #	Project	Shipping Method	Ship Date	Tracking #
	SUPER DRAGON		UPS Freight OSCO	8/22/2019	
Daytime Phone #	Fax	Customer Phone	Comments	weight	Customer Notes
805.279.7192	8/22/2019 9:24:12 am	805.279.7192			
Notes	TAG Color Chart, if available				
	No				

Item	Notes	MGA Part Number	Quantity Ordered	Committed	Fulfilled	Back Ordered	Units	Price Level	Rate	Amount
Paragon Kilns Special Order Item	Paragon Super Dragon 240v/1ph	PARAGON-SPECIALORDER	1	0	0	1		Custom	12,199.20	12,199.20
Paragon Kilns Special Order Item	FURNITURE KIT FOR SUPER DRAGON	PARAGON-SPECIALORDER	1	0	0	1		Custom	769.67	769.67

Subtotal 12,968.87
Shipping Cost (UPS Freight OSCO) 286.88
Total \$13,255.75

Thanks for your order! If you have any questions about an order or using our products, please feel free to contact us and we'll be glad to help.

We are always looking for ways to improve, and we are always listening to your feedback. Please let us know how we are doing. Follow this link to be taken to our survey and thank you for ordering from Mountain Glass Arts - Goo.gl/BQF7L1

Kind Regards,
Staff at Mountain Glass

Health & Safety - Like any craft or hobby, glass working has an inherent risk of injury. Please make sure you are aware of all of the risks associated with lampworking. Some, but not all, of the risks associated with lampworking are: Eye Protection, Respiratory Hazards, Metal Oxides, Uranium Glass, Cuts & Burns, Tanks & Torch, and Muscle Strains. To find more information please go to mountainglass.com and see the "Health & Safety" link at the bottom of the page.

Thank you for placing your order with Mountain Glass! We want to let you know that this email confirms receipt of your order and that the shipping cost is only an estimate. Also, please be aware that we try our best to weigh your color exact but often have over weighs - we do not under weigh color rod. You will receive another email with your exact total and a tracking number. We strive to offer the best in customer service so let us know if there is anything else that we can do for you as we are always happy to help!

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.e. APPROVE RESOLUTION #19-21, APPLYING FOR STATE GRANT FUNDING BEYOND STATE BOND AUTHORITY FOR MEASURE S MODERNIZATION PROJECTS 18-18S BROOKSIDE ELEMENTARY MODULARS AND 18-21S RED OAK ELEMENTARY MODULARS

ACTION

ISSUE: Shall the Board adopt Resolution No. 19-21, applying for state grant funding beyond state bond authority for Measure S modernization projects, 18-18S Brookside Elementary Modular Replacement and 18-21S Red Oak Elementary Modular Replacement?

BACKGROUND: The \$9 billion in bonds that came with the passing of Proposition 51 back in 2016 to fund construction and improvement of K-12 and community college facilities are completely depleted. As a result, the District will need to get in line for the next state bond for modernization projects. As part of the latest Assembly Bill 48 is an end to the first-come, first-served process of allocating state building assistance. In its place, will be a system that will push small districts needing financial help and low-income, low-property wealth districts farther ahead in line for a larger share of state dollars and give priority to districts with pressing facilities needs. Due to these changes, the State is requiring a board resolution indicating that there is no guarantee of funds from the next state bond. This resolution must be approved by the Board and submitted with the funding applications for Measure S modernization projects, 18-18S Brookside Elementary Modular Replacement and 18-21S Red Oak Elementary Modular Replacement.

FISCAL IMPACT: No immediate fiscal impact. That said, because there is the potential of not receiving matching funds, projected matching fund revenue has been removed from the Measure S Master Plan.

ALTERNATIVES:

1. Adopt Board Resolution No. 19-21, applying for state grant funding beyond state bond authority for Measure S modernization projects, 18-18S Brookside Elementary Modulars and 18-21S Red Oak Elementary Modulars.
2. Do not adopt Resolution No.19-21.

RECOMMENDATION: Alternative No. 1

Prepared by: Adam Rauch, Assistant Superintendent, Business Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD MEETING OCTOBER 15, 2019

Approve Resolution #19-21, Applying for State Grant Funding
Beyond State Bond Authority for Measure S Modernization Projects 18-18S
Brookside Elementary Modulars And 18-21s Red Oak Elementary Modulars
Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

STATE REQUIREMENT TO ADOPT RESOLUTION
ACKNOWLEDGING STATE IS NOT OBLIGATED TO PROVIDE
FUNDING FOR SCHOOL FACILITIES BEYOND BOND AUTHORITY

The Oak Park Unified School District (District) is required to adopt a resolution acknowledging State Bond funding limitations prior to filing Modernization funding applications to the State. These limitations would be applicable for the following schools:

- Brookside Elementary Replacement/Modernization
- Medea Creek Middle School Replacement/Modernization

The current State Bond funds from Proposition 51 for Modernization projects are depleted. The State is accepting Modernization funding applications with certain limitations. The State requires school boards to be knowledgeable of the fact that it has no obligation to provide funding for Modernization projects and that future State bond measures may not provide funds for these applications. Submitting these funding applications currently provides no guarantee of funding under the next State Bond.

Benefit: The benefit to the District is to be positioned to obtain maximum State funding from future State bonds if available, but no guarantee.

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD RESOLUTION 19-21**

**Applying For State Grant Funding Beyond State Bond Authority for
the Following Modernization Projects**

- Brookside Elementary Replacement/Modernization
- Medea Creek Middle School Replacement/Modernization

WHEREAS the Board of Education of the Oak Park Unified School District (District), County of Ventura, State of California, has determined that school facilities need to be constructed;

WHEREAS, the State Allocation Board (SAB) has established an “Application Received Beyond Bond Authorization List” for projects that have been received.

Pursuant to Title 2, Code of California Regulations Section 1859.95.1, the School Board of the Oak Park Unified School District hereby acknowledges the following;

WHEREAS, the school board acknowledges that the remaining School Facility Program bond authority is currently exhausted for the funds being requested for this application;

WHEREAS, the school board acknowledges that the State of California is not expected nor obligated to provide funding for projects and the acceptance of the application does not provide a guarantee of future State funding;

WHEREAS, the school board acknowledges that any potential future State bond measures for the School Facility Program may not provide funds for the application being submitted;

WHEREAS, the school board acknowledges that criteria (including, but not limited to, funding, qualifications, and eligibility) under a future State school facilities program may be substantially different than the current School Facility Program. The District’s approved application may be returned;

WHEREAS, the school board acknowledges that they are electing to commence any pre-construction or construction activities at the District's discretion and that the State is not responsible for any pre-construction or construction activities;

NOW THEREFORE BE IT RESOLVED, the school board authorizes submittal of the funding application for the above listed project given the above acknowledgements.

ADOPTED this 15th day of October 2019, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

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

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.f. APPROVE AGREEMENT WITH VENTURA COUNTY CHILDREN AND FAMILIES FIRST COMMISSION FOR OAK PARK NEIGHBORHOOD FOR LEARNING PROGRAM

ACTION

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

BACKGROUND: The Oak Park Neighborhood for Learning Program has relied on Ventura County Children and Families First Commission for subsidy funding to help run the preschool program. The amount allowed for reimbursement has decreased from prior the 2018-19 which was in the amount of \$65,096.

FISCAL IMPACT: The 2019-20 agreement with Ventura County Children and Families First Commission allows Oak Park Neighborhood for Learning Program to be reimbursed up to \$24,224.40 for the funding period of July 1, 2019 through June 30, 2020.

ALTERNATIVES:

1. Approved the agreement with Ventura County Children and Families First Commission for Oak Park Neighborhood for Learning Program.
2. Do not approve agreement.

RECOMMENDATION: Alternative No. 1

Prepared by: Adam Rauch, Assistant Superintendent, Business 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



AGREEMENT

This AGREEMENT is between the VENTURA COUNTY CHILDREN AND FAMILIES FIRST COMMISSION (also known as First 5 Ventura County), hereinafter called "COMMISSION", and OAK PARK UNIFIED SCHOOL DISTRICT, 5801 E. Conifer Street, Oak Park, CA 91377, hereinafter called "CONTRACTOR".

WHEREAS, pursuant to the provisions of California Health and Safety Code section 130100 et seq., COMMISSION is authorized to enter into any contracts necessary or appropriate to carry out its lawful purposes as set forth in Division 108 of said code;

WHEREAS, COMMISSION has received an allocation from revenues collected from the Proposition 10 excise taxes; and

WHEREAS, as a public agency, CONTRACTOR is qualified by reason of experience, preparation, organization, staffing, and facilities to provide the services contemplated by this Agreement; and

WHEREAS, COMMISSION is continuing to partner with CONTRACTOR to render certain services, in particular to operate PRESCHOOL SPACES, hereinafter called "Program" for fiscal years 2019-21; and

WHEREAS, "funding period" refers to a specific period of time for which there are corresponding service provisions and a budget. "Term" or "contract term" refers to the entire term of the whole Agreement and may encompass multiple funding periods;

NOW, THEREFORE, the parties hereto do mutually agree to the terms and conditions of this Agreement, as follows:

SECTION 1 - GENERAL PROVISIONS:

- 1.1 **ADMINISTRATION.** COMMISSION Executive Director or his/her designee, hereinafter called Commission Representative, shall represent COMMISSION in all matters pertaining to this Agreement and shall administer this Agreement on behalf of COMMISSION. Commission Representative shall receive and approve claims for payment, audit and inspect records, monitor Program services, and provide other technical guidance as required. CONTRACTOR's Executive Director (or equivalent position) shall be in charge of performing this Agreement and shall administer this Agreement on behalf of CONTRACTOR. Any change to terms and conditions to this Agreement shall comply with SECTION 2, paragraph 2.25.
- 1.2 **TERM.** The term of this Agreement shall commence on and shall continue through the dates set forth in Exhibit C, during which time CONTRACTOR shall perform the services required under this Agreement.
- 1.3 **COMPENSATION.** COMMISSION agrees to pay CONTRACTOR a sum not to exceed the amount specified in Exhibit C for services outlined in SECTION 3 and performed during the term of this Agreement in accordance with the method of payment stipulated in SECTIONS 2 and 4.
- 1.4 **NOTICES.** All notices required or permitted to be given pursuant to this Agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail, postage prepaid, return receipt requested, to Commission Representative at 2580 East Main Street, Suite 203, Ventura, California 93003, and to CONTRACTOR at 5801 E. Conifer Street, Oak Park, CA 91377.

SECTION 2 - STANDARD PROVISIONS

- 2.1 **INDEPENDENT CONTRACTOR.** For all purposes arising out of this Agreement, it is understood and agreed that CONTRACTOR is at all times an independent contractor and that no relationship of employer-employee exists between the parties hereto. CONTRACTOR will not be entitled to any benefits payable to employees of

COMMISSION, including but not limited to overtime, retirement benefits, workers' compensation benefits, injury leave or other leave benefits. COMMISSION is not required to make any tax or benefit deductions from the compensation payable to CONTRACTOR under the provisions of this Agreement. As an independent contractor, CONTRACTOR hereby holds COMMISSION harmless from any and all claims that may be made against COMMISSION based upon any contention by any third party that an employer-employee relationship exists by reason of the Agreement. If, in the performance of this Agreement, any third persons are employed by CONTRACTOR, such persons will be entirely and exclusively under the direction, supervision and control of CONTRACTOR. All terms of employment, including hours, wages, working conditions, discipline, hiring and discharging or any other terms of employment or requirements of law will be determined by CONTRACTOR. COMMISSION will have no right or authority over such persons or the terms of such employment, except as provided in this Agreement.

- 2.2 **CONTRACTOR'S EMPLOYEES AND EQUIPMENT.** CONTRACTOR agrees that CONTRACTOR has secured or shall secure at CONTRACTOR's own expense all persons, employees and equipment required to perform the services required under this Agreement, and that all such services shall be performed by CONTRACTOR or under CONTRACTOR's supervision by persons authorized by law to perform such services.
- 2.3 **PERSONNEL DISCLOSURE.** CONTRACTOR shall make available to COMMISSION a current list of all personnel providing services under this Agreement. Any changes to this list, including but not limited to vacancies, extended leaves of absence and new hires, shall be immediately provided to COMMISSION in writing. The list shall include: (1) all full or part-time staff positions by title, including volunteer positions whose direct services are required to provide the services described herein, (2) a brief description of the functions of each such position and the hours each position works each week or, for part-time positions, each day or month, as appropriate, (3) the

professional degree, if applicable, and experience required for each position, and (4) the name of the person responsible for fulfilling the terms of this Agreement. CONTRACTOR shall not knowingly employ in any capacity, paid or volunteer staff convicted of any crime of violence (including cruelty to animals) or of any sexual crime against an adult or child. CONTRACTOR shall immediately notify COMMISSION of the arrest or the conviction, for other than minor traffic offenses, of any paid employee or volunteer staff when such information becomes known to CONTRACTOR.

2.4 RESPONSIBILITY FOR EQUIPMENT. COMMISSION shall not be responsible nor be held liable for any damage to person or property consequent upon the use, misuse, or failure of any equipment used by CONTRACTOR or any of CONTRACTOR's employees, even though such equipment is furnished, rented, or loaned to CONTRACTOR by COMMISSION. The acceptance or use of any such equipment by CONTRACTOR or CONTRACTOR's employees shall be construed to mean that CONTRACTOR accepts full responsibility for and agrees to exonerate, indemnify and hold harmless COMMISSION from and against any and all claims for any damage whatsoever resulting from the use, misuse, or failure of such equipment.

2.5 INDEMNIFICATION AND HOLD HARMLESS. All activities and work covered by this Agreement shall be at the risk of CONTRACTOR alone. CONTRACTOR agrees to defend, indemnify and hold harmless COMMISSION, including all of its Commissioners, committee members, employees, agents and volunteers, against any and all claims or lawsuits, judgments, debts, demands and liability whether against CONTRACTOR, COMMISSION or others, including those arising from injuries or death of persons and for damages to property, arising directly or indirectly out of the obligations herein described or undertaken or out of operations conducted or subsidized in whole or in part by CONTRACTOR, save and except claims or litigation arising through the negligence or wrongdoing, or the willful misconduct of COMMISSION.

2.6 INSURANCE.

2.6.1 CONTRACTOR, at its sole cost and expense, shall obtain and maintain in full force, during the term of this Agreement, the following types of insurance:

2.6.1.1 Commercial General Liability "occurrence" coverage in the minimum amount of \$1,000,000 each occurrence and \$2,000,000 General Aggregate. Personal and Advertising Injury liability, in the amount of \$1,000,000 per occurrence, Products/Completed Operations aggregate in the amount of 1,000,000 and \$100,000 limit for Damage to Premises Rented To You, if applicable.

2.6.1.2 Commercial Automobile Liability coverage in the minimum amount of \$1,000,000 CSL bodily injury and property damage, including owned (if any, which requires symbol 1 coverage), non-owned and hired automobiles.

2.6.1.3 Personal Automobile Liability coverage, in the minimum amounts of \$250,000 per Person and \$500,000 each Accident Bodily Injury and \$100,000 each Accident Property Damage for each vehicle to be operated in association with this contract that is not

insured under Commercial Automobile Liability.

2.6.1.4 Workers' Compensation coverage, in full compliance with California statutory requirements, for all employees of CONTRACTOR and Employer's Liability in the minimum amount of \$1,000,000, and a waiver of subrogation in favor of COMMISSION.

2.6.1.5 Professional Liability coverage in the minimum amount of \$1,000,000 each claim and \$2,000,000 annual aggregate with a maximum deductible of \$2,500 per claim. Policy shall be maintained for one year after the end of the contract period.

2.6.1.6 All the insurance companies providing coverage under this Agreement must be A.M. Best rated A: VIII with the exception of the workers compensation insurance if provided by State Compensation Insurance Fund. Insurance coverage must be provided by California licensed and admitted carriers, with the exception of Professional Liability.

2.6.2 All insurance required under this Agreement shall be primary coverage as respects COMMISSION, and any insurance or self-insurance maintained by COMMISSION shall be in excess of CONTRACTOR's insurance coverage and shall not contribute to CONTRACTOR's coverage. COMMISSION is to be notified immediately if any aggregate insurance limit is exceeded. Additional coverage must be purchased to meet requirements. If CONTRACTOR is self-insured, CONTRACTOR shall maintain the insurance enumerated in Section 2.6 herein during the term of this Agreement to pay covered claims which may arise as a result of CONTRACTOR's performance of this Agreement.

2.6.3 The Ventura County Children and Families First Commission is to be named as **Additional Insured** with respect to work done by CONTRACTOR under the terms of this Agreement on all policies required. However, this paragraph 2.6.3 shall not be construed to apply to Workers' Compensation coverage or Professional Liability coverage.

2.6.4 CONTRACTOR agrees to provide COMMISSION with the following insurance documents within 14 days after the execution of this Agreement:

2.6.4.1 Certificates of Insurance for coverage required under this Agreement; and

2.6.4.2 Additional insured endorsements

2.6.5 Failure to timely provide these documents shall be grounds for immediate termination or suspension of this Agreement.

2.6.6 It is the responsibility of the CONTRACTOR to confirm that all terms and conditions of the Insurance Provisions are complied with by any and all Subcontractors that CONTRACTOR may use for the completion of this Agreement.

2.6.7 Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONTRACTOR for liability in excess of such coverage, nor shall it preclude COMMISSION from

taking such other actions as are available to it under any other provisions of this Agreement or otherwise in law. The minimum amounts set forth herein do not reflect COMMISSION's opinion of the adequacy of such coverage.

- 2.6.8 If the Professional Liability coverage is "claims made," CONTRACTOR must, for a period of three (3) years after the date when contract is terminated, completed or non-renewed, maintain insurance with a retroactive date that is on or before the start date of contract services OR purchase an extended reporting period endorsement (tail coverage). COMMISSION may withhold final payments due until CONTRACTOR provides satisfactory evidence of the tail coverage to COMMISSION.
- 2.7 **ASSIGNABILITY.** CONTRACTOR shall not assign any interest in this Agreement, and shall not transfer any interest in the same, whether by assignment or novation, without the prior written consent of COMMISSION thereto; provided, however, that claims for money due or to become due to CONTRACTOR from COMMISSION under this Agreement may be assigned without such approval. Notice of any such assignment or transfer shall be furnished promptly to COMMISSION.
- 2.8 **INTEREST OF CONTRACTOR.** CONTRACTOR covenants that CONTRACTOR presently has no interest, including, but not limited to, other projects or independent contracts, and shall not directly or indirectly acquire any such interest, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. CONTRACTOR further covenants that in the performance of this Agreement no person having any such interest shall be employed or retained by CONTRACTOR under this Agreement. CONTRACTOR shall not hire COMMISSION's employees to perform any portion of the work or services provided for herein including secretarial, clerical and similar incidental services except upon the written approval of COMMISSION. Performance of services under this Agreement by associates or employees of CONTRACTOR shall not relieve CONTRACTOR from or of any responsibility under this Agreement.
- 2.9 **HIRING DIRECTORS PROHIBITED.** CONTRACTOR shall not engage, nor compensate from contract funds, any of its governing body without the written approval of the COMMISSION.
- 2.10 **SUBCONTRACTS.** Functions undertaken by CONTRACTOR may be carried out under subcontracts. However, CONTRACTOR may not delegate its duties or obligations nor assign its rights hereunder, either in whole or in part, without prior written consent of COMMISSION. Any such attempted delegation or assignment without prior consent shall be void. Any change whatsoever in the corporate structure of CONTRACTOR, the governing body of CONTRACTOR, the management of CONTRACTOR or the transfer of assets in excess of ten (10) percent of the total assets of CONTRACTOR shall be deemed an assignment of benefits under the terms of this Agreement requiring COMMISSION approval. All subcontracts, inclusive of service provisions and budgets, shall be in writing and copies provided to COMMISSION within thirty (30) days of their execution, including any subsequent amendments. No subcontract shall alter in any way any legal responsibility of CONTRACTOR to COMMISSION. All subcontractors will be provided a copy of this Agreement, and any subcontract must state that any work performed must be consistent with this Agreement. COMMISSION has the right to refuse reimbursement for obligations incurred under any subcontract, which do not comply with the terms of this Agreement. In each subcontract, CONTRACTOR shall include all provisions that the COMMISSION may require. COMMISSION shall make these provisions available to CONTRACTOR.
- 2.11 **POLITICAL ACTIVITIES PROHIBITED.** None of the funds, provided directly or indirectly, under this Agreement shall be used for any political activities or to further the election or defeat of any candidate for public office. Neither the contract nor any funds provided hereunder shall be utilized in support of any partisan political activities, or activities for or against the election of a candidate for an elected office.
- 2.12 **RELIGIOUS ACTIVITIES PROHIBITED.** There shall be no religious worship, instructions or proselytization as part of, or in connection with the performance of this Agreement. Active participation in religious worship or instruction cannot be a prerequisite for individuals receiving services utilizing Proposition 10 dollars. Expenditures of Proposition 10 dollars for religious services and practices are specifically prohibited. CONTRACTOR must indicate how unlawful expenditures of Proposition 10 dollars for religious services and practices are to be avoided. Any religious indoctrination or encouragement incidental to the delivery of services under the application is strictly prohibited.
- 2.13 **LICENSES AND STANDARDS.** CONTRACTOR shall conform with all applicable federal, state, county and local rules and regulations, including facility and professional licensing and certification laws, and shall keep in effect any and all licenses, permits, notices and certificates as are required for the duration of this Agreement. CONTRACTOR shall further comply with, and be solely responsible for compliance with, all laws applicable to wages and hours of employment, nondiscrimination, occupational safety, environmental safety, fire safety, and health and sanitation. CONTRACTOR shall comply with all rules and regulations set forth in the Federal Code of Regulations as applicable to form of entity by which CONTRACTOR transacts its business.
- 2.14 **COMPLIANCE WITH FIRST 5 CALIFORNIA (F5CA).** CONTRACTOR shall comply with all rules, regulations, requirements, and directives of F5CA which impose duties and limitations upon COMMISSION relating to activities performed by CONTRACTOR under this Agreement, including reporting and evaluation, which are equally applicable to and made binding upon CONTRACTOR.
- 2.15 **CONFIDENTIALITY.** COMMISSION and CONTRACTOR agree to maintain the confidentiality of all information and records regarding program participants or their immediate families, except as otherwise required by law.
- 2.16 **MAINTENANCE OF RECORDS.** CONTRACTOR agrees to maintain all records pertaining to service delivery and fiscal and administrative control for five (5) years after final payment has been made, or until all pending COMMISSION, state, or federal audits are completed, whichever is later. Upon request, CONTRACTOR shall make these records available within Ventura County to all authorized COMMISSION, state (including Auditor General) and federal personnel.
- 2.17 **CUSTODY OF RECORDS.** At its option, COMMISSION may take custody of CONTRACTOR's client records

related to services provided under this Agreement upon Agreement termination. COMMISSION agrees that such custody shall conform to applicable confidentiality provisions of state and federal law. Said records shall be kept by COMMISSION in an accessible location within Ventura County and shall be available to CONTRACTOR for examination and inspection.

2.18 FISCAL AND PERFORMANCE AUDITS AND INSPECTION OF RECORDS. Authorized federal, state or county representatives shall have the right to monitor, assess, or evaluate CONTRACTOR's performance in accordance with federal and state laws and regulations. The monitoring, assessments, or evaluations may include but are not limited to audits, inspection of premises, reports, and interviews of Program staff and participants. At any time during normal business hours, and as often as COMMISSION may deem necessary, CONTRACTOR shall make available to COMMISSION, state, federal, or county officials for examination, all records pertaining to all matters covered by this Agreement and shall permit county, state or federal officials to audit, examine and make excerpts or transcripts from such records, and to make audits of all invoices, materials, payrolls, records of personnel, information regarding clients receiving services, and other data relating to all matters covered by this Agreement.

2.19 AUDIT REQUIREMENTS.

2.19.1 The Single Audit Act requires sub-recipients (CONTRACTOR) receiving federal funds in a fiscal year, at or above the threshold established by the Federal government, to obtain an audit performed in accordance with the United States Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. At a minimum, reports shall:

2.19.1.1 Indicate that the audit was performed in accordance with generally accepted government audit standards.

2.19.1.2 Indicate whether the service provision was operated in compliance with the terms of federal grants, contain a statement on internal controls, and specify the amount of funds received from COMMISSION.

2.19.2 CONTRACTOR shall submit to COMMISSION copies of audit(s) and management letter(s) completed in accordance with this paragraph 2.19 within thirty (30) days of receipt by CONTRACTOR.

2.20 PROGRESS REPORTS. CONTRACTOR shall submit to COMMISSION progress reports in a format approved by COMMISSION, in accordance with the schedule outlined in Exhibit A. The report shall detail all work performed for the reporting period outlined in Exhibit A under this Agreement by CONTRACTOR.

2.21 EVALUATION STUDIES. As requested by COMMISSION and State Commission (CCFC), CONTRACTOR shall participate in research and evaluation studies designed to show the effectiveness of CONTRACTOR services or to provide information about CONTRACTOR's Program.

2.21.1 CONTRACTOR shall collect process and demographic data on participants, where appropriate.

2.21.2 CONTRACTOR shall collect service and outcome data with measurement tools provided by COMMISSION.

2.21.3 CONTRACTOR shall enter data in the evaluation software system designated by COMMISSION.

2.21.4 CONTRACTOR shall submit complete data, in accordance with the schedule outlined in Exhibit A.

2.22 WITHHOLDING. If CONTRACTOR fails to comply with the conditions of this Agreement regarding reporting requirements in section 2.20 and in section 2.21 herein, the COMMISSION, at its sole discretion, may withhold payments until the deficiency is corrected.

2.23 OWNERSHIP, PUBLICATION, REPRODUCTION AND USE OF MATERIAL. COMMISSION shall have a royalty-free, non-exclusive and irrevocable license to publish, copy, translate, or use now and hereafter, all documents, data, films, tapes, and other materials developed under this Agreement, including materials covered by copyright, and each entity reserves the right to authorize others to use or reproduce such materials. COMMISSION shall retain ownership and have access to any report, preliminary findings, or data assembled by CONTRACTOR under this Agreement. All such materials developed under the terms of this Agreement shall acknowledge the COMMISSION as the funding agent of the publication when applicable. In addition, CONTRACTOR must receive written permission from the COMMISSION prior to publication of any materials developed under this Agreement, and file with the COMMISSION a copy of all educational and training materials, curricula, audio/visual aids, printed material, and periodicals, assembled pursuant to this Agreement prior to publication. CONTRACTOR also agrees that if CONTRACTOR enters into any Agreements with other parties in order to perform the work required under this Agreement, CONTRACTOR will require the Agreements to include clauses granting the COMMISSION a royalty-free, non-exclusive, nontransferable, irrevocable license to reproduce, prepare derivative works, and distribute copies of the copyrighted works created, produced, developed or delivered under such Agreements.

