

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #1012

DATE: December 15, 2020

PLACE: Pursuant to Governor Newsom's Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting. The meeting will be conducted via teleconference/video conference. Members of the public will have the right to observe the meeting using this link: www.opusd.org/livestream. Members of the public may offer public comment as provided on page 2 of this agenda.

TIME: 6:00 p.m. Open Session

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

BOARD OF EDUCATION

Barbara Laifman, President and Outgoing Member

Allen Rosen, Vice President

Drew Hazelton, Clerk

Derek Ross, Member

Denise Helfstein, Member

Tina Wang, New Incoming Member

Charlotte Robertson, 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

Stewart McGugan, Assistant Superintendent, Human Resources

Dr. Jay Greenlinger, Director Curriculum and Instruction

Enoch Kwok, Director, Educational Technology & Information Systems

Susan Roberts, Director, Pupil Services

Brendan Callahan, Director Bond Program, Sustainability, Maintenance and Operations

Sara Ahl, Director Extended Care Programs

COPY OF ENTIRE AGENDA ON WEB SITE - <https://www.oakparkusd.org/Page/9952>

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, DOCUMENTATION IN ACCESSIBLE FORMATS, OR ACCOMMODATIONS DUE TO THE ELECTRONIC FORMAT OF THIS MEETING, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 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.

PURSUANT TO EXECUTIVE ORDER N-29-20, THE BOARD MEETING ROOM IS CLOSED. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE READ THE FOLLOWING GUIDELINES:

Members of the public will have the right to observe the meeting using this link: www.opusd.org/livestream

Public Comments may be submitted via this link <http://www.opusd.org/PublicComments>. If you wish to make a comment regarding a matter on the agenda or within the board's jurisdiction please submit your comment via the form accessed by the above link by 6:00 p.m. on December 15, 2020. Although not required, please submit all of the requested information. In keeping with the reasonable time regulations described below, every effort will be made for your name and comment to be read by the Board President, and your comment will be placed into the item's record at the Board meeting. Comments on a matter related to an item on the Agenda may be submitted prior to the meeting and during the meeting using the above link.

This public comment form will be open to members of the public 30 minutes (at 5:30 pm) prior to the open session of the public meeting which begins at 6:00 pm. This form will take the place of the "yellow speaker cards" available at in-person meetings.

This is an Organizational Meeting of the Board and the Superintendent will be chairing this meeting until a new board President is elected. At which time the newly elected Board President will run the meeting. The Superintendent will inquire if there is anyone in the audience who desires to address the board with respect to any item appearing on the Organizational meeting agenda, or on any issue within the jurisdiction of the Governing Board. Individual speakers will 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. Due to the electronic nature of this meeting and to maintain the integrity of providing an opportunity for public comment, every effort will be made to read your comment into the record. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, Google Translate will be used to translate any emails to the Superintendent's Executive Assistant at raggarwal@opusd.org who will receive and submit the public comments in open session.

Your comments are greatly appreciated. However, in regard to comments which are not on the agenda, 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. 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)

NEXT MEETING- Regular Meeting

Tuesday, January 19, 2021

Closed Session at 5:00 p.m.

Open Session at 6:00 p.m.

AGENDA IS POSTED AT THE – OPUSD WEBSITE:

<https://www.oakparkusd.org/Page/9952>

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – ORGANIZATIONAL BOARD MEETING #1012
December 15, 2020

CALL TO ORDER – Followed by Public Comments/6:00 p.m.

OPEN SESSION: 6:00 p.m.

Pursuant to Governor Newsom's Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting. The meeting will be conducted via teleconference/video conference. Members of the public will have the right to observe the meeting using this link: www.opusd.org/livestream. Public Comments may be submitted via this link <http://www.opusd.org/PublicComments>

I. CALL TO ORDER: _____ p.m.

The Superintendent will preside over the Organizational meeting until the Board President has been elected (I – IV.a)

A. ROLL CALL

B. FLAG SALUTE

C. ADOPTION OF AGENDA

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

II. ADMINISTRATION OF OATH OF OFFICE:

Denise Helfstein - Term 2020-2024 (Second Term)

Tina Wang - Term 2020-2024 (First Term)

III. RECOGNITION OF OUTGOING BOARD MEMBER, BARBARA LAIFMAN

IV. BOARD REORGANIZATION

a. Election of Officers of the Board of Education

Bylaws of the Board 9320 and Education Code 35143 require the nomination and election of Board Officers annually. Newly elected President assumes leadership of the meeting.

b. Approve Proposed Board Meeting Schedule for Calendar Year 2021

To select and approve the meeting schedule for the Governing Board for the calendar year

c. Approve Designation of Secretary/Authorized Agent of the Board of Education

Education Codes 35025 and 35034 and Bylaws of the Board 9122 empower the Board to designate the Superintendent as its Secretary and Authorized Agent

d. Approve Certification of Signatures

Education Codes 42632 and 42633 require annual Certification of Signatures after new board members are sworn in and election of Board Officers

e. Select and Approve School Board Representative to the County Committee on School District Organization

Education Codes 35023 and 72403 require the Board to annually select a representative to the County committee

f. Confirmation and Designation of Board Representatives to District Committees

Board Members will select District Committee representation for the 2021 calendar year

12/10/2020

V. 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 Oak Park Education Foundation
5. Report from Oak Park Municipal Advisory Council
6. Update on COVID-19 Impact on Oak Park USD Schools

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 November 17, 2020, and Special Board Meeting held on December 8, 2020](#)

Board Bylaw 9324 requires Board approval of minutes from previous meetings

- b. [Approve/Ratify Public Employee/Employment Changes 01CL24780-01CL24804 & 01CE10508-01CE10633](#)

Board approval required for public employee employment and changes

- c. [Ratify Purchase Orders – November 1 - November 30, 2020](#)

Board Policy 3300 requires Board approval of Purchase Orders

- d. [Approve Notice of Completion for Measure S Project 19-19S Art Court Phase 2 Buildout at Oak Park High School](#)

Per provisions of Education Code 17315, Board approval is required for Notice of Completion

- e. [Approve Notice of Completion for Measure S Project 20-21S Outdoor Furniture Purchase Districtwide](#)

Per provisions of Education Code 17315, Board approval is required for Notice of Completion

ACTION

2. BUSINESS SERVICES

- a. [Discuss and Approve District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2021-2022](#)

According to provisions of the District of Choice program, the Board is required to establish the district's capacity, the number of projected vacancies and the number of District of Choice students that can be enrolled at each grade level for school year 2021-22.

- b. [Approve Fiscal Year 2020-2021 First Interim Financial Report, Certification and Budget Revisions](#)

Education Code 42130 and 42131 and Board Policy 3460 require the Board to approve and certify financial reports filed on behalf of the District

- c. [Approve the Local Control Funding Formula \(LCFF\) Budget Overview for Parents](#)

California Education Code (EC) Section 52064.1 requires each school district, county office of education (COE), and charter school (LEA) to develop the Local Control Funding Formula (LCFF) Budget Overview for Parents in conjunction with the LCAP by July 1 of each year. Senate Bill (SB) 98 added EC Section 43509, which changed the adoption date for the Budget Overview for Parents for the 2020–21 school year. For 2020–21, local governing boards or governing bodies are

required to adopt and submit the Budget Overview for Parents on or before December 15, 2020, in conjunction with the LEA's first interim budget report.

d. Approve Amendment to Agreement for Program/Construction Management Services with Balfour Beatty Construction, Inc.

Board Policy 3312 requires Board approval for contracts for services

e. Approve Acceptance of Donation

Board Policy 3290 requires Board approval for donations to the District

3. CURRICULUM AND INSTRUCTION

a. Approve New Course "Movements for Social Change" for English IV CP Options at Oak Park High School

Board approval required for new courses of study

b. Approve New Course "Own Voices" for English IV CP Options at Oak Park High School

Board approval required for new courses of study

4. HUMAN RESOURCES

a. Approve 2020-21 Early Retirement Incentive Memorandum of Understanding Between Oak Park Unified School District and Oak Park Teachers Association

Board approval required for Memoranda of Understanding with collective bargaining units

5. BOARD POLICIES

a. Approve Deletion of Board Policy 6141.6 Multicultural Education - First Reading

Board Policy is being submitted for deletion as key concepts of this policy were incorporated into Board Policy 6142.95 - History-Social Science Instruction. This policy was recommended for deletion by CSBA in 2009 but was never brought before the board prior to this. Staff is recommending the deletion of this policy as CSBA no longer provides updates for this policy.

b. Approve Amendment of Board Bylaw Exhibit 9323.2 Actions By the Board – First Reading

Board Bylaw Exhibit updated to clarify items under "Actions Requiring a Two-Thirds Vote of the Board" and "Actions Requiring a Four-Fifths Vote of the Board" regarding emergency facilities conditions as only applying to districts that have adopted the Uniform Public Construction Cost Accounting Act procedures. Item regarding the expenditure and transfer of funds or use of district property or personnel to meet a national or local emergency created by war moved from "Actions Requiring a Four-Fifths Vote of the Board" to "Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting" to more accurately reflect law.

VI. INFORMATION ITEMS

1. Monthly Measure S Project Status Report

2. Monthly General Fund Budget Report

VII. OPEN DISCUSSION

VIII. ADJOURNMENT:

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: II ADMINISTRATION OF OATH OF OFFICE

ADMINISTRATION OF OATH

ISSUE: To administer the Oath of Office.

**BACKGROUND/
ACTION** The Superintendent shall administer the Oath of Office to newly elected Board Members, Denise Helfstein and Tina Wang.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

SUBJECT: IV.a. ELECTION OF OFFICERS OF THE BOARD OF EDUCATION

ACTION

ISSUE: To nominate and elect officers of the Board of Education.

ELECTION OF OFFICERS

1. Approve the nomination and election of _____ as the President of the Board of Education.

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

2. Approve the nomination and election of _____ as the Vice President of the Board of Education.

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

3. Approve the nomination and election of _____ as the Clerk of the Board of Education.

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

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

RATIONALE: Every School District Governing Board consisting of five or more members shall, at each annual meeting, elect a President from amongst its members (Education Code Section 35022). Bylaws of the Board 9320 and Education Code Section 35143 require the nomination and election of Board Officers annually.

CERTIFICATE OF ELECTION OF
DISTRICT PRESIDENT AND CLERK
(Education Code Section 35143)

WE HEREBY CERTIFY that at a meeting of the Governing Board of the

_____, the following persons were elected:

***PRESIDENT OF THE BOARD:**

Name of Person Elected

Address

City

State

Zip Code

Home Telephone Number

Work Telephone Number

***CLERK OF THE BOARD:**

Name of Person Elected

Address

City

State

Zip Code

Home Telephone Number

Work Telephone Number

Date: _____ By: _____

Title: _____

* Every School District Governing Board consisting of five or more members shall, at each annual meeting, elect a President from amongst its members (*Education Code Section 35022*). **Mail this Certificate to the Ventura County Office of Education, 5189 Verdugo Way, Camarillo, CA 93012, Attention: Cathy Samuel.**

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: IV.b. PROPOSED BOARD MEETING SCHEDULE FOR CALENDAR YEAR 2021

ACTION

ISSUE: To select the meeting schedule of the Governing Board for calendar year 2021.

BACKGROUND: The Board approved the 2020-2021 meeting schedule through June 2021 at the August 18, 2020 Board Meeting. It is customary to select the Board Meeting Schedule for the remainder of the calendar year at the Organizational Meeting. It is requested that the Board consider the highlighted dates listed below beginning with August 2021.

ALTERNATIVES: To select the following schedule of the Regular Board Meetings to commence in Closed Session at 5:00 p.m. and adjourn to Open Session at 6:00 p.m. for the 2021 Calendar Year:

January 19, 2021	Single Regular Meeting in January
February 16, 2021	Single Regular Meeting in February
March 16, 2021	Single Regular Meeting in March
April 20, 2021	Single Regular Meeting in April
*May 4, 2021	Special Board Meeting (Awards, Retirements)
May 18, 2021	Single Regular Meeting in May
*June 15, 2021	Budget Study Session Meeting
June 22, 2021	Single Regular Meeting in June
TBD	Board Retreat
August 17, 2021	Regular Meeting in August
**September 14, 2021	Regular Meeting in September
October 19, 2021	Regular Meeting in October
November 16, 2021	Regular Meeting in November
**December 14, 2021	Organizational Meeting in December

*Special Board Meeting

**Second Tuesday of the Month (To align with the timeline for submission of Unaudited Actuals Report by September 15 and First Interim by December 15 to the County Office of Education)

***Second Tuesday of the Month (Falls within 15 days after 2nd Friday)

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: IV.c. APPROVE DESIGNATION OF SECRETARY/AUTHORIZED AGENT THE BOARD OF EDUCATION

ACTION

ISSUE: To approve designation of the Superintendent as Secretary and Authorized Agent of the Board of Trustees.

ALTERNATIVES: 1. Approve the designation of the Superintendent as Secretary and Authorized Agent of the Board of Education.
2. To make an alternate selection for Secretary and Authorized Agent the Board of Education.

RECOMMENDATION: Alternative #1.

RATIONALE: In accordance with Bylaws of the Board 9122 and Education Code Sections 35025 and 35034, the Governing Board is empowered to designate the Superintendent as its Secretary and Authorized Agent.

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: VI.d. APPROVE CERTIFICATION OF SIGNATURES

ACTION

ISSUE: To approve the authorization of the Board of Education to sign documents as submitted for Oak Park School District.

BACKGROUND: Annually at the beginning of each fiscal year, or after any reorganization, new board member taking oath of office or staff change, school districts need to declare the agent(s) authorized to sign orders, warrants, contracts, documents, etc. A statement of authorized agent(s) along with a verified signature must be filed with School Business and Advisory Services. The accompanying form is to be signed and returned to School Business and Advisory Services as any changes occur.

ALTERNATIVES: 1. Approve the authorization of the Board of Education to sign documents as submitted.
2. Deny authorization for signing of documents.

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

CERTIFICATION OF SIGNATURES

I, ANTHONY W. KNIGHT, Secretary to the Board of Education of the OAK PARK UNIFIED School District of Ventura County, California certify that the signatures shown below are the verified signatures of the members of the Governing Board of the above-named school district (Part 1). Verified signatures of the person or persons authorized to sign orders drawn on the funds of the school district, notices of employment, contracts, etc., appear in Part 2. These certifications are made in accordance with the provisions of Education Code Sections indicated.* If those authorized to sign orders shown in Part 2 are unable to do so, the law requires the signatures of the majority of the Governing Board.

These approved signatures will be considered valid for the period of 12/15/2020 to 6/30/2021.

Date of Board Action: 12/15/2020 Signature: _____
Secretary of the Board

PART I

Signatures of Members of the Board:

Signature: _____	Signature: _____
Print/Type: _____	Print/Type: _____
President of the Board of Education	Member of the Board of Education

Signature: _____	Signature: _____
Print/Type: _____	Print/Type: _____
Clerk of the Board of Education	Member of the Board of Education

Signature: _____	Signature: _____
Print/Type: _____	Print/Type: _____
Member of the Board of Education	Member of the Board of Education

<u>*K-12 Districts</u>	<u>Community College Districts</u>
42632	85232
42633	85233

PART 2

Signatures of Personnel and/or Members of the Governing Board authorized to sign checks, orders for salary payment, notices of employment, contracts, etc. Please list after each name **all items** that a person is authorized to sign.

Signature: _____
Print/Type: **Anthony W. Knight**
Title: **Superintendent**
Authorized to Sign: **A, B, C, D, E, F, G, 1, 2, 3, 4, 5**

Signature: _____
Print/Type: **Adam Rauch**
Title: **Assistant Superintendent, Business and Administrative Services**
Authorized to Sign: **B, C, D, E, F, G, 1, 2, 4, 5**

Signature: _____
Print/Type: **Stewart McGugan**
Title: **Assistant Superintendent , Human Resources**
Authorized to Sign: **1, 2, 3**

Signature: _____
Print/Type: **Byron Jones**
Title: **Director of Fiscal Services**
Authorized to Sign: **B, C, D, E, F, 5**

Signature: _____
Print/Type: _____
Title: _____
Authorized to Sign: _____

Please attach an extra sheet for additional signatures if needed. If the Board has given special instructions for the signing of checks or orders, please attach a copy of the resolution.

The following documents must be filed with School Business and Advisory Services, designating personnel who are authorized to approve and/or sign for:

- ❖ Reports, budgets, and all documents requiring signature of Secretary or Clerk.
- ❖ Payroll orders.
- ❖ Commercial check orders.
- ❖ Collection reports to the County.
- ❖ Board approved budget transfers.
- ❖ Inter-fund and Intra-fund Transfers.
- ❖ Contracts after Board approval.

Examples of documents that require District authority (not required to be filed with School Business and Advisory Services):

- ❖ Employment contracts.
- ❖ Agents, for Federal and State applications.
- ❖ Representatives to acquire surplus property.
- ❖ Cafeteria reports.
- ❖ Checks on District bank accounts; i.e., cafeteria; clearing account.

Districts must notify School Business and Advisory Services in writing and submit Board approved signature authorization amendments as staff and/or organizational changes occur mid-year.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
**SUBJECT: IV.e. SELECT AND APPROVE SCHOOL BOARD REPRESENTATIVE
TO THE COUNTY COMMITTEE ON SCHOOL DISTRICT
ORGANIZATION**

ACTION

ISSUE: To select a Board Member as a representative to vote in election for members of the County Committee on School District Organization.

ALTERNATIVES: Select _____ as a representative to the County Committee on School District Organization for 2021.

RATIONALE: The selection of a representative is in compliance with the requirements of Education Code Sections 35023 and 72403.

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Ventura County Office of Education

CERTIFICATION OF SCHOOL BOARD REPRESENTATIVE TO VOTE IN ELECTION FOR MEMBERS OF THE COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Pursuant to Education Code Sections 35023 and 72403, the Governing Board of each School District and each Community College District shall annually at its initial meeting select one of its members to serve as its representative for purposes of Article 1 (commencing with Section 4000) of Chapter 1 of Part 3. The representative selected pursuant to this section shall have one vote for each member to be elected to the County Committee. They meet once a year. The purpose of the Annual Meeting is to elect/re-elect members to fill vacancies or expired terms on the eleven-member Ventura County Committee on School District Organization. The chosen representative's job is NOT to serve on the county committee but only to ELECT members.