2.24 ATTRIBUTION. CONTRACTOR agrees to use the First 5 Ventura County logo ("Logo"), provided by COMMISSION, for all printed material specific to the Program funded by COMMISSION under this Agreement. Materials shall include, but not be limited to websites; brochures; flyers; handbooks; television, radio, print ads, social media, and public service announcements; and presentations. If the CONTRACTOR performs a Program that is identified in the COMMISSION's Strategic Plan then they are required to use the Logo adapted for their Program. If there is a separate logo for the Program, the Logo placed shall be placed on the same page as the Program logo. When a majority of the Program funding is from the COMMISSION, the Logo size shall be larger or equal to that of the Program logo. When less than a majority of the Program funding is from the COMMISSION, the Logo shall not be less than 50% of the Program logo. The Logo and attribution language can be used in combination. Attribution language may include, "Funded by:" placed over the logo, or "Supported through a grant from:" placed over the logo. For COMMISSION's Neighborhoods for Learning initiative, "First 5" shall precede the name of the Neighborhood for Learning. CONTRACTOR shall refer to the program as the "First 5 Neighborhoods for Learning" in all verbal communications and materials as defined in Section 2.24 herein.

2.25 CHANGES AND AMENDMENTS. COMMISSION and CONTRACTOR may from time to time modify this Agreement. Such changes, except as expressly detailed herein, shall be effective when incorporated in written amendments to this Agreement and approved by COMMISSION and CONTRACTOR. If any provisions of this Agreement are held invalid, the remainder of this Agreement shall not be affected thereby if such remainder conforms to the terms and requirements of applicable law.

2.26 TERMINATION FOR CAUSE.

2.26.1 Upon breach of this Agreement by CONTRACTOR, COMMISSION shall have the right, by giving written notice specifying the effective date, to terminate this Agreement in whole or in part for cause, which may include but is not limited to:

2.26.1.1 Failure for any reason of CONTRACTOR to fulfill, in a timely and proper manner, its obligations under this Agreement, including compliance with the approved Program and attached conditions, and such statutes, Executive Orders, and federal directives as may become applicable at any time; or

2.26.1.2 Submission by CONTRACTOR to COMMISSION of reports that are incorrect or incomplete in any material respect; or

2.26.1.3 CONTRACTOR's ineffective or improper use of funds provided by COMMISSION under this Agreement.

2.26.2 Upon a breach, COMMISSION, at its sole discretion or at direction of CCFC, and in addition to and any other remedies available at law, in equity, or otherwise specified in this Agreement, including immediate termination, may take any one or more of the following actions:

2.26.2.1 Afford CONTRACTOR a time period within which to cure the breach, which period shall be established at sole discretion of the Commission Representative or at direction of CCFC.

2.26.2.2 Discontinue payment to CONTRACTOR for the inclusive period in which CONTRACTOR is in breach, which payment shall not be entitled to later recovery.

2.26.2.3 Withhold funds pending curing of the breach.

2.26.2.4 Offset against any monies billed by CONTRACTOR but yet unpaid by COMMISSION those monies disallowed pursuant to 2.26.1 above.

2.27 TERMINATION FOR CONVENIENCE. Either COMMISSION or CONTRACTOR may terminate this Agreement without cause, upon sixty (60) days written notice to the other party.

2.28 TERMINATION DUE TO CESSATION OF STATE FUNDING. COMMISSION shall have the right to terminate this Agreement upon three (3) days written notice in the event that the receipt by COMMISSION of funds from the state for this program is reduced, suspended or terminated for any reason. CONTRACTOR hereby expressly waives any and all claims against COMMISSION for damages arising from the termination, suspension or reduction of the funds provided by the State or federal government to COMMISSION for the program under which this Agreement is made, or of the portion thereby delegated by this Agreement.

2.29 CLOSE-OUT UPON TERMINATION. Upon termination of this Agreement, the parties shall perform all closeout procedures that are reasonable and necessary to complete the obligations owed, but not yet performed under this Agreement.

2.29.1 All reasonable and necessary costs defined under this Agreement and incurred up to the point of termination will be reimbursed to CONTRACTOR by COMMISSION.

2.29.2 Any monies owed to COMMISSION by CONTRACTOR may be offset against any compensation due to CONTRACTOR for final payment from COMMISSION, as covered under this Agreement.

2.29.3 CONTRACTOR shall return to COMMISSION any equipment, furniture, or supplies purchased in whole or in part with funds provided under this Agreement and all related parts. COMMISSION retains the right to waive this requirement.

2.30 PARTIAL PERFORMANCE. In the event, less than all services are performed in a proper and timely manner, CONTRACTOR shall be paid only the reasonable cost for the services performed for the payment period as determined by Commission Representative. In the event CONTRACTOR anticipates a disruption in services related to this Agreement, COMMISSION is to be notified immediately of the nature, anticipated impact, and duration of such disruption.

2.31 FAIR HEARING. CONTRACTOR agrees to provide a system through which recipients of service shall have the opportunity to express and have considered their views, grievances, and complaints regarding the delivery of services.

2.32 MONITORING AND EVALUATION. COMMISSION shall monitor and evaluate CONTRACTOR to ensure compliance with program objectives and services contained in SECTION 3.

2.33 CHILD ABUSE REPORTING. CONTRACTOR shall require all employees, volunteers, consultants, subcontractors, or agents performing services under this Agreement who are required by section 11166, subdivision (a), of the Penal Code to report child abuse or neglect or are required by section 15630 of the Welfare and Institutions Code to report elder or dependent adult abuse or neglect, to sign a statement that he or she understands the reporting requirements and will comply with them.

2.33.1 CONTRACTOR shall establish procedures to ensure the reporting of child abuse and neglect and elder or dependent adult abuse and neglect by all employees, volunteers, consultants, subcontractors, or agents who gain knowledge of, or reasonably suspect that a child, elder or dependent adult has been a victim of abuse or neglect, even when such persons are not otherwise required by section 11166, subdivision (a), of the Penal Code or section 15630 of the Welfare and Institutions Code, to report such abuse or neglect.

2.34 PARTICIPATION WITH COMMISSION FUNDED INITIATIVES. CONTRACTOR shall actively participate with all other Commission funded initiatives in the provision of the services contemplated by this Agreement and shall coordinate such provision of services with the Neighborhoods for Learning and all other COMMISSION funded programs.

2.35 SECURITY DEPOSITS. If CONTRACTOR uses COMMISSION funds as its security deposit for leasing property in relation to the performance of this Agreement, CONTRACTOR shall return to COMMISSION any balance thereof within 45 days of the termination of the lease. However, if CONTRACTOR'S contract term ends prior to the termination of the lease, then any balance of the security deposit shall be returned to COMMISSION within 45 days of the close of the CONTRACTOR'S contract term.

SECTION 3 - SERVICE PROVISIONS

Exhibit B attached hereto is incorporated herein by this reference.

SECTION 4 - FISCAL PROVISIONS

- 4.1 PAYMENT METHOD.** CONTRACTOR shall be paid in accordance with the payment method as outlined in Exhibit C, for services rendered, provided that CONTRACTOR is not in default under any provisions of this Agreement. Services shall be compared against the terms outlined in Section 3. Program services are to be provided throughout the full term of this Agreement. COMMISSION shall reimburse CONTRACTOR within thirty (30) working days after the receipt of a complete and accurate invoice. However, payment by COMMISSION in greater than 30 days, but less than 60 days after the date of COMMISSION'S receipt of CONTRACTOR'S invoice, shall not be considered a substantial breach of this Agreement nor cause for termination of this Agreement.
- 4.2 SUPPLANTING OF PROP 10 FUNDS.** Prop 10 moneys received from COMMISSION will be used only to fund new or expand existing levels of service. Moneys are prohibited to be used to fund any existing levels of service. No moneys shall be used to supplant state or local General Fund money for any purpose, pursuant to the Revenue and Taxation Code Section 30131.4.
- 4.3 INVOICES/EXPENDITURE REPORTS.** By the thirtieth (30th) calendar day following the close of each payment period as outlined in Exhibit A of this Agreement, CONTRACTOR through its authorized representative(s) shall submit to COMMISSION a complete invoice/expenditure report in accordance with Exhibit C for each corresponding funding period. CONTRACTOR may have up to forty-five (45) days to submit the final invoice/report for expenditures through the end of each funding period. Invoices/Expenditure Reports shall be submitted electronically with required supporting documentation in a software system designated by COMMISSION. CONTRACTOR shall designate authorized representative(s) to submit invoices/expenditure reports for the Program. COMMISSION may consider alternate methods for invoice/expenditure report submission, including but not limited to non-electronic, at its sole discretion or upon request by CONTRACTOR. COMMISSION shall review the invoice/expenditure report, verify adherence to Agreement requirements and services, and authorize payments to CONTRACTOR based upon claims submitted, provided that CONTRACTOR is not in default under any provision of this Agreement. COMMISSION shall not pay for unauthorized services rendered neither by CONTRACTOR nor for claimed services which COMMISSION'S monitoring staff shows have not been provided as required by this Agreement.
- 4.3.1** Final year-end invoices/expenditure reports received more than 60 days after the close of each

funding period shall have a five (5) percent penalty imposed on the final invoiced/reported amount. CONTRACTOR may submit a written appeal of the penalty to the COMMISSION if there were extenuating circumstances that prohibited the timely submission of the invoice/expenditure report, but the COMMISSION retains the exclusive right to decide whether it will waive the penalty or not.

- 4.4 SUPPLEMENTAL INVOICES.** No supplemental invoice shall be accepted by COMMISSION without prior notification to COMMISSION of the need and justification for such an invoice and authorization by COMMISSION to submit such invoice. Payments for authorized supplemental invoices shall be made as part of the next regular claim cycle.
- 4.5 WORKING CAPITAL.** CONTRACTOR must provide for sufficient working capital to meet the fiscal demands of this Agreement.
- 4.6 MINIMUM STANDARDS.** CONTRACTOR shall maintain the following minimum standards with regard to salaries and benefits for all employees:
- 4.6.1** All employees shall receive basic statutory coverage of FICA, Workers' Compensation, Unemployment Insurance Benefits and Disability Insurance Benefits; and
- 4.6.2** All wages and benefits, shall be no less than the minimum, required by applicable state and federal law.
- 4.7 AUDIT EXCEPTIONS.** CONTRACTOR agrees to indemnify COMMISSION for state audit exceptions and state audit exceptions resulting from contract non-compliance on the part of CONTRACTOR, and for claims made against COMMISSION arising from CONTRACTOR performance of this Agreement.
- 4.8 CONDITIONS PREREQUISITE TO PAYMENTS.** Notwithstanding any other provision of this Agreement, COMMISSION may elect not to make a particular payment on this Agreement if:
- 4.8.1** Misrepresentation. With or without actual knowledge, CONTRACTOR made any misrepresentation of a material fact with respect to any information furnished by CONTRACTOR, directly or indirectly, to COMMISSION.
- 4.8.2** Litigation. There is then pending litigation with respect to the performance by CONTRACTOR of any of its duties or obligations necessary hereunder which may jeopardize or adversely affect the undertaking or the carrying out of the Program.
- 4.8.3** Unauthorized Actions by CONTRACTOR. CONTRACTOR shall have taken any action pertaining to this Agreement, which required prior COMMISSION approval, without having first received said approval.
- 4.8.4** Default. CONTRACTOR is in default under any provision of this Agreement and has not cured or taken reasonably prompt steps to commence the curing of such default.
- 4.8.5** Fiscal and Non-Fiscal Reporting. CONTRACTOR has not submitted the required statements and reports as specified in this Agreement.
- 4.9 REIMBURSEMENT.** CONTRACTOR shall not claim reimbursement from COMMISSION, or apply sums received from COMMISSION, with respect to that portion of its obligations, which have been paid by another source of revenue. CONTRACTOR agrees that it shall not use funds received pursuant to this Agreement, either

directly or indirectly, as a contribution or compensation for purposes of obtaining (1) state funds under any state program, or (2) COMMISSION funds under any COMMISSION program, without prior written approval of COMMISSION.

4.10 PURCHASE OF FIXED ASSETS & INFRASTRUCTURE PROJECTS. CONTRACTOR shall not purchase any fixed asset or implement an infrastructure project in excess of \$5,000 under the terms of this Agreement.

4.11 MATCHING FUNDS. CONTRACTOR shall provide matching funds in accordance with the minimum percent outlined in Exhibit C for each corresponding funding period of payments made to CONTRACTOR by COMMISSION. "Matching funds" are defined as the resources (cash or in-kind) provided by CONTRACTOR used to accomplish a proposed scope of work. Matching funds shall be verifiable from the Contractor's records. Actual amounts shall be reported on the invoice. If at the

end of the contract period, the project is unable to/did not meet the minimum match requirement, the Commission reserves the right to reduce and/or recover the proportional amount of funds provided to the project.

4.12 TAX-EXEMPT ORGANIZATION FILING REQUIREMENT. If CONTRACTOR is classified as a tax-exempt organization by the Internal Revenue Service (IRS) and is required to submit an annual return to the IRS, CONTRACTOR shall submit the annual return to COMMISSION, within 60 days of its filing.

4.13 INVENTORY. CONTRACTOR shall maintain an inventory of any equipment or furniture purchased in whole or in part with funds provided under this Agreement. Upon request, CONTRACTOR shall make these records available within Ventura County to all authorized COMMISSION, state (including Auditor General) and federal personnel.

SECTION 5 – MISCELLANEOUS

5.1 ENTIRE AGREEMENT. The terms and conditions set forth in Exhibits A, B, and C attached hereto are incorporated herein by this reference. This Agreement contains all the terms and conditions agreed upon by COMMISSION and CONTRACTOR and no other understanding, oral or otherwise, regarding this Agreement shall be deemed to bind any of the parties to this Agreement.

IN WITNESS THEREOF, COMMISSION and CONTRACTOR have executed this Agreement on the dates indicated.

CONTRACTOR APPROVAL

COMMISSION APPROVAL

(Signature)



Anthony W. Knight, Superintendent
(Typed Name/Title)

(Date)

9/24/19

(Signature)

Petra Puls, Executive Director
(Typed Name/Title)

(Date)

OAK PARK UNIFIED SCHOOL DISTRICT
PRESCHOOL SPACES
 July 1, 2019 to June 30, 2021

REPORTING TIMELINES

Narrative Progress Reports (Contract Section 2.20 - Progress Reports) and Participant, Service, and Outcome Data (Contract Section 2.21 – Evaluation Studies)

Reports and data shall detail work performed in Section 3: Service Provisions, Exhibit B.

Period	Report type	Due date
July 1, 2019 – December 31, 2019	Semi Annual – FY2019-20	January 30, 2020
January 1, 2020 – June 30, 2020	Year End & cumulative final for FY2019-20	July 30, 2020
July 1, 2020 – December 31, 2020	Semi Annual – FY2020-21	January 30, 2021
January 1, 2021 – June 30, 2021	Year End & cumulative final for FY2020-21	July 30, 2021

INVOICING/EXPENDITURE REPORTING TIMELINES

Fiscal Provisions (Contract Section 4.1, 4.3 – Payment Method, Invoices)

Financial reports shall adhere to Section 4: Budget, and Exhibit C.

Period	Invoice/Expenditure Report type	Due by
July 1, 2019 – September 30, 2019	Quarter 1 – FY2019-20	October 30, 2019
October 1, 2019 – December 31, 2019	Quarter 2 – FY2019-20	January 30, 2020
January 1, 2020 – March 31, 2020	Quarter 3 – FY2019-20	April 30, 2020
April 1, 2020 – June 30, 2020	Quarter 4 & cumulative final for FY2019-20	July 30, 2020
July 1, 2020 – September 30, 2020	Quarter 1 – FY2020-21	October 30, 2020
October 1, 2020 – December 31, 2020	Quarter 2 – FY2020-21	January 30, 2021
January 1, 2021 – March 31, 2021	Quarter 3 – FY2020-21	April 30, 2021
April 1, 2021 – June 30, 2021	Quarter 4 & cumulative final for FY2020-21	July 30, 2021

Program Description:

The Program shall provide preschool and maintain previously established licensed spaces.

Program Outcome:

- Children participate in quality preschool.

Program Summary						
(1) Preschool						
Provide preschool spaces in the Oak Park Unified School District for children ages 2.9-5. Program operates Monday thru Friday, offering one 3 hour session. Priority is given to children who are one year from kindergarten or transitional kindergarten entry.						
Fiscal Year	Milestone	Projected number of participants	Projected number of contacts per participant	Projected number of service contacts	Outcome Performance Measure	OPM Tool
FY 2019-20	6 spaces	6 Children	180	1,080	# and % increase in children progressing on the preschool aged DRDP	Current version of DRDP
FY 2020-21	3 spaces	3 Children	180	540		

Operational Provisions:

1. Incorporate the COMMISSION approved Nutrition and Physical Activity Standards into program implementation practices.
2. Develop and present to COMMISSION a sustainability plan, such as conversion to California State Preschool Program (CSPP) or implementation of a private pay fee structure, by September 30, 2020.
3. Implement a process to verify family income and to refer/enroll families who may be eligible for a publicly funded program.
4. Implement a family fee pilot in collaboration with COMMISSION, using the sliding scale parent-fee schedule mutually agreed upon by the pilot workgroup. Collect family fees and report data to COMMISSION, including but not limited to: amounts collected, amounts and reasons for any uncollectable fees, family incomes, best practices, and barriers.
5. COMMISSION funds may only be used to serve families not eligible for CSPP (>85% SMI) or families not able to access CSPP.
6. CONTRACTOR will monitor and track attendance and keep attendance records, including excused/unexcused absences for each child enrolled in the preschool classroom in accordance with CONTRACTOR's definition and policy on excused/unexcused absences. CONTRACTOR will submit attendance policy, including definition of excused and unexcused absences, within 10 days after execution of this agreement to COMMISSION for approval.

Operating Requirements:

CONTRACTOR shall be responsible for operating licensed center-based preschool spaces that meet the following criteria:

- Proposed spaces must maintain licensed COMMISSION-funded preschool/child care capacity.
- The program must operate between 175-180 days per year, 3 hours per day.
- Preschool program is required to participate in Ventura County's Quality Rating and Improvement System (QRIS) Rising Stars and those that have been rated must maintain a Tier rating of 3 or higher.
- The program will be required to participate in COMMISSION evaluation activities and to use COMMISSION's data collection and reporting software to record preschool participant demographic and service data and DRDP pre-post test scores.
- The preschool program must deliberately and consistently facilitate access to and promote use of a medical/dental home, health insurance, and developmental screening; promote reading early and often; and link families to other resources available.
- Funding may be used for ongoing operating costs, including staff salaries and benefits, consumable supplies, and other ongoing operating expenses.
 - Funding may not be used for construction, renovation, modification, conversion, etc. of physical space to house new preschool spaces and for classroom set-up (e.g. furnishings, non-consumable classroom materials).

OAK PARK UNIFIED SCHOOL DISTRICT
PRESCHOOL SPACES

Contract Term: July 1, 2019 through June 30, 2021

PAYMENT METHOD

CONTRACTOR shall be paid in accordance with the payment method as outlined below, for services rendered, provided that CONTRACTOR is not in default under any provisions of this Agreement.

1. CONTRACTOR shall be paid in arrears, upon receipt of a quarterly invoice based on established maximum daily rate and in accordance with this agreement with adequate supporting documentation for services rendered.
 - 1.a. The Commission will pay up to **\$22.43** per space (75% of the 2019 part-day CSPP rate), per day of enrollment, less any family fees collected that exceed 25% of the 2019 CSPP rate, for a maximum of:
 - 1.a.1. 6 spaces and 180 days of operation for July 1, 2019 through June 30, 2020.
 - 1.a.2. 3 spaces and 180 days of operation for July 1, 2020 through June 30, 2021.
 - 1.b. Commission will pay for days an enrolled child is in attendance, or has an allowable absence as defined by CONTRACTOR's attendance policy.
 - 1.c. For family fees, CONTRACTOR shall report the amount collected in the quarterly invoice. Individual family fees collected that exceed 25% of the 2019 CSPP rate shall reduce the total amount the COMMISSION reimburses CONTRACTOR. For any family fees deemed uncollectable by CONTRACTOR, the amount(s) and reason(s) shall be reported in the quarterly invoice and progress report.
2. Reimbursement for the following funding periods shall not exceed the amounts defined herein, based on the terms of the Agreement and in accordance with Exhibit C and the services described in Exhibit B:
 - 2.a. Reimbursement for the funding period of July 1, 2019 through June 30, 2020 shall not exceed \$24,224.40.
 - 2.b. Reimbursement for the funding period of July 1, 2020 through June 30, 2021 shall not exceed \$12,112.20.
3. CONTRACTOR is required to provide a minimum of 15% in matching funds and shall report the amount in the quarterly invoice.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.g. APPROVE CONSULTANT AGREEMENT FOR LEGISLATIVE ADVISORY AND ADVOCACY SERVICES

ACTION

ISSUE: Shall the Board approve a consultant agreement for Legislative Advisory & Advocacy Services with the firm of Blattner & Associates to assist the District in the operation and the continuance of its District of Choice attendance program?

BACKGROUND: Absent any action by the State Legislature, the current DOC program authorized by Education Code 48315 sunsets in July 2023 and will be repealed on January 1, 2024. To maintain a presence on behalf of the District, regarding its District of Choice Program, with the Legislature, the Governor’s Office, State Departments, Boards and Commissions, Office of the Legislative Analyst, media outlets and other organizations as appropriate, and to communicate as appropriate any actions of significance to the District. The District would like to partner with other Districts of Choice to engage a consultant for legislative advisory and advocacy services with the Sacramento firm of Blattner & Associates, for the period October 1, 2019 through September 30, 2020. Staff is actively seeking to build a coalition of other DOC districts to share the monthly fee of \$3,000.

FISCAL IMPACT: The cost to OPUSD for this shared service is \$1,000 per month for nine months (\$9000). This is a decrease from the \$1500 per month that was presented and included in the 2019-2020 Adjusted Budget at the September Board meeting.

ALTERNATIVES:

1. Approve the consultant agreement for legislative advisory and advocacy services with the firm of Blattner & Associates, per the following agreement.
2. Do not approve agreement.

RECOMMENDATION: Approve Alternate No. 1

Prepared by: Adam Rauch, 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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

BLATTNER & ASSOCIATES
PRACTICAL SOLUTIONS FOR PUBLIC SCHOOLS

AGREEMENT FOR LEGISLATIVE ADVISORY & ADVOCACY SERVICES

This is an agreement between the **OAK PARK UNIFIED SCHOOL DISTRICT** and **BLATTNER & ASSOCIATES** entered into as of October 1, 2019.

RECITALS

WHEREAS, the OAK PARK UNIFIED SCHOOL DISTRICT needs advice and assistance regarding the operation and the continuance of its District of Choice attendance program; and,

WHEREAS, BLATTNER & ASSOCIATES 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. BLATTNER & ASSOCIATES agrees to perform legislative, advisory and advocacy services on behalf of the OAK PARK UNIFIED SCHOOL DISTRICT, hereinafter referred to as "DISTRICT," as follows:

- a. To maintain a presence on behalf of the DISTRICT, specifically regarding its District of Choice Program, with the Legislature, the Governor's Office, State Departments, Boards and Commissions, Office of the Legislative Analyst, media outlets and other organizations as appropriate, and to communicate as appropriate any actions of significance to the DISTRICT;
- b. To represent the DISTRICT as directed before the Legislature, various State departments, the State Board of Education, and the State Controller on issues of critical importance to the DISTRICT's District of Choice Program;
- c. To work, as directed, with authors, committee consultants, caucus consultants, the Legislative Analyst's Office, the Department of Finance, and the Governor's Office to ensure that the DISTRICT'S position on the District of Choice Program is articulated and taken into consideration before final action;
- d. To provide the DISTRICT with advice and various written and electronic resources, including budgetary and legislative updates regarding the State Budget and K-12 Education, and to advise on programmatic and operational specifics regarding the District of Choice program in order to assist with local decision making.

2. The OAK PARK UNIFIED SCHOOL DISTRICT agrees to pay to BLATTNER & ASSOCIATES for services rendered under subdivisions 1.a-d of this agreement the sum of \$1,000 per month, plus expenses, during the term of this twelve-month agreement, upon billing from Consultant. "Expenses" are defined as actual out-of-pocket expenses

1121 L STREET, SUITE 507
SACRAMENTO, CA 95814
916.606.7129

BOB.BLATTNER@BLATTNERANDASSOCIATES.COM

for travel outside of the Sacramento region incurred for direct service of this contract; they must be pre-approved by the DISTRICT, and are not to exceed \$500 annually.

3. This agreement shall be for the period of twelve (12) months, beginning October 1, 2019 and terminating September 30, 2020. It may be terminated by either party prior to September 30, 2020 on thirty (30) days written notice. In case of cancellation, the OAK PARK UNIFIED SCHOOL DISTRICT shall be liable for any costs accrued to date of cancellation under Item 2 above.
4. It is recognized by both parties that BLATTNER & ASSOCIATES will be serving as a legislative advocate on behalf of the OAK PARK UNIFIED SCHOOL DISTRICT and that it will be necessary for both parties to file such appropriate forms with the Fair Political Practices Commission as may be required by State law.
5. It is expressly understood and agreed to by both parties that BLATTNER & ASSOCIATES, 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 OAK PARK UNIFIED SCHOOL DISTRICT.

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

BY:


DATE:

Dr. Anthony W. Knight
Superintendent
OAK PARK Unified School District

BY:

DATE:

09/25/2019



Robert W. Blattner
Principal
Blattner & Associates

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.2.h. APPROVE ACCEPTANCE OF DONATION

ACTION

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

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

Site/Program	Gift/Donor	Gift
Oak Park High School – Rocket Team	AeroVironment	\$10,000

RECOMMENDATION: Accept the donation with thanks.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.3.a. APPROVE THE UPDATED PHYSICAL EDUCATION REQUIREMENTS AND THE REVISED 2019-2020 STUDENT HANDBOOK FOR OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board of Education approve the updated Physical Education(P.E.) requirements and the revised 2019-2020 Student Handbook for Oak Park High School?

BACKGROUND: This revision retroactive to the 2016-17 school year, thereby benefiting all current students, was developed by OPHS administration and was reviewed and endorsed by School Site Council on October 15, 2019. Current policy allows 10-12 grade students to earn P.E. credit if they are engaged in regular school-sponsored interscholastic athletic programs, including Marching Band, Cheerleading, and Dance Team. Currently Ninth grade students are allowed an exemption from PE if they participate in such programs but they do not earn P.E. credit. This proposal would allow all students regardless of grade level to earn P.E. credit for participation in school-sponsored interscholastic athletic programs, including Marching Band, Cheerleading, and Dance Team. Additionally, this revision would remove the requirement that students must pass the California Physical Fitness Test to be eligible to receive credit for activities other than a PE class. This proposal also recommends expanding the Independent Study Physical Education (ISPE) opportunities to all students including ninth grade. Freshmen are currently are not permitted to apply for PE credit for ISPE.

This proposal does not request a change to the 20-credit high school graduation PE requirements, and supports OPUSD Moral Imperatives, District Goals, LCAP priorities, and WASC Action Plan goals regarding the reduction of student stress. Students will still be required to take the California Physical Fitness Test (CPFT).

The 2019-2020 Student Handbook also needs to be revised to reflect this proposal. The revised handbook is included at this link: <http://bit.ly/32f1k7i>

FISCAL IMPACT: NONE

ALTERNATIVES:

1. Approve the updated P.E. requirements and the revised 2019-2020 Student Handbook for Oak Park High School.
2. Do not approve the updated P.E. requirements and the revised 2019 2020 Student Handbook for Oak Park High School.

RECOMMENDATION: Alternative No. 1

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD MEETING OCTOBER 15, 2019

Approve the updated P.E. requirements and the revised 2019-2020

Student Handbook for Oak Park High School

Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Rationale for Proposed Revision to OPHS Physical Education Requirements

OPUSD BP 6142.7(c) The Superintendent or designee may grant an exemption from physical education under the following special circumstances: The student is in high school and engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. (Education Code 51242)

CA Education Code 51242 The governing board of a school district may exempt any four-year or senior high school pupil from attending courses of physical education, if the pupil is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours.

Proposal – Amend the PE requirements to allow ninth grade students engaged in school-sponsored interscholastic athletic programs and Independent Study Physical Education (IPSE) to earn PE credit towards graduation. Retroactive to 2016-17.

Ninth grade students are allowed an exemption from PE if they participate in such programs but do not earn PE credit for their participation. Current policy allows 10-12 grade students to earn P.E. credit if they are engaged in regular school-sponsored interscholastic athletic programs, including Marching Band, Cheerleading and Dance Team. This proposal would apply this policy to all students regardless of grade level. Also, current policy requires that all students must pass five out of six tests on the California Physical Fitness Test to be eligible to receive credit for activities other than an actual PE class. This proposal would remove this requirement and be retroactive for the 2016-17 school year which impacts all current students.

This proposal also recommends expanding the Independent Study Physical Education opportunities to all students including ninth grade. Freshmen are currently prohibited from applying for PE credit for ISPE.

Students who participate in school-sponsored interscholastic athletic programs spend up to 2½ hours per day and many hours weekly drilling, practicing, and performing. This proposal strikes an appropriate balance between physical activity and academic work, so that students can perform better in both, and demonstrates that our District puts students' academic success and social/emotional well-being at the forefront of its policy.

This proposal does not request a change to the 20-credit high school graduation PE requirements, and supports multiple *District Moral Imperatives*, District Goals, LCAP priorities, and WASC Action Plan goals regarding the reduction of student stress. Students will still be required to take the California Physical Fitness Test (CPFT).

IMPACT

We expect no impact to PE staffing as a result of this proposal other than some reduced class sizes in the current PE classes. Combined with the Task Force revisions, this policy change will allow students to explore multiple opportunities to meet the PE graduation requirement while increasing their opportunities to take additional electives and CTE pathway courses.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
**SUBJECT: B.3.b. REVIEW COLLEGE AND CAREER ACCESS PATHWAYS
PARTNERSHIP AGREEMENT WITH VENTURA COUNTY
COMMUNITY COLLEGE DISTRICT**

INFORMATION

ISSUE: Shall the Board receive information about the College and Career Access Pathways Partnership(CCAP) Agreement with Ventura County Community District?

BACKGROUND: Oak Park Unified School District would like to enter into a partnership with Ventura County Community District (VCCCD) and offer a Dual Enrollment program to high school students in Oak Park. The purpose of this program is to offer or expand dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless career technical education pathways from high school to community college. It will also help prepare students for transfer, improve high school graduation rates and help high school students achieve college and career readiness all while providing high school students in Oak Park access to community college on our campus.

Ed Code 76004 states that a participating community college district may enter into a CCAP partnership with a school district partner that is governed by a CCAP partnership agreement approved by the governing boards of both districts. As a condition of, and before adopting, a CCAP partnership agreement, the governing board of each district, at an open public meeting of that board, shall present the dual enrollment partnership agreement as an informational item. The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement. The draft partnership agreement has been included for the Board's information.

FISCAL IMPACT: High school pupils enrolled in courses offered through a CCAP agreement shall not be assessed or charged a fee prohibited by EC § 49011, including a fee charged to a pupil, or a pupil's parent or guardian, as a condition for course registration or for textbooks, supplies, materials, and equipment needed to participate in the course. EC §§ 49010 et seq.; 76004(f). Any textbook purchases would come from LCAP Goal 1 funds targeted for providing textbooks and materials.

Prepared by: Jay Greenlinger, Ed.D., Director of Curriculum and Instruction

Respectfully submitted,

Anthony W. Knight Ed.D.,
Superintendent

COLLEGE AND CAREER ACCESS PATHWAYS
PARTNERSHIP AGREEMENT

BETWEEN

VENTURA COUNTY COMMUNITY COLLEGE DISTRICT,

a community college district duly organized and existing under the laws
of the State of California

AND

OAK PARK UNIFIED SCHOOL DISTRICT,

a school district duly organized and existing under the laws
of the State of California

DATED _____

**COLLEGE AND CAREER ACCESS PATHWAYS DUAL ENROLLMENT
PARTNERSHIP AGREEMENT BETWEEN VENTURA COUNTY COMMUNITY
VCCCD DISTRICT AND OAK PARK UNIFIED SCHOOL DISTRICT**

January 1, 2020 – June 30, 2021

This College and Career Access Pathways Partnership Agreement ("CCAP Agreement") is between Ventura County Community College District/Moorpark College ("VCCCD"), 761 East Daily Drive, Suite 200, Camarillo, CA, 93010, and Oak Park Unified School District ("DISTRICT").

RECITALS

- A.** Assembly Bill 288, effective January 1, 2016, authorizes the governing board of a community college district to enter into a College and Career Access Pathways partnership with the governing board of a school district with the goal of developing seamless pathways from high school to community college for career technical education, preparation for transfer, improving high school graduation rates, or helping high school pupils achieve college and career readiness, for the purpose of offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education.
- B.** Assembly Bill 288 allows community college districts to enter into partnership agreements with high schools to outline the terms of the partnership and to establish protocols for information sharing, joint facilities use, and parental consent for high school pupils to enroll in community college courses.
- C.** Assembly Bill 288 authorizes specified high school pupils to enroll in up to 15 units per term if those units are required for the pupils' partnership programs and would authorize a community college district to exempt special part-time and special full-time students taking up to a maximum of 15 units per term from specified fee requirements.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties VCCCD and DISTRICT hereto agree as follows:

1. Terms of the Partnership Agreement:

- 1.1. Term of the Agreement:** The term of this CCAP Agreement shall be for 1 and one half (1.5) years beginning on January 1, 2020 and ending on June 30, 2021, and will be subject to renewal, unless otherwise terminated in accordance with Section 19 of this Agreement.

- 1.2. Submission and Amendments:** Pursuant to Education Code Section 76004(c) (3), copies of this Agreement shall be filed with both the Chancellor of the California Community Colleges ("State Chancellor") and with the Department of Education before the start of the partnership created by this Agreement. The State Chancellor may void this Agreement if it is determined that this Agreement does not comply with the intent of Education Code Section 76004. Any amendment to this Agreement shall be filed with the State Chancellor. The parties will meet on an annual basis to determine if the Agreement should be amended, to include but not be limited to adding additional courses and pathways that have been developed.
- 1.3. Courses Offered Under this Agreement:** VCCCD shall offer courses to Oak Park Unified School District high school students who are dual enrolled at both Oak Park Unified School District and VCCCD. In the initial year of the Agreement, VCCCD shall offer the courses on a Oak Park Unified School District campus. Oak Park Unified School District and VCCCD may decide to offer classes at the community college in subsequent years within the term of this Agreement.
- 1.4. Employer of Record:** All courses offered under this Agreement shall be taught by faculty employed by VCCCD. VCCCD shall be the employer of record for these faculty members and shall be responsible for all assignment monitoring and reporting obligations to the county office of education and under applicable federal teacher quality mandates, if any.
- 1.5. Total Number of High School Students Served per Year is projected to be: 50** for School Year 2019-20 and **100** for School Year 2020-21 (25 students per course)
- 1.6. Total Number of FTES Projected to be claimed by VCCCD per Year:** (two sections in spring 2020 and two sections in fall 2020 and spring 2021)
- 1.7. Addendum:** The implementation of this Agreement will be accomplished by a specific Oak Park Unified School District high school (the "School") and a specific VCCCD college (the "College") through an Addendum (referenced in section 2 below) that defines the details of the relationship between the School and the College. The terms and conditions of the Addendum shall not be inconsistent with the Agreement nor shall the Addendum purport to amend the Agreement in any form. The Addendum template is attached hereto as Attachment 1 to the Agreement. For ease of use the Addendum is in a fill-in-the-blank format. The Addendum must identify the source of funding to be used for textbooks and instructional materials and list what efforts, if any, were used to reduce the costs of textbooks and instructional materials. Representatives from VCCCD and Oak Park Unified School District will review addendums

collectively to determine which means were most effective in reducing costs.

- 1.8. Apportionment:** Pursuant to Education Code Section 76004(s), VCCCD shall request and receive state apportionment funding for all college courses offered under the AB 288 Agreement. Pursuant to Education Code Section 76004(r), Oak Park Unified School District shall not seek or receive a state allowance or apportionment funding for any instructional activity for which VCCCD requests or receives state apportionment funding. This Agreement or any Addendum must not result in Oak Park Unified School District losing any amount of Average Daily Attendance (ADA). Any courses offered under this Agreement shall be offered at such times to ensure that Oak Park Unified School District students are scheduled to meet minimum day requirements (240 minutes in Oak Park Unified School District classes).
- 1.9. Admission of Special Part-Time or Full-Time Students:** Oak Park Unified School District students who take college courses under this Agreement and Addendum shall be admitted to VCCCD as special part-time or special full-time students pursuant to Education Code Section 76001, applicable regulations, and VCCCD Board Rules.
- 1.10. Unit Limit:** Pursuant to Education Code Section 76004(p), Oak Park Unified School District students admitted as special part-time students and taking courses under this Agreement, may enroll in up to a maximum of 15 units per term if: 1) the units constitute no more than four community college courses per term; 2) the units are part of an academic program under this Agreement; and 3) the units are part of an academic program that is designed to award students both a high school diploma and an associate degree or a certificate or credential.
- 1.11. Student Fee Exemptions:** Pursuant to Education Code Section 76004(q), Oak Park Unified School District students admitted to VCCCD under this Agreement as special part-time students shall be exempt from the following student fees: 1) Student Representation Fee (Education Code Section 76060.5); 2) Nonresident Tuition Fee (Education Code Section 76140); 3) Transcript Fee (Education Code Section 76223); 4) Enrollment Fee (Education Code Section 76300); 5) Apprentice Fee (Education Code Section 76350); 6) Child Development Center Fee (Education Code Section 79121); and 7) Student Health Fee. A high school pupil enrolled in a course offered through this Agreement shall not be assessed any fee that is prohibited by Section 49011. (Education Code Section 76004(f).)
- 1.12. Textbooks, Equipment, and Materials:** VCCCD and Oak Park Unified School District shall work collaboratively to seek funding in support of textbooks, equipment and supplies and other instructional materials as required to support CCAP sections for high school students participating in the program. This may include local school/college sites exploring the use of discretionary resources

and seeking federal, state, local and grant funding. VCCCD Faculty, through local academic senates, discipline committees, and collegial conversations, will explore ways to minimize the costs of textbooks and instructional materials including, but not limited to, use of open educational resources (OER), guaranteeing 3-5 year use of textbook versions, inter-college loan programs, use of existing Oak Park Unified School District textbooks, and other efforts as deemed academically appropriate. Provision or funding for textbooks, equipment, and materials, must be identified in the Addendum as required in paragraph 1.7. Instruction will not begin until funding is specified in the Addendum.

1.13. Reimbursement: For CCAP courses offered at an Oak Park Unified School District school site during a period in which Oak Park Unified School District on-site supervision and facilities, custodial and security personnel are already present, no additional costs shall be incurred by VCCCD. If, through an Addendum, the VCCCD College and the Oak Park Unified School District School agree to offer a class during a time period in which no Oak Park Unified School District on-site supervision and facilities, custodial and security personnel are present, VCCCD will fund the required staffing and reimbursable custodial supplies.

1.13.1 VCCCD shall make payment to Oak Park Unified School District within 30 days of receiving the invoice for instructional space and services rendered.

1.13.2 The financial arrangements defined herein may be adjusted annually by a duly adopted written Amendment to this Agreement.

1.14. Student Access and Supports: CCAP courses will be delivered in a nondiscriminatory manner ensuring equity and access to all students.

1.14.1 Services for Students with Disabilities: For CCAP classes offered on Oak Park Unified School District sites during the school day, Oak Park Unified School District will continue to provide services as required by the participating student's Individualized Education Plan ("IEP"). VCCCD will make reasonable accommodations to ensure that Oak Park Unified School District is able to implement the student's IEP in CCAP classes. Students may choose to seek academic adjustments or accommodations pursuant to the American with Disabilities Act through the College's Disability Support Program and Services ("DSPS") Office. If a student is processed through the DSPS Office, VCCCD will fund accommodations pursuant to Title II of the American with Disabilities Act. If issues arise in the provision of accommodations and services, the points of contact for the School and College as identified in the Addendum will meet to bring in the necessary constituencies to resolve the issues in an expeditious manner.

1.14.2 English Learner and Long Term English Learner Students: Parties agree to collect data needed to implement Oak Park Unified School District's progress monitoring activities as required by law and pursuant to the Oak Park Unified School District English Learner Master Plan. VCCCD will collaborate with Oak Park Unified School District to ensure that Oak Park Unified School District is able to access and deliver services to students as necessary. If issues arise with implementation of services, the points of contact for the School and College as identified in the Addendum will meet to bring in the necessary constituencies to resolve the Issues in an expeditious manner.

2. Courses Offered Under This Agreement

- 2.1. Constituent Colleges and Oak Park Unified School District Campuses:** VCCCD has three constituent Colleges, specifically Moorpark College, Oxnard College and Ventura College. Each of the three Colleges generally serves high school campuses located within respective service areas but the program may be implemented outside the service areas of the College as warranted and as provided for in an Addendum between a School and a College.
- 2.2. Courses Offered:** College and School will determine which courses listed in Appendix A will be offered at the high school under this Agreement. The College and the Oak Park Unified School District high school shall complete the AB288 Addendum which shall become an addendum to this Agreement by January 31st of each year for the following academic year. Each course listed in the AB 288 Addendum shall be offered for the purpose of: 1) preparing students for transfer; 2) improving high school graduation rates; 3) helping high school pupils achieve college and career readiness; or 4) offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless career technical education pathways from high school to community college. No physical education courses shall be offered. Courses will also include pathway courses offered at the local Oak Park Unified School District campus in the same industry sector offered at the respective College that lead to an industry recognized certificate or credential.
- 2.3. Linked Learning and Career Technical Education (CTE) Courses:** Pathway is defined by courses that are in the General Education Transfer Curriculum pathway AND courses in a career pathway leading to an industry recognized certificate or credential. CTE courses listed in Appendix B-1 will be added to the list of courses under this Agreement as VCCCD develops or identifies the pathway courses ensuring high school students receive college credit for these courses that lead to a certificate or credential in the applicable industries. As

Oak Park Unified School District expands and identifies additional CTE pathway courses including those listed in Appendix B-2 that lead to certificates or credentials and a living wage under Linked Learning or CTE programs for dual credit, VCCCD will work collaboratively with Oak Park Unified School District to add these CTE pathway courses to the list of available courses under this Agreement. Linked Learning and college level CTE pathway and articulated Oak Park Unified School District CTE Courses will be available as dual enrollment courses in Appendix A, upon approval by both Parties.

- 2.4. Terms in Each AB 288 Addendum:** Each Addendum shall: (1) describe the facilities to be used on both the College campus and the Oak Park Unified School District campus; (2) describe the Criteria for Assessing Pupils' Ability to Benefit; and (3) identify the party responsible for obtaining parental consent.
- 2.5. Limiting Enrollment:** Pursuant to Education Code Section 76004(0), VCCCD may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to a CCAP partnership Agreement.
- 2.6. Transcripts, Permanent Records of Student Achievement, Attendance and Grades:** Both the VCCCD college of attendance and the Oak Park Unified School District school of attendance shall record transcript records when courses are completed. Upon receipt of an official transcript from the community college showing the course title, number of college units and the course grade, the high school equivalent course and the credits allowed will be recorded on the student's cumulative record and the electronic transcript by the student's Oak Park Unified School District school of attendance.

3. AB 288 Certifications

- 3.1. VCCCD Faculty:** VCCCD certifies that no VCCCD or community college instructor, who has been convicted of any sex offense, as defined in Education Code Section 87010, or any controlled substance offense, as defined in Education Code Section 87011, shall be retained by VCCCD to teach any course on any Oak Park Unified School District campus. All VCCCD faculty teaching courses under this Agreement shall meet all state and federal reporting requirements regarding minimum qualifications and conditions.
- 3.2. No Displacement of Faculty:** Oak Park Unified School District certifies that no existing high school teacher who was teaching the same course on the high school campus offered under this Agreement has been displaced or terminated because a community college instructor is teaching that same course. VCCCD certifies that a qualified high school teacher teaching a course offered for college credit at a

high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus.

- 3.3 No Reduction of Access to Same Course on VCCCD:** VCCCD certifies that the community college courses offered for college credit on Oak Park Unified School District's campus do not reduce access to the same course offered on the VCCCD college campus.
 - 3.4 No Oversubscribed Courses:** VCCCD certifies that community college courses that are oversubscribed or have waiting lists shall not be offered in this Agreement.
 - 3.5 VCCCD's Core Mission:** Participation in this partnership and this Agreement is consistent with VCCCD's core mission pursuant to Education Code Section 66010.4
 - 3.6 No Displacements of Eligible Adults from VCCCD Courses:** Oak Park Unified School District students participating in this Agreement will not lead to enrollment displacement of otherwise eligible adults from VCCCD courses.
 - 3.7 Collective Bargaining:** VCCCD and Oak Park Unified School District certify that all actions taken pursuant to this Agreement are in compliance with all local collective bargaining agreements.
- 4. Remedial Courses:** Should remedial courses be offered, the remedial course taught by VCCCD faculty at Oak Park Unified School District's campus shall be offered only to Oak Park Unified School District's high school students who do not meet their grade level standard in math, English, or both, in grade 10 or 11 as determined by applicable Oak Park Unified School District assessments including but not limited to assessment tests, benchmarks, and appropriate college assessments. VCCCD and Oak Park Unified School District faculty shall engage in a collaborative effort to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. It is acknowledged that the student may waive or opt out of a remedial course, should the student choose to exercise that option through the regular college process.
 - 5. Student Supervision:** Oak Park Unified School District and VCCCD agree to work cooperatively with regard to student discipline. Students are subject to Oak Park Unified School District's student discipline procedures, which are governed by Education Code section 48900 et seq., and Oak Park Unified School District's policies and procedures, while they attend classes on Oak Park Unified School District's high school campus. Should this Agreement be extended to courses at the College site, high school students will be subject to VCCCD's student discipline procedures. A student disciplinary action taken by the college in response to student misconduct in a class will not affect the

student's attendance in the CCAP program. The college will notify the school site of any disciplinary action taken.

6. Protocol for Information Sharing: Any education records or personally identifiable information pertaining to any Oak Park Unified School District students taking courses under this Agreement shall be exchanged between Oak Park Unified School District and VCCCD in compliance with the Family Educational Privacy Rights Act (FERPA), Education Code Sections 76200-76246, and VCCCD Board Policies and Administrative Procedures. VCCCD shall provide a dual enrollment application form on which the parent or guardian of the Oak Park Unified School District student will provide written consent to information sharing between Oak Park Unified School District and VCCCD. Education records and personally identifiable information regarding Oak Park Unified School District students shall be shared between the Points of Contact identified in Paragraph 6 below. Oak Park Unified School District's and VCCCD's Points of Contact shall then further share that information within their respective institutions as necessary.

7. Parental Consent: Oak Park Unified School District shall obtain any required parental consent for any Oak Park Unified School District student taking dual enrollment courses under this Agreement.

8. Implementing Policies and Procedures: Oak Park Unified School District and VCCCD will each develop policies and procedures consistent with the terms of this Agreement. Each party will distribute the policies and procedures to each participating high school principal and college and college instructor prior to the implementation of the CCAP program.

9. Points of Contact at VCCCD and Oak Park Unified School District: The following officials shall serve as the point of contact under this Agreement:

Oak Park Unified School District:
Dr. Jay Greenlinger
Oak Park Unified School District
5801 Conifer Street
Oak Park, CA 91377

VCCCD:
Ventura County Community
761 East Daily Drive
Camarillo, CA 93010

Phone: __ (818) 735-3271 _____ Phone: _____

Email: jgreenlinger@opusd.org _____ Email: _____

10. Annual Reporting to the State Chancellor: On or before January 1st of each year of this Agreement, VCCCD shall submit a report to the State Chancellor based on data from Oak Park Unified School District. The report shall state: 1) the total number of Oak Park Unified School District students, by school site, taking courses under this Agreement, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws; 2) the total number of community college courses offered under

this Agreement by course category and type and by school site; 3) the total number and percentage of successful course completions, by course category and type and by school site; and 4) the total number of full-time equivalent students generated through courses offered under this Agreement. By October 1st of each year of this Agreement, the Points of Contact from Oak Park Unified School District and VCCCD shall meet to plan and commence the preparation of the report.

11. **Mutual Defense and Indemnity:** VCCCD shall indemnify and hold harmless Oak Park Unified School District, its officers, agents, and employees for any and all loss, cost, expense, claims or liability for injury to or death of any person, or damage to any property, caused by the negligence and/or tortuous conduct of VCCCD in the performance of VCCCD's responsibilities under this Agreement. In such an event, VCCCD, at its own expense, shall also defend all actions, suits, or other proceedings brought against Oak Park Unified School District, its officers, agents, or employees and satisfy any judgment rendered against Oak Park Unified School District, its officers, agents, or employees because of such negligence and/or tortuous conduct. Similarly, the Oak Park Unified School District shall indemnify and hold harmless VCCCD, its officers, agents, and employees for any and all loss, cost, expense, claims or liability for injury to or death of any person, or damage to any property, caused by the negligence and/or tortuous conduct of Oak Park Unified School District in the performance of Oak Park Unified School District's responsibilities under this Agreement. In such an event, Oak Park Unified School District, at its own expense, shall also defend all actions, suits, or other proceedings brought against VCCCD, its officers, agents or employees and satisfy any judgment rendered against VCCCD, its officers, agents, or employees because of such negligence and/or tortuous conduct.

12. **Insurance:** Without limiting the parties' indemnification obligations herein and as a material condition of this Agreement, each party shall maintain, at its expense and for the duration of this Agreement, a program of insurance or self-insurance and provide evidence thereof, as required below, against claims for injury, damage or loss that may arise from or in connection this Agreement and/or the use of facilities under the Agreement. Each party shall furnish the other party with certificates of insurance or other satisfactory documentation of all insurance or self-insurance required by this Agreement. Each party shall have the other party added as additional insureds to all of the following policies. The Minimum Scope and Limits of Insurance shall be as follows (coverage shall be at least as broad):

Commercial General Liability Insurance "occurrence" form only to provide defense and indemnity coverage to the insured for liability for bodily injury, personal injury, and property damage, of not less than a combined single limit of Five Million Dollars (\$5,000,000.00) per occurrence. The general aggregate limit shall be twice the required per occurrence limit. If such insurance is obtained from a third party insurer and not self-insured, the insuring party shall name the other party as an additional insured on the policy.

Business Automobile Liability Insurance to provide defense and indemnity coverage to the Insured for liability for bodily injury and property damage covering owned, non-owned, and hired automobiles of not less than a combined single limit of One Million Dollars (\$1,000,000) per occurrence. If such insurance is obtained from a third party insurer and not self-insured, the insuring party shall name the other party as an additional insured on the policy.

Workers' Compensation Insurance as required by the Labor Code of the State of California, and Employers' Liability insurance with limits of not less than One Million Dollars (\$1,000,000.00) per accident. Any notice required to be served hereunder shall be in writing.

13. **Choice of Law and Venue:** This Agreement, its interpretations, performance or any breach thereof, shall be construed in accordance with, and all questions with respect thereto shall be determined by, the laws of the State of California applicable to contracts entered into and wholly to be performed within the State of California. Ventura County shall be the venue for all legal matters concerning the Agreement.
14. **Termination:** Either party shall have the right to terminate this Agreement without cause by providing to the non-terminating party a written notice of termination. Notice of termination shall be provided at least 180 days prior to the termination date. Each party shall continue to fulfill its obligations under this Agreement until date of termination.
15. **Notices:** Any notices to be given pursuant to this Agreement shall be in writing and such notices, as well as any other document to be delivered, shall be delivered by personal service or by deposit in the U.S. Mail, certified or registered, return receipt requested, postage prepaid, and addresses to the party for whom intended as follows:

To Oak Park Unified School District:

Oak Park Unified School District
5801 Conifer Street
Oak Park, CA 91377

To VCCCD:

Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Attn: Terry Cobos, Director of General Services

16. **Miscellaneous:** This Agreement constitutes the entire agreement between the parties hereto pertaining to the subject matter hereof and all prior and contemporaneous

agreements, representations and understandings of the parties hereto, oral or written, are hereby superseded and merged herein. No supplement, modification or amendment of this Agreement shall be binding unless in writing and executed by all parties hereto. No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provisions, whether or not similar, nor shall any waiver be a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver. This Agreement shall be construed and enforced in accordance with, and governed by, the law of the State of California. The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions hereof. This Agreement may be executed in any number of counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

17. **Board Approval Required.** This Agreement is conditioned upon the approval of the governing boards of both the Oak Park Unified School District and VCCCD as set forth by Education Code Section 76004.

IN WITNESS WHEREOF, VCCCD and Oak Park Unified School District have executed this College and Career Access Pathways Dual Enrollment Partnership Agreement as of the date first written above.