In compliance with the requirements of Education Code Sections 35023 and 72403, I hereby certify that:

Name

Address

City

Zip

Home Telephone Number

Business Telephone Number

Email Address

a member of the Board of Trustees of the _____
School District has been selected as the representative who shall have one vote for each member to be elected to the Ventura County Committee on School District Organization, at its annual meeting.

Signature of Secretary/Clerk

Date

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

SUBJECT: VI.f. CONFIRMATION AND DESIGNATION OF BOARD REPRESENTATIVES TO DISTRICT COMMITTEES

ACTION

ISSUE: To confirm designation of Board representatives to District committees and/or to select as needed.

STATEMENT: In order to have Board coverage and representation to district committees, it has been our practice to select specific representatives. The Board is asked to confirm and select representation for the following committees. A primary and alternate member is recommended for every committee.

Committee Name	Meeting Date/Time	Current Representatives	2021 Representatives
Benefits Committee	As Needed	Allen Rosen/Derek Ross	
Calendar Committee	As Needed	Denise Helfstein/Drew Hazelton	
Citizens Oversight Member Selection	As Needed	Denise Helfstein and Drew Hazelton	Denise Helfstein and Drew Hazelton
Community Engagement Committee	Monthly 1st Wednesday, 9 a.m.	Open/Derek Ross	
Curriculum Council	Monthly 1st Tuesday, 3:30 pm	Open/Denise Helfstein	
DELAC/English Learning	3 meetings per year/1:00 pm	Open/Denise Helfstein	
EEAC	Monthly 2nd Thursday, 3:30 pm	Open/Denise Helfstein	
Diversity and Equity Task Force	Biweekly, Thursday, 3:30 pm	Derek Ross/Open	
GATE DAC	Monthly 2nd Monday, 3:30 pm	Derek Ross/Open	
LCAP Committee	As Needed	Denise Helfstein/Allen Rosen	
Measure S Committee	Monthly 3rd Monday, 3:30 pm	Derek Ross and Denise Helfstein	
Measure S Sub Committee	Biweekly, 8:00 am	Drew Hazelton and Allen Rosen	
Oak Park Education Foundation	Monthly 2nd Monday, 7:00 pm	Open/Allen Rosen	
Oak Park MAC	Monthly 4th Tuesday, 7:00 pm	Allen Rosen/Derek Ross	
Rancho Simi Recreation & Parks Dist.	2nd Thursday- 4 times per year	Derek Ross/Drew Hazelton	
Safe Kids Task Force	Monthly last Wednesday, 3:00 pm	Derek Ross/Denise Helfstein	
Safety and Security Task Force	Monthly 2 nd Wednesdays -7:00 am	Drew Hazelton and Derek Ross	
Technology Committee	Monthly 3rd Wednesday – 3:30 pm	Allen Rosen/Drew Hazelton	
Visual Arts Committee	Quarterly - 3:30 pm	Derek Ross/Open	
Wellness Council	Monthly 1st Tuesday – 9 am	Denise Helfstein/Open	

Note: A slash between the names of the Board Representatives denotes that the first name is the primary representative and the next name is the alternate in the event the primary representative is unable to attend.

An and between the names of the Board Representative denotes that two Board members are on the committee

BOARD MEETING, DECEMBER 15, 2020
Confirmation and Designation of Board
Representatives to District Committees
Page 2

RECOMMENDATION: As selected.

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

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

11-17-2020 #1010

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mrs. Barbara Laifman, called the regular meeting to order at 5:04 p.m. On March 17, 2020, Gov. Newsom issued Executive Order N-29-20 that, in part, authorized governing boards to hold public meetings via teleconference. Governing boards must still provide advance notice of each public meeting in accordance with the Brown Act and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe the meeting and/or to address the governing board on agenda and non-agenda items.

Based on these guidelines, the OPUSD Board of Education held a video conference/teleconference regular meeting on November 17th. Members of the public were able to observe the meeting using a published live stream link. Members of the public were able to submit comments via an online form which opened at 4:30 pm on the day of the meeting and remained open for submission of comments until the end of the meeting.

BOARD PRESENT

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

BOARD ABSENT

None

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President, Barbara Laifman reported that in Closed Session the Board would be discussing:

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
- B. PUBLIC EMPLOYEE EMPLOYMENT:** Campus Supervisors, Walk-on-Coaches, Instructional Assistants I PE, Instructional Assistants I – Math, Extended Care Site Leader, Health Technician, Instructional Assistant II Special Education Sub, Instruction Assistants III Behavior
- C. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION:**
(Paragraph (1) of subdivision (d) of Section 54956.9)
Name of Case: OAH No. 2020090177
- E. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6
Agency designated representatives: Adam Rauch and Stewart McGugan
Employee organizations: Oak Park Teachers Association & Oak Park Classified Association

The Board adjourned to Closed Session at 5:06 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mrs. Barbara Laifman, called the regular meeting to order at 6:26 p.m.

BOARD PRESENT

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

BOARD ABSENT

Charlotte Robertson, Student Board Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Mr. Stew McGugan, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Mr. Enoch Kwok, Director of Information Technology, Mrs. Holly Baxter, Coordinator of Safety and Equity, and Mrs. Ragini Aggarwal, Executive Assistant.

REPORT ON CLOSED SESSION

Board President, Barbara Laifman, reported that the Board, in this meeting's closed session for item III.c., by an 5-0 vote, approved the district's payment to PERS for \$8,499.73 to satisfy former employees' overpayment of retirement benefits in exchange for a full release of all claims. The Board took no other action in this meeting's closed session. Mrs. Laifman reported that the Board took no action in closed session at the October 28, 2020 or November 5, 2020 meetings.

FLAG SALUTE

Barbara Laifman led the Pledge of Allegiance to the Flag.

ADOPTION OF AGENDA

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education pulled item B.1.b. from the agenda for this meeting and adopted the rest of agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

PUBLIC SPEAKERS

There was 1 public speaker on agenda item B.3.a. Review and Discuss Student Data Related to Placement in Mathematics Courses. Due to this meeting's electronic nature and to maintain the integrity of providing an opportunity for public comment, the Board President read the public comment when the agenda item was called.

OPEN COMMUNICATIONS/PRESENTATIONS**REPORT FROM BOARD MEMBERS**

Board Member Allen Rosen expressed his thanks to all the district teachers, staff, and everyone who has been working behind the scenes. Allen reported there was no MAC meeting in October, and the next one will be in November.

Board Member Drew Hazelton thanked all the teachers and staff for their hard work during these challenging times. Drew reported that he attended the first Safety webinar and Measure S Meeting. Drew congratulated Dr. Knight on his retirement and thanked him for his dedication and service to Oak Park while recalling his first meeting with Dr. Knight and how that impacted his decision to bring his family here.

Board Member Derek Ross acknowledged Dr. Knight on his retirement and recalled when he first met Dr. Knight while recording a video for Oak Park Now. Derek thanked Dr. Knight for his dedication to the community. Derek thanked the teachers and staff. He felt extremely privileged and lucky to be surrounded by such professionals within the school district. Derek wished everyone a wonderful Thanksgiving and expressed his gratitude for all the district's teachers and staff. Derek reported that he attended the Measure S meeting.

Board Member Denise Helfstein echoed the sentiments of the other Board members and acknowledged Dr. Knight on his retirement. Denise also thanked Supervisor Linda Parks and the county for organizing a free COVID testing mobile and the High school for hosting it at their site. Denise reported that she attended the Wellness Council meeting and the Oak Park High School PFA meeting. Denise observed a Friday advisory class at the Middle school and thanked Ms. Wenker for allowing her to observe.

Board Member Barbara Laifman reported that she attended the Curriculum Council meeting, EEAC meeting, and the GATE DAC meeting. Barbara thanked the staff for organizing the safety webinars. Barbara also congratulated Dr. Knight on his retirement and recalled the motto that Dr. Knight had established at the time he was the Principal of Oak Hills Elementary School "Where every child is valued" and Barbara felt that Dr. Knight truly embodies the motto.

Student Board Member Charlotte Robertson sent in the following report, and Board President Mrs. Barbara Laifman read the report. ASB just finished our food drive with an incentive for spirit points, and it was incredibly successful. We had an overwhelming amount of donations! We're currently working on our winter rally and spirit week, which hopefully brings some students optimism. We're planning a winter toy drive, which is coming up soon as well, and students have been discussing hybrid/distance learning as we have been most of the year. Freshmen want to do hybrid learning, whereas sophomores and juniors prefer distance.

Superintendent Tony Knight said he sent a memo on November 13, 2020, announcing his retirement effective June 30, 2021, and at this meeting, Dr. Knight officially announced his retirement to the Board and the community. Dr. Knight stated that this was the 1010th meeting and that he attended almost every meeting in the District. Dr. Knight expressed his gratefulness to the board, teachers, staff, parents, and students for the opportunity to serve the district. Dr. Knight also stated he was a guest lecturer in all three of Kathy Schultheis English III AP classes and really enjoyed it.

REPORT FROM OAK PARK EDUCATION FOUNDATION

Vicky Raven, the Chair of Oak Park Education Foundation congratulated Dr. Knight and wished everyone a Happy Thanksgiving. Vicki reported OPEF will be hosting the last of the Friday enrichment classes this Friday. After that, the foundation is looking to see if they will charge for the classes as opposed to providing them for free. OPEF is going to launch a Giving Tuesday social media campaign and is looking for a Friday Enrichment chair. OPEF has started discussing the Summer school program.

UPDATE ON COVID-19 IMPACT ON OAK PARK USD SCHOOLS

Dr. Knight provided an update on the county's COVID numbers and that the county has moved back to the Purple tier. Dr. Knight also talked about the small group advisory and stated that the District is continuing with the reopening plans for January in hope that the county will be back in the Red tier and remain in the Red tier for two weeks. Dr. Knight stated that he intended to open the schools whenever the county allows us to open it. Holly Baxter, Safety and Equity Coordinator, provided an update on the screening procedures and shared more information about safety protocols and preparations underway for reopening the schools when the county allows us to do so.

B.1. CONSENT AGENDA

On motion of Derek Ross, seconded by Allen Rosen, 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 October 21, 2020 , Special Board Meeting held on October 28, 2020 and Special Closed Session Meeting held on November 5, 2020](#)
- c. [Ratify Purchase Orders - October 1 – October 31, 2020](#)
- d. [Approve Agreement with Loyola Marymount University for School Leadership and Administrative Fieldwork – November 2020-June 2021](#)
- e. [Approve Change Order #2 Measure S Project 18-21S, Classroom Replacement at Medea Creek Middle School, Agreement with NV5 West Inc.](#)
- f. [Approve Renewal of Contract with Super CO OP\(USDA\) Foods and Purchase Delivery](#)

B2. BUSINESS SERVICES

- a. [Approve Resolution #2020-22, Participation in District of Choice Program for School Year 2021-2022](#)

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Resolution #2020-22, Participation in District of Choice Program for School Year 2021-2022. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

- b. [Approve Consultant Agreement for Elementary and Middle School Garden Program](#)

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved Consultant Agreement for Elementary and Middle School Garden Program contingent that asked a sentence be added that when the schools reopen for Hybrid learning, 2Eden Design professionals conduct in-person and virtual lessons to accommodate both Hybrid and Distance learning models. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – 0. Barbara Laifman recused herself as Debra Leith the proprietor of 2Eden Designs had done work in her backyard.

- c. [Authorize Measure S Project 20-23S HVAC Upgrades Districtwide](#)

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education authorized Measure S Project 20-23S HVAC Upgrades Districtwide. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

- d. [Authorize Measure S Project 20-26S Medea Creek Middle School Computer Lab Apple iMac Refresh and Approve Associated Purchases](#)

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education authorized Measure S Project 20-26S Medea Creek Middle School Computer Lab Apple iMac Refresh and approved Associated Purchases. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

- e. [Approve Revised Resolution #2020-08 Authorizing the Increase to the Maximum Amount of Borrowing in Tax and Revenue Anticipation Notes \(TRAN\) for 2020-2021](#)

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved Revised Resolution #2020-08 Authorizing the Increase to the Maximum Amount of Borrowing in Tax and Revenue Anticipation Notes (TRAN) for 2020-2021. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – 0. Barbara Laifman recused herself due to a remote interest as an employee of CSBA.

- f. [Approve Revised Coronavirus Relief Expenditures](#)

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved Revised Coronavirus Relief Expenditures. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

g. Approve the Re-appointment of an Oak Park Citizens' Oversight Committee Member and Authorize a Recruitment Process for a New Member for the 2020-22 Term

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Re-appointment of an Oak Park Citizens' Oversight Committee Member and authorized a Recruitment Process for a New Member for the 2020-22 Term. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0. Board Members Denise Helfstein and Drew Hazelton agreed to serve on the member selection subcommittee.

B3. CURRICULUM AND INSTRUCTION

a. Review and Discuss Student Data Related to Placement in Mathematics Courses

There was one public speaker on this item, Mrs. Cathy Lory, Oak Park High School Math Department Chair who submitted a comment via an online form. Board President, Barbara Laifman, read the comment aloud. The Board reviewed student data shared by Dr. Jay Greenlinger related to placement in mathematics courses offered at OPUSD's middle school and high schools to ensure that students who are qualified to progress in mathematics courses based on their performance on objective academic measures are not being held back disproportionately on any subjective or discriminatory basis. The Board recommended that this data be shared with the District's Equity Consultant Dr. Walker and requested staff to share the feedback from Dr. Walker. The Board would like to review data that reflects achievement levels in addition to the classes students are enrolled in.

b. Approve Additional Instructional Materials for English 1 Course at OPHS

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Additional Instructional Materials for English 1 Course at OPHS. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

c. Approve Additional Instructional Materials for English 2 CP Course at OPHS

On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved Additional Instructional Materials for English 2 CP Course at OPHS. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

d. Approve Additional Instructional Materials for English IV Honors Course at OPHS

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Additional Instructional Materials for English IV Honors Course at OPHS. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

B4. HUMAN RESOURCES

a. Approve COVID-19 Testing Agreement for Employees with Quest Diagnostics for 2020-2021

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved COVID-19 Testing Agreement for Employees with Quest Diagnostics for 2020-2021. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

b. Approve COVID-19 Testing Agreement for Employees with Curative Labs Inc. for 2020-2021

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved COVID-19 Testing Agreement for Employees with Curative Labs Inc. for 2020-2021. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

c. Approve Variable Term Waiver Request

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the Variable Term Waiver Request. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

B5. BOARD

a. Approve Selection of Annual Organizational Board Meeting – December 15, 2020

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education selected the Annual Organizational Board Meeting as December 15, 2020. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0. This date must be selected at a regularly scheduled Board meeting 15 days before the annual organizational meeting. Newly elected Board Member Tina Wang and reelected Board member Denise Helfstein will take the oath of office to serve a 4-year term at this meeting. The Board will also name the new President, Vice President, and Clerk of the Board.

b. Superintendent Search Process

On November 13, 2020, Superintendent Dr. Tony Knight announced his retirement effective June 30, 2021. The Board of Trustees formally accepted Dr. Knight's retirement at this meeting. The Board discussed putting out a request for a proposal from search firms to help guide this process. The request for proposal would be sent out on November 18th, with the due date to submit the proposal by December 2. The Board will review the proposal from the search firms at a special meeting and invite selected firms to present their proposal to the Board at the December meeting. Once the Board selects a search firm, the firm will guide the process for the next Superintendent, including input from students, staff, families, and the community to find the most qualified and best candidates for our District. The new Superintendent will begin on July 1, 2021.

B5. BOARD POLICIES

a. Approve Amendment to Administrative Regulation 4030 Nondiscrimination in Employment – First Reading

On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved Amendment to Administrative Regulation 4030 Nondiscrimination in Employment as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

b. Approve Amendment to Board Policy and Administrative Regulation 4119.11/4219.11/4319.11 Sexual Harassment – First Reading

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved Amendment to Board Policy and Administrative Regulation 4119.11/4219.11/4319.11 Sexual Harassment as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

c. Approve Adoption of New Administrative Regulation and Exhibit 4119.12/4219.12/4319.12 Title IX Sexual Harassment Complaint Procedures– First Reading

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved Adoption of New Administrative Regulation and Exhibit 4119.12/4219.12/4319.12 Title IX Sexual Harassment Complaint Procedures as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

d. Approve Amendment to Board Policy 4151/4251/4351 Employee Compensation – First Reading

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Amendment to Board Policy 4151/4251/4351 Employee Compensation as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

e. Approve Amendment to Board Policy and Administrative Regulation 5145.3 Nondiscrimination/Harassment – First Reading

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved Amendment to Board Policy and Administrative Regulation 5145.3

Nondiscrimination/Harassment as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

f. Approve Amendment to Board Policy and Administrative Regulation 5145.7 Sexual Harassment – First Reading

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved Amendment to Board Policy and Administrative Regulation 5145.7 Sexual Harassment as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

g. Approve Adoption of New Administrative Regulation and Exhibit 5145.71 Title IX Sexual Harassment Complaint Procedures– First Reading

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved Adoption of New Administrative Regulation and Exhibit 5145.71 Title IX Sexual Harassment Complaint Procedures as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

h. Approve Amendment to Board Bylaw E9270 – Conflict of Interest and Revise Conflict of Interest Code - First Reading

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved Amendment to Board Bylaw E9270 – Conflict of Interest and Revise Conflict of Interest Code as first and final reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

The Board discussed holiday staff appreciation, Dr. Knight recommended that this year we put this on hold as we cannot gather, and it would make sense to revisit this once we know if are able to gather as a group.

On motion of Derek Ross, seconded by Drew Hazelton, there being no further business before this Board, the Regular meeting is declared adjourned at 9:10 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

MINUTES OF SPECIAL BOARD STUDY SESSION MEETING 12-8-2020 #1011
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mrs. Barbara Laifman, called the special meeting to order at 6:07 p.m. On March 17, 2020, Gov. Newsom issued Executive Order N-29-20 that, in part, authorized governing boards to hold public meetings via teleconference. Governing boards must still provide advance notice of each public meeting in accordance with the Brown Act and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe the meeting and/or to address the governing board.