Date: _____

DISTRICT

Oak Park Unified School District

By: _____

Name: Anthony Knight _____

Title: Superintendent _____

Date: _____

VCCCD

VENTURA COUNTY COMMUNITY COLLEGE
DISTRICT

By: _____

Name: David El Fattal

Title: Vice Chancellor

**AB 288 ADDENDUM TO THE COLLEGE AND CAREER ACCESS PATHWAYS
PARTNERSHIP AGREEMENT**

BETWEEN

**OAK PARK_UNIFIED SCHOOL DISTRICT
THROUGH
*Oak Park High School***

AND

**THE VENTURA COUNTY COMMUNITY COLLEGE DISTRICT
THROUGH
*Moorpark College***

1. BACKGROUND

OAK PARK_UNIFIED SCHOOL DISTRICT ("OAK PARK_UNIFIED SCHOOL DISTRICT") and the VENTURA COUNTY COMMUNITY COLLEGE DISTRICT ("VCCCD") entered into a "College and Career Access Pathways Partnership Agreement" (the "Agreement") on _____ in order to meet the goals specified in Assembly Bill 288. The Agreement, as approved by OAK PARK_UNIFIED SCHOOL DISTRICT'S Board of Education and VCCCD's Board of Trustees, sets forth parameters within which a specific OAK PARK_UNIFIED SCHOOL DISTRICT high school (the "School") and a specific VCCCD constituent college (the "College") (Moorpark College, Oxnard College, Ventura College) may enter into an addendum that allows for additional terms and conditions that define how the Agreement will be implemented between the School and the College. This Addendum Is authorized pursuant to Section 1.7 of the Agreement and is entered into by the School and the College listed below.

2. PARTIES TO THE ADDENDUM

Oak Park Unified School District

Dr. Anthony Knight, Superintendent
Oak Park Unified School District

Oak Park Unified School District: Point of Contact
Dr. Jay Greenlinger, Director of Curriculum & Instruction
5801 Conifer Street
Oak Park, CA 91377
jgreenlinger@opusd.org
(818)735-3271

Oak Park Unified School District: Point of Contact

Kevin Buchanan, Principal

Oak Park High School

899 Kanan Road

Oak Park, CA 91377

kbuchanan@opusd.org

(818) 735-3300

Moorpark College

Julius Sokenu, PhD, Interim President

7075 Campus Road

Moorpark, CA 93021

Point of contact: Amanuel Gebru, Ed.D., Vice President, Student Services

7075 Campus Road

Moorpark, CA 93021

(805) 553-4065

agrebru@vcccd.edu

Point of contact

Khushnur Dadabhoy, PhD., Dean Student Services

7075 Campus Road

Moorpark, CA 93021

(805) 553-4012

krothstein@vcccd.edu

3. THIS ADDENDUM'S RELATIONSHIP TO THE AGREEMENT

Each party certifies that it has read and understands the Agreement and that this Addendum may not amend any of the terms and conditions in the Agreement except as set forth below. In particular, the parties may not enter into any terms and condition that result in Oak Park Unified School District losing any Average Daily Attendance funding.

4. TERMS SPECIFIC TO THIS ADDENDUM

Pursuant to Section 2 of the Agreement, the parties will:

4.1 Describe the courses to be offered and the days/times/location: (*Must meet minimum instructional minute requirement*).

- The courses offered are for the purposes of:
 - Preparing students for transfer;
 - Improving high school graduation rates;
 - Helping high school pupils achieve college and career readiness;
 - Offering or expanding dual enrollment opportunities for students who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless career technical education pathways from high school to community college. The approved courses are listed in Appendix A to the Agreement.
- The program outlined below will be offered at Oak Park High School.
- All courses will be offered after school 2 or 3 days per week for a total of 3 hours per week.

4.2 Describe the criteria for assessing pupils' ability to benefit:

- Persistence/Retention Rate
- College Class(es) Success Rate
- Completion of 10 or more VCCCD college units
- College Readiness (i.e. improved AP, SAT, or ACT scores)
- California School Dashboard
 - Chronic Illness Data
 - Suspension Rate data
 - English Learner Progress Data
 - HS Graduation Rate
 - College/Career Indicator Data

4.3 Identify the party responsible for obtaining parental consent

- High School Counselor or Administrator

4.4 Describe the facilities to be used:

- Classroom(s) will be provided by Oak Park Unified School District at its facilities without charge to college or students.

4.5 Identify the source of funding to be used for textbooks and instructional materials:

- VCCCD and Oak Park Unified School District shall work collaboratively to cover the cost of textbooks and other instructional materials as required to support CCAP sections for high school students participating in the program.

4.6 List what efforts, if any were used to reduce the costs of textbooks and instructional materials:

- Use of Open Educational Resources (OER) whenever possible
- Use of textbooks for multiple years
- Use of grant funding for textbooks and instructional materials when appropriate
- Use of Rental text books

4.7 Pursuant to Section 1.12 of the Agreement, the parties to this Addendum understand and agree that instruction will not begin until funding is specified and agreed upon by VCCCD and Oak Park Unified School District.

5. STUDENT RECORDS

- School District shall maintain permanent records of student attendance, grades, and achievement for School District students who enroll in course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for College students shall be maintained by the College.
- Records will open for review at all times by College officials and submitted on a schedule developed by the college. (Cal. Code Regs., tit. 5, §§ 55021, 55040, 58030)

6. FILING/TIME OF EFFECT:

- The School shall file a copy of this Addendum with the Curriculum and Instruction Department.
- The College shall file a copy of this Addendum with the Vice Chancellor of Educational Services and the Vice Chancellor of Business and Administrative Services.
- This Addendum shall not be effective until the offices listed above have received and reviewed and have indicated to the School/College that they may begin performance.

IN WITNESS WHEREOF, the School and the College have executed this AB 288 Addendum as follows:

Date: _____

Oak Park Unified School District

By: _____

Name: Dr. Anthony W. Knight

Title: Superintendent

Date: _____

Oak Park Unified School District

By: _____

Name: Adam Rauch

Title: Assistant Superintendent

Date: _____

Oak Park Unified School District

By: _____

Name: Dr. Jay Greenlinger

Title: Director of Curriculum and Instruction

Date: _____

MOORPARK COLLEGE

By: _____

Name: Khushnur Dadabhoy, PhD.,

Title: Dean Student Services

Date: _____

MOORPARK COLLEGE

By: _____

Name: Amanuel Gebru, Ed.D.,

Title: Vice President, Student Services

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.3.c. APPROVE ADDITIONAL TEXT BOOK FOR OAK PARK HIGH SCHOOL's ENGLISH III CP CURRICULUM

ACTION

ISSUE: Shall Oak Park High School add an additional textbook "Narrative of the Life of Frederick Douglass" by Frederick Douglass to its English III CP course?

BACKGROUND: The book "Narrative of the Life of Frederick Douglass" will be taught in the Realism unit, of the English III CP Course. This book centers on literature from the 19th century in the United States. A description and details of the proposed use of the textbook is provided for the Board's reference. This book is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this text book to the board at their October 8, 2019 meeting.

FISCAL IMPACT: None, as the book is out of copyright and available for use as an open resource that can be accessed by students at no cost.

ALTERNATIVES:

1. Approve the request for additional text book at Oak Park High School for English III CP.
2. Do not approve the request for an additional text book at Oak Park High School.

RECOMMENDATION: Alternative #1

Prepared by: Jay Greenlinger, Ed.D., Director of Curriculum and Instruction

Respectfully submitted,

Anthony W. Knight Ed.D.,
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____



Oak Park High School

*A National Blue-Ribbon School, A California Gold Ribbon School
& A California Distinguished School*

899 North Kanan Road

Oak Park, California 91377

Phone (818) 735-3300 / Fax (818) 707-7970

www.oakparkusd.org/ophs

10 September 2019

Dear Curriculum Council,

Greetings as we approach the Fall Season! I am writing to request permission to teach the memoir, *Narrative of the Life of Frederick Douglass* by Frederick Douglass in my English III CP courses this year. It will be taught in the Realism unit, centering on literature from the 19th century in the United States. In the past at OPHS, at the least, excerpts from this book have been studied.

The novel is widely considered to be the preeminent book in the American Literature slave narrative genre and is also appropriately written for high school students. It is a primary source document written by Douglass and both he and the autobiography were highly influential in the Abolitionist Movement. Additionally, Douglass is a source of inspiration to myself and millions of Americans. I taught his book at my former school, Milken Community High School. I think it would round out the 11th curriculum in the sense that it is the only memoir we will be reading this year and it is a profoundly poignant testament to the power of the human spirit and the American Journeys - the themes I have set for the year.

Here is a brief synopsis of the book taken from Amazon:

Former slave, impassioned abolitionist, brilliant writer, newspaper editor and eloquent orator whose speeches fired the abolitionist cause, Frederick Douglass (1818–1895) led an astounding life. Physical abuse, deprivation and tragedy plagued his early years, yet through sheer force of character he was able to overcome these obstacles to become a leading spokesman for his people.

In this, the first and most frequently read of his three autobiographies, Douglass provides graphic descriptions of his childhood and horrifying experiences as a slave as well as a harrowing record of his dramatic escape to the North and eventual freedom.

Published in 1845 to quell doubts about his origins — since few slaves of that period could write — the Narrative is admired today for its extraordinary passion, sensitive and vivid descriptions and storytelling power. It belongs in the library of anyone interested in African-American history and the life of one of the country's most courageous and influential champions of civil rights.

Last, the memoir is out of copyright and available to the public via PDF on the internet, so I am not seeking any funding at this time.

Thank you for considering this request. Please let me know if you require any further information from me to make your determination.

With every best wish,
Leslie Miller
English Department

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.3.d. APPROVE ADDITIONAL TEXTBOOK FOR OAK PARK INDEPENDENT SCHOOL'S FOOD 1 COURSE

ACTION

ISSUE: Shall Oak Park Independent School add an additional textbook “*Foodways: Sustainable Food Systems*” to its Foods 1 course?

BACKGROUND: As an additional instructional material for this course the students will be reading “*Foodways: Sustainable Food Systems*”. Which explores the many interconnected systems that work together to bring food from the farm to our tables. Learning about sustainable food systems will help our students understand how our food choices impact our communities and the wider world. A description and details of proposed use of the textbook is provided for the Board’s reference. This textbook addition is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this text book to the board at their October 8, 2019 meeting.

FISCAL IMPACT: The estimated cost of a class set is \$900. Funding source is the LCAP Goal 1.2 and is included in the 2019-20 adopted budget

- ALTERNATIVES:**
1. Approve the request for an additional textbook for the Food 1 course at Oak Park Independent School.
 2. Do not approve the request for an additional textbook.

RECOMMENDATION: Alternative #1

Prepared by: Jay Greenlinger, Ed.D., Director of Curriculum and Instruction

Respectfully submitted,

 Anthony W. Knight Ed.D.,
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

Foods I Textbook Proposal

Course Textbook:

Foodways Coursebook

Copyright 2019

SKU: b108100 ISBN: 978-1-68427-119-1

Cost: \$60.00 (Oak Meadows)

Current # of OPIS Students in Foods 1= 15

The term foodways describes what we eat, why we eat it and how we get it. Historical events, cultural traditions, social structures, geographic features and economic practices all factor into our food choices and options.

Food is fundamental to human existence. Many people are fortunate enough to get plenty to eat, but many others experience food scarcity or a lack of access to healthy food. Through this coursebook, OPIS students will explore how our food systems work and how they might be improved so that everyone has access to the healthy food they need.

There are 18 lessons in the Foodways coursebook. Each lesson will take approximately one week to complete. Each lesson has an assignment checklist and the lesson objective is clearly stated. There is a section that details what the student needs to know and then lists what videos they need to watch. It refocuses them and then gives them a list of assignments. This well laid out coursebook helps OPIS students to easily understand what is expected of them and even offers a challenge for them at the end of each lesson.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.3.e. APPROVE ADDITIONAL TEXTBOOKS FOR OAK PARK INDEPENDENT SCHOOL'S ADVANCED DRAWING AND PAINTING 3/4 CP COURSE

ACTION

ISSUE: Shall Oak Park Independent School add an additional textbooks for Advanced Drawing and Painting 3/4 CP Course?

BACKGROUND: The request is to add additional course materials “*50 Paintings You Should Know*” and “*Painting*”. The text introduces painting in terms of color and design, and explores representational skills as well as non-representational and abstract elements. A description and details of proposed use of the textbooks is provided for the Board’s reference. This book is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this text book to the board at their October 8, 2019 meeting.

FISCAL IMPACT: The estimated cost of a class set is: Painting Course Package= \$700. Funding source is the LCAP Goal 1.2 and is included in the 2019-20 adopted budget.

- ALTERNATIVES:**
1. Approve the request for an additional textbooks for Advanced Drawing and Painting 3/4 CP Course at Oak Park Independent School.
 2. Do not approve the request for an additional textbooks.

RECOMMENDATION: Alternative #1

Prepared by: Jay Greenlinger, Ed.D., Director of Curriculum and Instruction

Respectfully submitted,

 Anthony W. Knight Ed.D.,
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

Advanced Drawing and Painting 3/4 CP Textbooks Proposal

Course Textbooks:

Painting Coursebook

Copyright 2012

SKU: 11046-dbk

Cost: 50 PAINTINGS YOU SHOULD KNOW (10 copies = \$400)

OAK MEADOWS PAINTING (10 copies = \$1000)

Current # of OPIS Students in Advanced Drawing and Painting 3/4 CP = 20

The objective of this class is to develop creative thinkers who have basic skills but are able to use their imaginations as their skill level increases. Students will be asked to explore their creative process. This painting coursebook will help to build the student's knowledge of color, scale, and unity. Representational skills in painting will be developed and aspects of nonrepresentational and abstract elements in painted compositions also will be explored. Paintings from history will be examined and elements discussed. Students will be asked to compare and contrast works of different artists in the context of what they are learning.

There are 36 lessons in this coursebook. Each lesson starts by stating the lesson goal. Then it explains to the student what they will need to do to prepare and after walks them step by step through the lesson. It clearly states the assignments and often asks the student to reflect on their work. This well laid out coursebook makes it easy for OPIS students to understand and follow.

50 Paintings You Should Know

Copyright 2009

SKU: 9783791341989

ISBN: 978-3-7913-4198-9

Cost:

50 Paintings You Should Know is a collection of iconic paintings and the history surrounding them. It will provide OPIS students background knowledge of each of these well known paintings as well as giving them examples of the artist's techniques. For example, when students are beginning their self portraits, they will be directed to look at the painting *Girl with a Pearl Earring* by Jan Vermeer and read about the time period of it. They will then be asked to take notice of how he directs light onto faces and surfaces.

This book shows the students a timeline of when each painting was created along with important events of history during this time period. It gives a 1-2 page summary of the art that was created during this time, the influences and any background information they have on the painting or artist. They often show other paintings that pertain to the particular painting in the margins. *50 Painting You Should Know* presents seven centuries of Western paintings and is a wonderful way to introduce students to these quintessential pieces of art as well as the history and techniques behind them.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.4.a. APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION– 3511 ENERGY AND WASTE MANAGEMENT- First Reading

ACTION

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy and Administrative Regulation –3511 Energy and Waste Management?

BACKGROUND: Board Policy 3511 and regulation updated to reflect recommendations in NEW STATE GUIDANCE from CDE, the Division of the State Architect in the Department of General Services, and the State Water Resources Control Board. Policy also deletes green school strategies duplicated in other policies, and adds coordination with local and regional entities to share expertise and resources. Section on "Storm Water Management" deletes specific requirements for "nontraditional MS4 entities" that are subject to the General Permit for Storm Water Discharges to Small Municipal Separate Storm Sewer Systems, and clarifies that districts may also be subject to the Construction General Permit and the National Pollutant Discharge Elimination System General Permit for Storm Water Discharges Associated with Industrial Activities. Section on "Emergency Interruption of Services" contains material formerly in AR. Regulation expands components of the district's resource management program to include strategies related to outdoor spaces, drought-tolerant habitats, and equipment maintenance and repair. Regulation also adds new section on "Storm Water Management" with examples of best practices and adds new material related to the emergency interruption of services.

ALTERNATIVES:

1. Approve the amendment to Board Policy and Administrative Regulation – 3511 Energy and Waste Management.
2. Do not amend Board Policy and Administrative Regulation –3511 Energy and Waste Management.

RECOMMENDATION:
Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD MEETING OCTOBER 15, 2019

Approve Board Policy and Administrative Regulation

3511 Energy and Waste Management

Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3511(a)

Energy and Water Management

The Governing Board recognizes the ~~importance of minimizing the district's use of~~ environmental and financial benefits that can be derived from conserving energy, water, and other natural resources, ~~preparing for extreme weather and other natural events, and providing a~~ high-quality environment that promotes the health and ~~productivity, and effectively managing~~ the district's fiscal resources. ~~well-being of students and staff. To that end~~ support district goals for energy and water management, the Superintendent or designee shall develop a resource management program which ~~includes~~ may include strategies for implementing effective and sustainable resource use practices, exploring the use of renewable and clean energy ~~technologiestechnology and/or sources~~, reducing energy and water consumption, ~~minimizing~~ utility costs, ~~reducing the amount of waste consumable materials, encouraging recycling and~~ green procurement practices, and promoting conservation principles. ~~in the educational program.~~

(cf. 0200 - Goals for the School District)

(cf. 3100 - Budget)

(cf. 3300 - Expenditures and Purchases)

(cf. 3510 - Green School Operations)

(cf. 3511.1 - Integrated Waste Management)

(cf. 3512 - Equipment)

(cf. 6142.5 - Environmental Education)

The Superintendent or designee may solicit input from staff, students, and parents/guardians regarding the district's resource management program. The Superintendent or designee shall provide staff and students with training and guidance on best practices to achieve the district's goals, and may establish a reward program to recognize outstanding accomplishments.

(cf. 1150 - Commendation and Awards)

The Superintendent or designee shall regularly inspect district facilities ~~and~~ monitor operations, and make recommendations for maintenance and ~~capital expenditures~~ repairs which may help the district reach its ~~energy and water~~ conservation ~~goals~~ and management goals and improve efficiency.

(cf. 7110 - Facilities Master Plan)

(cf. 7111 - Evaluating Existing Buildings)

The Superintendent or designee shall make every effort to identify funding opportunities and cost-reducing incentive programs to help the district achieve its conservation and management goals. The district may coordinate with other local or regional entities to capitalize on their expertise and maximize the efficient use of resources, such as through joint or shared use agreements.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3511(b)

(cf. 1330.1 - Joint Use Agreements)

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

The Superintendent or designee shall ~~periodically~~regularly report to the Board on the district's progress in meeting its conservation and resource management goals.

Storm Water Management

To the maximum extent practicable, the district shall reduce the discharge of pollutants into the water system in order to minimize the threat to water quality from storm water runoff.

The Superintendent or designee shall ensure that the district complies with storm water discharge standards specified by any applicable General Permit coverage required by law, including all requirements of the Construction General Permit issued by the State Water Resources Control Board for any project that disturbs one acre or more of soil. (40 CFR 122.34).

(cf. 3514 - Environmental Safety)

(cf. 3514.1 - Hazardous Substances)

(cf. 3514.2 - Integrated Pest Management)

The Superintendent or designee shall develop a storm water management plan that complies with the provisions of the applicable permit and describes best management practices, design strategies, measurable goals, and timetables for implementation. The plan and a resolution authorizing its implementation shall be submitted to the Board for approval. (40 CFR 122.34)

For all projects, the district shall comply with any city or county ordinance that regulates drainage improvements and conditions. (Government Code 53097)

Emergency Interruption of Services

The Superintendent or designee shall develop a plan to minimize disruption to the educational program in the event of power outages or other emergency interruption of utility services. The plan shall include actions to be taken to facilitate student and staff safety, administrative control of operations, protection of equipment, effective communications, and coordination with local fire, police, and emergency personnel and utility service providers.

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

(cf. 3516.5 - Emergency Schedules)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3511(c)

Legal Reference:

EDUCATION CODE

17213.1 School sites

17280 Construction of school buildings

35275 Coordination of new facilities with recreation and park authorities

41422 School term or session length, failure to comply due to disaster

46392 Emergency conditions; ADA estimate

GOVERNMENT CODE

53097 Local agencies

PUBLIC RESOURCES CODE

25410-25421 Energy ~~Conservation Assistance~~ conservation assistance

WATER CODE

189.3 Recommendations for best design and use practices

13383 Compliance with the federal Water Pollution Control Act

13383.5 Storm water discharge monitoring requirements

CODE OF REGULATIONS, TITLE 23

490-495 Model Water Efficient Landscape Ordinance

2200 Discharge permit fees

UNITED STATES CODE, TITLE 33

1342 National pollutant discharge elimination system

CODE OF FEDERAL REGULATIONS, TITLE 40

122.1-122.64 National pollutant discharge elimination system

Management Resources:

CDE MANAGEMENT ADVISORIES

~~0118.01~~—California's Energy Challenge

~~0706.90~~—Water Conservation Advisory, 90-09

~~0222.90~~—

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Guidance for Stormwater and Dry Weather Runoff CAPTURE (California Practices to Use Runoff Effectively) at Schools, December 2018

A Blueprint for Environmental Literacy: Educating Every Student In, About, and For the Environment, 2015

Average Daily Attendance Credit During Periods of Emergency ~~90-01~~, Management Advisory 90-01, rev. February 10, 2005

CALIFORNIA STATE WATER RESOURCES CONTROL BOARD PUBLICATIONS

Guidance for Design and Construction of Vegetated Low Impact Development Projects, 2016

U.S. ENVIRONMENTAL PROTECTION AGENCY PUBLICATIONS

National Management Measures to Control Nonpoint Source Pollution from Urban Areas, 2005

WEB SITES

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

Alliance to Save Energy: <http://www.ase.org>

California Department of Education, Facilities ~~Division, Energy Challenge~~:
<http://www.cde.ca.gov/facilities/energyefficiency/ls/fa>

California Department of Water Resources: <http://water.ca.gov>

California Division of State Architect: <http://www.dgs.ca.gov/DSA>

California Energy Commission: <http://www.energy.ca.gov/>

~~Alliance to Save Energy~~: California State Water Resources Control Board: <http://www.aseswrcb.ca.gov>

California Stormwater Quality Association: <http://www.casqa.org/resources>

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 3000

Business and Non-Instructional Operations

BP 3511(d)

Collaborative for High Performance Schools (CHPS): <http://chps.net>

Green School Yards America: <http://www.greenschoolyards.org>

U.S. Environmental Protection Agency: <http://www.epa.gov>

Adopted: 12-8-98

Amended: 9-17-02, 1-20-04, 4-15-08, 10-15-19

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3511(a)

Energy and Water Management

In the development of the district's energy and water resource management program, the Superintendent or designee shall analyze ~~and review the lighting; heating~~ the efficiency and environmental impact of, and consider strategies for improving, the following district systems:

1. Lighting
2. Heating, ventilation, and air conditioning ~~systems; water~~
3. Water heaters; ~~electrical~~
4. Electrical equipment and appliances; ~~water~~
5. Water use and irrigation; ~~including drains, faucets, and pipes~~
6. Grounds management

~~solid waste and recycling systems. The following district operations shall be incorporated into the district's~~

~~(cf. 7111 - Evaluating Existing Buildings)~~

In addition, the district's resource management program: ~~may include strategies to address the following:~~

1. Educational programs that focus on environmental literacy and incorporate the Next Generation Science Standards

~~1. Education programs~~

~~(cf. 6142.5 - Environmental Education)~~

~~(cf. 6142.93 - Science Instruction)~~

2. Outdoor student facilities that are environmentally sustainable and include increased shaded areas to reduce playground temperatures

~~(cf. 5141.7 - Sun Safety)~~

3. Classroom and building management and maintenance
4. Food services and ~~equipment maintenance~~—food waste reduction

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3511(b)

(cf. 3551 - Food Service Operations/Cafeteria Fund)

5. Landscaping practices, including establishing drought-tolerant habitats
6. Transportation services and maintenance

(cf. 3540 - Transportation)

7. ~~New~~ Inclusion of best practices for water management in new construction projects

(cf. 7110 -- Facilities Master Plan)

8. Administrative ~~Operations~~ operations that focus on cost reduction and conservation

~~6. Use of facilities by outside groups~~

(cf. ~~1330 Use~~3400 - Management of ~~School Facilities~~) District Assets/Accounts)

9. Regular equipment maintenance and repair

(cf. 3512 -- Equipment)

Storm Water Management

(cf. ~~7111 Evaluation Existing Buildings~~)

~~The Superintendent or designee may solicit input from staff, students, and parents/guardians about the district's program.~~—The Superintendent or designee shall ~~provide staff and students~~ implement a storm water management plan that complies with ~~training and guidance~~ applicable state and federal law and local ordinances. The plan shall include best practices designed to ~~achieve the district's goals~~ reduce waste, pollution, environmental degradation, and damage to school facilities and infrastructure by:

1. Incorporating water capture and filtration systems for storm water when necessary
2. Emphasizing school practices and school design that reduce runoff and human pollutants, such as ~~a reward program to recognize outstanding accomplishments,~~ plastics, oils, grease, metals, and pesticides
3. Preserving, creating, and enhancing natural areas and greenspace that aid in storm water and dry weather capture

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3511(c)

4. Minimizing impervious surface area and controlling runoff from impervious surfaces
5. Utilizing, when possible, soils that promote infiltration
6. Incorporating storm water design signage features and learning opportunities for public education

Emergency Interruption of Services

The Superintendent or designee shall ~~develop a plan to address actions to be taken~~ consult with local law enforcement, emergency personnel, and the county office of emergency services in the development of strategies to be implemented in the event of power outages or other emergency ~~interruption~~ interruptions of utility services, ~~both during and after school operations~~. The ~~plan~~ strategies shall ~~address procedures to help~~ prescribe a means of notifying appropriate agencies to ensure ~~student and staff safety, administrative control of operations, protection of equipment, effective communications, and coordination with local fire, police, and utility service providers~~ all utilities are properly restored after interruption.

~~(cf. 0450 — Comprehensive Safety Plan)~~

~~(cf. 3516 — Emergencies and Disaster Preparedness Plan)~~

The Superintendent or designee shall reopen schools and return to normal instructional activities as soon as safe operations can be resumed. If any school will be closed for an extended period of time, the district shall make alternative arrangements for students and staff so as not to interrupt the educational program.

The Superintendent or designee shall communicate with staff, students, and parents/guardians regarding any interruption of educational services due to utility service outages, including any necessary alternative arrangements and the date or time that normal operations of the school are expected to resume.

~~(cf. 1100 - Communication with the Public)~~

~~(cf. 3516.5 — Emergency Schedules)~~

Adopted: 12-8-98

Amended: 9-17-02

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.4.b. APPROVE AMENDMENT TO BOARD POLICY –4119.22/4219.22/4319.22 DRESS AND GROOMING - First Reading

ACTION

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy–4119.22/4219.22/4319.22 Dress and Grooming?

BACKGROUND: Board Policy 4119.22/4219.22/4319.22 updated to reflect laws which allow employees to appear and dress in a manner consistent with their gender identity, gender expression, or religious creed. Policy also adds material regarding the communication of the district's dress and grooming policy to employees.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy–4119.22/4219.22/4319.22 Dress and Grooming.
 2. Do not amend Board Policy–4119.22/4219.22/4319.22 Dress and Grooming.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4119.22, 4219.22, 4319.22(a)

Dress and Grooming

The Governing Board believes that appropriate dress and grooming by district employees contribute to a productive learning environment and model positive behavior. During school hours and at school activities, employees shall maintain professional standards of dress and grooming that demonstrate their high regard for education, present an image consistent with the job responsibilities and assignment, and not endanger the health or safety of employees or students. All employees shall be held to the same standards unless their assignment provides for modified dress as approved by their supervisor.

(cf. 0415 - Equity)

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

(cf. 4112.21/4212.21/4312.21 - Professional Standards)

(cf. 4119.25/4219.25/4319.25 – Political Activities of Employees)

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

~~*(cf. 5132 – Dress and Grooming)*~~

The district shall allow employees to appear and dress in a manner consistent with their gender identity or gender expression. (Government Code 12949)

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

(cf. 4030 - Nondiscrimination in Employment)

(cf. 4119.11/4219.11/4319.11 - Sexual Harassment)

In addition, the district shall not dismiss an employee, discriminate against an employee in compensation or in terms, conditions, or privileges of employment, or refuse to hire a job applicant on the basis of religious dress or grooming practices. (Government Code 12926, 12940)

This policy shall be presented to employees upon employment, through the employee handbook or other appropriate means, and may be periodically reviewed with all employees as necessary.

Legal Reference:

EDUCATION CODE

35160 Authority of governing boards

35160.1 Broad authority of school districts

GOVERNMENT CODE

3543.2 Scope of Representation

12926 Definitions

12940 Unfair employment practices

12949 Dress Standards, consistency with gender identity

COURT DECISIONS

San Mateo City School District v. PERB (1983) 33 Cal. 3d 850

Domico v. Rapides Parish School Board (5th Cr. 1982) 675 F.2d 100

East Hartford Education Assn. v. Board of Education (2d Cir. 1977) 562 F. 2d 856

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4119.22, 4219.22, 4319.22(b)

Finot v. Pasadena Board of Education (1967) 250 Cal.App.2d 189

PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS

Santa Ana Unified School District (1998) 22 PERC P29, 136

Inglewood Unified School District (1985) 10 PERC P17, 000

Management Resources:

CALIFORNIA DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING PUBLICATIONS

Transgender Rights in the Workplace

WEB SITES

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

Public Employment Relations Board: <http://www.perb.ca.gov>

Adopted: 7-23-85

Amended: 1-29-92, 9-17-02, 11-16-04, 10-15-19

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.4.c. APPROVE AMENDMENT TO BOARD POLICY– 4140/4240/4340 BARGAINING UNITS - First Reading

ACTION

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy–4140/4240/4340 Bargaining Units?

BACKGROUND: Board Policy 4140/4240/4340 updated to reflect NEW COURT DECISION (Janus v. AFSCME) which held that public employees cannot be compelled to pay mandatory "fair share service fees" to an employee organization. Policy also reflects NEW LAW (SB 866, 2018) which prohibits districts from deterring or discouraging employees or job applicants from becoming or remaining members of an employee organization and prohibits sharing the date, time, and place of new employee orientations with anyone other than employees, the exclusive representative, or a vendor contracted to provide a service for the orientation. Policy deletes material regarding the employee organization's provision of a financial report, which is required by law to be submitted to the Public Employment Relations Board rather than the district board.

ALTERNATIVES: 1. Approve the amendment to Board Policy–4140/4240/4340 Bargaining Units.
 2. Do not amend Board Policy Board Policy–4140/4240/4340 Bargaining Units.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240, 4340(a)

Bargaining Units

The Governing Board recognizes the right of district employees to form a bargaining unit, select an employee organization as their exclusive representative, and be represented by that organization in their employment relationship with the district. The Board is committed to negotiating in good faith with recognized employee organizations and respecting the rights of employees and employee organizations.

(cf. 4141/4241 - Collective Bargaining Agreement)
(cf. 4143/4243 - Negotiations/Consultation)
(cf. 9000 - Role of the Board)

The district shall not dominate or interfere with the formation or administration of any employee organization or contribute financial or other support to it. (Government Code 3543.5)

~~The district shall not deter or discourage employees from becoming or remaining members of an employee organization, impose or threaten to impose reprisals on employees, discriminate or threaten to discriminate against employees, or otherwise interfere with, restrain, or coerce employees because of their membership or non-membership in an employee organization. (Government Code 3543.5, 3543.6)~~

~~*(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)*~~

Formation of Bargaining Units

Certificated and classified employees shall not be included in the same bargaining unit. (Government Code 3545)

The district may recognize a bargaining unit of supervisory employees if: (Government Code 3545)

1. The bargaining unit includes all supervisory employees.
2. The supervisors are not represented by the same organization that represents employees whom the supervisory employees supervise.

(cf. 4300 - Administrative and Supervisory Personnel)
(cf. 4301 - Administrative Staff Organization)
(cf. 4312.1 - Contracts)

For this purpose, supervisory employee means any employee, regardless of job description, having the authority, in the interest of the district, to hire, transfer, suspend, lay off, recall,

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240, 4340(b)

promote, discharge, assign, reward, discipline, assign work, direct, adjust grievance of other employees, or effectively recommend that action. The exercise of this authority shall not be merely routine or clerical in nature, but shall require the use of independent judgment. (Government Code 3540.1)

Employees serving in management, senior management, or confidential positions shall not be represented by an exclusive representative. Such employees may represent themselves individually or may be represented by an employee organization whose membership is composed entirely of employees designated as holding those positions. When represented by an employee organization, that organization shall not meet and negotiate with the district. For this purpose: (Government Code 3540.1, 3543.4)

1. Management employee means any employee who has significant responsibilities for formulating district policies or administering district programs, and whose position is designated as a management position by the Board.
2. Confidential employee means any employee who is required to develop or present management positions with respect to employer-employee relations or whose duties normally require access to confidential information that is used to contribute significantly to the development of management position.

Membership

The district shall not deter or discourage employees or job applicants from becoming or remaining members of an employee organization, authorizing representation by an employee organization, or authorizing dues or fee deductions to an employee organization. In addition, the district shall not impose or threaten to impose reprisals on employees, discriminate or threaten to discriminate against employees, or otherwise interfere with, restrain, or coerce employees because of their membership or nonmembership in an employee organization. (Government Code 3543.5, 3550)

(cf. 4119.1/4219.1/4319.1 - Civil and Legal Rights)

The Superintendent or designee may communicate with district employees regarding their rights under the law. Such communications shall be factual and accurate, and may not promise a benefit, threaten a reprisal, or in any way deter or discourage employees from joining an employee organization or paying dues.

However, before disseminating to multiple employees any mass communication concerning employees' right to join or support an employee organization or to refrain from joining or supporting an employee organization, such as a written document or script for oral or recorded

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240, 4340(c)

presentation or message, the Superintendent or designee shall meet and confer with the employees' exclusive representative regarding the content of the communication. If the district and exclusive representative do not come to agreement on the content of the mass communication, the Superintendent or designee may disseminate the district's mass communication provided that, at the same time, copies of the exclusive representative's communication, which shall be of reasonable length, are also distributed. (Government Code 3553)

Access to Employee Orientations and Contact Information

The district shall permit employee organizations access to new employee orientations where newly hired employees are advised, whether in person, online, or through other means or mediums, of their employment status, rights, benefits, duties, responsibilities, or any other employment-related matters. The district shall provide employee organizations at least 10 days' notice in advance of an orientation. However, in any specific instance where an unforeseeable, urgent need critical to the district's operation prevents the required 10 days' notice, a shorter notice may be provided. (Government Code 3555.5, 3556)

The structure, time, and manner of the access to new employee orientations shall be determined by mutual agreement of the district and the exclusive representative, following a request to negotiate by either party. If the district and exclusive representative fail to reach an agreement, matters related to the access to new employee orientation shall be subject to compulsory interest arbitration. -The district and employee organization may mutually agree to submit any dispute to compulsory interest arbitration at any time. In addition, if any dispute arises during negotiations and is not resolved within 45 days after the first meeting or within 60 days after the initial request to negotiate, whichever is earlier, either party may make a demand for compulsory interest arbitration. When any such dispute arises during the summer when the district's administrative office is closed, the timeline shall commence on the first day the administrative office reopens. The decision of the arbitrator shall be final and binding on the parties. (Government Code 3556, 3557)

The date, time, and place of the orientation shall not be disclosed to anyone other than employees, the exclusive representative, or a vendor that is contracted to provide a service for purposes of the orientation. (Government Code 3556)

The Superintendent or designee shall provide an exclusive representative with the name, job title, department, work location, telephone numbers (work, home, and personal cell phone), personal email address(es) on file with the district, and home address of any newly hired employee in the bargaining unit, within 30 days of hire or by the first pay period of the month following hire. In addition, the Superintendent or designee shall provide the same information ~~of~~ **in regard to** all employees in the bargaining unit to an exclusive representative at least every 120 days, unless

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240, 4340(d)

more frequent or detailed lists are required by agreement with the exclusive representative. (Government Code 3558, 6254.3)

However, the Superintendent or designee shall not disclose the home address and any phone numbers on file for employees performing law enforcement-related functions, nor shall he/she disclose the home address, home or personal cell phone number(s), or personal email address(es) of any employee who is a participant in the Safe at Home address confidentiality program pursuant to Government Code 6207 or any employee who provides written request that the information not be disclosed for this purpose. Following receipt of a written request, the district shall remove the employee's home address, home and personal cell phone numbers, and personal email address from any mailing list maintained by the district unless the list is only used by the district to contact the employee. (Government Code 3558, 6207, 6254.3)

(cf. 1340 - Access to District Records)

Payment of Membership Dues or Service Fee Other Payments to an Employee Organization

~~Upon the written request of a recognized employee organization, the Superintendent or designee shall deduct the amount of organization dues or the fair share service fee, determined in accordance with Government Code 3546, from the wages and salary of each employee represented by that employee organization and shall pay that amount to the employee organization. (Education Code 45060, 45168; Government Code 3546)~~

~~Any employee who is a member of a religious body whose traditional tenets or teachings include objection to joining or financially supporting employee organizations shall not be required to join, maintain membership in, or financially support any employee organization as a condition of employment. However, such an employee may be required to pay an amount equal to the service fee to a designated charitable fund. (Government Code 3546.3)~~

~~Each employee organization shall, within 60 days after the end of its fiscal year, provide the Board and the employees who are members of the organization with a detailed financial report consisting of a balance sheet and an operating statement. If the employee organization fails to provide the financial report, the board may issue an order compelling the organization to provide the financial report or any employee within the organization may petition the board for such an order. (Government Code 3546.5)~~

~~*(cf. 3460 - Financial Reports and Accountability)*~~

When drawing an order for the salary or wage payment of a bargaining unit employee of an employee organization, the district shall deduct any amount which has been requested by the employee in a revocable written authorization for the purpose of paying dues or other payments

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240, 4340(e)

for any service, program, or committee provided or sponsored by the employee organization. (Education Code 45060, 45168)

An employee organization that certifies that it has and will maintain individual employee authorizations shall handle and process employee written authorizations for payroll deductions. When an employee organization provides such a certification to the district, the district shall rely on information from the employee organization regarding the amounts of such payroll deductions and from which employees. The employee organization shall not be required to submit to the district a copy of the written authorization in order for the payroll deductions to be effective. However, when there is a dispute about the existence or terms of the written authorization, a copy of the employee's written authorization shall be submitted to the district. The employee organization shall indemnify the district for any employee claims regarding payroll deductions made by the district in reliance on notification from the employee organization. (Education Code 45060, 45168)

When an employee organization which has declined to certify that it will handle and process employee written authorizations makes a request for payroll deductions, the district shall request a copy of the employee's written authorization before making the payroll deductions. (Education Code 45060, 45168)

A written authorization shall remain in effect until expressly revoked in writing by the employee and pursuant to the terms of the written authorization. Employee requests to cancel or change authorizations for payroll deductions for employee organizations shall be directed to the employee organization rather than the district. The employee organization shall be responsible for processing these requests. The district shall rely on the information provided by the employee organization regarding whether deductions for an employee organization were properly canceled or changed. The employee organization shall be required to indemnify the district for any claims made by an employee for deductions made by the district in reliance on information from the employee organization. (Education Code 45060, 45168)

Legal Reference:

EDUCATION CODE

45060-45061.5 Deduction of fees from salary or wage payment, certificated employees

45100.5 Senior management positions

45104.5 Abolishment of senior classified management positions

45108.5 Definition of senior classified management employees

45108.47 Waiver of provisions of 45108.5

45168 Deduction of fees from salary or wage payment, classified employees

45220-45320 Merit system, classified employees

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act, especially:

3540.1 Definitions

3543.4 Management position; representation

3545 Appropriateness of unit; basis

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 4000

Personnel

BP 4140, 4240, 4340(f)

3550-3552 Prohibition on public employers deterring or discouraging union membership
3555-3559 Public employee communication, information and orientation
6205-6210 Confidentiality of addresses for victims of domestic violence, sexual assault or stalking
6254.3 Disclosure of employee contact information to employee organization
6503.5 Joint powers agencies

53260-53264 Employment contracts

CODE OF REGULATIONS, TITLE 8

33015-33490 Recognition of exclusive representative; proceedings

33700-33710 Severance of established unit

34020 Petition to rescind organizational security arrangement

34055 Reinstatement of organizational security arrangement

COURT DECISIONS

Janus v. American Federation of State, County and Municipal Employees, Council 31, (7th Cir. 2017) 851 F.3d 746, cert granted Sept. 28, 2017, No. 16-1466(2018) 138 S.Ct. 2448

Friedrichs v. California Teachers Association, et al., (2016) 136 S.Ct. 1083

County of Los Angeles v. Service Employees International Union, Local 721, (2011), 192(2013) 56 Cal.App. 4th 1409905

Abood v. Detroit Board of Education, (1977) 431 U.S. 209

Management Resources:

WEB SITES

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

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

California Federation of Teachers: <http://www.cft.org>

California School Employees Association: <http://www.csea.com>

California Teachers Association: <http://www.cta.org>

Public Employment Relations Board: <http://www.perb.ca.gov>

Adopted: 1-25-78

Amended: 3-6-84, 7-23-85, 1-21-92, 9-17-02, 3-16-04, 4-15-08, 5-15-12, 1-16-18, 10-15-19

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.4.d. APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION– 5131.2 BULLYING - First Reading ACTION

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy and Administrative Regulation –5131.2 Bullying?

BACKGROUND: Board Policy 5131.2 updated and regulation added to reflect NEW LAW (AB 2291, 2018) which mandates districts to adopt, on or before December 31, 2019, procedures for preventing acts of bullying, including cyberbullying. Regulation includes material formerly in BP re: bullying prevention measures, staff development, student instruction, reporting, and corrective actions. Regulation also adds definition of bullying and examples of behaviors that may constitute bullying and cyberbullying, and reflects CDE's online training module on bullying developed pursuant to AB 2291.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy and Administrative Regulation – 5131.2 Bullying.
 2. Do not amend Board Policy and Administrative Regulation –5131.2 Bullying.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,

Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(a)

Bullying

The Governing Board recognizes the harmful effects of bullying on student well-being, student learning, and school attendance and desires to provide a safe school environment that protects students from physical and emotional harm. ~~District employees shall establish student safety as a high priority and shall not tolerate bullying of any student.~~

No individual or group shall, through physical, written, verbal, visual, or other means, harass, sexually harass, threaten, intimidate, ~~retaliate~~, cyberbully, cause bodily injury to, or commit hate violence against any student or school personnel, ~~or retaliate against them for filing a complaint or participating in the complaint resolution process.~~

(cf. 5131 - Conduct)

(cf. 5136 - Gangs)

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

(cf. 5145.9 - Hate-Motivated Behavior)

~~Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images as defined in Education Code 48900. Cyberbullying also includes breaking into another person's electronic account and assuming that person's identity in order to damage that person's reputation.~~

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

~~*(cf. 6163.4 - Student Use of Technology)*~~

The Superintendent or designee shall develop strategies for addressing bullying in district schools ~~shall be developed~~ with the involvement of ~~key stakeholders, including~~ students, parents/guardians, and staff. ~~As appropriate, the Superintendent or designee may also collaborate with social services, mental health services, law enforcement, courts, and other agencies and community organizations in the development and implementation of effective strategies to promote safety in schools and the community.~~

(cf. 1220 - Citizen Advisory Committees)

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

(cf. 6020 - Parent Involvement)

Such ~~may~~ strategies shall be incorporated into the comprehensive safety plan, ~~and, to the extent possible, into the local control and accountability plan,~~ and other applicable district and school plans.

(cf. 0420 - School Plans/Site Councils)

(cf. 0450 - Comprehensive Safety Plan)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(b)

(cf. 0460 - Local Control and Accountability Plan)

(cf. 1220 - Citizen Advisory Committees)

(cf. 6020 - Parent Involvement)

~~As appropriate, the Superintendent or designee may collaborate with law enforcement, courts, social services, mental health services, other agencies, and community organizations in the development and implementation of joint strategies to promote safety in schools and the community and to provide services for alleged victims and perpetrators of bullying.~~

~~*(cf. 1020 - Youth Services)*~~

Bullying Prevention

~~To the extent possible, district schools shall focus on the prevention of bullying by establishing clear rules for student conduct and implementing strategies to promote a positive, collaborative school climate. Students shall be informed, through student handbooks and other appropriate means, of district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying.~~

~~*(cf. 5137 - Positive School Climate)*~~

~~As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning, effective communication and conflict resolution skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.~~

~~*(cf. 6142.8 - Comprehensive Health Education)*~~

~~*(cf. 6142.94 - History-Social Science Instruction)*~~

~~Such instruction shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.~~

~~The Superintendent or designee shall provide training to teachers and other school staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to:~~

- ~~1. Discuss the diversity of the student body and school community, including their varying immigration experiences~~
- ~~2. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(c)

- ~~3. Identify the signs of bullying or harassing behavior~~
- ~~4. Take immediate corrective action when bullying is observed~~
- ~~5. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior~~

~~(cf. 4131—Staff Development)~~

~~(cf. 4231—Staff Development)~~

~~(cf. 4331—Staff Development)~~

~~Based on an assessment of bullying incidents at school, the Superintendent or designee may increase supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias.~~

Intervention

~~Students are encouraged to notify school staff when they are being bullied or suspect that another student is being victimized. In addition, the Superintendent or designee shall develop means for students to report threats or incidents confidentially and anonymously.~~

~~School staff who witness an act of bullying shall immediately intervene to stop the incident when it is safe to do so.—(Education Code 234.1)~~

~~When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.~~

~~The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate.—(Education Code 48900.9)~~

~~(cf. 6164.2—Guidance/Counseling Services)~~

Reporting and Filing of Complaints

~~Any student, parent/guardian, or other individual who believes that a student has been subjected—~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(d)

~~to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a compliance officer, or any other available school employee. Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report his/her observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.~~

~~Within two business days of receiving a report of bullying, the principal shall notify the district compliance officer identified in AR 1312.3—Uniform Complaint Procedures.~~

~~(cf. 1312.3—Uniform Complaint Procedures)~~

~~When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute~~

~~cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.~~

~~When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.~~

Investigation and Resolution of Complaints

Any complaint of bullying shall be investigated and, if determined to be discriminatory, resolved in accordance with law and the district's uniform complaint procedures specified in AR 1312.3. If, during the investigation, it is determined that a complaint is about nondiscriminatory bullying, the principal or designee shall inform the complainant and shall take all necessary actions to resolve the complaint.

Discipline

~~Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(e)

~~(cf. 5138 – Conflict Resolution/Peer Mediation)~~
~~(cf. 5144 – Discipline)~~
~~(cf. 5144.1 – Suspension and Expulsion/Due Process)~~
~~(cf. 5144.2 – Suspension and Expulsion/Due Process (Students with Disabilities))~~
~~(cf. 6159.4 – Behavioral Interventions for Special Education Students)~~
(cf. 1312.3 - Uniform Complaint Procedures)

Any employee who permits or engages in bullying or retaliation related to bullying shall be subject to disciplinary action, up to and including dismissal.

(cf. 4118 - Dismissal/Suspension/Disciplinary Action)
(cf. 4119.21/4219.21/4319.21 - Professional Standards)
(cf. 4218 - Dismissal/Suspension/Disciplinary Action)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination
32282 Comprehensive safety plan
32283.5 Bullying; online training
35181 Governing board policy on responsibilities of students
35291-35291.5 Rules
48900-48925 Suspension or expulsion
48985 Translation of notices
52060-52077 Local control and accountability plan

PENAL CODE

422.55 Definition of hate crime
647 Use of camera or other instrument to invade person's privacy; misdemeanor
647.7 Use of camera or other instrument to invade person's privacy; punishment
653.2 Electronic communication devices, threats to safety

CODE OF REGULATIONS, TITLE 5

4600-~~4687~~4670 Uniform complaint procedures

UNITED STATES CODE, TITLE 47

254 Universal service discounts (e-rate)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.107 Nondiscrimination on basis of disability; complaints

CODE OF FEDERAL REGULATIONS, TITLE 34

104.7 Designation of responsible employee for Section 504
106.8 Designation of responsible employee for Title IX
110.25 Notification of nondiscrimination on the basis of age

COURT DECISIONS

Wynar v. Douglas County School District, (2013) 728 F.3d 1062
J.C. v. Beverly Hills Unified School District, (2010) 711 F.Supp.2d 1094
Lavine v. Blaine School District, (2002) 279 F.3d 719

Management Resources:

CSBA PUBLICATIONS

Final Guidance: AB 1266, Transgender and Gender Nonconforming Students, Privacy, Programs,

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5131.2(e)

Activities & Facilities, Legal Guidance, March 2014

Providing a Safe, Nondiscriminatory School Environment for Transgender and Gender-Nonconforming Students, Policy Brief, February 2014

Addressing the Conditions of Children: Focus on Bullying, Governance Brief, December 2012

Safe Schools: Strategies for Governing Boards to Ensure Student Success, 2011

Cyberbullying: Policy Considerations for Boards, Policy Brief, rev. July 2010

Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement, 2009

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

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Bullying Module

California's Social and Emotional Learning: Guiding Principles, 2018

Social and Emotional Learning in California: A Guide to Resources, 2018

Health Education Content Standards for California Public Schools: Kindergarten Through Grade Twelve, 2008

Bullying at School, 2003

CALIFORNIA OFFICE OF THE ATTORNEY GENERAL PUBLICATIONS

Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California K-12 Schools in Responding to Immigration Issues, April 2018

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

Dear Colleague Letter: Responding to Bullying of Students with Disabilities, October 2014

Guidance to America's Schools: Bullying of Students with Disabilities, October 2014

~~*Dear Colleague Letter: Bullying of Students with Disabilities, August 2013*~~

Dear Colleague Letter: Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability, October 26, 2010

Dear Colleague Letter: Harassment and Bullying, October 2010

WEB SITES

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

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

California Office of the Attorney General: <http://oag.ca.gov>

Center on Great Teachers and Leaders: <http://gtlcenter.org>

Collaborative for Academic Social and Emotional Learning: <http://casel.org>

Common Sense Media: <http://www.commonsensemedia.org>

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

Partnership for Children and Youth: <http://www.partnerforchildren.org>

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

Adopted: 8-21-12

Amended: 4-13, 2-17-15, 9-15-15, 6-12-18, 10-15-19

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

AR 5131.2(a)

Bullying

Definitions

Bullying is an unwanted, aggressive behavior that involves a real or perceived imbalance of power between individuals with the intent to cause emotional or physical harm. Bullying can be physical, verbal, or social/relational and involves repetition or potential repetition of a deliberate act.

Cyberbullying includes the electronic creation or transmission of harassing communications, direct threats, or other harmful texts, sounds, or images. Cyberbullying also includes breaking into another person's electronic account or assuming that person's online identity in order to damage that person's reputation.

(cf. 5145.2 - Freedom of Speech/Expression)

(cf. 6163.4 - Student Use of Technology)

Examples of the types of conduct that may constitute bullying and are prohibited by the district include, but are not limited to:

1. Physical bullying that inflicts harm upon a person's body or possessions, such as hitting, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's possessions, or making cruel or rude hand gestures
2. Verbal bullying that includes saying or writing hurtful things, such as teasing, name-calling, inappropriate sexual comments, taunting, or threats to cause harm
3. Social/relational bullying that harms a person's reputation or relationships, such as leaving a person out of an activity on purpose, influencing others not to be friends with someone, spreading rumors, or embarrassing someone in public
4. Cyberbullying, such as sending demeaning or hateful text messages or emails, sending rumors by email or by posting on social networking sites, or posting embarrassing photos, videos, web site, or fake profiles

Measures to Prevent Bullying

The Superintendent or designee shall implement measures to prevent bullying in district schools, including, but not limited to, the following:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

AR 5131.2(b)

1. Ensuring that each school establishes clear rules for student conduct and implements strategies to promote a positive, collaborative school climate

(cf. 5131 - Conduct)

(cf. 5137 - Positive School Climate)

2. Providing to students, through student handbooks and other age-appropriate means, information about district and school rules related to bullying, mechanisms available for reporting incidents or threats, and the consequences for engaging in bullying

3. Encouraging students to notify school staff when they are being bullied or when they suspect that another student is being bullied, and providing means by which students may report threats or incidents confidentially and anonymously

4. Conducting an assessment of bullying incidents at each school and, if necessary, increasing supervision and security in areas where bullying most often occurs, such as classrooms, playgrounds, hallways, restrooms, and cafeterias

5. Annually notifying district employees that, pursuant to Education Code 234.1, any school staff who witnesses an act of bullying against a student has a responsibility to immediately intervene to stop the incident when it is safe to do so

Staff Development

The Superintendent or designee shall make the California Department of Education's online training module on the dynamics of bullying and cyberbullying, which includes the identification of bullying and cyberbullying and the implementation of strategies to address bullying, available annually to all certificated staff and to other employees who have regular interaction with students. (Education Code 32283.5)

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

The Superintendent or designee shall provide training to teachers and other school staff to raise their awareness about the legal obligation of the district and its employees to prevent discrimination, harassment, intimidation, and bullying of district students. Such training shall be designed to provide staff with the skills to:

1. Discuss the diversity of the student body and school community, including their varying immigration experiences

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

AR 5131.2(c)

2. Discuss bullying prevention strategies with students, and teach students to recognize the behavior and characteristics of bullying perpetrators and victims
3. Identify the signs of bullying or harassing behavior
4. Take immediate corrective action when bullying is observed
5. Report incidents to the appropriate authorities, including law enforcement in instances of criminal behavior

Student Instruction

As appropriate, the district shall provide students with instruction, in the classroom or other educational settings, that promotes social-emotional learning, effective communication and conflict resolution skills, character/values education, respect for cultural and individual differences, self-esteem development, assertiveness skills, and appropriate online behavior.