Based on these guidelines, the OPUSD Board of Education held a video conference/teleconference special meeting on December 8th. Members of the public were able to observe the meeting using a published live stream link. Members of the public were able to submit comments via an online form which opened at 5:30 pm on the day of the meeting and remained open for submission of comments until the end of the meeting.

BOARD PRESENT

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

BOARD ABSENT

Charlotte Robertson, Student Board Member

STAFF PRESENT

Mrs. Ragini Aggarwal, Executive Assistant

FLAG SALUTE

Barbara Laifman led the Pledge of Allegiance to the Flag.

PUBLIC COMMENTS

None

ADOPTION OF AGENDA

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent - 0.

OPEN SESSION

A. BUSINESS SESSION

1. BUSINESS SERVICES

a. [Review and Discussion of Executive Search Firm Proposals for the Recruitment of a New Superintendent and Selection of Finalists to present to the Board of Education at the December 16, 2020 Board Meeting](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education decided to ask each of the firms back to present and interview at a special meeting to be held on December 16, 2020 at 5:00 pm. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent - 0.

b. [Discuss the Interview Process Including Related Communications](#)

The Board held a discussion on the interview process for the search firms. The board also discussed the timeline for communication to the public regarding the superintendent search process.

On motion of Barbara Laifman, seconded by Denise Helfstein, there being no further business before this Board, the special meeting is declared adjourned at 7:27 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: DECEMBER 15, 2020

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
CL24780	Judy Violette	Health Services Tech	10/22/2020	General	\$21.05	MCMS
CL24781	Madhavi Vemuri	Instructional Assistant I - Math	10/26/2020	PFA	\$17.14	ROES
CL24782	Biruntha Sankarapandian	Instructional Assistant II - SpEd SUB	10/30/2020	Special Ed	\$17.52	OPHS
CL24783	Amanda MacDonald	Instructional Assistant III - Behavior	11/10/2020	Special Ed	\$23.65	BES
CL24784	Alexis Arrington	Instructional Assistant III - Behavior	12/1/2020	Special Ed	\$19.34	OHES
CL24785	Ashley Palmieri	Instructional Assistant III - Behavior	10/19/2020	Special Ed	\$23.65	OHES/ OPHS/ BES
CL24786	Julie Townsend	Senior Accountant	12/14/2020	General	\$34.15	DO
CL24787	Mallory McCage	Walk-On-Coach - Not to Exceed \$3,500.00	11/2/2020	Coaches, Athletics	TBD	OPHS
CL24788	Ryan Hall	Walk-On-Coach - Not to Exceed \$3,500.00	11/2/2020	Coaches, Athletics	TBD	OPHS

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL24789	Kim Randall	Safe School Ambassador	8/10/2020	PFA	\$200.00	OPHS
CL24790	Kathy McCormick	Summer Conditioning Cheer Head Coach	7/6/2020	ASB Donation	\$2,500.00	OPHS
CL24791	Samone Rankins	Summer Conditioning Cheer Assistant Coach	7/6/2020	ASB Donation	\$2,000.00	OPHS
CL24792	Tianna Sondergoth	Summer Conditioning Cheer Assistant Coach	7/6/2020	ASB Donation	\$2,000.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Salary	Site
CL24793	Sindhu Sreeraj	Instructional Assistant I - Literacy & Numeracy - LOA EAD Expired	8/10/2020	Learning Loss Mitigation Fund	\$18.13	ROES
CL24794	Heather Swanson	Instructional Assistant II SpEd reduction in hours	9/30/2020	Special Ed	\$22.06	OPHS
CL24795	Arlene Fleishman	Food Service Assistant I - LOA Medical	10/26/2020	Fund 130	\$19.72	OPHS
CL24796	Magarite(Willow) Zeman	From Clerical Sub to Health Tech	11/2/2020	General	\$17.52	BES
CL24797	Heather Swanson	Instructional Assistant II SpEd Increase in hrs	11/9/2020	Special Ed	\$22.06	OPHS
CL24798	Holly Crain	Instructional Assistant III - Behavior site change from BES to OPHS	11/20/2020	Special Ed	\$22.30	OPHS

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

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

SEPARATION

Number	Name	Position	Effective Date	Separation Type	Salary	Site
CL24799	Valerie Jones	Instructional Assistant I Literacy & Numeracy Sypport	11/20/2020	Resignation	\$20.37	BES
CL24800	Meredith Glickman	Health Services Technicition	12/19/2020	Resignation	\$22.06	OHES
CL24801	Alyssa Jones	Data Systems Support Specialist -	10/12/2020	39-Month	\$28.24	DO
CL24802	Brandan Cortez	Instructional Assistant III - Behavior - Resignation - Not Rtn Fm LOA	8/10/2020	Resignation	\$21.05	OHES
CL24803	Nancy Nivon	Health Services Technician	10/15/2020	Resignation	\$22.06	BES
CL24804	Diane Benaszek	Instructional Assistant II SpEd	1/4/2021	Retirement	\$21.05	OPHS

Prepared by:

Stew McGugan Assistant Superintendent /Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE10508	Tim Chevalier	Athletic Director	8/10/20	Site	\$4,000.00	OPHS
01CE10509	Amy Buccino	Class Size Overages - October	10/1/2020	General	\$315.00	ROES
01CE10510	Nicole Lo Bianco	Class Size Overages - October	10/1/2020	General	\$210.00	ROES
01CE10511	Robbin Lund	Class Size Overages - October	10/1/2020	General	\$325.00	ROES
01CE10512	Patti Holland	Class Size Overages - October	10/1/2020	General	\$105.00	ROES
01CE10513	Jamie Brown	Class Size Overages - October	10/1/2020	General	\$210.00	ROES
01CE10514	Nina Johnson	Class Size Overages - October	10/1/2020	General	\$210.00	ROES
01CE10515	Kathy Strong	Class Size Overages - October	10/1/2020	General	\$210.00	ROES
01CE10516	Paula Foy	Class Size Overages - October	10/1/2020	General	\$210.00	OHES
01CE10517	Heather Sloan	Class Size Overages - October	10/1/2020	General	\$105.00	OHES
01CE10518	Beth Rubin	Class Size Overages - October	10/1/2020	General	\$105.00	OHES
01CE10519	Michelle Williams	Class Size Overages - October	10/1/2020	General	\$210.00	OHES
01CE10520	Joy Reints	Class Size Overages - October	10/1/2020	General	\$140.00	OHES
01CE10521	Heather Sloan	District Technology Committee	08/01/2020	LCAP	\$360.00	OHES
01CE10522	Catherine Steiner	District Technology Committee	08/01/2020	LCAP	\$360.00	MCMS
01CE10523	Susan Allen	District Technology Committee	08/01/2020	LCAP	\$360.00	OVHS
01CE10524	Tess Kokiousis	District Technology Committee	08/02/2020	LCAP	\$360.00	OPHS
01CE10525	Tess Kokiousis	EEAC Committee	08/03/2020	District	\$450.00	OPHS
01CE10526	Sharon Merfeld	EEAC Committee	08/04/2020	District	\$450.00	ROES
01CE10527	Kellie Milbourn	EEAC Committee	08/05/2020	District	\$450.00	BES
01CE10528	Katie Wilsker	EEAC Committee	08/06/2020	District	\$450.00	MCMS
01CE10529	Paula Foy	Class Size Overages - September	09/01/2020	General	\$200.00	OHES
01CE10530	Heather Sloan	Class Size Overages - September	09/01/2020	General	\$100.00	OHES
01CE10531	Keri Lieberman	Class Size Overages - September	09/01/2020	General	\$90.00	OHES
01CE10532	Beth Ruben	Class Size Overages - September	09/01/2020	General	\$100.00	OHES
01CE10533	Michelle Williams	Class Size Overages - September	09/01/2020	General	\$200.00	OHES
01CE10534	Joy Reints	Class Size Overages - September	09/01/2020	General	\$200.00	OHES
01CE10535	Victor Anderson	Class Size Overages - September	09/01/2020	General	\$59.00	OPHS
01CE10536	Jennifer Hankins	Class Size Overages - September	09/01/2020	General	\$35.00	OPHS
01CE10537	Russ Peters	Class Size Overages - September	09/01/2020	General	\$29.00	OPHS
01CE10538	Amy Bucciano	Class Size Overages - September	09/01/2020	General	\$300.00	ROES
01CE10539	Nicole Lo Bianco	Class Size Overages - September	09/01/2020	General	\$200.00	ROES
01CE10540	Robbin Lund	Class Size Overages - September	09/01/2020	General	\$400.00	ROES
01CE10541	Patti Holland	Class Size Overages - September	09/01/2020	General	\$100.00	ROES
01CE10542	Jamie Brown	Class Size Overages - September	09/01/2020	General	\$200.00	ROES
01CE10543	Nina Johnson	Class Size Overages - September	09/01/2020	General	\$200.00	ROES
01CE10544	Kathy Strong	Class Size Overages - September	09/01/2020	General	\$200.00	ROES
01CE10545	Brandie Pryor	Class Size Overages - September	09/01/2020	General	\$200.00	BES

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE10546	Erik Squire	Class Size Overages - September	09/01/2020	General	\$100.00	BES
01CE10547	Julie Ross	Advanced Peer Counseling	8/10/2020	LCAP	\$1,500.00	OPHS
01CE10548	Janet Svoboda	Advanced Peer Counseling	8/10/2020	LCAP	\$1,500.00	OPHS
01CE10549	Victor Anderson	Class Size Overages - October	9/1/2020	General	\$86.00	OPHS
01CE10550	Jen Hankins	Class Size Overages - October	9/1/2020	General	\$40.00	OPHS
01CE10551	Russ Peters	Class Size Overages - October	9/1/2020	General	\$22.00	OPHS
01CE10552	Brandie Pryor	Class Size Overages - October	9/1/2020	General	\$210.00	BES
01CE10553	Erik Squire	Class Size Overages - October	9/1/2020	General	\$205.00	BES
01CE10554	Katie Wilsker	Earth Week	4/1/2020	PFA	\$100.00	MCMS
01CE10555	Kim Winthop	Earth Week	4/1/2020	PFA	\$100.00	MCMS
01CE10556	Kim Winthrop	Pi Week	3/15/2020	PFA	\$100.00	MCMS
01CE10557	Kim Connelly	Pi Week	3/15/2020	PFA	\$100.00	MCMS
01CE10558	Brittany Ulloa	Pi Week	3/15/2020	PFA	\$100.00	MCMS
01CE10559	Kristina Skiba	GSA Club	9/8/2020	PFA	\$250.00	MCMS
01CE10560	Maureen O'Hagan	GSA Club	9/8/2020	PFA	\$250.00	MCMS
01CE10561	Michael O'Hagan	6th grade Humanities Lead	8/10/2020	PFA	\$500.00	MCMS
01CE10562	Kim Connelly	6th grade Math/Science	8/10/2020	PFA	\$500.00	MCMS
01CE10563	Rebecca Goldman	Site Council	8/10/2020	PFA	\$500.00	MCMS
01CE10564	Kelly Pomerantz	Site Council	8/10/2020	PFA	\$500.00	MCMS
01CE10565	Brittany Ulloa	Site Council	8/10/2020	PFA	\$500.00	MCMS
01CE10566	Kim Connelly	Camp Medea	8/10/2020	PFA	\$300.00	MCMS
01CE10567	Suzane Shea	Camp Medea	8/10/2020	PFA	\$300.00	MCMS
01CE10568	Kim Connelly	WEB Advisor	8/10/2020	PFA	\$500.00	MCMS
01CE10569	Suzanne Shea	WEB Advisor	8/10/2020	PFA	\$500.00	MCMS
01CE10570	Kim Connelly	Peer Counseling	8/10/2020	PFA	\$500.00	MCMS
01CE10571	Suzanne Shea	Peer Counseling	8/10/2020	PFA	\$500.00	MCMS
01CE10572	Malia Cadle	Culmination Activities Co-Coor	5/1/2021	PFA	\$375.00	MCMS
01CE10573	Jessica Kudlacek	Culmination Activities Co-Coor	5/1/2021	PFA	\$375.00	MCMS
01CE10574	Tara Lamb	Culmination Ceremony	5/1/2021	PFA	\$375.00	MCMS
01CE10575	Paula Franco	Culmination Support	5/1/2021	PFA	\$375.00	MCMS
01CE10576	Michael O'Hagan	Mock Trial Advisor	9/8/2020	PFA	\$1,000.00	MCMS
01CE10577	Michael O'Hagan	Webmaster	8/10/2020	PFA	\$300.00	MCMS
01CE10578	Kim Connelly	Cooking Club	9/8/2020	PFA	\$350.00	MCMS
01CE10579	Kelly Pomerantz	Site SEL Coordinator	8/10/2020	PFA	\$1,000.00	MCMS
01CE10580	Catherine Steiner	CJSF	9/8/2020	PFA	\$1,000.00	MCMS
01CE10581	Dianne Large	WEB Coordinator	8/3/2020	PFA	\$1,000.00	MCMS
01CE10582	Katie Wilsker	Crayfish Club	9/8/2020	PFA	\$500.00	MCMS
01CE10583	Brittany Gibson	Women in Sports Club	9/8/2020	PFA	\$500.00	MCMS
01CE10584	Vanessa Heller	GATE Coordinator	9/8/2020	PFA	\$400.00	MCMS
01CE10585	Vanessa Heller	Dance Club Party	9/8/2020	PFA	\$500.00	MCMS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE10586	Sharon Lavene	Bet for the Better Club	9/8/2020	PFA	\$500.00	MCMS
01CE10587	Frances Hermosillo	Sewing Club	9/8/2020	PFA	\$500.00	MCMS
01CE10588	Frances Hermosillo	Chess Club	9/8/2020	PFA	\$500.00	MCMS
01CE10589	Rob Large	Math Counts	9/8/2020	PFA	\$1,000.00	MCMS
01CE10590	Suzanne Shea	Lunch Hangout Club	9/8/2020	PFA	\$500.00	MCMS
01CE10591	Kathy Mosley	ASB Bookkeeper	8/10/2020	PFA	\$3,000.00	MCMS
01CE10592	Kathy Mosley	Yearbook Advisor	8/10/2020	PFA	\$4,000.00	MCMS
01CE10593	Steve White	ASB Advisor	8/10/2020	PFA	\$3,000.00	MCMS
01CE10594	Kim Villalpando	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	OPHS
01CE10595	Robin Midiri	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	OPHS
01CE10596	Yaganeh Gorji	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	OPHS
01CE10597	Tiffany Johnson	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	MCMS
01CE10598	Britany Ulloa	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	MCMS
01CE10599	Carrie Jones	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	MCMS
01CE10600	Kim Sonnabend	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	MCMS
01CE10601	Elya Fletcher	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	MCMS
01CE10602	Brian Winsick	Math Co-Teacher OPHS	8/10/2020	LPSBG	\$500.00	MCMS
01CE10603	Brandie Pryor	Class Size Overages - November	11/2/2020	General	\$150.00	BES
01CE10604	Erik Squire	Class Size Overages - November	11/2/2020	General	\$75.00	BES
01CE10605	Amy Buccino	Class Size Overages - November	11/2/2020	General	\$225.00	ROES
01CE10606	Nicole LoBianco	Class Size Overages - November	11/2/2020	General	\$150.00	ROES
01CE10607	Robbin Lund	Class Size Overages - November	11/2/2020	General	\$225.00	ROES
01CE10608	Patti Holland	Class Size Overages - November	11/2/2020	General	\$75.00	ROES
01CE10609	Jamie Brown	Class Size Overages - November	11/2/2020	General	\$100.00	ROES
01CE10610	Nina Johnson	Class Size Overages - November	11/2/2020	General	\$150.00	ROES
01CE10611	Kathy Strong	Class Size Overages - November	11/2/2020	General	\$110.00	ROES
01CE10612	Victor Anderson	Class Size Overages - November	11/2/2020	General	\$39.00	OPHS
01CE10613	Jen Hankins	Class Size Overages - November	11/2/2020	General	\$25.00	OPHS
01CE10614	Russ Peters	Class Size Overages - November	11/2/2020	General	\$14.00	OPHS
01CE10615	Paula Foy	Class Size Overages - November	11/2/2020	General	\$150.00	OHES
01CE10616	Heather Sloan	Class Size Overages - November	11/2/2020	General	\$75.00	OHES
01CE10617	Beth Ruben	Class Size Overages - November	11/2/2020	General	\$75.00	OHES
01CE10618	Michelle Williams	Class Size Overages - November	11/2/2020	General	\$150.00	OHES
01CE10619	Joy Reints	Class Size Overages - November	11/2/2020	General	\$75.00	OHES
01CE10620	Dave Kinberg	Varsity Ass't. Coach Baseball	10-1-2020	ASB	\$1,800.00	OPHS
01CE10621	Kathryn Klamecki	Varsity head Coach Girl's Soccer	10/1/2020	Site	\$2,700.00	OPHS
01CE10622	Brittany Gibson	Frosh Head Coach Girl's Soccer	10-1-2020	Site	\$1,350.00	OPHS
01CE10623	Casey Webb	Varsity Head Coach Football	10/1/2020	Site	\$3,000.00	OPHS
01CE10624	Aaron Shaw	Varsity heach Coach Boy's Basketball	10-1-2020	Site	\$3,150.00	OPHS
01CE10625	Tim Chevalier	Varsity Ass't. Coach Boy's Basketball	10/1/2020	Site	\$2,250.00	OPHS
01CE10626	Brenda Pasqua	Athletic Trainer	10-1-2020	Site	\$11,880.00	OPHS
01CE10627	Aaron Shaw	Summer Conditioning Basketball	7-6-2020	Site	\$1,500.00	OPHS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE10628	Tim Chevalier	Summer Conditioning Basketball	7-6-2020	Site	\$1,500.00	OPHS
01CE10629	Kathryn Klamecki	Summer Conditioning Soccer	7-6-2020	Site	\$2,500.00	OPHS
01CE10630	Steve White	Summer Conditioning Cross-Country	7-6-2020	Site	\$2,500.00	OPHS
01CE10631	Brenda Pasqua	Summer Conditioning Athletic Trainer	7-6-2020	Site	\$1,200.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Site
01CE10632	Tara Beeh	Reduce 0.8 to 0.7 FTE	10/17/2020	General	OPIS
01CE10633	Brittany Ulloa	Maternity Leave	10/6/2020	General	MCMS

Prepared by:
Stewart McGugan Assistant Superintendent, Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.1.c. RATIFY PURCHASE ORDERS – NOVEMBER 1 THROUGH NOVEMBER 30, 2020

CONSENT

ISSUE: Shall the Board ratify the following purchase orders issued for the period November 1 through November 30, 2020?