(cf. 6142.8 - Comprehensive Health Education)
(cf. 6142.94 - History-Social Science Instruction)

The district shall also educate students about the negative impact of bullying, discrimination, intimidation, and harassment based on actual or perceived immigration status, religious beliefs and customs, or any other individual bias or prejudice.

Students should be taught the difference between appropriate and inappropriate behaviors, how to advocate for themselves, how to help another student who is being bullied, and when to seek assistance from a trusted adult. As role models for students, staff shall be expected to demonstrate effective problem-solving and anger management skills.

To discourage cyberbullying, teachers may advise students to be cautious about sharing passwords, personal data, or private photos online and to consider the consequences of making negative comments about others online.

Reporting and Filing of Complaints

Any student, parent/guardian, or other individual who believes that a student has been subjected to bullying or who has witnessed bullying may report the incident to a teacher, the principal, a compliance officer, or any other available school employee.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

AR 5131.2(d)

When a report of bullying is submitted, the principal or a district compliance officer shall inform the student or parent/guardian of the right to file a formal written complaint in accordance with AR 1312.3 - Uniform Complaint Procedures. The student who is the alleged victim of the bullying shall be given an opportunity to describe the incident, identify witnesses who may have relevant information, and provide other evidence of bullying.

(cf. 1312.3 - Uniform Complaint Procedures)

Within one business day of receiving such a report, a staff member shall notify the principal of the report, whether or not a uniform complaint is filed. In addition, any school employee who observes an incident of bullying involving a student shall, within one business day, report such observation to the principal or a district compliance officer, whether or not the alleged victim files a complaint.

Within two business days of receiving a report of bullying, the principal shall notify the district compliance officer identified in AR 1312.3.

When the circumstances involve cyberbullying, individuals with information about the activity shall be encouraged to save and print any electronic or digital messages that they feel constitute cyberbullying and to notify a teacher, the principal, or other employee so that the matter may be investigated. When a student uses a social networking site or service to bully or harass another student, the Superintendent or designee may file a request with the networking site or service to suspend the privileges of the student and to have the material removed.

Discipline/Corrective Actions

Corrective actions for a student who commits an act of bullying of any type may include counseling, behavioral intervention and education, and, if the behavior is severe or pervasive as defined in Education Code 48900, may include suspension or expulsion in accordance with district policies and regulations.

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))

(cf. 6159.4 - Behavioral Interventions for Special Education Students)

When appropriate based on the severity or pervasiveness of the bullying, the Superintendent or designee shall notify the parents/guardians of victims and perpetrators and may contact law enforcement.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

AR 5131.2(e)

The Superintendent, principal, or principal's designee may refer a victim, witness, perpetrator, or other student affected by an act of bullying to a school counselor, school psychologist, social worker, child welfare attendance personnel, school nurse, or other school support service personnel for case management, counseling, and/or participation in a restorative justice program as appropriate. (Education Code 48900.9)

(cf. 6164.2 - Guidance/Counseling Services)

If any student involved in bullying exhibits warning signs of suicidal thought or intention or of intent to harm another person, the Superintendent or designee shall, as appropriate, implement district intervention protocols which may include, but are not limited to, referral to district or community mental health services, other health professionals, and/or law enforcement.

(cf. 5141.52 - Suicide Prevention)

Adopted: 10-15-19

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.4.e. APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION– 5132 DRESS AND GROOMING - First Reading

ACTION

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy and Administrative Regulation –5132 Dress and Grooming?

BACKGROUND: Board Policy 5132 updated to address communication of the dress code to students and staff; grant enforcement authority to the principal or designee; prohibit discriminatory enforcement of the dress code, including, but not limited to, discrimination based on gender identity, gender expression, or religious or cultural observance; and address disciplinary action for repeated violations or refusal to comply with the dress code. Policy also provides that the determination of specific items of clothing defined as gang apparel shall be free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics. Regulation updated to provide general, gender-neutral guidelines for the dress code that may be revised to reflect district practice; add circumstances under which the dress code should be modified for classes, activities, or individual students; and call for collaboration with law enforcement agencies to update definitions of gang-related apparel.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy and Administrative Regulation – 5132 Dress and Grooming.
 2. Do not amend Board Policy and Administrative Regulation –5132 Dress and Grooming.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:			
VOTE:	AYES	NOES	ABSTAIN
	ABSENT		
Hazelton	_____	_____	_____
Helfstein	_____	_____	_____
Laifman	_____	_____	_____
Rosen	_____	_____	_____
Ross	_____	_____	_____
Student Rep	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5132(a)

Dress And Grooming

The Governing Board believes that the purpose of a student dress code is to encourage students to dress appropriately for attendance at school and to adequately prepare them for participation in the educational process. Dress code policies should also protect the health, safety, and welfare of all students.

The primary responsibility for a student's attire resides with the student and his/her parents/guardians. There is an expectation that all students will dress in a way that is appropriate for the day or any school-sponsored event.

(cf. 4119.22/4219.22/4319.22 - Dress and Grooming)

District and school rules pertaining to student attire shall be included in student handbooks, may be posted in school offices and classrooms, and may be periodically reviewed with all students as necessary.

Students shall not be prohibited from dressing in a manner consistent with their gender identity or gender expression or with their religious or cultural observance.

(cf. 5145.3 - Nondiscrimination/Harassment)

(cf. 5145.7 - Sexual Harassment)

The Governing Board further believes:

1. All students should be able to dress comfortably for school without fear of or actual unnecessary discipline or body shaming due to attire.
2. All students should understand that they are responsible for managing their own personal "distractions" without impinging upon another student's choice of clothing/self-expression.
3. Students should not face unnecessary barriers to school attendance.
4. Dress codes and administrative enforcement of such should not reinforce or increase marginalization or oppression of any group based on, including but not limited to, disability, race, gender, ethnicity, nationality, immigration status, religion, sexual orientation, household income, gender identity, gender expression or cultural observance.
5. Reasons for conflict and inconsistent discipline due to attire should be minimized whenever possible.

~~Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised.~~

~~*(cf. 4119.22 - Dress and Grooming)*~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5132(b)

The principal or designee is authorized to enforce this policy and shall inform any student who does not reasonably conform to the dress code. The dress code shall not be enforced in a manner that discriminates against a particular viewpoint or results in a disproportionate application of the dress code based on students' gender, sexual orientation, race, ethnicity, household income, or body type or size.

(cf. 0410 - Nondiscrimination in District Programs and Activities)
(cf. 0415 - Equity)
(cf. 5145.2 - Freedom of Speech/Expression)
~~*(cf. 5144 - Discipline)*~~

School administrators, teachers, and other staff shall be notified of appropriate and equitable enforcement of the dress code.

(cf. 4131 - Staff Development)
(cf. 4231 - Staff Development)
(cf. 4331 - Staff Development)

When practical, students shall not be directed to correct a dress code violation during instructional time or in front of other students.

Repeated violations or refusal to comply with the district's dress code may result in disciplinary action.

(cf. 5144 - Discipline)

Gang-Related Apparel

The principal, staff and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a proposed dress code ~~may be included as part of the school safety plan and must~~ shall be presented to the Board, ~~for approval. The Board which~~ shall approve the plan upon determining that it is necessary to protect the health and safety of the school's ~~students~~ environment. The dress code policy may be included in the school's comprehensive safety plan. (Education Code 35183)

(cf. 0450 - Comprehensive Safety Plan)
(cf. 5136 - Gangs)

When determining specific items of clothing that may be defined as gang apparel, the school shall ensure that the determination is free from bias based on race, ethnicity, national origin, immigration status, or other protected characteristics.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5132(c)

Legal Reference:

EDUCATION CODE

220 Nondiscrimination

32281 School safety plans

35183 School dress codes; uniforms

35183.5 Sun-protective clothing

~~35294.1 School safety plans~~

48907 Student exercise of free expression

49066 Grades; effect of physical education class apparel

CODE OF REGULATIONS, TITLE 5

~~302 Pupils to be neat and clean on entering school~~

~~Hartzell v. Connell (1984) 35 Cal. 3d 899~~

COURT DECISIONS

Jacobs v. Clark County School District, (2008) 26 F. 3d 419

Harper v. Poway Unified School District, (2006) 445 App. 3d 166

Marvin H. Jeglin et al v. San Jacinto Unified School District et al, (C.D. Cal. 1993)

827 F.Supp. 1459

Arcadia Unified School District v. California Department of Education, (1992) 2 Cal. 4th 251

~~Marvin H. Jeglin et al v. San Jacinto Unified School District et al 827 F.Supp. 1459 (C.D. Cal. 1993)~~

Hazelwood School District v. Kuhlmeier, (1988) 108 S. Ct. 562

Hartzell v. Connell, (1984) 35 Cal. 3d 899

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

Adopted: 5-24-78

Amended: 8-5-92, 9-17-02, 5-17-18, 5-29-18, 10-15-19

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5132(a)

Dress and Grooming

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, ~~Governing~~ Board policy and administrative regulations. These school dress codes shall be regularly reviewed.

(cf. 0420 - School Plans/Site Councils)

Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

(cf. 5141.7 - Sun Safety)

Freedom of expression is a right guaranteed to all students. Each student's dress is, within certain limits, a matter of personal style and individual preference. Each school shall have the latitude to prohibit the wearing of any clothing, attire, apparel or accessory which is hazardous to or disruptive of the learning environment, or which interferes with the health and safety of other students. Each school principal, in cooperation with teachers, students, and parents/guardians, may establish school rules governing student attire, yet restrictions that are imposed must be necessary to support the overall educational goals of the school.

The following guidelines shall apply to all regular school activities:

1. Students must wear clothing including both a shirt with pants or skirt, or the equivalent (i.e. dresses, leggings, or shorts) and shoes or sandals.
2. Clothing must cover the chest, back, buttocks, and torso.
3. Clothing must cover undergarments.
4. Clothing must not be see-through.
5. Clothing, jewelry, and personal items ~~may not depict, advertise or advocate the use of alcohol, tobacco, marijuana or other controlled substances.~~ shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.
6. Clothing may not use or depict hate speech targeting groups based on, including but not limited to, disability, race, gender, ethnicity, nationality, immigration status, religion, sexual orientation, household income, gender identity, gender expression, or cultural observance.
- ~~7.—Students may not wear clothing or accessories that feature offensive images or language including profanity, hate speech, pornography, vulgarities, or defamatory language.~~
- ~~8.~~7. Clothing must be suitable for all scheduled classroom activities including physical education, science labs, shop classes, field trips and other activities where unique hazards or specialized attire or safety gear is required.

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5132(b)

~~9.8.~~Hats and other headwear must allow the face to be visible to staff. Masks are not allowed.

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. In addition, the principal or designee ~~Coaches and teachers~~ may impose ~~more stringent~~ dress requirements to accommodate the needs of special school activities, physical education classes, athletic activities, ~~needs of certain sports and/or classes~~ and other extracurricular and cocurricular activities.

(cf. 3260 - Fees and Charges)

(cf. 6142.7 - Physical Education and Activity)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.2 - Athletic Competition)

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

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

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 35294.1)

Attire or grooming depicting or advocating violence, criminal activity, gang-related activity including attire, logos, or colors identified by Ventura County Sheriff's Department (VCSD), Los Angeles County Sheriff's Department (LASD), or Los Angeles Police Department (LAPD) as gang-affiliated are prohibited.

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received.

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 5000

Students

AR 5132(c)

As necessary, the school shall collaborate with law enforcement agencies to update definitions of gang-related apparel.

~~Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)~~

Enforcement

A school dress code is only as effective and fair as its enforcement. Enforcement shall be consistent with a school's overall discipline plan and shall ensure that all students are treated equitably regardless of gender/gender identification, sexual orientation, race, ethnicity, immigration status, body type/size, religion, and personal style. All school staff shall be notified and informed of the policy at the beginning of the school year in regard to its purpose and spirit, and how to enforce it without shaming students or disproportionately impacting certain student groups.

When a school staff member or school administrator discusses a dress or grooming violation with a student, a male and a female adult should be present whenever possible. Unless there is an immediate concern, a student should not be spoken to about a dress code violation in front of other students.

Teachers or staff discussing a dress or grooming violation with a student should present options for obtaining appropriate clothing (e.g. school clothing supply, call home, borrow from a friend).

Teachers should send a referral to the administration when a student is in violation of the dress code.

Whenever possible, students should not be required to wear school owned replacement garments and should never be required to wear specific garments as a disciplinary measure.

Discipline for dress or grooming violations should be consistent with the discipline policies for comparable violations.

The superintendent or designee will ensure that each school site outlines the District and School dress code guidelines in the School Handbook.

Adopted: 9-17-02

Amended: 5-17-18, 5-29-18, 10-15-19

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: B.4.f. APPROVE AMENDMENT TO BOARD POLICY –6142.6 VISUAL AND PERFORMING ARTS EDUCATION - First Reading

ACTION

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy–6142.6 Visual and Performing Arts Education?

BACKGROUND: Board Policy 6142.6 updated to reflect revised content standards for visual and performing arts, including media arts, adopted by the State Board of Education in January 2019. Policy incorporates the philosophical foundation, lifelong goals, and artistic processes upon which the state standards are based.

- ALTERNATIVES:**
1. Approve the amendment to Board Policy–6142.6 Visual and Performing Arts Education.
 2. Do not amend Board Policy–6142.6 Visual and Performing Arts Education.

RECOMMENDATION:
 Approval of Alternative #1.

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.6(a)

Visual And Performing Arts Education

The Governing Board believes that visual and performing arts are essential to a well-rounded educational program and should be an integral part of the course of study offered to students at all grade levels. The district's arts education program shall ~~provide opportunities for creation, performance, and~~ be designed to foster students' artistic competencies, cultivate students' appreciation and understanding of the arts in ways that are enjoyable, fulfilling, and transferable to students' personal, academic, and professional endeavors, and support students to fully engage in lifelong arts learning.

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

The Board shall adopt academic standards for dance, media arts, music, theatre, and visual arts that lead to artistic literacy and promote access and equity in the arts. District standards shall describe the skills, knowledge, and abilities that students shall be expected to possess at each grade level. ~~The district's standards and shall meet or exceed state content standards for each of these disciplines.~~

(cf. 0415 - Equity)

(cf. 6011 - Academic Standards)

The Superintendent or designee shall develop a sequential curriculum for dance, media arts, music, theatre, and visual arts which is consistent with the state curriculum framework and includes the following ~~strands~~ artistic processes:

~~Artistic perception: processing, analyzing, and responding to sensory information through~~

- ~~1. the use of language and skills unique to each arts discipline~~
- ~~2. Creative expression: composing, arranging, and performing a work and using a variety of means to communicate meaning and intent in one's own original works~~
- ~~3. Historical and cultural context: understanding the historical contributions and cultural dimensions of an arts discipline~~
- ~~4. Aesthetic valuing: analyzing and critically assessing works of dance, music, theatre, and visual arts~~
- ~~5. Connections, relations, and applications: connecting, comparing, and applying what is learned in one arts discipline to learning in the other arts, other subject areas, and careers~~

(cf. 6141 - Curriculum Development and Evaluation)

1. Creating: conceiving and developing new artistic ideas and work

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.6(b)

2. Performing/producing/presenting: realizing artistic ideas and work through interpretation and presentation
3. Responding: understanding and evaluating how the arts convey meaning
4. Connecting: relating artistic ideas and work with personal meaning and external content

The Board shall adopt standards-based instructional materials for visual and performing arts ~~in accordance with applicable law, Board policy, and administrative regulation~~ which may incorporate a variety of media and technologies.

(cf. ~~0400—0440~~ - District Technology Plan)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 6161.1 - Selection and Evaluation of Instructional Materials)
(cf. 6161.11 - Supplementary Instructional Materials)
~~(cf. 6161.3 - Toxic Art Materials)~~
6162.6 - Use of Copyrighted Materials)
(cf. 6163.1 - Library Media Centers)

As appropriate, the Superintendent or designee shall provide a standards-based professional development program designed to increase teachers' knowledge of and ability to teach the arts and to implement ~~adopted instructional materials~~ the district's arts education program.

(cf. 4131 - Staff Development)

The Superintendent or designee shall encourage, the integration of community arts resources into the educational program. Such resources may include opportunities for students to attend musical and theatrical performances, observe the works of accomplished artists, and work directly with ~~visiting~~ artists-in-residence and volunteers. In addition, the Superintendent or designee may collaborate with community organizations to share resources and seek grant opportunities.

(cf. 1230 - School-Connected Organizations)
(cf. 1240 - Volunteer Assistance)
(cf. 1260 - Educational Foundation)
(cf. 1700 - Relations ~~between~~ Between Private Industry and the Schools)
(cf. 3290 - Gifts, Grants and Bequests)
(cf. 6020 - Parent Involvement)
(cf. 6153 - School-Sponsored Trips)

The Superintendent or designee shall regularly evaluate the implementation of the district's arts education program at each grade level and report to the Board regarding its effectiveness in enabling students to meet academic standards.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.6(c)

(cf. 0500 - Accountability)
(cf. 6162.5 - Student Assessment)

Legal Reference:

EDUCATION CODE

~~8810-8820~~ Arts education

~~8820-8830~~ Arts Work Visual and Performing Arts Educational Program

8950-8957 California summer school ~~off~~for the arts

32060-32066 Toxic art ~~supplied~~supplies

35330-35332 Field trips

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51225.3 Graduation requirements

58800-58805 Specialized secondary programs

60200-~~60206~~60213 Instructional materials, elementary schools

60400-60411 Instructional materials, high schools

99200-~~99205~~99204 Subject matter projects

UNCODIFIED STATUTE

~~SB77, Ch. 171, Statutes of 2007, Item 6110-265-0001~~ Arts and music block grant

Management Resources:

CSBA CALIFORNIA ALLIANCE FOR ARTS EDUCATION PUBLICATIONS

~~Maximizing School Board Leadership: Curriculum Development, 1996~~

CDE PUBLICATIONS

~~The Parents' Guide to the Visual and Performing Arts Framework for in California Public Schools:~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

~~California Arts Framework for Public Schools, Kindergarten Through through Grade Twelve, 2004~~

~~Visual and Performing California Arts Content Standards for Public Schools, Prekindergarten through Grade Twelve, January 2004~~2019

~~Arts Education Program Toolkit: A Visual and Performing Arts Program Assessment Process, 2004~~

WEB SITES:-

~~CSBA: <http://www.esba.org>~~

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

Arts Education Partnership: ~~<http://aep-arts.org>~~ <http://aep-arts.org>

California Alliance for Arts Education: <http://www.artsed411.org>

~~CDE, Visual and Performance Arts: <http://www.cde.ca.gov/ci/vp>~~

~~The California Arts Project: <http://www.csmp.ucop.edu/tcap>~~

California Arts Council: <http://www.cac.ca.gov>

California Art Education Association: <http://www.caea-arteducation.org>

California Association for Music Education: <http://www.actaonline.org/content/california-association-music-education>

California Dance Education Association: <http://www.cdeadance.org>

California Department of Education, Visual and Performing Arts: <http://www.cde.ca.gov/ci/vp>

California Educational Theatre Association: http://www.cetoweb.org/ceta_pagesorg

California Music Educators Association ~~for Music Education~~: <http://www.calmusiced.com>

The California Arts Project: <http://csmp.ucop.edu/tcap>

Adopted: 9-17-02

Amended: 6-15-04, 5-20-08, 3-18-14, 10-15-19

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 1, 2019
SUBJECT: VII.1. MONTH 1 ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 1 of the 2019-20 school year?

BACKGROUND: As student enrollment and attendance plays a key role in determining General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared the following enrollment and attendance information through the end of the most recent reporting period to assist in this review.

FISCAL IMPACT: None. Information only.

RECOMMENDATION: None. Information only.

Prepared by: Lynn Framer, Senior Accountant
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Month 1: August 6, 2019 – August 30, 2019										Year to Date									
	Enrollment Comparison			ADA Comparison			ADA% Comparison				Enrollment Comparison			ADA Comparison			ADA% Comparison		
	2019-20	2018-19	Variance	2019-20	2018-19	Variance	2019-20	2018-19	Variance		2019-20	2018-19	Variance	2019-20	2018-19	Variance	2019-20	2018-19	Variance
BES										BES									
K	106	97	9	104.42	94.26	10.16	98.51%	97.18%	1.33%	K	106	97	9	104.42	94.26	10.16	98.51%	97.18%	1.33%
1	80	84	(4)	78.00	82.74	(4.74)	97.50%	98.50%	-1.00%	1	80	84	(4)	78.00	82.74	(4.74)	97.50%	98.50%	-1.00%
2	101	85	16	98.21	84.53	13.68	97.24%	99.45%	-2.21%	2	101	85	16	98.21	84.53	13.68	97.24%	99.45%	-2.21%
3	92	81	11	87.63	78.63	9.00	95.25%	97.07%	-1.82%	3	92	81	11	87.63	78.63	9.00	95.25%	97.07%	-1.82%
4	93	99	(6)	90.26	96.74	(6.48)	97.05%	97.72%	-0.66%	4	93	99	(6)	90.26	96.74	(6.48)	97.05%	97.72%	-0.66%
5	113	124	(11)	108.58	122.00	(13.42)	96.09%	98.39%	-2.30%	5	113	124	(11)	108.58	122.00	(13.42)	96.09%	98.39%	-2.30%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	585	570	15	567.10	558.90	8.20	96.94%	98.05%	-1.11%	Total	585	570	15	567.10	558.90	8.20	96.94%	98.05%	-1.11%
OHES										OHES									
K	99	93	6	95.11	89.26	5.85	96.07%	95.98%	0.09%	K	99	93	6	95.11	89.26	5.85	96.07%	95.98%	0.09%
1	81	86	(5)	79.32	85.05	(5.73)	97.93%	98.90%	-0.97%	1	81	86	(5)	79.32	85.05	(5.73)	97.93%	98.90%	-0.97%
2	79	83	(4)	77.21	82.00	(4.79)	97.73%	98.80%	-1.06%	2	79	83	(4)	77.21	82.00	(4.79)	97.73%	98.80%	-1.06%
3	81	76	5	80.11	75.63	4.48	98.90%	99.51%	-0.61%	3	81	76	5	80.11	75.63	4.48	98.90%	99.51%	-0.61%
4	80	94	(14)	77.00	91.53	(14.53)	96.25%	97.37%	-1.12%	4	80	94	(14)	77.00	91.53	(14.53)	96.25%	97.37%	-1.12%
5	93	98	(5)	91.47	96.47	(5.00)	98.35%	98.44%	-0.08%	5	93	98	(5)	91.47	96.47	(5.00)	98.35%	98.44%	-0.08%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	513	530	(17)	500.22	519.94	(19.72)	97.51%	98.10%	-0.59%	Total	513	530	(17)	500.22	519.94	(19.72)	97.51%	97.31%	0.20%
ROES										ROES									
K	128	116	12	126.47	112.21	14.26	98.80%	96.73%	2.07%	K	128	116	12	126.47	112.21	14.26	98.80%	96.73%	2.07%
1	106	86	20	103.37	84.11	19.26	97.52%	97.80%	-0.28%	1	106	86	20	103.37	84.11	19.26	97.52%	97.80%	-0.28%
2	84	86	(2)	83.26	84.58	(1.32)	99.12%	98.35%	0.77%	2	84	86	(2)	83.26	84.58	(1.32)	99.12%	98.35%	0.77%
3	84	103	(19)	82.53	100.58	(18.05)	98.25%	97.65%	0.60%	3	84	103	(19)	82.53	100.58	(18.05)	98.25%	97.65%	0.60%
4	111	97	14	108.84	95.74	13.10	98.05%	98.70%	-0.65%	4	111	97	14	108.84	95.74	13.10	98.05%	98.70%	-0.65%
5	93	97	(4)	91.21	95.26	(4.05)	98.08%	98.21%	-0.13%	5	93	97	(4)	91.21	95.26	(4.05)	98.08%	98.21%	-0.13%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	606	585	21	595.68	572.48	23.20	98.30%	97.86%	0.44%	Total	606	585	21	595.68	572.48	23.20	98.30%	97.86%	0.44%
MCMS										MCMS									
6	368	352	16	363.89	349.37	14.52	98.88%	99.25%	-0.37%	6	368	352	16	363.89	349.37	14.52	98.88%	99.25%	-0.37%
7	355	350	5	350.84	344.26	6.58	98.83%	98.36%	0.47%	7	355	350	5	350.84	344.26	6.58	98.83%	98.36%	0.47%
8	358	384	(26)	352.42	376.26	(23.84)	98.44%	97.98%	0.46%	8	358	384	(26)	352.42	376.26	(23.84)	98.44%	97.98%	0.46%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	1,081	1,086	(5)	1,067.15	1,069.89	(2.74)	98.72%	98.52%	0.20%	Total	1,081	1,086	(5)	1,067.15	1,069.89	(2.74)	98.72%	98.52%	0.20%
OPHS										OPHS									
9	392	402	(10)	384.58	398.00	(13.42)	98.11%	99.00%	-0.90%	9	392	402	(10)	384.58	398.00	(13.42)	98.11%	99.00%	-0.90%
10	394	402	(8)	388.63	395.74	(7.11)	98.64%	98.44%	0.19%	10	394	402	(8)	388.63	395.74	(7.11)	98.64%	98.44%	0.19%
11	383	366	17	375.74	356.68	19.06	98.10%	97.45%	0.65%	11	383	366	17	375.74	356.68	19.06	98.10%	97.45%	0.65%
12	350	384	(34)	340.84	373.21	(32.37)	97.38%	97.19%	0.19%	12	350	384	(34)	340.84	373.21	(32.37)	97.38%	97.19%	0.19%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	1,519	1,554	(35)	1,489.79	1,523.63	(33.84)	98.08%	98.05%	0.03%	Total	1,519	1,554	(35)	1,489.79	1,523.63	(33.84)	98.08%	98.05%	0.03%
OVHS										OVHS									
10-12	34	35	(1)	33.18	32.98	0.20	97.59%	94.23%	3.36%	10-12	34	35	(1)	33.18	32.98	0.20	97.59%	94.23%	3.36%
OPIS										OPIS									
K-12	159	208	(49)	154.74	202.60	(47.86)	97.32%	97.40%	-0.08%	K-12	159	208	(49)	154.74	202.60	(47.86)	97.32%	97.40%	-0.08%
Other***	1	3	(2)	2.37	2.1	0.27				Other***	1	3	(2)	2.37	2.1	0.27			
Total	4,498	4,571	(73)	4,410.23	4,482.52	(72.29)	98.05%	98.06%	-0.02%	Total	4,498	4,571	(73)	4,410.23	4,482.52	(72)	98.05%	98.06%	-0.02%

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: VII.2. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow as of September 30th of the 2019-20 fiscal year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging. Continuing its standard practice of the last several years, the Business Office has produced a monthly cash flow report as an ongoing tool to assist both the Administration and Board in analyzing and managing the District's cash in order to remain cash-solvent.