BACKGROUND: Purchase Order Report listing all purchase orders issued during the reporting period is included for the Board review. 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. The Board is requested to ratify the purchase order from November 1 through November 30, 2020.

ALTERNATIVES:

1. Ratify the Purchase Order Report as submitted.
2. Do not ratify 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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes Purchase Orders dated 11/01/2020 - 11/30/2020

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-4100	Approved Textbooks and Core Cu				
P21-00253	N2Y LLC	005	2020/2021 OHES Sp Ed Reading Program	010-4100	624.45
P21-00265	Kaeden Corporation DBA Kaeden Publishing	005	20/21 OPIS TCRWP Running Records	010-4100	36.00
Total:010-4100 Approved Textbooks and Core Cu					660.45
010-4330	Other Materials and Supplies N				
B21-00197	Discount School Supply	023	Misc. Art supplies	010-4330	250.00
B21-00199	Pacwest Air Filter, LLC	004	2020/2021 HVAC Air Filter Replacements	010-4330	11,557.22
P21-00250	Brian Shore dba Totalgraphics	004	Custom Signs for COVID Safety	010-4330	1,061.78
P21-00251	SOS Survival Products	004	Emergency Backpacks + Supplies for MCMS	010-4330	1,865.11
P21-00252	Dick Blick	023	Art supplies for 20/21 school year	010-4330	250.00
P21-00254	Office Depot Customer Service Center	000	20/2021 - Pupil Services Office Supplies	010-4330	2,400.00
P21-00255	Signature Signs	004	Curb Stencils for Drains DW	010-4330	458.91
P21-00268	McGraw-Hill	005	Erik Amerikaner Computer Science Course	010-4330	2,077.03
P21-00269	Naviance, Inc	024	Naviance Renewal	010-4330	1,200.00
P21-00272	Pitney Bowes Inc.	013	Other Supply/Disc/Postage Supplies	010-4330	127.62
Total:010-4330 Other Materials and Supplies N					21,247.67
010-4410	Equipment New Non-Capitalized				
B21-00199	Pacwest Air Filter, LLC	004	2020/2021 HVAC Air Filter Replacements	010-4410	442.78
P21-00261	Agoura Lock Technologies, Inc.	004	Keys and padlocks for OPHS	010-4410	513.80
T21-00025	IPEVO INC	007	COVID - iPevo Document Cameras pt2	010-4410	8,494.20
T21-00026	Swivl, Inc	007	COVID-19 : Swivl iPad Remote Learning Tool	010-4410	3,082.37
Total:010-4410 Equipment New Non-Capitalized					12,533.15
010-5600	Rents, Leases, and Repairs				
B21-00201	CORT Furniture Rental Governme nt Accounts	013	Desk Rental/Covid Funds	010-5600	1,450.00
P21-00256	Fence Factory	004	Double Panel Crash Out Gate Repair ROES	010-5600	732.89
P21-00257	REC Solar Commercial Corp	004	Replace fuse and restore inverter @OVHS	010-5600	1,410.98
P21-00259	Fence Factory	004	Repair Emergency Gate Repair from Break In@OPHS	010-5600	926.00
P21-00264	All in Sanitation	004	Service Hand Washing Stations at multiple sites	010-5600	250.00
P21-00280	Screenflex Portable Partitions	013	Screens/CTEIG/Covid	010-5600	5,910.00
TB21-00014	Blue Violet Networks, LLC	007	Security Camera Maintenance & Repair	010-5600	18,000.00

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

ESCAPE ONLINE

Page 1 of 4

Includes Purchase Orders dated 11/01/2020 - 11/30/2020

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
Total:010-5600 Rents, Leases, and Repairs					28,679.87
010-5820	Other Operating Expense				
B21-00159	Allison Kale	006	ASL Interpreter for Deanne Bray	010-5820	2,000.00
B21-00165	AT&T-CalNet 3	011	Red Oak Phone Charges 2020-2021	010-5820	2,000.00
B21-00198	Allie Eunice Guerra	006	Sign Language Interpreter for Deanne Bray	010-5820	300.00
B21-00200	ACCO Brands USA LLC	013	Oth Exp/Disc/Laminator Repair	010-5820	425.00
P21-00260	2Eden Landscape Design	005	2020/21 School Garden Program Consultant	010-5820	56,479.00
P21-00262	Natl Assoc for College Admissi on Counseling	005	NACAC Membership Renewal	010-5820	337.50
P21-00266	Reading Writing Project LLC	005	Barbie Lee Registration	010-5820	650.00
P21-00267	Kylee Murray	013	Indep. Band Coach/Site Stipend	010-5820	4,500.00
P21-00270	Premiere Speakers Bureau, Inc	005	Caitlin Tucker PD Event	010-5820	3,500.00
P21-00271	Tri-County Gate Council	005	Tri-County GATE Council 2020-2021	010-5820	75.00
P21-00280	Screenflex Portable Partitions	013	Screens/CTEIG/Covid	010-5820	3,345.00
Total:010-5820 Other Operating Expense					73,611.50
010-7141	Excess Costs payments to Other				
P21-00263	VCOE	000	2020/21 - VCOE Excess Cost (Tuition)	010-7141	266,000.00
P21-00273	VCOE	000	2019/20 VCOE - Triton Excess Cost - FINAL	010-7141	3,946.00
P21-00277	VCOE	000	2019/20 - VCOE SpEd Excess Cost (Tuition) - FINAL	010-7141	33,318.00
Total:010-7141 Excess Costs payments to Other					303,264.00
130-5600	Rents, Leases, and Repairs				
FS21-00021	Advanced Storage dba Cool It	004	Dual Temp Walk-In Freezer Rental	130-5600	6,428.00
Total:130-5600 Rents, Leases, and Repairs					6,428.00
211-4410	Equipment New Non-Capitalized				
P21-00249	RecWest Outdoor Products, Inc.	004	Proj 20-21S Outdoor Furniture DO	211-4410	12,109.90
P21-00278	Southwest School Supply	004	Proj 20-21S Outdoor Furniture Assembly Only	211-4410	1,600.00
P21-00279	Uline	004	Proj 20-21S Outdoor Furniture for ROES	211-4410	5,148.11
Total:211-4410 Equipment New Non-Capitalized					18,858.01
211-6176	Testing Services				
P20-00439	NV5 West, Inc.	004	Proj 18-21S DSA Testing/Inspct Svcs Mod Class MCMS	211-6176	40,276.00
Total:211-6176 Testing Services					40,276.00
211-6179	Site Construction/Change Order				
P21-00221	Fence Factory	004	Proj 18-21S Chain Link Fencing New Classrooms MCMS	211-6179	24,078.18

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

ESCAPE ONLINE

Page 2 of 4

Includes Purchase Orders dated 11/01/2020 - 11/30/2020

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
Total:211-6179 Site Construction/Change Order					24,078.18
211-6209	Main Construction-Buildings				
P21-00056	Thousand Oaks Electric	004	Proj 19-19S Elect Connection Art Court Equip OPHS	211-6209	5,615.00
Total:211-6209 Main Construction-Buildings					5,615.00
211-6251	DSA/CDE Fees				
P21-00258	DSA-LA Regional Office ATTN C ARLOS ARAUJO	004	Proj 20-18S DSA Fees for Reno Ext Bldgs B&C ROES	211-6251	4,025.00
Total:211-6251 DSA/CDE Fees					4,025.00
211-6272	Construction Management Fees				
P21-00274	Balfour Beatty Construction	004	Const Mgmt Services 9/1-9/30/2020 INV 31000	211-6272	6,440.00
P21-00275	Balfour Beatty Construction	004	Const Mgmt Services 10/1-10/31/2020 INV 32000	211-6272	5,980.00
Total:211-6272 Construction Management Fees					12,420.00
211-6274	Other Construction				
P21-00276	Agoura Lock Technologies, Inc.	004	Proj 18-21S Classroom keys and padlock MCMS	211-6274	627.38
Total:211-6274 Other Construction					627.38
Total Number of POs				46	
				Total	552,324.21

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	35	439,996.64
Total Fiscal Year 2021			439,996.64
130	Cafeteria Fund	1	6,428.00
Total Fiscal Year 2021			6,428.00
211	Measure S Facilities & Tech	10	105,899.57
Total Fiscal Year 2021			105,899.57
Total			552,324.21

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

ESCAPE ONLINE

Page 3 of 4

Includes Purchase Orders dated 11/01/2020 - 11/30/2020

PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
010-5820	Other Operating Expense			
P20-00496	562.50	010-5820	General Fund/Other Operating Expense	187.50
Total:010-5820 Other Operating Expense				187.50
130-4700	Food Purchases			
FS21-00002	3,000.00	130-4700	Cafeteria Fund/Food Purchases	2,000.00
Total:130-4700 Food Purchases				2,000.00
Total PO Changes				2,187.50

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

ESCAPE ONLINE

Page 4 of 4

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
**SUBJECT: B.1.d. APPROVE NOTICE OF COMPLETION, MEASURE S PROJECT
19-19S, ART COURT BUILDOUT AND EQUIPMENT PHASE 2 AT
OAK PARK HIGH SCHOOL**

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Project 19-19S, Art Court Buildout and Equipment Phase 2 at Oak Park High School?

BACKGROUND: On June 18, 2019, the Board of Education authorized and awarded Project 19-19S, Art Court Buildout and Equipment Phase 2 at Oak Park High School contracted with Precision Plumbing & Mechanical, Fence Factory and Thousand Oaks Electric.

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 a summary of the project 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 19-19S, Art Court Buildout and Equipment Phase 2 at Oak Park High School contracted with Precision Plumbing and Mechanical of Moorpark, California, Fence Factory of Moorpark, California and Thousand Oaks Electric 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

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

Description: Oak Park High School, 899 Kanan, Oak Park, CA 91377

That on or about June 18, 2019 the said Oak Park Unified School District of Ventura County entered into a contract with Precision Plumbing and Mechanical of Moorpark, California, Fence Factory of Moorpark, California and Thousand Oaks Electric of Thousand Oaks, California for Project 19-19S, Renovate Building Exteriors on certain real property hereinbefore described: that said building and improvements were actually completed on December 15, 2020; 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)



Project Status

Budget, Commitments, Expenditures, Construction, Funding

Oak Park High School - 19-19S Art Court Phase II (OPHS - 19-19S)

Summary Status

Description	Budgeted	Committed	Expended
Site Cost	-	-	-
Soft Cost	-	-	-
Hard Cost	229,138	229,538	222,505
Contingency	-	-	-
Total	229,138	229,538	222,505
Budgeted Hard Cost	100.0%		

Budget Status

Initial Amount	229,138
Approved Changes	-
Pending Changes	-
Total	229,138
Budgeted Contingency	0.0%

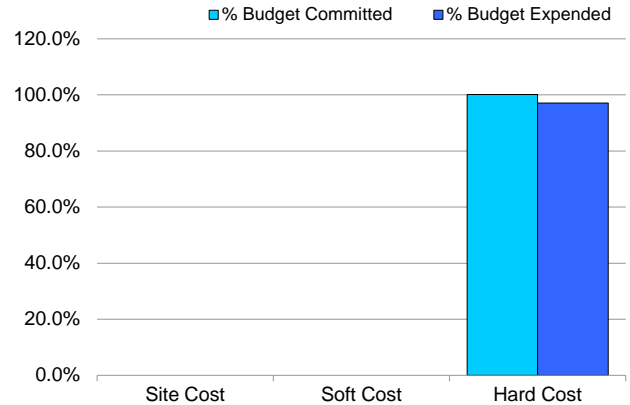
Committed Status

Initial Contracted AMT	196,950	
Contract Changes	32,588	14.2%
Total	229,538	
Budget Committed	100.2%	

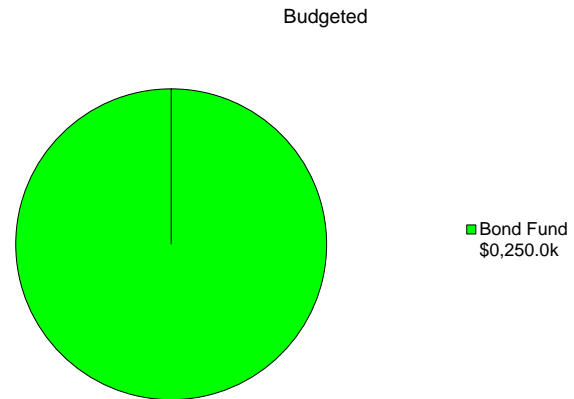
Expenditure Status

Paid	212,869
In Process for PMT	7,162
District Held Retentions	2,474
Total	222,505
Budget Expended	97.1%

Progress



Funding Sources



Construction Contract Status

Contract Name	Initial AMT	Current AMT	% Chng	Pending Changes	Work in Place	% Cmpl	CCD Date	NOC Date
Fence Factory	17,356	27,174	56.6%	-	27,174	100.0%	11/04/2019	
Hughes General	1,500	1,500	0.0%	-	1,500	100.0%	09/29/2019	
Precision Plumbing	13,525	13,525	0.0%	-	13,525	100.0%	09/16/2019	
Thousand Oaks Elec	35,946	35,946	0.0%	-	35,946	100.0%	09/16/2019	
Total	68,327	78,145	14.4%	-	78,145	100.0%		



Budget Status Report
Budget versus Commitments and Expenditures

Oak Park High School - 19-19S Art Court Phase II

Expense Category/Object Code	Budget			Commitments		Expenditures				
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	% Budget Committed	Paid	In Process for PMT	Held Retention	Total Expenditures	% Budget Spent
C - Construction										
6209 - Main Construction Contractor	83,360		83,360	83,760	100.5%	71,174	4,497	2,474	78,145	93.7%
	83,360		83,360	83,760	100.5%	71,174	4,497	2,474	78,145	93.7%
F - Furniture & Equipment										
4300 - Materials & Supplies	-		-	1,302		-	-	-	-	
4410 - Non-Capitalized Equipment	145,208		145,208	143,906	99.1%	141,124	2,665	-	143,789	99.0%
6400 - Capitalized Equipment	571		571	571	100.0%	571	-	-	571	100.0%
	145,778		145,778	145,778	100.0%	141,694	2,665	-	144,360	99.0%
Totals	229,138		229,138	229,538	100.2%	212,869	7,162	2,474	222,505	97.1%

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.1.e. APPROVE NOTICE OF COMPLETION, MEASURE S PROJECT 20-21S, DISTRICTWIDE OUTDOOR FURNITURE

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Measure S Project 20-21S, Districtwide Outdoor Furniture, contracted with Southwest School & Office?

BACKGROUND: On June 30, 2020, the Board of Education authorized the project and awarded a contract for Measure S Project 20-21S, Districtwide Outdoor Furniture, contracted with Southwest School & Office.

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 a summary of the project and the 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 Measure S Project 20-21S, Districtwide Outdoor Furniture, contracted with Southwest School & Office of Jurupa Valley, California.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

Prepared by: Brendan Callahan, Directory 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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
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, 175 Satinwood Avenue, Oak Park, CA 91377, Oak Hills Elementary School, 1010 Kanan Road, Oak Park, CA 91377, Red Oak Elementary School, 4857 Rockfield Street, Oak Park CA 91377, Medea Creek Middle School, 1002 Doubletree Road, Oak Park, CA 91377 and Oak Park High School, 899 Kanan Road, Oak Park, CA 91377

That on or about June 30, 2020 the said Oak Park Unified School District of Ventura County entered into a contract with Southwest School & Office of Jurupa Valley, California for Project 20-21S, Districtwide Outdoor Furniture, on certain real property hereinbefore described: that said building and improvements were actually completed on December 15, 2020; 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)



Project Status

Budget, Commitments, Expenditures, Construction, Funding

District Wide - 20-21S Outdoor Furniture Purchases DW (DW - 20-21S)

Summary Status

Description	Budgeted	Committed	Expended
Site Cost	-	-	-
Soft Cost	-	-	-
Hard Cost	100,451	102,075	91,944
Contingency	-	-	-
Total	100,451	102,075	91,944
Budgeted Hard Cost	100.0%		

Budget Status

Initial Amount	100,451
Pending Changes	-
Total	100,451
Budgeted Contingency	0.0%

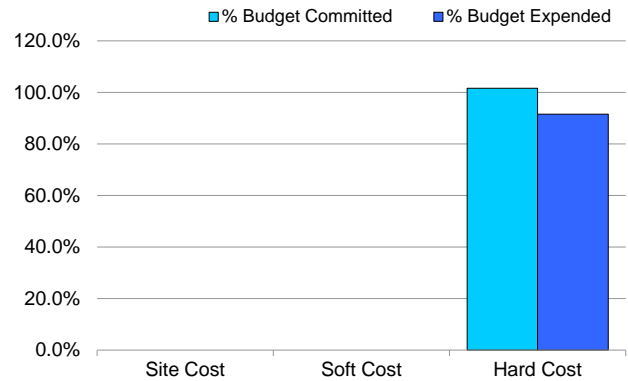
Committed Status

Initial Contracted AMT	36,986	
Contract Changes	65,089	63.8%
Total	102,075	
Budget Committed	101.6%	

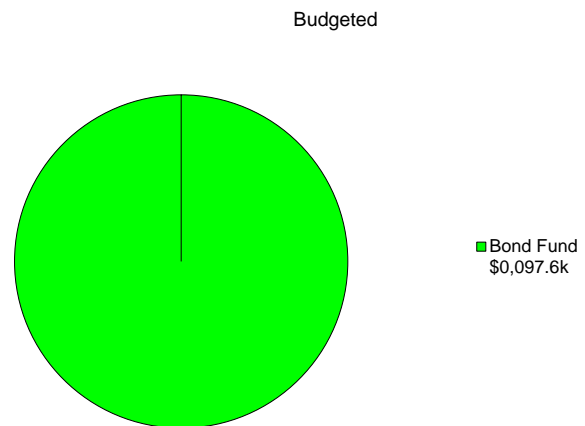
Expenditure Status

Paid	79,834
In Process for PMT	12,110
Total	91,944
Budget Expended	91.5%

Progress



Funding Sources



Construction Contract Status

No Construction to report.
Construction is budgeted to start in FY 20-21.



Budget Status Report
Budget versus Commitments and Expenditures

District Wide - 20-21S Outdoor Furniture Purchases DW

Expense Category/Object Code	Budget			Commitments		Expenditures			
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	% Budget Committed	Paid	In Process for PMT	Total Expenditures	% Budget Spent
C - Construction									
6209 - Main Construction Contractor	-		-	-		-	-	-	
	-		-	-		-	-	-	
F - Furniture & Equipment									
4410 - Non-Capitalized Equipment	100,451		100,451	102,075	101.6%	79,834	12,110	91,944	91.5%
	100,451		100,451	102,075	101.6%	79,834	12,110	91,944	91.5%
Totals	100,451		100,451	102,075	101.6%	79,834	12,110	91,944	91.5%

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

SUBJECT: B.2.a. 2021-22 DISTRICT CAPACITY/ENROLLMENT PROJECTIONS/DOC VACANCY PROJECTIONS

ACTION/DISCUSSION

ISSUE: The board will receive a report from staff related to program capacity and student enrollment projections for the 2021-22 School Year. In addition, preliminary information regarding the number of new inter-district students that may be enrolled into Oak Park Unified for the 2021-22 School Year will be presented for discussion and action.

BACKGROUND: Each year the board is presented with enrollment projections for the upcoming school year to facilitate decision making related to the capacity of the school district and the number of inter-district students that can be accepted into OPUSD. Current enrollment and the initial enrollment projections for the 2021-22 School Year will be presented to the governing board for discussion and approval. New resident enrollment for next school year will be taking place at the school sites during the month of January and early February. These new resident numbers, based on historical data, have been incorporated into the projections for next year.

Many of the new inter-district students who will be attending next year will be enrolled as a result of the District of Choice program. The regulations governing this program require the board to establish the district's program capacity, the number of projected vacancies and the number of District of Choice students that can be enrolled at each grade level for school year 2021-22. In addition, the regulations require that the board "accept all students who apply to transfer until the school district is at maximum capacity". A recommendation is before the board to establish the district's overall program capacity at 4679. This is reflected in Table 1 and Table 3 which also establishes a grade-level capacity for each of the grades DK-12. Because the number of new applications under District of Choice will not be known until the application period closes on December 31, 2020, the exact number of transfers that will be approved for enrollment will be addressed at the January 19, 2021 board meeting.

FISCAL IMPACT: The initial budget for next school year will be based on the projected enrollment approved by the board.

ALTERNATIVES:

1. Approve the 2021-22 program capacities and enrollment projections outlined in Tables 1-3.
2. Do not approve the 2021-22 program capacities and enrollment projections outlined in Tables 1-3.

BOARD OF EDUCATION MEETING, DECEMBER 15, 2020

District Capacity/Enrollment Projections

Page 2

3. Revise the 2021-22 program capacities and enrollment projections outlined in Tables 1-3.

RECOMMENDATION: The staff recommends Alternative 1.

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT
2021-2022 ENROLLMENT PROJECTIONS (DECEMBER DRAFT)

The first draft of enrollment projections for the 2021-22 school year can be found in Tables 1-3 below. The following narrative describes the assumptions used in creating the projections. This first draft will be monitored weekly and updated monthly to reflect the most recent information coming from the school sites and changes in the number of applications we receive through the District of Choice program.

Assumptions for Table 1:

"Program Rooms" and "Program Capacity" refer to rooms available for use as a conventional classroom, and do not include rooms dedicated to other programmatic uses as described below.

1. Total Rooms does not include those allocated for RSP or other special education specialists
2. Program Capacity loading: DK=25-1; K-3=28-1; 4-5=32-1; 6-8=32-1; 9-12=32-1; OVHS 17-1; OPIS 28-1
3. Program Capacity at elementary allows for dedicated computer and music rooms
4. Program Capacity at middle school allows for Tech Lab, computer, new sea container building and music rooms
5. Program Capacity at high school allows for 2 dedicated computer labs, presentation classroom, college/career center, music rooms and student store.
6. Program capacities at secondary level are approximate and dependent upon curriculum offerings, master scheduling and number of students taking classes outside of the periods 1-6 schedule.
7. Capacities for physical education classes at Medea Creek and Oak Park High = 45
8. Oak View High capacity is based on 17 students per teacher/room.
9. Open Seats = Program Capacity less projected returning and new resident enrollment
10. Libraries and multipurpose rooms are not included in room counts.
11. At MCMS Tech Lab and computer room (D1 & D1A) are counted as 1 room
12. *At OPHS "Program Rooms" total 52 general education instructional spaces (includes 3 for PE classes)
13. *At MCMS "Program Rooms" total 37 general education instructional spaces (includes 3 for PE classes)

Table 1 identifies the projected vacancies (see column labeled "Open Seats") for each school at each grade level after taking into consideration students moving forward and new resident students enrolling. Historically, the attrition of inter-district and resident students from year to year and the enrollment of new resident students has been fairly consistent. The projected vacancies shown in Tables 1 and 3 will be first filled by new resident students and then by new inter-district students. We have used historical data from the past six years to determine projections of new incoming resident students entering our schools and this has been fairly accurate for most years. We have also taken into account the 19/20 and 20/21 school year DOC Yield Rate (accepted vs. attending) to help with accuracy because we had so many families using the DOC application as a placeholder.

NEED TO REDO THIS ENTIRE HIGHLIGHTED PART

Notes to Assist in Reading of Table 1:

1. Our initial projected enrollment for next year is 4262 (Includes 1 NPS students).
2. There will be a need to reduce our elementary staff by two teachers (1 at Brookside and 1 at Red Oak) and possibly an additional one at Brookside 4th grade. We will need to watch the 4th grade numbers at BES during the spring. Depending on retirements we may not need to release the temporary teachers. We will know more in February and after all DOC applications and retirements are in.
3. There was a need to reduce two classes at Red Oak (1st and 5th). There was a need to decrease one class at Brookside (3rd).
4. Based on our initial projections we will NOT need to add additional staffing to the high school or middle school from our current staffing levels. We will continue to monitor the applications.
5. As of December 1st, 2020 the number of projected new residents and returning students for next year is 3933 as shown in the first column of Table 1. Historically our new resident enrollment continues to grow throughout the spring and the number of new and returning increases over the summer. In the return + new residents column, the number inside the parenthesis represents the number of DOC applicants who would attend based yield rates from previous years. This data represents received applications as of December 1st, 2020. Based on last year's numbers at this time, we anticipate that we will receive approximately 150 more applications by the end of the year. The DK and K numbers grow throughout the Spring and Summer.
6. The recommendation for acceptance of new inter-districts will not be provided to the board until the January board meeting when we will know how many applicants have applied at each grade level. According to the DOC legislation, the board is required to accept "all students who apply to transfer until the school district is at maximum capacity". For this purpose, we will use the column in Table 3 labeled "Projected Capacity" to determine when the district is at maximum capacity for **each of the grade levels**. The overall district capacity is projected to be 4679 as shown in Tables 1 and 3, but we will use the grade level capacities shown in Table 3 instead of the overall district capacity to help determine how many new inter-district students we will enroll.
7. The final recommendation for acceptance of new inter-districts will be presented at the January 19 board meeting. It will exclude the continuation school students and the projected 11 independent study program vacancies. Oak View and OPIS enroll their students throughout the year and will accept as many as are qualified to enroll in the respective programs.
8. The number of new inter-districts to accept for grade 8 and grades 11 & 12 is largely dependent on known attrition of current numbers in the grades and the applicant's number of high school credits when applying for grades 11 & 12.

Table 1 – Projected Enrollment by Site - 2021-2022 School Year
Compared to Actual Enrollment for 2019-20 & 2020-21 *() = DOC Applicants

SCHOOL SITE		Return + New Residents	Program Rooms	Class Loading	2021-22 Program Capacity	Open Seats	2021-22 Projected Enrollment	Actuals for 2020-21 (12/1//20)	Actuals for 2019-20 (5/22/20)
BROOKSIDE	DK	(6)8	1	25	25	17	20	20	27
	K	(13)50	3	28	84	34	81	73	82
	1	(5)73	3	28	84	11	80	65	81
	2	(7)65	3	28	84	19	76	77	105
	3	(2)77	3	28	84	7	81	103	97
	4	(0)103	3/4	32	96/128	-7/25	98	89	94
	5	(2)89	3	32	96	7	93	85	114
	TOTAL	(35) 465	19 or 20		553/585	120	529	512	600
OAK HILLS	DK	(6)8	1	25	25	17	20	19	25
	K	(13)59	3	28	84	25	83	80	79
	1	(2)80	3	28	84	4	85	70	81
	2	(0)70	3	28	84	14	75	79	79
	3	(2)79	3	28	84	5	83	79	79
	4	(4)79	3	32	96	17	86	76	84
	5	(3)76	3	32	96	20	81	83	93
	TOTAL	(30) 451	19		553	102	513	486	520
RED OAK	DK	(6)8	1	25	25	17	21	20	26
	K	(13)57	3	28	84	27	82	86	104
	1	(2)86	3	28	84	-2	87	103	109
	2	(0)103	4	28	112	9	105	102	81
	3	(2)102	4	28	112	10	106	82	82
	4	(3)82	3	32	96	14	87	81	111
	5	(3)81	3	32	96	15	86	114	95
	TOTAL	(29) 519	21		609	92	574	588	608

SCHOOL SITE		Return + New Residents	Program Rooms	Class Loading	2021-22 Program Capacity	Open Seats	2021-22 Projected Enrollment	Actuals for 2020- 21 (12/1/20)	Actuals for 2019- 20 (5/22/20)
MEDEA CREEK	6	(40)282	12	32	380	98	335	323	366
<i>PE: @45</i>	7	(5)320	11.5	32	365	45	330	339	355
<i>Grades 6-8 Rooms@32</i>	8	(2)335	11	32	360	25	340	353	352
TOTAL		(49) 937	34.5*		1105	168	1005	1015	1073
OAK PARK	9	(33)323	13	32	420	97	370	363	378
<i>PE: @45</i>	10	(5)353	12.5	32	410	57	360	349	388
<i>Grade 9-12@32</i>	11	(2)340	12	32	390	50	345	356	358
	12	(1)348	11	32	360	12	350	345	340
TOTAL		(41) 1364	48.5*		1580	216	1425	1413	1464
OAK VIEW	9-12	12	3	17	51	39			
TOTAL		12	3	17	51	39	30	32	44
OPIS	K-12	185	7	28	196	11			
TOTAL		185	7	28	196	11	185	285	171
DISTRICT TOTALS		3933			4679	748	4261	4331	4480
NPS*		1	N/A		N/A	N/A	1	1	1

Check on Totals: 3933
returning + 748 available
space = 4681

4681 - overages – 2 overage
at RED OAK = 4679 program
capacity

Table 2 – District Enrollment since 2011 and Projected for 2020-21

	2011-12 Enrolled	2012-13 Enrolled	2013-14 Enrolled	2014-15 Enrolled	2015-16 Enrolled	2016-17 Enrolled	2017-18 Enrolled	2018-19 Enrolled *	2019-20 Enrolled *	2020-2021 Enrolled **	2021-22 Projected
Brookside	590	599	625	619	603	584	573	568	594	539	529
Oak Hills	464	539	529	521	531	502	531	535	519	499	513
Red Oak	525	563	616	639	601	606	575	590	613	593	574
Medea Creek	1071	1132	1127	1130	1101	1110	1085	1088	1080	1040	1005
Oak Park HS	1398	1463	1519	1525	1520	1500	1527*	1549*	1507*	1433	1425
Oak View HS	39	47	40	29	44	43	34	35	35	30	30
OPIS	114	168	215	221	224	221	199	209	168	267	185
NPS	5	4	1	1	2	7	5	3	1	1	1
District Totals	4206	4515	4672	4685	4626	4573	4529	4577	4517	4402	4262
Growth	4.9%	7.3%	3.5%	0.3%	-1.3%	-1.1%	-1.0%	1.05%	-1.32%	-2.61%	-3.19%

***Enrollment for 2019-20 as of 9/17/2019 (OPHS number includes 15 high school Educatius)**

****Enrollment for 2020-21 as of first day of school**

Table 3 – Recommendations for Acceptance of Inter-District Students by Grade Level*

Grade	Projected Capacity	Projected New/returning	Projected Vacancies	New Applications*	Approved # to Enroll**
DK	75	24	51	21	
K	252	166	86	100	
1 st	252	239	15	22	
2 nd	280	238	42	18	
3 rd	280	258	22	15	
4 th	320	264	56	16	
5 th	288	246	42	19	
6 th	380	282	98	99	
7 th	365	320	45	11	
8 th	360	335	25	3	
9 th	420	323	97	84	
10 th	410	353	57	11	
11 th	390	340	50	4	
12 th	360	348	12	3	
OPIS	196	185	11	N/A	Open
Oak View	51	12	39	N/A	Open
Totals	4679	3933	748	427	
NPS	1	1	N/A	1	

*Applications as of 11/30/2020

** A recommendation for enrollment will be made at the January 19, 2021 board meeting

Summary of 2021-22 Projected Compared to 2020-21 Enrolled:

- Elementary projection at the three sites for next year is 1616 (compared to 1586 enrolled for 2020-21)
- Middle School projection for next year is 1005 (compared to 1015 enrolled for 2020-21)
- High School projection for next year is 1425 (compared to 1413 enrolled for 2020-21)
- OPIS projection is 185 (compared to 285 enrolled for 2020-21) and 30 OVHS (compared to 32 for 2020-21)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.2.b. APPROVE FISCAL YEAR 2020-21 FIRST INTERIM FINANCIAL REPORT, CERTIFICATION AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board review and certify the 2020-21 First Interim Financial Report and Budget Revisions?

BACKGROUND: Per Education Code Section 42131, after the adoption of the District's annual budget each June, school districts are required to certify twice a year regarding their ability to meet financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years. The First Interim report details the District's financial status and projections as of October 31. This includes anticipated revenue and expenditures for the current fiscal year, a multiyear financial projection, and the State's criteria and standards report. The certifications are as follows:

- **POSITIVE:** Will meet financial obligations for the current and two subsequent years.
- **QUALIFIED:** May not meet financial obligations for the current or two subsequent years.
- **NEGATIVE:** Unable to meet financial obligations for the current or two subsequent school years.

Staff is recommending a positive certification.

The OPUSD 2020-21 First Interim Financial Report is available on the District's website and may also be accessed at the following link: <https://bit.ly/3qiwbMy>

FISCAL IMPACT: None

ALTERNATIVES:

1. Certify the 2020-21 First Interim Financial Report and Budget Revisions.
2. Do not certify the First Interim 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

December 15, 2020 Board of Education Meeting
Approve Fiscal Year 2020-21 First Interim Financial Report,
Certification And Budget Revisions
Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
**SUBJECT: B.2.c. APPROVE THE LOCAL CONTROL FUNDING FORMULA (LCFF)
BUDGET OVERVIEW FOR PARENTS**

ACTION

ISSUE: Shall the Board adopt the Local Control Funding Formula (LCFF) Budget Overview for Parents?

BACKGROUND: California Education Code (EC) Section 52064.1 requires each school district (LEA) to develop the Local Control Funding Formula (LCFF) Budget Overview for Parents in conjunction with the LCAP by July 1 of each year. Senate Bill 98 added Education Code Section 43509, which changed the adoption date for the 2020-2021 Budget Overview for Parents to December 15, 2020, in conjunction with the LEA's first interim budget report. Senate Bill 820 further updated the requirements for the Budget Overview for Parents to include specific amount of federal funds allocated under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

FISCAL IMPACT: None

ALTERNATIVES:

1. Approve the Local Control Funding Formula (LCFF) Budget Overview for Parents.
2. Do not Approve the Local Control Funding Formula (LCFF) Budget Overview for Parents.

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

LCFF Budget Overview for Parents

Local Educational Agency (LEA) Name: Oak Park Unified School District

CDS Code: 56738740000000

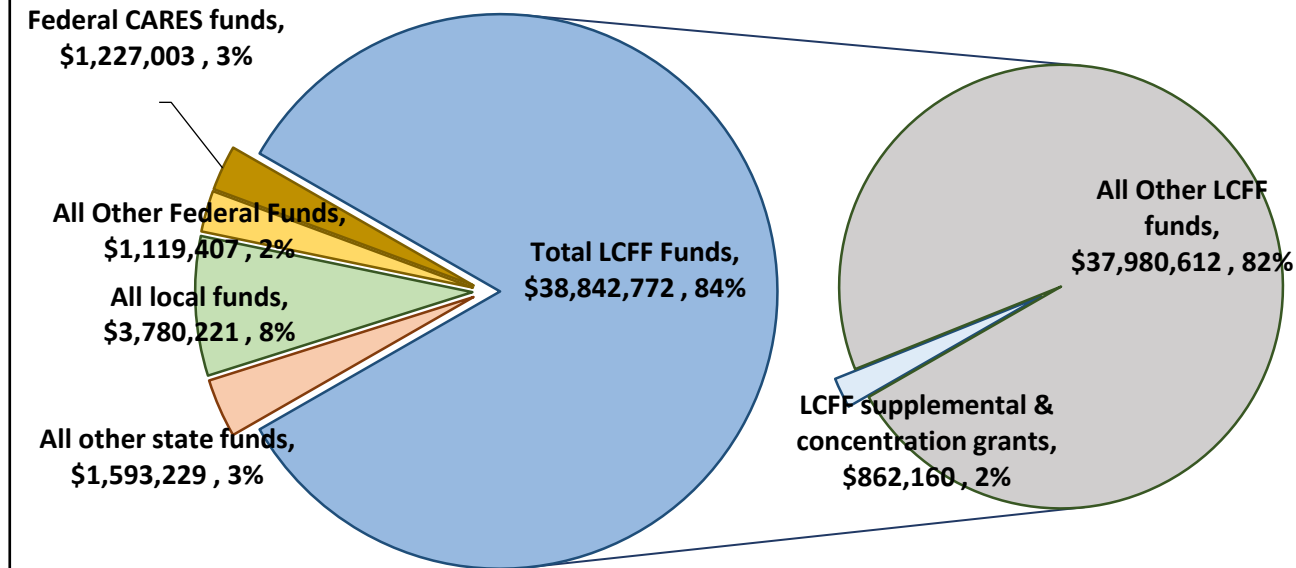
School Year: 2020-2021

LEA contact information: Adam Rauch, 818-735-3216, arauch@opusd.org

School districts receive funding from different sources: state funds under the Local Control Funding Formula (LCFF), other state funds, local funds, and federal funds. LCFF funds include a base level of funding for all LEAs and extra funding - called "supplemental and concentration" grants - to LEAs based on the enrollment of high needs students (foster youth, English learners, and low-income students).

Budget Overview for the 2020-2021 School Year

Projected Revenue by Fund Source

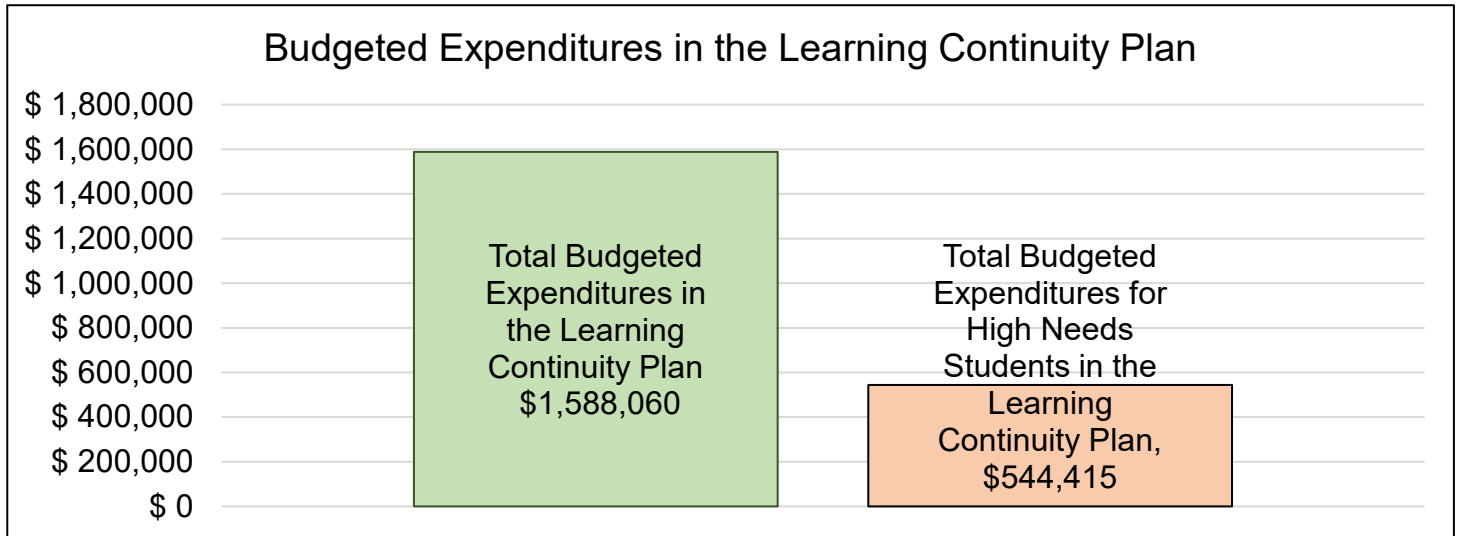


This chart shows the total general purpose revenue Oak Park Unified School District expects to receive in the coming year from all sources.

The total revenue projected for Oak Park Unified School District is \$46,562,632.00, of which \$38,842,772.00 is Local Control Funding Formula (LCFF) funds, \$1,593,229.00 is other state funds, \$3,780,221.00 is local funds, and \$2,346,410.00 is federal funds. Of the \$2,346,410.00 in federal funds, \$1,227,003.00 are federal CARES Act funds. Of the \$38,842,772.00 in LCFF Funds, \$862,160.00 is generated based on the enrollment of high needs students (foster youth, English learner, and low-income students).

LCFF Budget Overview for Parents

For the 2020-21 school year school districts must work with parents, educators, students, and the community to develop a Learning Continuity and Attendance Plan (Learning Continuity Plan). The Learning Continuity Plan replaces the Local Control and Accountability Plan (LCAP) for the 2020–21 school year and provides school districts with the opportunity to describe how they are planning to provide a high-quality education, social-emotional supports, and nutrition to their students during the COVID-19 pandemic.



This chart provides a quick summary of how much Oak Park Unified School District plans to spend for planned actions and services in the Learning Continuity Plan for 2020-2021 and how much of the total is tied to increasing or improving services for high needs students.

Oak Park Unified School District plans to spend \$46,058,295.00 for the 2020-2021 school year. Of that amount, \$1,588,060.01 is tied to actions/services in the Learning Continuity Plan and \$44,470,234.99 is not included in the Learning Continuity Plan. The budgeted expenditures that are not included in the Learning Continuity Plan will be used for the following:

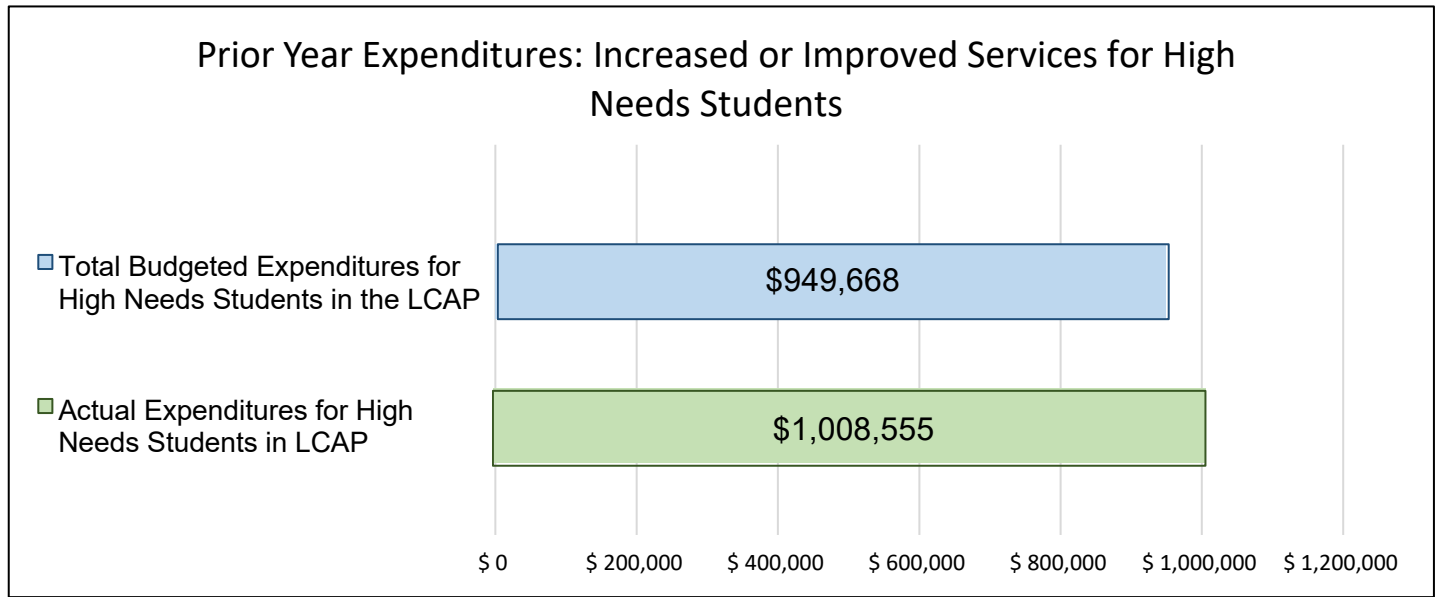
The Learning Continuity Plan serves as OPUSD's planned response to the COVID crisis, Distance Learning, and the need to mitigate learning loss for high needs students. The General Fund Budget Expenditures for the 2020-21 school year not included in the Learning Continuity Plan include general operating expenses that would have been expensed in a typical school year. These expenses include teacher, administrative, and support personnel salaries, general supplies, and utilities.

Increased or Improved Services for High Needs Students in the Learning Continuity Plan for the 2020-2021 School Year

In 2020-2021, Oak Park Unified School District is projecting it will receive \$862,160.00 based on the enrollment of foster youth, English learner, and low-income students. Oak Park Unified School District must describe how it intends to increase or improve services for high needs students in the Learning Continuity Plan. Oak Park Unified School District plans to spend \$544,415.30 towards meeting this requirement, as described in the Learning Continuity Plan. The additional improved services described in the plan include the following:

LCFF Budget Overview for Parents

Update on Increased or Improved Services for High Needs Students in 2019-2020



This chart compares what Oak Park Unified School District budgeted in the 2019-20 LCAP for actions and services that contributed to increasing or improving services for high needs students with what Oak Park Unified School District actually spent on actions and services that contributed to increasing or improving services for high needs students in the 2019-20 school year.

In 2019-2020, Oak Park Unified School District's LCAP budgeted \$949,668.00 for planned actions to increase or improve services for high needs students. Oak Park Unified School District actually spent \$1,008,554.83 for actions to increase or improve services for high needs students in 2019-2020.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

**SUBJECT: B.2.d. APPROVE AMENDMENT TO AGREEMENT FOR
PROGRAM/CONSTRUCTION MANAGEMENT SERVICES**

ACTION

ISSUE: Shall the Board approve Amendment 11 to the agreement with Balfour Beatty Construction, Inc. (BBC) for program/construction management services in connection with Measure S facilities construction projects?

BACKGROUND: At its meeting on May 20, 2009, the Board entered into an agreement with BBC for program and construction management (PM/CM) services in connection with Measure R and State Modernization Program projects. Based on the success of the resulting facility program, the BBC contract has been extended annually in each subsequent year, most recently when the Board approved Amendment 10 in December 2019.

District Staff recommends the Board's approval of amendment 11, extending the contract for one year to December 31, 2021. We anticipate the level of support to be significantly lower than in past years. District Bond Program Staff is overseeing Measure S projects. BBC services will be utilized on an as needed hourly basis. The proposed amendment follows for the Board's review.

FISCAL IMPACT: The cost of BBC services will be funded from the Measure S bond fund. The level of support is expected to be significantly lower than in past years.

ALTERNATIVES:

1. Approve Amendment 11 to the agreement with Balfour Beatty Construction, Inc. for program/construction management services.
2. Do not approve the agreement.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, DECEMBER 15, 2020

Approve Amendment 11 to the agreement with Balfour Beatty Construction, Inc. (BBC)
for program/construction management services

Page 2

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

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

**AMENDMENT NO. 11
TO AGREEMENT FOR PROGRAM/CONSTRUCTION MANAGEMENT SERVICES**

I. RECITALS

- A. Whereas on or about May 20, 2009, Oak Park Unified School District ("District") and Barnhart Inc. (a Heery International Company) ("Barnhart") entered into an Agreement for Program/Construction Management Services ("Agreement") related to Measure "R" Facilities Construction Bond Program;
- B. Whereas the term of the Agreement was for one year;
- C. Whereas Article 4 of the Agreement provides that the Agreement may be extended by way of written amendment to the Agreement;
- D. Whereas the District and Barnhart entered into Amendment No. 1 to extend the term of the Agreement through December 31, 2011.
- E. Whereas the District and Barnhart entered into Amendment No. 2 to extend the term of the Agreement through December 31, 2012.
- F. Whereas the District and Barnhart entered into Amendment No. 3 to extend the term of the Agreement through December 31, 2013.
- G. Whereas the District and Barnhart entered into Amendment No. 4 to extend the term of the Agreement through December 31, 2014.
- H. Whereas the District and Barnhart entered into Amendment No. 5 to extend the term of the Agreement through December 31, 2015.
- I. Whereas the District and Barnhart entered into Amendment No. 6 to extend the term of the Agreement through December 31, 2016.
- J. Whereas the District and Barnhart entered into Amendment No. 7 to extend the term of the Agreement through December 31, 2017.
- K. Whereas the District and Barnhart entered into Amendment No. 8 to extend the term of the Agreement through December 31, 2018.
- L. Whereas the District and Barnhart entered into Amendment No. 9 to extend the term of the Agreement through December 31, 2019.
- M. Whereas the District and Barnhart entered into Amendment No. 10 to extend the term of the Agreement through December 31, 2020.
- N. Whereas the District and Barnhart wish to enter into this Amendment No. 11 to Agreement for Program/Construction Management Services ("Amendment") to extend the term of the Agreement and make other modifications to the Agreement as set forth herein.

II. AMENDMENT

The Agreement is hereby amended as follows:

1. All references in the Agreement to Barnhart shall be amended to refer to "Balfour Beatty Construction, LLC."
2. All references in the Agreement to Measure R shall be amended to refer to "Measure S."
3. Pursuant to Article 4, subsection 4.2, the term of the Agreement shall be extended through December 31, 2021 ("Extension Term").
4. Compensation for basic services (as described in Articles 2 and 3 of the Agreement) shall be per attached Exhibit A Staffing Plan Projection thru December 31, 2021
5. To the extent he remains employed by Barnhart, Dennis Kuykendall shall remain assigned to the Project(s) contemplated under the Agreement, unless otherwise agreed by the District and Barnhart.
6. Except as expressly modified by this Amendment, all other terms and conditions set forth in the Agreement shall remain in full force and effect.

This Amendment No. 11 is executed and becomes part of the Agreement on _____, 2021.

Oak Park Unified School District

Balfour Beatty Construction, LLC

Adam Rauch, Assistant Superintendent
Business and Administrative Services

Brian Cahill, Vice President

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.2.e. 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	California Community Foundation	\$100 Donation as General support for Oak Park High School, as directed by the Office of the Attorney General due to the dissolution of the Cars 4 Causes 501c3 public charity

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.3.a. APPROVE NEW COURSE “MOVEMENTS FOR SOCIAL CHANGE” FOR ENGLISH IV CP OPTIONS AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall Oak Park High School add a new course titled “Movements for Social Change” to its English IV CP Options courses?

BACKGROUND: The course will involve the reading of non-fiction texts. A description of the course and details of proposed instructional materials is provided for the Board’s reference. This course is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this course to the board at their December 1, 2020 meeting.

FISCAL IMPACT: None

ALTERNATIVES: 1. Approve the request for an additional course for English IV CP Options for Oak Park High School.
2. Do not approve the request for an additional course 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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

Movements of Social Change

Senior English Options Course (English IV CP)
5 credits/one semester

Course Description:

The class will focus on issues related to social justice and it will involve a study of social movements in response to the need for systemic change in American society. The course will be inquiry-based in which students will focus on the following driving question: How can people work together effectively to create a more socially just society?

There are three specific social movements that this semester course will focus on as case studies:

- the Women's Rights Movement (with a particular focus on Women's Suffrage given its recent 100th year anniversary)
- the Civil Rights Movement
- the contemporary youth movement led by teen activists such as those involved in the protests resulting from the Parkland school shooting, in the Global Climate Strike inspired by Greta Thunberg's environmental activism, and in the Indigenous youth group movement against the Dakota Access Pipeline

In addition, given the plethora of other significant social movements that have occurred in American history, students will engage in a project-based inquiry of a social movement of their choice. Either individually or in groups, students will choose a social movement they would like to explore further, conduct comprehensive research on their topic, and then present to the class their findings and analysis in response to the course's driving question.

Even though the three case studies listed above focus on significant movements in American society, students may also explore and research social justice issues that pertain to other parts of the world. This would allow for an application of the tools and strategies learned from their study of Women's Rights, Civil Rights, and youth activism to a more global context, as well as a compare/contrast study of global social movements. Students will be expected to read non-fiction texts critically, participate in class discussions actively, and reflect on their learning in-depth through a series of writing assignments.

Tentative Reading List:

Below is a list of non-fiction texts that are under consideration for the class. I am still in the process of searching, reading, and assessing additional texts that are not only grade-level appropriate, but also realistic for the semester length of the course.

- ❑ *Votes for Women: American Suffragists and the Battle for the Ballot* by Winifred Conkling
"Paints a vibrant picture of the women who organized, marched, went on hunger strikes, broke the law, and endured brutal conditions in jail over the decades-long fight to win the vote for women."
- ❑ *Across That Bridge: A Vision for Change and the Future of America* by John Lewis
"Congressman John Lewis draws from his experience as a prominent leader of the Civil Rights Movement to offer timeless wisdom, poignant recollections, and powerful principles for anyone interested in challenging injustices and inspiring real change toward a freer, more peaceful society."
- ❑ Selections from *American Protest Literature* edited by Zoe Trodd

“Eleven social movements are featured in this stunning, much-needed anthology of protest literature in the United States.”

CCC ELA Reading Standards addressed:

#1 Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text, including determining where the text leaves matters uncertain.

#2 Determine two or more central ideas of a text and analyze their development over the course of the text, including how they interact and build on one another to provide a complex analysis; provide an objective summary of the text.

#3 Analyze a complex set of ideas or sequence of events and explain how specific individuals, ideas, or events interact and develop over the course of the text.

CCC ELA Writing Standards addressed:

#4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

#7 Conduct short as well as more sustained research projects to answer a question or solve a problem; narrow or broaden the inquiry when appropriate, synthesize multiple resources on the subject, demonstrating understanding of the subject under investigation.

#10 Write routinely over extended and shorter time frames for a range of tasks, purposes, and audiences.

CCC ELA Speaking and Listening Standards addressed:

#1 Initiate and participate effectively in a range of collaborative discussions, building on others' ideas and expressing their own clearly and persuasively.

#2 Integrate multiple sources of information presented in diverse formats and media in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.

#3 Present information, finding, and supporting evidence, conveying a clear and distinct perspective and logical argument, such that listeners can follow the line of reasoning.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
**SUBJECT: B.3.b. APPROVE NEW COURSE “OWN VOICES” FOR ENGLISH IV CP
OPTIONS AT OAK PARK HIGH SCHOOL**

ACTION

ISSUE: Shall Oak Park High School add a new course titled Own Voices to its English IV CP Options courses?

BACKGROUND: The course will involve the reading of three different texts. A description of the course and details of proposed instructional materials is provided for the Board’s reference. This course is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this course to the board at their December 1, 2020 meeting.

FISCAL IMPACT: None

ALTERNATIVES: 1. Approve the request for an additional course for English IV CP Options for Oak Park High School.
2. Do not approve the request for an additional course 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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

Own Voices

Senior English Options Course (English IV CP)
5 credits/one semester

Tentative Course Description

Own Voices is a one semester, college preparatory, senior option English course. In this literature based model, students will watch short videos, read a variety of essays, novels and memoirs from authors whose voices, texts and contributions have been marginalized, silenced, oppressed or ignored etc. Authors and titles will be drawn heavily from those who explore what it means to be an American from one or more of the well recognized four major ethnic groups in America (Black, Latinx, Asian and Indigineous). Additionally, we will explore women's literature and other non-white authors and an array of races, religions, genders and sexual orientations.

Tentative Reading List: students will read 3-4 texts in total; 2 required and 1-2 chosen:

-*Between the World and Me* by Ta-Nehisi Coates (Black, American) is a stunningly illuminating, three-part must-read letter written by a Black father to his Black son about what it means to be a Black male in America.

-*Becoming* by Michelle Obama (Female, Black, American) is the best selling memoir of all time, where Obama shatters the stereotypical view of what it looks like to grow up in a lower-income, urban neighborhood and what it means to be female and Black in America today.

-*Aristotle and Dante Discover the Secrets of the Universe* by Benjamin Alire Saenz (Latinx, American and LGBTQ) is a gorgeous coming-of-age-love-story about two Latinx Mexican American boys growing up between their two cultures in Texas.

-*The Namesake* by Jhumpa Lahiri (Female, Indian American) is a coming of age story about a young man, who is first generation American with his parents from India and grapples with the realities of living between two cultures.

-*Reading Lolita in Tehran* by Azar Nafisi (Female, Middle-Eastern, Islam) is the story of how Nafisi taught her female, college students in secret during the Islamic Revolution in Iran.

-*The Red Tent* by Anita Diamant (Female, Jewish, American) explores the support and encouragement among mothers, sisters and aunts in biblical times.

-*Farewell to Manzanar* by Jeanne Wakasuki Houston (Female, Asian, American) is the true life story of Wakasuki's internment in California during World War II.

-*Little Women* by Louisa May Alcott (Female, American) is the 19th century classic about four strong women with hopes and desires growing up in a white, male dominated society.

-*If Beale Street Could Talk* by James Baldwin (Black, American) is an all too common tale about how a wrongfully convicted and incarcerated talented, loving, Black man struggles to raise a family and be an artist in a society, whose racist criminal justice system, places barriers to his chances for the good life he deserves.

-*Dear Martin* by Nic Stone (Female, Black, American) is a story about an intelligent, young, Black man growing up between two neighborhoods and whose friend is tragically killed by an off-duty police officer.

CCC ELA Reading Standards addressed:

#1 Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text, including determining where the text leaves matters uncertain.

#2 Determine two or more central ideas of a text and analyze their development over the course of the text, including how they interact and build on one another to provide a complex analysis; provide an objective summary of the text.

#3 Analyze a complex set of ideas or sequence of events and explain how specific individuals, ideas, or events interact and develop over the course of the text.

CCC ELA Writing Standards addressed:

#4 Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience.

#7 Conduct short as well as more sustained research projects to answer a question or solve a problem; narrow or broaden the inquiry when appropriate, synthesize multiple resources on the subject, demonstrating understanding of the subject under investigation.

#10 Write routinely over extended and shorter time frames for a range of tasks, purposes, and audiences.

CCC ELA Speaking and Listening Standards addressed:

#1 Initiate and participate effectively in a range of collaborative discussions, building on others' ideas and expressing their own clearly and persuasively.

#2 Integrate multiple sources of information presented in diverse formats and media in order to make informed decisions and solve problems, evaluating the credibility and accuracy of each source and noting any discrepancies among the data.

#3 Present information, finding, and supporting evidence, conveying a clear and distinct perspective and logical argument, such that listeners can follow the line of reasoning.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
**SUBJECT: B.4.a. APPROVE 2020-21 EARLY RETIREMENT INCENTIVE
MEMORANDUM OF UNDERSTANDING BETWEEN OAK PARK
UNIFIED SCHOOL DISTRICT AND OAK PARK TEACHERS
ASSOCIATION**

ACTION

ISSUE: Shall the Board approve Memorandum of Understanding between Oak Park Unified School District (OPUSD) and the Oak Park Teachers Association (OPTA) offering a retirement incentive for the 2020-2021 school year?

BACKGROUND: In each of the last seven years, Oak Park Unified School District and the Oak Park Teachers Association have entered into a Memorandum of Understanding (MOU) to provide an early retirement incentive for teachers meeting certain eligibility requirements. OPUSD and OPTA have found this incentive to be mutually beneficial as a way to recognize the contributions of long-time employees of the District, minimize reduction of newly hired staff, and promote cost savings.

OPUSD and OPTA are proposing to again to offer the incentive program for the 2020-21 school year. The proposed MOU follows for the Board's information.

FISCAL IMPACT: As it has historically, it is projected that the District will realize significant salary savings under this program, achieved by the reduction in cost of retiring senior teacher salaries through replacement by more junior teachers placed lower on the contractual salary range.

ALTERNATIVES:

1. Approve the Memorandum of Understanding between OPUSD and OPTA offering a retirement incentive for the 2020-2021 school year.
2. Do not approve the Memorandum of Understanding.

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources
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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**Memorandum of Understanding
Between OPUSD and OPTA Regarding
Retirement Incentive for the 2020-2021 School Year
Under Article 26**

Whereas the Oak Park Unified School District ("District") desires to recognize the contributions of longtime employees of the District, minimize reduction of newly hired staff and promote the cost savings that can potentially support future compensation increases, the following retirement incentive is agreed to for the 2020-2021 school year.

1. Eligibility requirement for participating in the retirement incentive:
 - a. Bargaining unit members must have attained the age of 55 by June 30, 2021.
 - b. Bargaining unit members must retire from the California Retirement System.
 - c. Bargaining unit members must have served a minimum of twelve (12) years of permanent employment with the Oak Park Unified School District.
 - d. Bargaining unit members must commit to retirement, and inform the District of their decision to retire no later than February 6, 2021.
2. Retirement Incentive for the 2020-2021 school year:
 - a. Eligible permanent bargaining unit members may elect either a one-time cash incentive of thirty thousand dollars (\$30,000), or
 - b. A single HMO health benefits package, including vision and dental (at the District's prevailing rate for retirees), not to exceed twelve thousand dollars (\$12,000) annually, for up to five years, or until the retiree reaches his/her 65th birthday, whichever occurs first.
3. If an eligible permanent bargaining unit member selects the single HMO, vision, and dental benefits package, the amount of the premium for single health coverage (not to exceed \$12,000) will be paid by the District for up to five (5) years, or until the retiree attains the age of 65.
4. An eligible permanent bargaining unit member may elect to use the single HMO incentive as credit to either a dual or family plan (including any PPO plan offered by-the District), with any additional premium cost for such coverage being paid for by the retiree.
5. Eligible permanent part-time bargaining unit members will receive a pro-rated amount of the cash incentive, or the single HMO incentive based on their full-time equivalency percentage at the time of their retirement.

Approved:

Brandie Pryor, OPTA Negotiations Chair

Date

Russ Peters, OPTA President

Date

Stew McGugan, OPUSD Negotiations Chair

Date

Tony Knight, Ed.D., Superintendent

Date

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.5.a. APPROVE DELETION OF BOARD POLICY 6141.6 MULTICULTURAL EDUCATION – First Reading

ACTION

ISSUE: Should the Board of Education approve deletion of Board Policy 6141.6 Multicultural Education?

BACKGROUND: Board Policy is being submitted for deletion as key concepts of this policy were incorporated into Board Policy 6142.95 - History-Social Science Instruction. This policy was recommended for deletion by CSBA in 2009 but was never brought before the board prior to this. Staff is recommending the deletion of Board Policy 6141.6 as CSBA no longer provides updates for this policy

ALTERNATIVES: 1. Approve deletion of Board Policy 6141.6 Multicultural Education.
2. Do not approve deletion of Board Policy 6141.6 Multicultural 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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6141.6

Multicultural Education

~~To foster intercultural understanding, communication and respect in an increasingly diverse society, curriculum and instruction at all grade levels shall reflect the perspective and experiences of various cultural, ethnic, racial and social groups. The Governing Board desires that multicultural education be integrated across the curriculum into as many subjects as possible rather than providing isolated lessons on different cultures.~~

~~The district's comprehensive multicultural education program shall recognize the contributions of different groups of people to the history, life and culture of the local community, California, the United States and other nations. It may include but not be limited to instruction about the languages, cultural characteristics, significant events and individuals, and social, political and economic conditions of various ethnic groups.~~

~~While recognizing the unique aspects of different cultures and peoples, multicultural education shall also emphasize commonalities and challenge the stereotypes and biases that inhibit intergroup understanding. Multicultural education also shall be designed to contribute to the personal development of students through greater self-understanding, positive self-concept and pride in one's ethnic identity.~~

~~(cf. 0410—Nondiscrimination in District Programs and Activities)~~

~~(cf. 5137—Positive School Climate)~~

~~(cf. 6115—Ceremonies and Observances)~~

~~(cf. 6141.2—Recognition of Religious Beliefs and Customs)~~

~~(cf. 6161.1—Selection and Evaluation of Instructional Materials)~~

Legal Reference:

EDUCATION CODE

~~44560—Inservice preparation in ethnic backgrounds~~

~~60040—Portrayal of cultural and racial diversity~~

Management Resources:

WEB SITES

~~California Arts Project: www.ucop.edu/teap~~

~~Adopted: 9-17-02~~

~~Amended: 8-24-04~~

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: DECEMBER 15, 2020
SUBJECT: B.5.b. APPROVE AMENDMENT OF BOARD BYLAW EXHIBIT 9323.2
ACTIONS BY THE BOARD – First Reading

ACTION

ISSUE: Should the Board of Education approve the amendment of Board Bylaw Exhibit 9323.2 Actions By the Board?

BACKGROUND: Board Bylaw Exhibit updated to clarify items under "Actions Requiring a Two-Thirds Vote of the Board" and "Actions Requiring a Four-Fifths Vote of the Board" regarding emergency facilities conditions as only applying to districts that have adopted the Uniform Public Construction Cost Accounting Act procedures. Item regarding the expenditure and transfer of funds or use of district property or personnel to meet a national or local emergency created by war moved from "Actions Requiring a Four-Fifths Vote of the Board" to "Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting" to more accurately reflect law. Board Bylaw Exhibit 9323.2 is being submitted with recommended language from CSBA.

ALTERNATIVES: 1. Approve amendment of Board Bylaw Exhibit 9323.2 Actions By the Board.
2. Do not approve amendment of Board Bylaw Exhibit 9323.2 Actions By the Board.

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	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 9000

Bylaws of the Board

E 9323.2(a)

Actions By The Board

Exhibit 1

ACTIONS REQUIRING A SUPER MAJORITY VOTE

Actions Requiring a Two-Thirds Vote of the Board:

1. Resolution declaring the Governing Board's intention to sell or lease real property (Education Code 17466)

(cf. 3280 - Sale or Lease of District-Owned Real Property)

2. Resolution declaring the Board's intent to convey or dedicate property to the state or any political subdivision for the purposes specified in Education Code 17556 (Education Code 17557)
3. Resolution authorizing and directing the Board president, or any other presiding officer, secretary, or member, to execute a deed of dedication or conveyance of property to the state or a political subdivision (Education Code 17559)
4. Lease, for up to three months, of school property which has a residence on it and which cannot be developed for district purposes because funds are unavailable (Education Code 17481)
5. Request for temporary borrowing of funds needed for immediate requirements of the district to pay district obligations incurred before the receipt of district income for the fiscal year sufficient to meet the payment(s) (Government Code 53821)
6. Upon complying with Government Code 65352.2 and Public Resources Code 21151.2, action to render city or county zoning ordinances inapplicable to a proposed use of the property by the district (Government Code 53094)

(cf. 7131 - Relations with Local Agencies)

(cf. 7150 - Site Selection and Development)

(cf. 7160 - Charter School Facilities)

7. When the district is organized to serve only grades K-8, action to establish a community day school for any of grades K-8 (Education Code 48660)

(cf. 6185 - Community Day School)

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 9000

Bylaws of the Board

E 9323.2(b)

8. When the district is organized to serve only grades K-8, has an average daily attendance (ADA) of 2,500 or less, or desires to operate a community day school to serve any of grades K-6 (and no higher grades) and seeks to situate a community day school on an existing school site, certification that satisfactory alternative facilities are not available for a community day school (Education Code 48661)
9. Resolution of intent to issue general obligation bonds with the approval of 55 percent of the voters of the district (Education Code 15266)

(cf. 7214 - General Obligation Bonds)

10. Resolution of intent to issue bonds within a school facilities improvement district with the approval of 55 percent of the voters of the school facilities improvement district (Education Code 15266)

(cf. 7213 - School Facilities Improvement Districts)

11. Resolution to place a parcel tax on the ballot (Government Code 53724)

(cf. 3471 - Parcel Taxes)

12. Resolution of necessity to proceed with an eminent domain action and, if the Board subsequently desires to use the property for a different use than stated in the resolution of necessity, a subsequent resolution so authorizing the different use (Code of Civil Procedure 1245.240, 1245.245)
13. When the district has a three-member Board, **and has adopted the procedures set forth in the Uniform Public Construction Cost Accounting Act (UPCCAA)**, action to respond to an emergency facilities condition without giving notice for bids to let contracts, including the repair or replacement of district facilities, the taking of any other action that is directly related to and immediately required by that emergency, the procurement of the necessary equipment, services, and supplies for those purposes, the delegation of authority to the Superintendent or designee to take such action, and the determination during a regular Board meeting of the need to continue the action (Public Contract Code 22035, 22050)

(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)

Actions Requiring a Two-Thirds Vote of the Board Members Present at the Meeting:

1. Determination that there is a need to take immediate action and that the need for action

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 9000

Bylaws of the Board

E 9323.2(c)

came to the district's attention after the posting of the agenda. If less than two-thirds of the Board members are present at the meeting, a unanimous vote of all members present is required. (Government Code 54954.2)

2. Determination that a closed session is necessary during an emergency meeting. If less than two-thirds of the Board members are present, a unanimous vote of all members present is required. (Government Code 54956.5)

(cf. 9320 - Meetings and Notices)

(cf. 9321 - Closed Session ~~Purposes and Agendas~~)

Actions Requiring a Four-Fifths Vote of the Board:

~~Expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense (Government Code 53790-53792)~~

~~(cf. 3110 - Transfer of Funds)~~

1. Resolution for district borrowing based on issuance of notes, tax anticipation warrants, or other evidences of indebtedness, in an amount up to 50 percent of the district's estimated income and revenue for the fiscal year or the portion not yet collected at the time of the borrowing (Government Code 53822, 53824)
2. Resolution for district borrowing, between July 15 and August 30 of any fiscal year, of up to 25 percent of the estimated income and revenue to be received by the district during that fiscal year from apportionments based on ADA for the preceding school year (Government Code 53823-53824)
3. Declaration of an emergency in order to authorize the district to include a particular brand name or product in a bid specification (Public Contract Code 3400)

(cf. 3311 - Bids)

4. When the district has a five-member or seven-member Board **and has adopted the procedures set forth in UPCCAA**, action to respond to an emergency facilities condition without giving notice for bids to let contracts, including the repair or replacement of district facilities, the taking of any other action that is directly related to and immediately required by that emergency, the procurement of the necessary equipment, services, and supplies for those purposes, the delegation of authority to the Superintendent or designee to take such action, and the determination during a regular Board meeting of the need to continue the action (Public Contract Code 22035, 22050)

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 9000

Bylaws of the Board

E 9323.2(d)

5. Resolution to award a contract for a public works project at \$212,500 or less to the lowest responsible bidder, when the district is using the informal process authorized under the ~~Uniform Public Construction Cost Accounting Act~~UPCCAA for projects of \$200,000 or less, all bids received are in excess of \$200,000, and the Board determines that the district's cost estimate was reasonable (Public Contract Code 22034)

Action Requiring a Four-Fifths Vote of the Board Members Present at the Meeting

A four-fifths vote of the Board members present at the meeting shall be required to approve the expenditure and transfer of necessary funds and use of district property or personnel to meet a national or local emergency created by war, military, naval, or air attack, or sabotage, or to provide for adequate national or local defense.

(cf. 3110 - Transfer of Funds)

(cf. 3311.1 - Uniform Public Construction Cost Accounting Procedures)

Actions Requiring a Unanimous Vote of the Board:

1. Resolution authorizing and prescribing the terms of a lease of district property for extraction and taking of gas not associated with oil (Education Code 17510-17511)
2. Authorization of the use of day labor or force account, or waiver of the competitive bid process pursuant to Public Contract Code 20111, when the Board determines that an emergency exists requiring the repair, alteration, work, or improvement to any facility to permit the continuance of existing classes or to avoid danger to life or property, and upon approval of the County Superintendent of Schools (Public Contract Code 20113)

Action Requiring a Unanimous Vote of the Board Members Present at the Meeting:

1. Private sale of surplus property without advertisement in order to establish that such property is not worth more than \$2,500. Disposal of surplus property or donation to a charitable organization requires the unanimous vote of the Board members present to establish that the value of such property would not defray the cost of arranging its sale. (Education Code 17546)

(cf. 3270 - Sale and Disposal of Books, Equipment and Supplies)

Adopted: 3-12-02

Amended: 9-17-02, 11-07, 11-12, 8-14, 8-20-19, 12-15-20

**OAK PARK UNIFIED SCHOOL DISTRICT
EXHIBIT**

Series 9000

Bylaws of the Board

E 9323.2(e)

Exhibit(2)

ACTIONS BY THE BOARD

UNCONDITIONAL COMMITMENT LETTER

To: (Name of district attorney or any interested person)

The Governing Board of Oak Park Unified School District has received your cease and desist letter dated (date) alleging that the following past action taken by the Board violates the Ralph M. Brown Act: (Describe alleged past action as set forth in the cease and desist letter.)

In order to avoid unnecessary litigation and without admitting any violation of the Ralph M. Brown Act, the Board hereby unconditionally commits that it will cease, desist from, and not repeat the challenged past action described above. The Board may rescind this commitment only by a majority vote of its membership taken in open session at a regular meeting and noticed on its posted agenda as "Rescission of Brown Act Commitment." You will be provided with written notice, sent by any means or media you provide in response to this message, to whatever address(es) you specify, of any intention to consider rescinding this commitment at least 30 days before any such regular meeting. In the event that this commitment is rescinded, a notice will be delivered to you by the same means as this commitment, or by mail to an address that you have designated in writing, and you will have the right to commence legal action pursuant to Government Code 54960(a).

Sincerely,

(Name)

(Title of Board President or other designee)

Adopted: 8-20-19

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

SUBJECT: VI.1. 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 December 2, 2020?

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: Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance & 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	Proposed Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
Measure S Management						-		-		
Measure S General Architecture Planning Services	155,160	-	-	155,160	155,160	-	155,160	-	Complete	CLOSED
Measure S District Salaries (3)	1,000,000	281,190	-	1,281,190	1,086,563	194,627	849,435	237,128	Future	
17-58S General Planning & Architectural Services (1) (3) (4)	90,821	29,400	-	120,221	119,400	821	101,952	17,448	Complete	HED General Planning
Measure S Program Direct Software, Equipment & Su (1) (4)	251,000	50	-	251,050	210,996	40,054	210,342	654	In Design	IN PROGRESS
Measure S General CM Services-Balfour Beatty	900,000	(425,437)	-	474,563	375,713	98,850	375,713	-	In Close-Out	IN PROGRESS
	2,396,981	(114,797)	-	2,282,184	1,947,833	334,352	1,692,602	255,230		
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. (1) (3) (4)	1,302,493	87,763	-	1,390,256	1,285,364	104,892	1,285,364	-	Future	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	328,652	3,320,098	328,652	-	In Design	IN PROGRESS
19-28S Extend Shared Wall Room 216	11,200	-	-	11,200	11,200	-	11,200	-	Complete	
19-30S Extend Height of Playground Fence	25,034	-	-	25,034	25,034	-	25,034	-	In Close-Out	
20-17S Remove and Replace Foundation on Portable C (1)	46,571	1,212	-	47,783	46,099	1,684	46,099	-	Future	
20-16S Innovation Lab BES (1)	47,200	-	-	47,200	47,200	-	47,200	-	Future	
	5,194,587	47,525	-	5,242,112	1,815,438	3,426,673	1,815,438	-		
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 (1) (3)	256,055	-	-	256,055	153,633	102,422	120,761	32,872	Future	IN PROGRESS
19-10S Collaborative Furniture	200,000	-	-	200,000	196,043	3,957	195,708	335	Future	
19-31S Security Raptor Software Districtwide	45,710	(343)	-	45,367	45,367	-	45,367	-	In Construction	
20-04S Collaborative Furniture (1) (3)	102,376	-	-	102,376	102,376	0	64,633	37,743	Future	
20-10S Exterior Repairs to Portables at BES/MCMS	59,834	1,200	-	61,034	61,034	-	61,034	-	Complete	
20-21S Outdoor Furniture Purchases DW (1) (4)	100,451	-	-	100,451	102,075	(1,624)	91,944	10,131	Future	
	8,452,244	47,919	-	8,500,163	8,395,407	104,756	8,314,326	81,081		
King James Court						-		-		
19-22S King James Court Debris Clearance	15,700	-	-	15,700	15,700	-	15,700	-	Complete	
	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	1,566,445	(60,051)	1,566,150	295	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 (1) (2) (3)	4,903,463	505,862	19,496	5,428,821	5,119,183	309,638	4,399,844	719,339	Future	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



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	Proposed Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
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	-	Complete	
19-15S Shade Sails at MCMS	55,850	4,995	-	60,845	60,845	-	60,845	-	Completion	
20-12S Renovate Lobby MCMS (1) (4)	19,808	899	-	20,707	20,707	-	20,707	-	Complete	
	7,304,400	605,360	19,496	7,929,256	7,691,437	237,819	6,952,496	738,941		
Oak Hills Elementary School						-		-		
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
19-09S/18-19S Add Modular Classrooms (1) (2)	358,700	54,717	54,800	468,217	215,220	252,997	215,220	-	Close Out	
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	25,084	4,471	-	29,555	29,555	-	29,555	-	Complete	NOC 9-17-2019
19-13S OHES Fencing @ Park (3)	135,042	0	-	135,042	120,691	14,351	120,517	174	Complete	
19-20S Kindergarten Flooring Classrooms	19,223	-	-	19,223	19,223	-	19,223	-	In Close-Out	
19-29S Extend Wall Between Conf/Copy Room	11,732	-	-	11,732	11,732	-	11,732	-	Complete	
20-03S Innovation Lab OHES (1) (2)	65,731	-	(575)	65,156	65,156	-	65,156	-	In Construction	
	837,340	53,440	54,225	945,006	671,474	273,532	671,300	174		
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
19-19S Art Court Phase II (1)	229,138	-	-	229,138	229,538	(400)	222,505	7,034	Future	
19-23S Tennis Court Resurfacing	44,084	-	-	44,084	44,084	-	44,084	-	In Close-Out	
19-27S Repair Wood Columns @OPHS	19,655	-	-	19,655	19,655	-	19,655	-	Complete	
20-05S Basketball Courts Resurfacing OPHS	20,052	-	-	20,052	20,052	-	20,052	-	Future	
20-22S Economizers OPHS F Bldg. HVAC's (1) (4)	25,756	-	-	25,756	25,756	-	25,756	-	Future	
	1,506,370	(211,302)	-	1,295,067	1,220,786	74,282	1,213,752	7,034		
Oak Park Neighborhood School						-		-		
19-08S OPNS Arch Svcs for DSA Certific (2) (3)	189,285	-	274,054	463,339	30,453	432,886	30,453	-	In Close-Out	
	189,285	-	274,054	463,339	30,453	432,886	30,453	-		
Oak View High School						-		-		
19-26S Reno Bldg Ext at OVHS	175,763	(763)	-	175,000	163,763	11,237	163,763	-	Future	
	175,763	(763)	-	175,000	163,763	11,237	163,763	-		
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 (1) (3)	6,588,570	84,400	-	6,672,970	597,323	6,075,646	502,644	94,679	Future	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	(18,040)	-	130,400	130,400	-	130,400	-	Complete	NOC APPROVED 10/15/2019
19-16S ROES Phase 2 Safety/Security Fencing	75,873	0	-	75,873	69,615	6,258	69,615	-	Completed	NOC APPROVED 10/15/2019



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	Proposed Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
20-11S Restroom Upgrades at ROES (1) (3)	86,466	-	-	86,466	86,298	168	85,748	550	Future	
20-13S Paint Admin Interior	17,601	-	-	17,601	17,601	-	17,601	-	Complete	
20-14S Flooring for Admin + 7 Classrooms	49,125	-	-	49,125	49,125	-	49,125	-	In Close-Out	
20-15S Innovation Lab at ROES (1)	44,065	-	-	44,065	44,065	-	44,065	-	Planning	
20-18S Renovate Exteriors of Buildings B & C @ROES (1) (3)	104,075	-	-	104,075	85,915	18,160	8,262	77,653	Future	
	7,167,463	61,379	-	7,228,842	1,128,610	6,100,232	955,729	172,882		
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	(794)	-	17,206	17,206	-	17,206	-	Complete	Project complete
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
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	243,400	7,935	-	251,335	251,335	(0)	251,335	-	Complete	BOARD APPROVED 6-4-19
19-24S Additional Security Cameras DW Phase 4	38,029	-	-	38,029	38,029	-	38,029	-	In Close-Out	
20-01S Next Generation MacBook Pro Pilot Program (1)	20,451	-	-	20,451	20,451	-	8,576	11,875	Future	
20-02S Interactive Flat Panel Displays for Element	15,000	-	-	15,000	-	15,000	-	-	Future	
20-08S Apple iPad Air Refresh (1)	34,544	-	-	34,544	34,544	-	34,544	-	Future	
20-09S District Network Firewall Refresh (1)	285,524	-	-	285,524	285,524	-	285,524	-	Out for Bid	
20-19S Staff Laptop Refresh (1)	198,069	28,916	-	226,985	226,985	-	205,220	21,766	In Construction	
20-20S Chromebook 1:1 Program (1)	333,436	-	-	333,436	333,436	-	333,436	-	Future	
20-24S Oak Park High School Engineering Workstatio (1)	69,534	-	-	69,534	69,534	-	69,534	-	Future	
20-25S Apple iPad Air Refresh Wave 3 (1) (3)	33,030	-	-	33,030	33,030	-	795	32,235	Future	
	3,329,949	223,990	-	3,553,939	3,309,049	244,890	3,128,618	180,431		
Totals	36,648,124	712,750	347,775	37,708,650	26,425,006	11,283,644	24,979,984	1,445,023		

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: DECEMBER 15, 2020

SUBJECT: VI.2. MONTHLY GENERAL FUND BUDGET REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's General Fund operating budget through November 30th of the 2020-21 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

Financial Statement

Fund 01		Fiscal Year 2020/21 Through November 2020				
Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rec'd
REVENUE DETAIL						
LCFF Revenue Sources						
8011-8019	LCFF State Aid	26,930,635.00	26,930,635.00	9,139,565.00	17,791,070.00	33.94%
8020-8079	Property Taxes	11,933,223.00	11,933,223.00	568,450.89	11,364,772.11	4.76%
	Total LCFF Revenue Sources	38,863,858.00	38,863,858.00	9,708,015.89	29,155,842.11	24.98%
Federal Revenues						
8100-8299	Federal Revenues	1,006,772.00	1,006,772.00	1,027,764.00	20,992.00-	102.09%
Other State Revenues						
8300-8599	Other State Revenues	1,259,020.00	1,259,020.00	547,158.71	711,861.29	43.46%
Other Local Revenue						
8600-8799	Other Local Revenues	4,387,714.00	4,387,714.00	1,498,303.42	2,889,410.58	34.15%
	Total Year To Date Revenues	45,517,364.00	45,517,364.00	12,781,242.02	32,736,121.98	28.08%

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
EXPENDITURE DETAIL							
Certificated Salaries							
1100-1199	Certificated Teacher Salaries	17,918,712.00	17,918,712.00	10,428,321.42	7,281,224.38	209,166.20	40.63%
1160	Certificated Salaries Stipends	356,389.00	355,939.00	118,571.70	71,819.30	165,548.00	20.18%
1200	Certificated Pupil Support Salaries	1,740,521.00	1,740,521.00	1,075,480.98	718,860.91	53,820.89-	41.30%
1260	Counselor Stipend	10,085.00	10,085.00	8,050.00	3,150.00	1,115.00-	31.23%
1300	Certificated Supervisors' & Administrators' Salaries	1,994,959.00	1,994,959.00	1,152,839.65	868,645.23	26,525.88-	43.54%
	Total Certificated Salaries	22,020,666.00	22,020,216.00	12,783,263.75	8,943,699.82	293,252.43	40.62%
Classified Salaries							
2100	Classified Instructional Salaries	2,488,921.00	2,488,921.00	1,346,276.22	846,351.80	296,292.98	34.00%
2200	Classified Support Salaries	1,723,532.00	1,723,532.00	972,489.13	697,846.81	53,196.06	40.49%
2300	Classified Supervisors' & Administrators' Salaries	343,547.00	343,547.00	200,402.58	143,144.70	28-	41.67%
2400	Clerical, Technical, & Office Staff Salaries	1,615,295.00	1,617,995.00	918,081.32	668,117.57	31,796.11	41.29%
2900	Other Classified Salaries	841,624.00	842,074.00	282,599.68	37,512.62	521,961.70	4.45%
	Total Classified Salaries	7,012,919.00	7,016,069.00	3,719,848.93	2,392,973.50	903,246.57	34.11%
Employee Benefits							
3100	State Teachers' Retirement System	3,492,795.00	3,492,701.00	2,061,270.44	1,391,235.75	40,194.81	39.83%
3200	Public Employees' Retirement System	960,514.00	961,167.00	576,479.13	392,321.24	7,633.37-	40.82%
3400	Health & Welfare Benefits	4,436,712.00	4,436,712.00	2,701,614.57	1,802,539.87	67,442.44-	40.63%
3300-3900	All Other Statutory Costs	1,230,872.00	1,231,116.00	676,370.85	454,550.30	100,194.85	36.92%
	Total Employee Benefits	10,120,893.00	10,121,696.00	6,015,734.99	4,040,647.16	65,313.85	39.92%
Books and Supplies							
4100	Approved Textbooks and Core Curricula Materials	236,529.00	278,874.00	41,038.53	323,807.48	85,972.01-	116.11%
4200	Other Books and Reference Material	32,073.00	22,983.00	9,508.53	22,908.01	9,433.54-	99.67%
4300	Materials & Supplies	580,605.00	514,212.00	309,449.23	269,805.44	65,042.67-	52.47%
4400	Noncapitalized Equipment	152,956.00	152,956.00	12,956.98	30,883.47	109,115.55	20.19%
	Total Books and Supplies	1,002,163.00	969,025.00	372,953.27	647,404.40	51,332.67-	66.81%

Services and Other Operating Expenditures

Fiscal13a

Financial Statement

Fund 01		Fiscal Year 2020/21 Through November 2020					
5200	Travel and Conference	61,542.00	62,288.00	4,595.00	6,546.00	51,147.00	10.51%
5300	Dues and Memberships	38,224.00	40,957.00	.00	37,893.23	3,063.77	92.52%
5400	Insurance	472,501.00	472,501.00	236,250.50	236,250.50	.00	50.00%
5500	Operations & Housekeeping Services	625,968.00	625,968.00	185,200.19	311,843.13	128,924.68	49.82%
5600	Rentals, Leases, Repairs, & Noncapitalized Improvements	331,485.00	349,235.00	172,732.09	92,069.95	84,432.96	26.36%
5700	Transfers of Direct Costs	.00	.00	.00	.00	.00	0.00%
5800	Professional/Consulting Services & Operating Expenditures	1,532,722.00	1,572,703.00	595,969.30	481,464.26	495,269.44	30.61%
5899	Legal Fees	227,000.00	227,000.00	196,379.31	2,112.75-	32,733.44	-0.93%
5900	Telephone and Communications	110,006.00	127,495.00	66,405.49	38,626.10	22,463.41	30.30%
Total Services and Other Operating Expenditures		3,399,448.00	3,478,147.00	1,457,531.88	1,202,580.42	818,034.70	34.58%

Capital Outlay

6000	Capital Outlay	.00	.00	.00	.00	.00	0.00%
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Tuition

7100	Tuition	446,703.00	446,703.00	427,318.00	21,666.00	2,281.00-	4.85%
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Debt Service

7438	Debt Service - Interest	8,771.00	8,771.00	4,385.68	4,385.68	.36-	50.00%
7439	Debt Service - Principal	49,300.00	49,300.00	24,649.96	24,649.96	.08	50.00%
Total Debt Service		58,071.00	58,071.00	29,035.64	29,035.64	.28-	50.00%
Total Year To Date Expenditures		44,060,863.00	44,109,927.00	24,805,686.46	17,278,006.94	2,026,233.60	39.17%

Object	Description	Adopted	Budget	Revised	Budget	Encumbrance	Actual	Balance	% Used
OTHER FINANCING SOURCES									

Other Financing Sources

8919	Other Authorized Interfund Transfer In	.00	.00	.00	.00	.00	.00	.00	0.00%
Total Other Financing Sources		.00	.00	.00	.00	.00	.00	.00	0.00%
Total Year To Date Other Financing Sources		.00	.00	.00	.00	.00	.00	.00	0.00%

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	186,651.37	186,651.37-	0.00%
7612	Transfer General Fund to/from Special Reserve Fund	.00	.00	.00	.00	.00	.00	.00	0.00%
7616	Transfer Between General Fund & Cafeteria Fund	50,000.00	50,000.00	.00	.00	.00	237,768.40	187,768.40-	475.54%
Total Interfund Transfers Out		50,000.00	50,000.00	.00	.00	.00	424,419.77	374,419.77-	848.84%
Total Year To Date Other Financing Uses		50,000.00	50,000.00	.00	.00	.00	424,419.77	374,419.77-	848.84%

Fiscal13a

Financial Statement

Fund 01		Fiscal Year 2020/21 Through November 2020					
Object	Description	Adopted	Budget Revised	Actuals To Date			
				Encumbrance	Actual	Budget Balance	% of Budget
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
	A. Revenues	45,517,364.00	45,517,364.00		12,781,242.02	32,736,121.98	28.08%
	B. Expenditures	44,060,863.00	44,109,927.00	24,805,686.46	17,278,006.94	2,026,233.60	39.17%
	C. Subtotal (Revenues LESS Expense)	1,456,501.00	1,407,437.00		4,496,764.92-	30,709,888.38	
	D. Other Financing Sources & Uses						
	Source	.00	.00		.00	.00	0.00%
	LESS Uses	50,000.00	50,000.00		424,419.77	374,419.77-	848.84%
	E. Net Change in Fund Balance	1,406,501.00	1,357,437.00		4,921,184.69-	31,084,308.15	
	F. Fund Balance						
	Beginning Balance (9791)	725,328.00	725,328.00		1,105,097.01		
	Audit Adjustments (9793)	.00	.00		.00		
	Audit Adjustments (9793)	.00	.00		.00		
	Adjusted Beginning Balance	725,328.00	725,328.00		1,105,097.01		
	G. Calculated Ending Balance	2,131,829.00	2,082,765.00		3,816,087.68-		
	*Components of Ending Fund Balance						
	Legally Restricted (9740)						
	Other Designations (9780)						
	Undesig/Unapprop (9790)	2,131,829.00	2,082,765.00				
	Other				24,805,686.46		