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

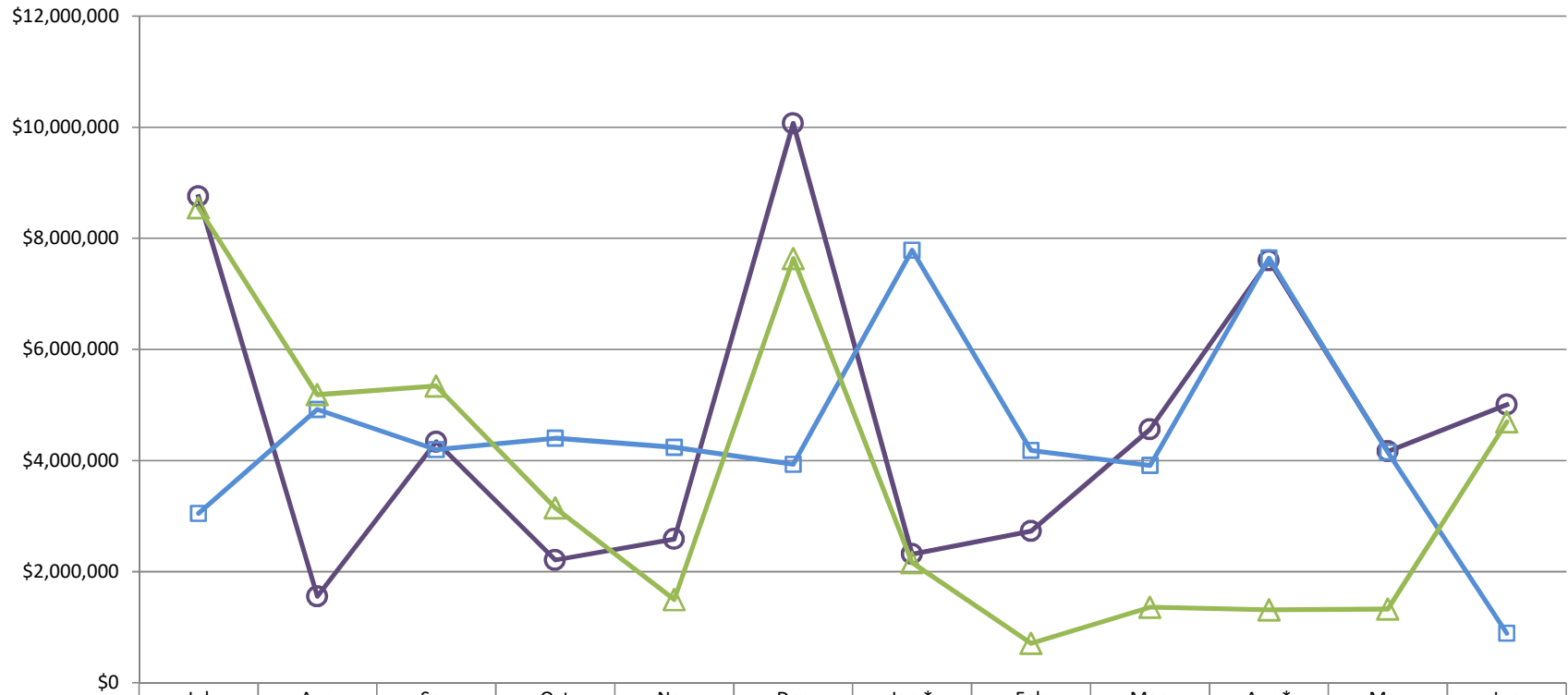
Prepared by: Byron Jones, Director, Fiscal Services
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW															
Year: 2019-20 Budget															
Budget: Adopted Budget															
Actuals through September 30, 2019															
BEGINNING BALANCE BASED ON 2018-19 YEAR-END ESTIMATED ACTUALS															
	Object	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total
A. BEGINNING CASH	9110	\$2,842,457	\$8,550,388	\$5,184,555	\$5,343,562	\$3,148,467	\$1,496,644	\$7,635,976	\$2,163,639	\$707,195	\$1,357,908	\$1,313,666	\$1,325,588		
B. RECEIPTS															
Revenue Limit Sources															
Principal Apportionment	8010-8019	1,021,475	1,021,475	3,672,956	1,838,654	1,838,654	3,421,505	1,838,654	2,068,834	3,643,946	2,068,834	2,068,834	4,099,798	-251,453	28,352,166
Property Taxes	8020-8079	83,032	247	0	39,193	398,700	5,981,068	180,415	49	64,126	4,298,487	122,153	372,010	78,195	11,617,675
Miscellaneous Funds	8080-8099	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Federal Revenue	8100-8299	23,639	0	0	2,201	0	41,789	10,646	0	72,529	0	0	911,559	37,808	1,100,171
Other State Revenue	8300-8599	9,629	104,031	250,955	494	43,711	304,210	0	0	0	176,759	185,818	318,235	-223,609	1,170,234
Other Local Revenue	8600-8799	279,040	405,411	358,489	321,420	295,404	327,459	268,655	237,976	350,782	261,434	463,405	613,733	-163,294	4,019,911
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Receipts/Non-Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS		1,416,815	1,531,164	4,282,400	2,201,962	2,576,469	10,076,031	2,298,370	2,306,859	4,131,383	6,805,514	2,840,210	6,315,334	-522,353	46,260,157
C. DISBURSEMENTS															
Certificated Salaries	1000-1999	332,820	2,133,273	2,163,652	2,163,306	2,184,883	2,157,299	2,157,790	2,190,239	2,170,596	2,178,902	2,284,554	366,470	-23,238	22,460,546
Classified Salaries	2000-2999	231,055	685,645	654,385	657,152	704,285	651,505	622,824	671,674	641,060	639,553	684,223	500,650	-47,255	7,296,756
Employee Benefits	3000-3999	103,031	1,021,131	1,036,724	1,022,696	1,033,159	1,036,187	1,016,265	1,021,615	1,022,042	1,018,567	1,044,904	269,261	-26,216	10,619,365
Books, Supplies	4000-4999	52,608	586,061	239,703	240,095	58,055	98,321	105,615	106,499	141,698	66,994	95,510	57,427	-519,752	1,328,834
Services	5000-5999	128,464	808,025	281,514	484,308	286,442	279,920	445,409	326,579	199,957	456,141	182,170	361,474	-457,090	3,783,312
Capital Outlay	6000-6599	0	0	93,708	6,964	210,868	7,147	0	28,981	0	41,460	89,295	-76,480	-91,401	310,542
Other Outgo - Excess Costs	7000-7499	55,729	17,150	18,664	31,672	32,665	8,267	10,097	22,345	-2,054	-2,054	22,345	248,429	-17,949	445,306
Interfund Transfers Out	7600-7629	0	0	0	0	0	0	0	0	0	0	0	104,914	0	104,914
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS		903,706	5,251,284	4,488,350	4,606,193	4,510,357	4,238,646	4,358,000	4,367,932	4,173,299	4,399,563	4,403,001	1,832,145	-1,182,900	46,349,575
D. BALANCE SHEET TRANSACTIONS															
Accounts Receivable	9200	111,346	23,216	54,645	5,966	10,468	-5,986	17,445	422,025	430,307	796,042	1,325,009	-1,311,263	0	1,879,220
Due From Other Funds	9310	0		16,520	0	0									
Prepaid Expenditures	9330	261													
Accounts Payable	9500	-2,141,786	331,070	293,792	203,169	271,596	307,932	182,348	182,605	262,322	366,266	249,705	942,855	0	1,451,875
Unearned Revenues	9650	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Loans from Other Funds	9610	0	0	0	0	0	0	0	0	0	0	0	-745,105	0	(745,105)
Current Loans (Cross Yr TRAN/Other)	9640	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Current Loans (Current Yr TRANS)	9640	7,225,000	0	0	0	0	0	-3,612,500	0	0	-3,612,500	0	0	0	0
TOTAL PRIOR YEAR TRANSACTIONS		5,194,821	354,287	364,957	209,136	282,065	301,946	-3,412,707	604,630	692,629	-2,450,193	1,574,714	-1,113,513	0	2,585,990
E. NET INCREASE/DECREASE (B-C+D)		5,707,930	-3,365,833	159,007	-2,195,095	-1,651,823	6,139,331	-5,472,337	-1,456,443	650,713	-44,242	11,923	3,369,676	660,547	2,496,572
F. ENDING CASH (A+E)		8,550,388	5,184,555	5,343,562	3,148,467	1,496,644	7,635,976	2,163,639	707,195	1,357,908	1,313,666	1,325,588	4,695,264	660,547	2,496,572
G. ENDING CASH, PLUS ACCRUALS														5,355,811	

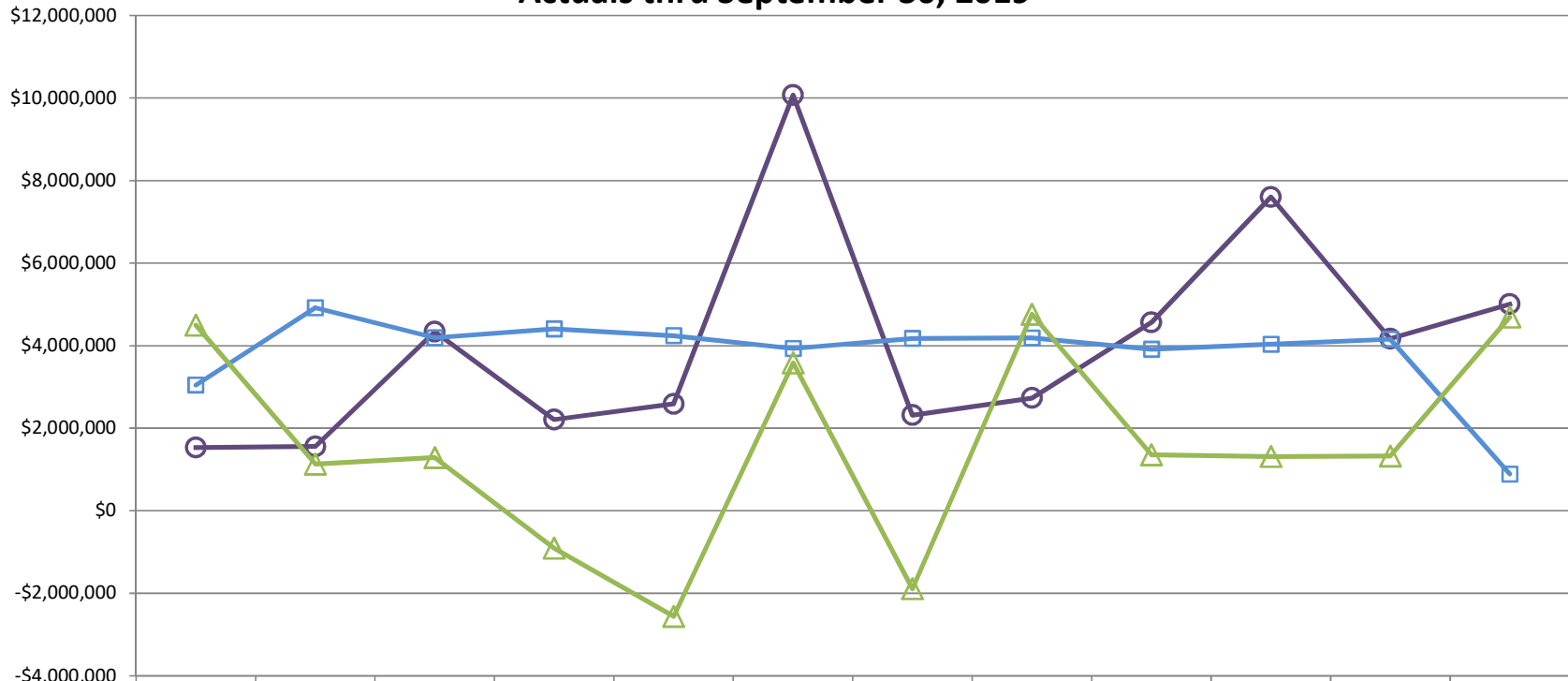
OPUSD - Cashflow Actuals thru September 30, 2019



	Jul	Aug	Sep	Oct	Nov	Dec	Jan *	Feb	Mar	Apr *	May	Jun
Revenue + AR	8,753,161	1,554,380	4,337,045	2,207,929	2,586,938	10,070,046	2,315,815	2,728,884	4,561,689	7,601,556	4,165,218	5,004,071
Expense + AP	3,045,492	4,920,214	4,194,557	4,403,024	4,238,761	3,930,714	7,788,152	4,185,327	3,910,977	7,645,797	4,153,296	889,290
Cash Balance	8,550,388	5,184,555	5,343,562	3,148,467	1,496,644	7,635,976	2,163,639	707,195	1,357,908	1,313,666	1,325,588	4,695,264

*** NOTE: TRAN loan proceeds included in Revenue and Cash Balance lines: July \$7,225,000.
TRAN repayment included in Expense and Cash Balance lines: January \$3,612,500 and April \$3,612,500.**

OPUSD - Cashflow without TRAN Actuals thru September 30, 2019



	Jul	Aug	Sep	Oct	Nov	Dec	Jan *	Feb	Mar	Apr *	May	Jun
Revenue + AR	1,528,161	1,554,380	4,337,045	2,207,929	2,586,938	10,070,046	2,315,815	2,728,884	4,561,689	7,601,556	4,165,218	5,004,071
Expense + AP	3,045,492	4,920,214	4,194,557	4,403,024	4,238,761	3,930,714	4,175,652	4,185,327	3,910,977	4,033,297	4,153,296	889,290
Cash Balance	4,495,388	1,129,555	1,288,562	-906,533	-2,558,356	3,580,976	-1,891,361	4,762,195	1,357,908	1,313,666	1,325,588	4,695,264

*** NOTE:** **TRAN loan proceeds included in Revenue and Cash Balance lines: July \$7,225,000.**
TRAN repayment included in Expense and Cash Balance lines: January \$3,612,500 and April \$3,612,500.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: VII.3. MONTHLY MEASURE S BOND PROJECT STATUS REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on the progress of authorized Measure S bond projects through September 30, 2019?

BACKGROUND: As an ongoing tool to assist the Administration and Board in implementing and managing the District's Measure S bond program and master plan, the Business Office, in conjunction with its construction management team, has produced the following monthly status report on the progress of authorized Measure S bond projects for the Board's information and review.

FISCAL IMPACT: None - for information only.

RECOMMENDATION: None - for information only.

Prepared by: Enoch Kwok, Director, Educational Technology and Information Systems
Brendan Callahan, Director Bond Programs, Sustainability, Maintenance and Operations
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent



Consolidated Budget Status Report
Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget			Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
Measure S Management									
Measure S General Planning Services	155,160	-	155,160	155,160	-	155,160	-	Complete	CLOSED
Measure S District Program Management Salaries	802,914	283,629	1,086,543	1,086,543	-	849,414	237,128	Future	N PROGRESS
17-58S General Planning & Services	90,821	29,400	120,221	120,221	-	101,952	18,269	In Design	HED General Planning
Measure S- PM/CM Software, Equipment & Supplies	251,000	-	251,000	194,421	56,579	193,757	664	In Design	IN PROGRESS
Measure S General CM Services	462,811	-	462,811	411,450	51,361	411,450	-	In Design	IN PROGRESS
	1,762,706	313,029	2,075,735	1,967,795	107,941	1,711,733	256,061		
Brookside Elementary School									
17-32S Security Fencing	99,940	(41,450)	58,490	58,490	-	58,490	-	Future	Phase-1 Complete/Phase-2 Future
17-42S Modernization Campus Wide	10,000	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-47S Administration Building DSA Cert.	748,857	587,917	1,336,774	1,295,418	41,355	1,235,951	59,467	Closeout	IN PROGRESS
18-11S Design HVAC System Upgrade, BLDG 200 & 300	3,400	-	3,400	3,400	-	3,400	-	Complete	CLOSED
18-18S Classroom Replacement(4) Phase 1	3,648,750	-	3,648,750	396,395	3,252,355	320,678	75,717	In Design	IN PROGRESS
	4,510,947	546,467	5,057,414	1,763,704	3,293,710	1,628,520	135,184		
District Office									
19-17S District Office Emergency Generator	65,625	-	65,625	22,640	42,985	13,390	9,250	In Design	IN DESIGN
19-21S Upper Field Chain Link Fencing and Gates	12,416	-	12,416	12,416	-	12,416	-	In Close-Out	
	78,041	-	78,041	35,056	42,985	25,806	9,250		
District Wide									
17-49S Security Badge System Upgrade	9,586	-	9,586	9,586	-	9,586	-	Complete	C APPROVED 11/21/17
17-01S Solar Project	7,000,000	120,121	7,120,121	7,120,121	-	7,120,121	-	Complete	NOC APPROVED 11/14/17
17-33S Ext. Campus Surveillance Cameras @ 6 Si	344,563	30,034	374,597	374,597	-	374,597	-	Complete	NOC APPROVED 11/14/17
17-39S Landscape Improvements	19,000	-	19,000	19,000	-	19,000	-	Complete	NOC APPROVED 09/15/17
18-22S Security Upgrades - PA System	14,669	-	14,669	14,669	-	14,669	-	Complete	CLOSED
18-26S Collaborative Furniture	200,000	(15,412)	184,588	184,588	-	184,588	-	Complete	CLOSED
18-38S Extended Care Facility Furniture & Equipmen	100,000	(87,681)	12,319	12,319	-	12,319	-	Complete	IN PROGRESS
18-33S Solar Installation Maintenance Contract	270,374	-	270,374	282,274	(11,900)	60,545	221,730	In Construction	IN PROGRESS
19-10S Collaborative Furniture	200,000	-	200,000	196,043	3,957	185,379	10,664	Future	
	8,158,192	47,062	8,205,254	8,213,197	(7,943)	7,980,803	232,394		
King James Court									
19-22S King James Court Debris Clearance	15,700	-	15,700	15,700	-	15,700	-	In Close-Out	
	15,700	-	15,700	15,700	-	15,700	-		
Medea Creek Middle School									
17-23S Roof Replacement	83,000	(22,684)	60,316	60,316	-	60,316	-	Complete	NOC APPROVED 08/15/17
17-24S HVAC Replacement	276,810	54,977	331,787	331,787	0	331,787	-	Closed	NOC APPROVED 08/15/17
17-36S Modernization Campus Wide	5,058	4,942	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-35S Kitchen Improvements	1,506,394	-	1,506,394	1,569,047	(62,653)	1,568,747	300	Close-Out	NOC APPROVED 1/23/19
18-03S Security Fencing Parking Lot	42,630	-	42,630	42,630	-	42,630	-	Complete	NOC APPROVED 05/17/18
18-07S Sidewalk and Handrail Installation, Buildin	26,937	-	26,937	26,937	-	26,937	-	Complete	NOC APPROVED 02/20/18
18-21S Classroom Replacement	4,964,569	-	4,964,569	446,425	4,518,144	359,097	87,328	In Design	IN PROGRESS
18-25S MPR High Roof Replacement	160,135	-	160,135	165,457	(5,322)	165,457	-	Complete	NOC APPROVED 8/12/18
18-36S Library Wall Removal	3,500	-	3,500	3,500	-	3,500	-	Complete	CLOSED
18-39S Counseling Office Improvements & Additions	28,350	3,759	32,109	35,459	(3,350)	35,459	-	In Close-Out	NOC APPROVED 04/23/19
18-40S Safety/Security Gates	89,827	-	89,827	89,827	-	89,827	-	Complete	NOC APPROVED 2/19/19
18-45S ORCA Food Waste Recycling Pilot Program	61,844	-	61,844	64,940	(3,096)	45,633	19,307	In Construction	MAINT IN PROGRESS
18-48S EV Charging Station	17,794	-	17,794	17,794	-	17,794	-	Closed	NOC APPROVED 4/23/19
19-05S Trellis Removal at MCMS	23,000	52,609	75,609	75,609	-	75,609	-	Future	
19-15S Shade Sails at MCMS	55,850	4,995	60,845	60,845	-	60,845	-	Future	BOARD APPROVED 6/4/19
	7,345,698	98,598	7,444,296	3,000,573	4,443,723	2,893,638	106,935		
Oak Hills Elementary School									



Consolidated Budget Status Report
Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget			Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
17-25S HVAC Replacement	143,189	(3,352)	139,837	133,652	6,184	133,652	-	Complete	NOC APPROVED 08/15/17
17-38S Modernization Campus Wide	15,000	-	15,000	15,000	-	15,000	-	Complete	NOC APPROVED 09/15/17
17-32S Security Fencing	50,000	(1,155)	48,845	48,845	-	48,845	-	Complete	NOC APPROVED 10/17/17
18-19S/19-09S Add Modular Classrooms	4,824,000	-	4,824,000	554,963	4,269,037	178,214	376,750	In Design	IN PROGRESSAlso known as Proj 1
19-02S: Area Drain Improvements @Rooms 8-11	13,640	(1,240)	12,400	12,400	-	12,400	-	Closed	NOC Approved 5/14/19
19-12F OHES Running Track	97,812	-	97,812	98,109	(297)	98,109	-	In Close-Out	BOARD APPROVED 6-7-19NOC 9-1
19-13S - OHES Fencing @ Park	135,042	-	135,042	120,431	14,611	120,257	174	In Construction	
19-20S Kindergarten Flooring Classrooms	19,223	-	19,223	19,223	-	19,223	-	In Close-Out	
	5,297,905	(5,747)	5,292,158	1,002,623	4,289,536	625,699	376,924		
Oak Park High School									
17-34S Security Lighting at Cul De Sac	376,862	(93,728)	283,134	283,134	0	283,134	-	Complete	NOC APPROVED 09/19/17
17-28S Roof Replacement	125,000	(70,295)	54,705	54,705	0	54,705	-	Complete	NOC APPROVED 08/15/17
17-27S HVAC Replacement	96,219	1,011	97,230	97,230	0	97,230	-	Complete	NOC APPROVED 08/15/17
17-32S Security Fencing (Ornamental @ Stadium)	249,060	(50,226)	198,834	139,864	58,970	139,864	-	Complete	NOC APPROVED 5/17/18
17-57S Safety Lighting	30,000	(5,109)	24,891	-	24,891	-	-	Complete	NOC APPROVED 02/20/18
18-01S Football Field Fencing	56,370	-	56,370	56,370	-	56,370	-	Complete	NOC APPROVED 03/20/18
18-02S Fencing Girls Varsity Softball Field	42,885	-	42,885	42,855	30	42,855	-	Complete	NOC APPROVED 5/17/18
18-24S Safety Security Fencing @ Library & Gates	52,800	-	52,800	62,010	(9,210)	62,010	-	Complete	NOC APPROVED 8/12/18
18-23S OPHS Stadium Safety Rail Repair	20,650	2,800	23,450	23,450	-	23,450	-	Complete	OC APPROVED 8/12/18
18-46S OPHS Stairs & Sidewalk-Athletic Facilities	117,838	4,245	122,083	122,083	-	122,083	-	Complete	NOC APPROVED 12/11/18
19-23S Tennis Court Resurfacing	44,084	-	44,084	44,084	-	20,940	23,144	In Construction	
	1,211,768	(211,302)	1,000,466	925,785	74,681	902,641	23,144		
Oak Park High School									
19-19S Art Court Phase II	250,000	-	250,000	65,006	184,994	44,737	20,269	In Construction	CO#1 FENCING - FENCE FACTORY
	250,000	-	250,000	65,006	184,994	44,737	20,269		
Oak Park Neighborhood School									
19-08S OPNS Arch Svcs for DSA Certific	189,285	-	189,285	191,285	(2,000)	20,581	170,704	In Design	BOARD APPROVED 4/23/19
	189,285	-	189,285	191,285	(2,000)	20,581	170,704		
Red Oak Elementary School									
17-37S Modernization Campus Wide	10,000	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-32S Security Fencing	5,400	(1,540)	3,860	3,860	-	3,860	-	Complete	NOC APPROVED 08/15/17
18-20S Modular Classroom Replacement	6,021,482	-	6,021,482	511,169	5,510,313	283,537	227,632	In Design	IN PROGRESS
19-01S MPR Structural Repairs	37,849	(3,441)	34,408	34,408	-	34,408	-	Complete	NOC APPROVED 3/19/19
19-14S ROES Phase 1 Safety/Security Fencing	148,440	-	148,440	130,400	18,040	130,400	-	In Construction	BOARD APPROVED 6/4/19
19-16S ROES Phase 2 Safety/Security Fencing	75,873	-	75,873	68,975	6,898	68,975	-	In Construction	PROPOSED PROJECT
	6,299,044	(4,981)	6,294,063	758,812	5,535,251	531,180	227,632		
TECH									
17-50S Next Gen CR/Flat Panel SMRT Display Pilot	35,000	1,532	36,532	48,120	(11,588)	48,120	-	Complete	NOC APPROVED 02/01/18
18-12S Network File Server Refresh	125,000	-	125,000	124,500	500	124,500	-	In Progress	IN PROGRESS
18-13S Purchase Staff Computers & Spare Device	55,000	-	55,000	37,272	17,728	37,272	-	In Progress	IN PROGRESS
18-14S Chromebook 1-to-1 Take Home Pilot 6 Grade	263,923	77,334	341,257	218,114	123,143	210,136	7,978	In Progress	IN PROGRESS
18-35S BES Chromebooks for Gr5	18,000	-	18,000	17,206	794	17,206	-	In Progress	IN PROGRESS
18-30S MCMS Library Computer Lab Refresh	47,000	-	47,000	37,106	9,894	37,106	-	In Progress	IN PROGRESS
18-31F 3-D Printers	31,500	-	31,500	26,882	4,618	26,882	-	In Progress	IN PROGRESS
18-28S DW Chromebook Refresh	250,000	-	250,000	209,943	40,057	209,943	-	In Progress	IN PROGRESS
18-29S Flat Panel Displays @ MCMS & OPHS	36,100	-	36,100	31,124	4,976	31,124	-	In Progress	IN PROGRESS
18-42S MCMS Computer on Wheels Laptops for Art Cla	30,000	(11,019)	18,981	18,981	-	18,981	-	Complete	PROJECT COMPLETE
18-43S DW Virtual Reality Pilot Program	6,000	-	6,000	5,148	852	5,148	-	In Progress	IN PROGRESS
18-44S I-Pad Refresh of K-2 Totes	325,000	-	325,000	302,138	22,862	302,138	-	In Progress	IN PROGRESS
18-49F iMacs for Tech Lab MCMS	10,000	-	10,000	20,000	(10,000)	8,052	11,948	In Progress	IN PROGRESS



Consolidated Budget Status Report
Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget			Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
19-03S Replace Smartboard Projectors	24,000	-	24,000	22,448	1,552	21,081	1,367	In Construction	PROJECT APPROVED 2/19/19
19-04S District Refresh & Spare Computer Equipment	50,000	-	50,000	53,415	(3,415)	53,415	-	In Construction	PROJECT APPROVED 2/19/19
19-06S Promethean Smart Board Replacement at OHES	82,409	(1,180)	81,229	81,229	-	81,229	-	In Close-Out	IN CLOSEOUT
19-07F Chromebook 1:1 Take Home Prgrm Grds 5-12	670,000	121,266	791,266	762,556	28,709	669,293	93,263	Out for Bid	BOARD APPROVED 5/23/19
19-11S Ipad Air Refresh Part 2	250,000	-	250,000	251,335	(1,335)	219,247	32,088	In Construction	BOARD APPROVED 6-4-19
Totals	2,308,932	187,933	2,496,864	2,267,515	229,349	2,120,872	146,644		
	37,428,218	971,058	38,399,276	20,207,050	18,192,227	18,501,909	1,705,140		

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: OCTOBER 15, 2019
SUBJECT: VII.4. MONTHLY GENERAL FUND BUDGET REPORT INFORMATION

ISSUE: Shall the Board receive and review a status report on District's General Fund operating budget through September 30th of the 2019-20 fiscal year?

BACKGROUND: In order to better monitor and manage its General Fund operating budget, the District set as a goal establishing a system to provide monthly progress reporting to Board of operating costs for large categories of budget expenditures. In meeting that goal, the Business Office has produced monthly budget reports from the District's financial system to serve as another tool to assist the both the Administration and Board in closely analyzing and managing the District's General Fund operating budget.

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

Prepared by: Byron Jones, Director, Fiscal Services
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Fiscal13a

Financial Statement

Fund 01 Fiscal Year 2019/20 Through September 2019

Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rec'd
REVENUE DETAIL						
LCFF Revenue Sources						
8011-8019	LCFF State Aid	28,352,166.00	28,352,166.00	5,715,906.00	22,636,260.00	20.16%
8020-8079	Property Taxes	11,617,675.00	11,617,675.00	83,279.74	11,534,395.26	0.72%
	Total LCFF Revenue Sources	39,969,841.00	39,969,841.00	5,799,185.74	34,170,655.26	14.51%
Federal Revenues						
8100-8299	Federal Revenues	1,100,171.00	1,100,171.00	23,639.00	1,076,532.00	2.15%
Other State Revenues						
8300-8599	Other State Revenues	1,170,234.00	1,170,234.00	364,615.07	805,618.93	31.16%
Other Local Revenue						
8600-8799	Other Local Revenues	4,019,911.00	4,019,911.00	1,042,939.26	2,976,971.74	25.94%
	Total Year To Date Revenues	46,260,157.00	46,260,157.00	7,230,379.07	39,029,777.93	15.63%

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
EXPENDITURE DETAIL							

Certificated Salaries							
1100-1199	Certificated Teacher Salaries	18,011,460.00	18,003,960.00	14,038,003.28	3,676,876.09	289,080.63	20.42%
1160	Certificated Salaries Stipends	396,182.00	402,682.00	79,884.60	10,725.00	312,072.40	2.66%
1200	Certificated Pupil Support Salaries	1,826,848.00	1,826,848.00	1,451,021.44	364,866.98	10,959.58	19.97%
1260	Counselor Stipend	.00	.00	.00	.00	.00	0.00%
1300	Certificated Supervisors' & Administrators' Salaries	2,226,056.00	2,226,056.00	1,668,716.19	577,276.54	19,936.73-	25.93%
	Total Certificated Salaries	22,460,546.00	22,459,546.00	17,237,625.51	4,629,744.61	592,175.88	20.61%
Classified Salaries							
2100	Classified Instructional Salaries	2,695,017.00	2,695,017.00	1,858,025.64	487,342.11	349,649.25	18.08%
2200	Classified Support Salaries	1,699,399.00	1,699,399.00	1,217,202.20	422,360.42	59,836.38	24.85%
2300	Classified Supervisors' & Administrators' Salaries	430,093.00	430,093.00	250,155.54	135,953.69	43,983.77	31.61%
2400	Clerical, Technical, & Office Staff Salaries	1,928,427.00	1,928,427.00	1,377,404.86	411,907.36	139,114.78	21.36%
2900	Other Classified Salaries	543,820.00	543,820.00	409,511.99	113,521.74	20,786.27	20.87%
	Total Classified Salaries	7,296,756.00	7,296,756.00	5,112,300.23	1,571,085.32	613,370.45	21.53%
Employee Benefits							
3100	State Teachers' Retirement System	3,679,833.00	3,679,833.00	2,944,412.59	762,788.98	27,368.57-	20.73%
3200	Public Employees' Retirement System	1,110,970.00	1,110,970.00	741,699.28	219,487.41	149,783.31	19.76%
3400	Health & Welfare Benefits	4,470,925.00	4,470,925.00	3,550,984.80	917,197.88	2,742.32	20.51%
3300-3900	All Other Statutory Costs	1,357,637.00	1,357,637.00	914,969.99	261,410.83	181,256.18	19.25%
	Total Employee Benefits	10,619,365.00	10,619,365.00	8,152,066.66	2,160,885.10	306,413.24	20.35%
Books and Supplies							
4100	Approved Textbooks and Core Curricula Materials	377,429.00	379,229.00	22,212.56	239,690.19	117,326.25	63.20%
4200	Other Books and Reference Material	22,883.00	21,083.00	14,891.95	18,735.51	12,544.46-	88.87%
4300	Materials & Supplies	658,012.00	670,560.00	336,118.85	185,394.29	149,046.86	27.65%
4400	Noncapitalized Equipment	270,510.00	270,510.00	2,024.44	434,551.79	166,066.23-	160.64%
	Total Books and Supplies	1,328,834.00	1,341,382.00	375,247.80	878,371.78	87,762.42	65.48%
Services and Other Operating Expenditures							
5200	Travel and Conference	126,231.00	124,732.00	32,854.92	42,167.80	49,709.28	33.81%
5300	Dues and Memberships	39,625.00	40,742.00	2,634.40	38,606.74	499.14-	94.76%
5400	Insurance	266,842.00	266,842.00	.00	403,653.00	136,811.00-	151.27%

5500	Operations & Housekeeping Services	724,411.00	724,411.00	599,543.35	47,500.17	77,367.48	6.56%
5600	Rentals, Leases, Repairs, & Noncapitalized Improvements	423,873.00	414,673.00	183,161.70	149,757.27	81,754.03	36.11%
5700	Transfers of Direct Costs	.00	.00	.00	.00	.00	0.00%
5800	Professional/Consulting Services & Operating Expenditures	1,888,315.00	1,886,099.00	794,261.49	510,305.38	581,532.13	27.06%
5899	Legal Fees	192,346.00	192,346.00	188,911.00	3,435.00	.00	1.79%
5900	Telephone and Communications	121,669.00	121,919.00	75,400.46	22,576.58	23,941.96	18.52%
	Total Services and Other Operating Expenditures	3,783,312.00	3,771,764.00	1,876,767.32	1,218,001.94	676,994.74	32.29%
Capital Outlay							
6000	Capital Outlay	310,542.00	310,542.00	36,665.59	93,708.00	180,168.41	30.18%
Tuition							
7100	Tuition	367,703.00	367,703.00	.00	63,098.00	304,605.00	17.16%
Debt Service							
7438	Debt Service - Interest	18,373.00	18,373.00	10,982.77	3,660.92	3,729.31	19.93%
7439	Debt Service - Principal	59,230.00	59,230.00	32,570.69	24,783.79	1,875.52	41.84%
	Total Debt Service	77,603.00	77,603.00	43,553.46	28,444.71	5,604.83	36.65%
	Total Year To Date Expenditures	46,244,661.00	46,244,661.00	32,834,226.57	10,643,339.46	2,767,094.97	23.02%

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
OTHER FINANCING USES							
Interfund Transfers Out							
7611	From General to Child Development Fund	.00	.00	.00	.00	.00	0.00%
7612	Transfer General Fund to/from Special Reserve Fund	54,914.00	54,914.00	.00	.00	54,914.00	0.00%
7616	Transfer Between General Fund & Cafeteria Fund	50,000.00	50,000.00	.00	.00	50,000.00	0.00%
	Total Interfund Transfers Out	104,914.00	104,914.00	.00	.00	104,914.00	0.00%
	Total Year To Date Other Financing Uses	104,914.00	104,914.00	.00	.00	104,914.00	0.00%

Object	Description	Budget		Actuals To Date			
		Adopted	Revised	Encumbrance	Actual	Budget Balance	% of Budget
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
	A. Revenues	46,260,157.00	46,260,157.00		7,230,379.07	39,029,777.93	15.63%
	B. Expenditures	46,244,661.00	46,244,661.00	32,834,226.57	10,643,339.46	2,767,094.97	23.02%
	C. Subtotal (Revenues LESS Expense)	15,496.00	15,496.00		3,412,960.39-	36,262,682.96	
	D. Other Financing Sources & Uses						
	Source						
	LESS Uses	104,914.00	104,914.00		.00	104,914.00	0.00%
	E. Net Change in Fund Balance	89,418.00-	89,418.00-		3,412,960.39-	36,157,768.96	
	F. Fund Balance						
	Beginning Balance (9791)	878,078.00	878,078.00		671,661.36		
	Audit Adjustments (9793)	.00	.00		.00		
	Audit Adjustments (9793)	.00	.00		.00		
	Adjusted Beginning Balance	878,078.00	878,078.00		671,661.36		
	G. Calculated Ending Balance	788,660.00	788,660.00		2,741,299.03-		
	*Components of Ending Fund Balance						
	Legally Restricted (9740)						
	Other Designations (9780)						
	Undesig/Unapprop (9790)	788,660.00	788,660.00				
	Other				32,834,226.57		

TO: MEMBERS, BOARD OF EDUCATION
FROM: ERIN VRANESH, PRINCIPAL, BROOKSIDE ELEMENTARY SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.1. MONTHLY BOARD REPORT

INFORMATION

'Start with Hello' at Brookside

Brookside Student Council led the 'Start with Hello' campaign on our campus. 'Start with Hello' program aligned perfectly with our bucket-filling culture at Brookside. We want our school to be a safe place that all children look forward to coming to each day! Our staff (Team Brookside) works diligently to create a climate of love and care by teaching kindness, practicing kindness, modeling kindness and spreading acts of kindness across every day. We encourage children to fill buckets on a daily basis and the 'Start with Hello' program reminded all of us that just a simple 'hello' can go a long way. Our words matter, our actions matter and how we make each other feel matters too. We try to help our Brookside Tigers understand that bucket-filling doesn't take a lot of time and it can make the difference in someone's day! Team Brookside's goal is to help our students become compassionate citizens in order to make our school, our community and our world a better place and we do this by starting with 'hello' and being KIND to one another!

A huge shout out to our Student Council students and teacher representatives for all of their hard work making signs, speeches, posters and videos to help Brookside Tigers 'Start with Hello'. We will continue being bucket fillers and promoting kindness and mindfulness. In classrooms, teachers are taking time to practice mindfulness and sharing mindful tips with students. At every Friday Assembly, students are asked to take a minute to be mindful about what they have accomplished that week. In addition to that we take time to fill buckets and discuss what bucket filling is all about.



Innovation Lab/Maker Space

Our Innovation Lab has been a HUGE success this year! Students rotate between six stations. Stations include a computer work, a green screen, lego building, 3-D printing, robots, coding, and so much more! The goal of the lab is to provide hands-on learning experiences for students to explore their creativity, critical thinking skills, collaboration and communication with one another! We are grateful to be piloting this wonderful opportunity!



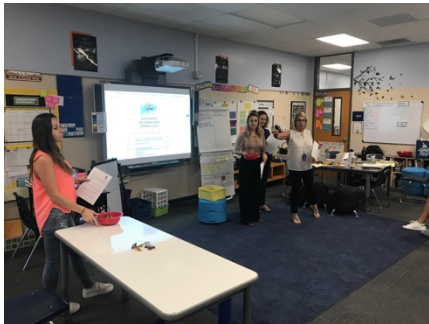
Art at Brookside

Brookside continues looking into how we can increase artwork around our campus. Last year, one of our Literacy Aides and our Librarian took on the task of doing photography out and around our campus in order to showcase and highlight our student success in many areas across our campus. I am happy to share that the pictures have been printed and are now hanging in one of the office hallways. It looks fabulous and has only made us wanting more artwork around campus. In November, Anna Mendez will be visiting from the High School and engaging our staff in an art activity! I am anxious for her to share her love of art and expertise with the BES Staff!



Teambuilders

We continue to focus on teamwork and working together at Brookside! Team Brookside participates in team building activities at every staff meeting. The focus is defined each time by two things, one is that we recognize the value of our Brookside family and that we identify traits that define a superhero! We work on building relationships with each other, our students and our families in order to make our school the best place to be! We recognize and value that the best learning occurs when we can communicate, collaborate, think critically and be creative with one another all encompassed by building trusting RELATIONSHIPS! Each month a staff member or two is honored by a colleague for being a "SUPER HERO". This month Mrs. Farlow and Mrs. Grossman were recognized.



Reading and Writing Workshop

Teachers dove into Writing Workshop at Brookside. Our on-site coaches have been busy pushing into classrooms and videotaping mini-lessons and conferring to help support Team Brookside. Diane Farlow and Stacey Altman led our staff in a professional development on the learning progressions of writing. Teachers broke into groups and analyzed writing samples and determined how they aligned to the writing progressions. We recently had our staff developer, Anna Sheehan, visit from Teachers College. Brookside 3-5th grade teachers dove write into learning more about the progressions and how to 'thin slice' writing assessments. DK-2 teachers met with Shanna in September and worked on writing and conferring with students. Teachers continue to learn and grow together as we make progress with our Reading and Writing Workshop. Our on-site coaches will be leading their second lunchtime series

workshop with our teachers in October. They will be focusing on aligning reading and writing instruction with our report cards.



Kinder Readers



Our Kindergarten Friends are Super Readers. Kindergarten students and families joined us at our Friday Assembly to celebrate the accomplishment of achieving their first reading goal of the year. Way to go, Kindergarten! We are proud of you!

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: ERIK J. WARREN, PRINCIPAL, OAK HILLS ELEMENTARY SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.2. MONTHLY BOARD REPORT

INFORMATION

New Running Track

The Oak Hills community cut the ribbon on our new running track. This is an outstanding example of collaboration between our PTA, and the District. Former PTA president Brianna Adams worked tirelessly to reach this goal, making many adjustments to our original vision along the way. The outcome is a natural surface track that is useable in the damp mornings by our Run Club, and throughout the day by our PE classes, all without soaking feet from the frequently wet grass.

Run Club

Oak Hills Run Club is up and running once again. Students, and several parents, meet before school at 7:45 am every Wednesday and Friday, weather permitting. This continues to be a great way for our students and many family members to start the day. The mileage run by each student is carefully tracked and student earn recognition for achieving certain milestones. We are very grateful to Jamie Niebergall and our PTA volunteers for organizing this program.

RWW

With Readers' Workshop becoming well-established over the last three years, we are now expanding our focus to Writers' Workshop. Energized by the week-long summer homegrown institute, our teachers jumped in to writing as soon as the school year began, with an initial focus of substantially increasing the volume of writing produced by our students. We have already had six days of on-site professional development, three days for DK – 2nd grade, and three for 3rd-5th grade. The impact of having highly-skilled professional developers work in our classrooms with our teachers and our students is immediate and very positive. This is difficult work for teachers, but the high level of support provided by these trainers and our in-house coaches has already led to great success. Students have substantially increased the volume and quality of their writing, and are already “publishing” their work in front of real audiences.

Oak Hills Dance-A-Thon

The Oak Hills PTA is in the midst of our Dance-A-Thon fundraiser. The students were treated to a kick-off assembly explaining how this event works. Our amazing parent volunteers have choreographed a new dance that all the students are learning and preparing to perform together. We have completely shifted away from individual awards in favor of providing grade-level and school-wide incentives. The event itself will take place Friday, October 18th.

Student Council

The Oak Hills student council is off to a great start. Students from each homeroom class are elected by their classmates to represent their class at our monthly meetings. Officers are then selected from among the representatives. All students who run for representative are encouraged to participate as a member at large, regardless of the outcome of the elections. The fall semester officers are:

President:	Addilyn Bernd
Vice-President:	Cora Sklar
Secretary:	Vladimir Kostadinov
Publicists:	Micah Aliling
	Mackenzie Fox
	Whitten Huang
	Barrett Bernd

Congratulations to all of our candidates for delivering thoughtful speeches, and running honorable campaigns. We look forward to their service and leadership.

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: STACY LAFRENZ, PRINCIPAL, RED OAK ELEMENTARY SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.3. MONTHLY BOARD REPORT

INFORMATION

Beginning of School Year

We held our Back to School Night on Wednesday, August 22nd. There was a large turnout this year with a packed house in our MPR for the parent meeting. For the classroom visits, very happy parents, excited to hear about their child's school year, filled every seat.

School Tours

Each month on the 3rd Thursday of the month we hold a school tour. Our first tour in September we were able to host 15 parents as we proudly toured our campus, explaining our highlights to our program and answering questions. Our next parent tour will be on October 18th at 9am with 20 families already signed up to attend.

Architect's Meeting

Red Oak is very excited for the new direction we are taking with our Measure S spending and looking forward to our Phase 1 beginning Winter/Spring 2019. At this point, we are looking at a two-story, 7 classroom structure complete with sliding doors and outdoor classrooms. Then we will make way for removal of our "D" portable classrooms and a revamped playground. We are very excited to work with the landscape architects on our new playground.

Reading Celebrations

Our Kindergarten and our Second Graders have already completed their first units in Reading Workshop and proudly celebrated their success! Our second graders had a shared reading event in our MPR and our 100 Kinders paraded around our entire campus, being cheered on by all of our students and staff. Both were wonderful celebrations of their achievements in reading.

Exciting Times at ROES

Our fabulous PFA has generously voted on spending some money on campus beautification at ROES as well as answering specific requests to increase our sports equipment and recess playground equipment. New outdoor learning tables, shade, and tables for our library are also on our list. It's an exciting time here at Red Oak!

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.4. MONTHLY SCHOOL REPORT

INFORMATION

Internet Safety Assembly for 6th grade October 4: As part of a needed focus on using the internet and, specifically, social media responsibly, Lori Getz will share her expertise, enthusiasm and interest in educating youth on navigating their digital lives.

Holocaust Speaker at MCMS October 7th: History Club sponsors Clara Knophler in the MCMS library at 11:15 to share her experience and promote understanding and tolerance.

Advanced Band Students introduce instruments to Brookside Elementary students October 7th

MCMS School Tour, October 8th and 29th: School tours begin at 9:00 a.m. in the Main Office.

First Dance of the year October 11th: ASB kicks off the dance year with 6th graders coming from 5:30-7:30 and 7th/8th graders coming from 6:00-8:00 for his first dance only.

Astrocamp Information Night: October 15th at 6:00 p.m.in the Gym: Parent/student information night about the upcoming trip.

MCMS Goes to Mt. SAC October 18th: Many thanks to our Steve White for coordinating 6th-8th graders to compete in this year's event. Good Luck, everyone!

Great California Shake-Out Drill October 17th: The MCMS campus community will review Emergency Procedures during this State-wide event.

8th Grade Football Intermural October 17th@ 3:00: MCMS vs. Lindero at Lindero Middle School.

Catalina Information Night: October 17th at 6:00 in the Gym: Parent information night about the upcoming trip.

Celebration of Indian Culture October 22nd: Preceding Diwali—and one in a series of cultural awareness highlights and celebrations this year at Medea—the MCMS Indian community will collaborate with the campus on sharing cultural cornerstones (music, dance, art) with students through lunch performances and “booths” that classes can visit from periods 3-6.

Astrocamp Curricular Trip October 23-October 25th : 8th graders are led by Roni Hernandez, Brittany Gibson and counselor Liz Bednar --and assisted by parent chaperones-- as they explore physical science in the mountains of Idyllwild.

Catalina Curricular Trip October 28-30th: Over 300 7th graders will enjoy three days and two nights on the island, exploring and interacting with the marine environment in the company of friends, teachers and parents.

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: KEVIN BUCHANAN, PRINCIPAL, OAK PARK HIGH SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.5. MONTHLY BOARD REPORT

INFORMATION

HOMECOMING ACTIVITIES



ASB prepared the 2019 Homecoming rally and halftime events. The OPHS football team beat Campbell Hall High 28-7 bringing their record to 6-0. The half-time activities included the crowning of the homecoming royalty. This year, the theme is “Enchantment Under the Sea”. On Saturday evening in the gym, the homecoming dance was attended by a record number of approximately 800+ students. These events all went off without a hitch and without any incidents.

COLLEGE KNOWLEDGE NIGHT

College Knowledge Night is a collaborative effort of the Parent Faculty Associations of Agoura, Oak Park, and Calabasas High Schools. This year Calabasas High School is hosting an evening of workshops ranging from financial aid and essay writing, to the application process of public and private colleges and universities for parents and students from all local schools at on October 3rd.

SAFE SCHOOL AMBASSADORS

OPHS Safe School Ambassadors is undergoing a program revision under the new leadership of Ms. Charrett. The rollout will be announced in the coming weeks as the new advisors are being trained and collaborating to design the events and activities for the upcoming year.. SSA is a nationwide bystander education program that harnesses the power of students to prevent and stop bullying and violence.

SCHOOL SAFETY



We have focused our attention this October on school safety with several activities including a full review of our safety and disaster procedures. OPHS will participate in the Great Shake Out on October 18. The Principal’s message this month outlines our various emergency preparedness measures and procedures.

FALL DRAMA PRODUCTION

Opening October 24-26 and under the direction of Mr. Allan Hunt and produced by Mr. Russ Peters and the Oak Park Performing Alliance (OPPAA) our students are well into rehearsals for our fall production the musical Mamma Mia! The play is set in Greece and features the music and songs form ABBA.



MUSIC AT THE MOVIES

On Friday, October 4 at 7:00 pm in the Oak Park High School pavilion, Oak Park instrumental music presents a movie pops concert featuring music and visuals from your favorite movies including original animation from OPHS art students. Must see!

UNIVERSITY of CALIFORNIA a-g SUBMISSIONS

Building on the effort that began last school year, OPHS submitted and receive UC Certification for several courses prior to the September 15th deadline. The latest course approvals are for Financial Math, Speech, ASL 4 Honors, AP Computer Science Principles, French 3 Honors, Digital Photography, CERT, Adv. Comp Graphics, and Journalism 2 Honors. Most of these certifications are retroactive for prior years. The submission cycle is closed until February 2020, but we are already assembling our list of submissions for next year.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: KENT CROMWELL, PRINCIPAL OAK VIEW HIGH SCHOOL/OAK PARK INDEPENDENT SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.6. MONTHLY BOARD REPORT

INFORMATION



OAK PARK INDEPENDENT SCHOOL



NCAA

The OPIS staff continues to work on the NCAA accreditation process. Since the Request for Reconsideration form was submitted on August 30, 2019, we have been in communication with the NCAA team and have been assigned a significant number of tasks to complete. Some of the tasks are basic and others are more time consuming and cumbersome. The process is in motion and we are doing what we need to do to keep things moving towards an outcome from this process. It could take a month or two before we have any decision from NCAA. As we continue through this process we will make sure to update the board as to what the outcome of the application is.

GETTY VILLA FIELD TRIP

OPIS students, parents and staff took a field trip to the Getty Villa on September 17th and saw a play called "The Heal". It is a play inspired by Sophocles. The feedback from the performance was great and the students and parents had a great time at a great venue. This was the first field trip of the year for OPIS and it went very smoothly. OPIS's next field trip will be on October 25th, students will be going to the Fashion Institute of Design and Merchandizing Museum.



OAK VIEW HIGH SCHOOL



Field Trips

Oak View students visited the Long Beach Aquarium on Tuesday, September 24th. The students were excited about this opportunity and they learned about the oceanic eco-system. The students were involved in a fun learning activity created by the aquarium staff and learned about a variety of sea life facts. Oak View teachers also created lessons which incorporated parts of the field trip into their subject matter. It was a great day.

On October 17th we will be taking a field trip to Anacapa. On that trip, students will learn about the island eco-system and actually contribute to the sustainability of the island by planting native species of plants and removing invasive species of plants. More to come on that trip...

Pancake Breakfast

The Oak View Staff cooked up a pancake breakfast for our students on Tuesday September 17th. We wanted to show how much we appreciated the students and also wanted to give them an opportunity to taste some of our fine cooking! We offered them gluten and sugar free options as well as healthy fruits and juices. The students and staff had a blast and enjoyed each other's company. We are planning more of these in the future.

Step-Up Awards

Oak View staff held a step-up awards ceremony for our students recently. The step-up awards are awards that are given to students who have made significant changes in their academic, motivation, behavior, etc. These awards are very meaningful to the students. For many of them, it is the first award that they have ever received. These are the types of things that make Oak View High School a very special place.

Respectfully Submitted,

Anthony W. Knight Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: KIM GREGORCHUK, DIRECTOR, OAK PARK NEIGHBORHOOD SCHOOL
DATE: OCTOBER 15, 2019
SUBJECT: X.7. MONTHLY BOARD

INFORMATION



I can't believe it's already October! We have had our first field trip and started community day. The field trip was to Malibu Lagoon and everyone had a great time. There was not an abundance of tide pool life, but we are continuing to explore tidepools and oceans in the classrooms. We had community day outside so the children had many different activities to engage in with their friends from either classroom.

This month we will resume our Storytime with Miss Rose on October 8th. Rose Galvez is the Oak Park Library children's librarian and she comes to OPNS once a month to have storytime with our children. She is very animated and always comes with many books, songs, and fingerplays: The children get excited when they see her, participating in fingerplays and songs and listening intently to the books. She will continue to come on the third Tuesday of the month for the school year.

October also brings some cooler days, the Santa Ana winds, and an abundance of leaves, pinecones, seeds, berries, and anything else that can be blown onto the playground. The children enjoy collecting all of these and using them in their imaginative play, both outside and inside the classroom, in their artwork, and as loose parts in the block area. They will also examine them with magnifying glasses and microscopes.

Also, this month, we have started our Hot Lunch program, which raises money to pay for Mr. Craig, the talented musician who comes twice a month to introduce music, rhythm, songs, and chants to the children. He plays the guitar, flute, piccolo, violin, fiddle, and ukulele with the children. A portion of each hot lunch order goes towards the music program, so we are happy to have it starting up. We will be getting our pizza from Tony's Pizza, right here in Oak Park.

The Parent Advisory Board has started two after school classes, Soccer Shots on Mondays and Yoga on Tuesdays. These will continue until Thanksgiving vacation.

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent