

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #1058

DATE: April 19, 2022

PLACE: Oak Park High School Presentation Room – G9

899 N. Kanan Road, Oak Park, CA 91377

Teleconference Location: 6005 Alexandra Ct., Oak Park, CA 91377

(Board member Soyon Hardy will be joining via teleconference pursuant to Board

Bylaw 9320 Meetings and Notices and Government Code 54953) **(added on April 18, 2022)**

Members of the public will have the right to observe the meeting in person and on www.opusd.org/livestream and offer public comment as provided on page 2 of this agenda.

TIME: 4:15 p.m. Closed Session – **NOTE: Earlier Start Time**
6:00 p.m. Open Session

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

BOARD OF EDUCATION

Drew Hazelton, President

Derek Ross, Vice President

Denise Helfstein, Clerk

Tina Wang, Member

Soyon Hardy, Member

Nikita Manyak, Student Board Member



Educating Compassionate and Creative Global Citizens

ADMINISTRATION

Dr. Jeff Davis, Superintendent

Ragini Aggarwal, Executive Assistant and Communications Coordinator

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

Brad Benioff, Director of Student Support and School Safety

4/19/2022

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.

The following information is provided to help with understanding on how to follow and participate in the Board meeting. Members of the Public can observe the Board of Education meetings in person or watch it at: www.opusd.org/livestream

SUBMIT PUBLIC COMMENTS AT THE MEETING

The President of the Board will inquire if there are any public comments with respect to any item appearing on the regular 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. The speaker cards are available in the Board Room and must be completed and handed to Ragini Aggarwal, Executive Assistant, prior to the beginning of the meeting. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

SUBMIT PUBLIC COMMENTS IN ADVANCE OF THE MEETING VIA ONLINE COMMENT FORM

Public Comments may be submitted via this link 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 before 6:00 p.m. on April 19, 2022. This public comment form will be open to members of the public 3 hours (at 1:30 pm) prior to the closed session of the public meeting which begins at 4:30 pm and will close at 6:00 pm. Your comments will be read by the Board President at the time the item is called. Please note since the meetings are held in person the online comment form is not a required by law to be offered, but is being offered by the Board as an courtesy to members of the public who are unable to attend the meeting in-person to submit a comment.

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 may 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, May 17, 2022

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT SCHOOL OFFICE & THE WEBSITE: www.oakparkusd.org/Page/10840

LAND ACKNOWLEDGEMENT STATEMENT

Approved by the Board of Education on May 18, 2021

The Oak Park Unified School District acknowledges the original inhabitants of the land that our school district encompasses. The land that our schools and facilities rest on has been the home to the Ventureño Chumash indigenous communities for at least the last 13,000 years. Please join us in honoring these ancestral grounds by expressing gratitude for the people who stewarded this land throughout the generations and continue to do so. We also celebrate the resilience and strength that all Indigenous people have shown and continue to show in our region and beyond in the face of systemic injustice.

4/15/2022

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #1058
April 19, 2022**

CALL TO ORDER – Followed by Public Comments/4:15 p.m.

CLOSED SESSION: 4:15 p.m. – NOTE: Earlier Start Time

OPEN SESSION: 6:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G9**. Members of the public will have the right to observe the meeting in person and on www.opusd.org/livestream and offer public comment as provided on page 2 of this agenda.

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. STUDENT GRADE CHANGE APPEAL

Pursuant to Education Code 35146 and 49070
Pupil #01

**B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE: Government Code
Section 54957**

**C. PUBLIC EMPLOYEE EMPLOYMENT : Food Services Assistant 1, Walk-on-
Coaches, Guest Teachers, Guest Secondary Counselor, Summer School Counselor,
Director of Pupil Services**

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Recognition to Oak Park High School Mock Trial Students
2. Remarks from Board Members
3. Report from Student Board Member
4. Remarks from Superintendent
5. Discussion on Equity and Access of Secondary Math Courses

Agenda item requested by member of the public. Member of the public requesting this item may

address the Board, staff will also provide input. Board will hold a discussion after information is presented.

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 March 15, 2022

Board Bylaw 9324 requires Board approval of minutes from previous meetings.

b. Approve Public Employee/Employment Changes 01CL253933-01CL253932 & 01CE11535-01CE11566

Pursuant to Board Policies 4112 and 4212 Board approval is required for public employee employment and changes.

c. Ratify Purchase Orders – March 1 – March 31, 2022

Board Policy 3300 requires Board approval of Purchase Orders.

d. Approve Quarterly Report on Williams Uniform Complaints – April 2022

Education Code 35185 and Administrative Regulation 1312.4 requires Board approval of each quarterly report regarding complaints related to instructional materials, teacher vacancy or misassignment or facility conditions.

e. Approve Overnight Trip for Oak Park High School Cross Country Camp – July 24-29, 2022 – Mammoth Lakes, CA

Board Policy 6153 requires Board approval for student overnight trips.

f. Approve Overnight Trip for Oak Park High School Cheer Camp – July 28-31, 2022 – Santa Barbara, CA

Board Policy 6153 requires Board approval for student overnight trips.

ACTION

2. CURRICULUM AND INSTRUCTION

a. Review the 2021-2022 California Healthy Kids Survey Report

Board Policy 5131.62 requires the Board to review the California Healthy Kids Survey (CHKS) reports.

b. Approval and Certification of 2021-22 School Bell Schedules and Minimum Instructional Minutes

Education Code Sections 46200 and 46201 establish the number of annual instructional days and minutes that must be offered in order for the District to receive Average Daily Attendance (ADA) funding as a part of our local control funding formula grant apportionment.

c. Review and Approve A-G Success Grant Plan

An LEA must develop a plan on how the funds received under the A-G Success Grant will increase or improve services for unduplicated students to improve A-G eligibility.

d. Approve K-5 Next Generation Science Standards Curriculum Adoption

Board 6141 requires Board approval for adoption of new curriculum

e. Approve Updated Textbook for CP Economics Course at Oak Park High School

Board Policy 6161.1 requires Board approval for adoption of instructional materials.

f. Approve Updated Textbook for CP World History Course at Oak Park High School

Board Policy 6161.1 requires Board approval for adoption of instructional materials.

- g. Approve Amendment to Administrative Regulation 6152.1 Placement in Mathematics Courses and Revised Secondary Math Pathway Charts**
Administrative Regulation 6152.1 and Secondary Math Pathway Chart has been revised reflect courses no longer offered as well as courses that have been added.
- h. Approve Oak Park Independent School Mid-Cycle WASC Progress Report**
Schools that receive a six-year status with a required mid-cycle review must prepare a progress report to submit to the mid-cycle review committee.
- i. Review and Discuss Local Control and Accountability Plan (LCAP) Survey Data**
The Board will receive survey data completed by educational partners, including staff, families, and students regarding Oak Park's current goals and actions listed in the LCAP.

3. BUSINESS SERVICES

- a. Approve Amendment to Agreement for Program/Construction Management Services with Balfour Beatty Construction, Inc.**
Board policy 3312 requires Board approval for contract for services
- b. Approve Award of Contract for Measure S Project 20-18 S Renovate Exteriors of Buildings B and C at Red Oak Elementary School**
Board approval required to approve projects funded by Measure S Bond Fund and policy 3312 requires Board approval for contract for services
- c. Review and Approve Adoption of the New 3-Year District Technology Master Plan for 2022-2025**
Board Policy 0440 requires board approval of a three year updated technology plan.
- d. Accept 2020-21 Annual Audit Reports for Bond Measure S**
Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records and accounts
- e. Approve 1-year renewal agreement with Christy White Associates for Auditing Services for Fiscal Year 2021-22**
Board policy 3312 requires Board approval for contract for services

4. HUMAN RESOURCES

- a. Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Teachers Association**
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
- b. Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Classified Association**
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
- c. Public Disclosure and Approval of Compensation Adjustment for Administrative, Confidential, and Specified Unrepresented Employees**
AB 1200 mandates public disclosure of all compensation adjustments to management, confidential, and unrepresented employees
- d. Establish New Classified Service Position Registered Behavior Technician and Approve Associated Job Description and Placement on the Salary Schedule**
Board approval required to establish a new classified service position
- e. Reclassify and Revise the Title of the Position of College and Career Advisor to College and Career Counselor and Approve Associated Job Description and Placement on the Certificated Salary Schedule**
Board Policy 4111/4211/4311 requires staff to review the job description for a position to ensure that it accurately describes the major functions and duties of the position when a potential

vacancy occurs. Board approval also required to reclassify a position.

f. Establish New Certificated Position Wellness Center Counselor Approve Associated Job Description and Placement on the Salary Schedule

Board approval required to establish a new certificated position. Board Policy 4111/4211/4311 requires staff to review the job description for a position to ensure that it accurately describes the major functions and duties of the position when a potential vacancy occurs, or a new position is established.

g. Establish New Management Position, Assistant Superintendent of Education Services and Approve Associated Job Description and Placement on the Salary Schedule

Board approval required to establish a new management position. Board Policy 4111/4211/4311 requires staff to review the job description for a position to ensure that it accurately describes the major functions and duties of the position when a potential vacancy occurs, or a new position is established.

5. BOARD

a. Approve 2022 CSBA Delegate Assembly Run-off Ballot Election of Candidates

Board is asked to vote on the two candidates on the ballot for the run-off election for Delegate Assembly election in our region

b. Approve Amendment to Employment Contract with Assistant Superintendent of Human Resources

Board Policy 4312.1 requires Board approval in open session for amendment to the Assistant Superintendent Contract

c. Approve Amendment to Employment Contract with Assistant Superintendent of Business Services

Board Policy 4312.1 requires Board approval in open session for amendment to the Assistant Superintendent Contract

d. Approve Amendment to Employment Contract with Superintendent

Board Policy 2121 requires Board approval in open session for amendments to the Superintendent's Contract

VII. INFORMATION ITEMS

1. Monthly Cash Flow Report

2. Monthly Measure S Status Report

3. Monthly General Fund Budget Report

4. Month 7 Enrollment and Attendance Report for the 2021-2022 School Year

VIII. OPEN DISCUSSION /FUTURE AGENDA ITEMS

1. Board Members may request items to be added to upcoming meetings at this time.

IX. ADJOURNMENT:

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

MINUTES OF REGULAR BOARD MEETING 3-15-2022 #1057
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 5:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

Members of the public were able to observe the meeting using a published live stream link or attend in person. Members of the public were able to submit public comments via an online form before the board meeting as well as submit them at the Board meeting as outlined in the agenda.

BOARD PRESENT

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Mrs. Denise Helfstein, Clerk, and Mrs. Tina Wang, Member, and Soyon Hardy, Member

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent of Business Services, Mr. Stewart McGugan, Assistant Superintendent of Human Resources, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

BOARD ABSENT

None

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President, Drew Hazelton reported that in Closed Session the Board would be discussing:

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
- B. PUBLIC EMPLOYEE EMPLOYMENT :** Food Services Assistant Sub, Walk-on-Coaches, Instructional Assistants II SpEd, Instructional Assistant II SpEd Subs, Guest Teachers, Summer School Administrator Elementary, Summer School Administrators Secondary, Director Student Nutrition and Wellness Sub, Director Student Nutrition and Wellness
- C. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6
Agency Designated Representatives: Adam Rauch and Stewart McGugan
Employee Organizations: Oak Park Teachers Association and Oak Park Classified Association
- D. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case
- E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Title: Assistant Superintendents, Directors
- F. CONFERENCE WITH LABOR NEGOTIATOR –** Government Code 54957.6
Agency designated representative: Drew Hazelton, Board President
Unrepresented employee: Dr. Jeff Davis, Superintendent

The Board adjourned to Closed Session at 5:03 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 6:21 p.m.

BOARD PRESENT

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Mrs. Denise Helfstein, Clerk, and Mrs. Tina Wang, Member, and Soyon Hardy, Member and Student, Board Member, Nikita Manyak.

BOARD ABSENT

None

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Jay Greenlinger, Director of Curriculum and Instruction, Mr. Brad Benioff, Director of Student Support and School Safety, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance & Operations, Mr. Byron Jones, Director of Fiscal Services, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

FLAG SALUTE

Brendan Callahan led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President Mr. Drew Hazelton reported that the Board took no action in closed session.

ADOPTION OF AGENDA

Student Board Member, Nikita Manyak cast a preferential vote to approve the agenda as presented. On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

PUBLIC SPEAKERS

There were three comments submitted via the online form prior on Agenda Item B.3.a. and were read by the Board President at the time the agenda item was called.

OPEN COMMUNICATIONS/PRESENTATIONS

REPORT FROM BOARD MEMBERS

Board Member Denise Helfstein reported that she attended the Technology Committee Meeting, MCMS PFA meeting where Principal DaCosta discussed some proposals to change the Medea bell schedule next year, the Safe Kids Task Force Meeting, VCSBA Exec Board planning meeting, Community Engagement meeting and Conducted Citizens Oversight Committee Member Selection interviews. Denise also reported that she couldn't attend the EEAC meeting this month, but she has been working with Brendan and Keyla on the Community Recycling Drive which is being held in partnership with the County of Ventura on April 2nd.

Board Member Soyon Hardy congratulated the Oak Park High School Mock Trial Team the Ventura County Champions, the 17 National Merit Finalists. Soyon reminded and encouraged parents, staff, and students to submit the LCAP survey which is currently open. Soyon acknowledged the National Women's History Month. Soyon reported that she attended Diversity and Equity Task Force, Safe Kids Task Force, Curriculum Council, and also visited administrators at the District and site.

Board Member Derek Ross thanked everyone for riding out the roller coaster of COVID and expressed how great it was to see students and staff able to have a choice if they wanted to wear a mask or not. Derek expressed he was looking forward to the end of year culmination and graduation activities. Derek reported that he attended the Safety Security Task Force, Measure S Committee Meetings, Health Benefits Committee Meeting, Dr. Tyrone Howard's presentation to the high school, and the musical Pippin put on by the Thespian Society at OPHS and he also met new Board member Soyon Hardy.

Board Member Tina Wang reported that she attended the GATE DAC meeting, Dr. Tyrone Howard presentation at the high school.

Board Member Drew Hazelton thanked everyone for their work on COVID. Drew attended a few committee meetings and girls' lacrosse game it was great to see the spirit and camaraderie.

Student Board Member Nikita Manyak thanked everyone for making masks optional at our schools. Nikita reported that she attended course advisement at Medea with Freshman Counselor Mrs. Janet Svoboda. ASB is planning a rally and Studio 22 dance. Nikita also expressed her thanks for the Ukraine donation drive.

Superintendent Jeff Davis thanked everyone for their support for the donation drive for the Ukraine drive and encouraged everyone to donate and contribute. Dr. Davis reported that he attended the Student Identity Showcase, visited all the schools with Ventura County Superintendent Dr. Cesar Morales, he also witnessed Ventura County District Attorney Erik Nasarenko, Pippin the musical. Cabinet is hosting a luncheon for the staff at Oak Park High School for the National Blue Ribbon Award. Dr. Davis is planning on attending Medea Creek PFA meeting.

REPORT FROM OAK PARK EDUCATION FOUNDATION

None

REPORT FROM OAK PARK MUNICIPAL ADVISORY COUNCIL

Jane Nye, Oak Park MAC Chair provided an update on the goats being used to clear brush in collaboration with residents and Oak Park fire safety council. Jane thanked members of the Boys Scout troop 775 for cleaning and painting the couple locations where graffiti was found in Oak Park.

UPDATE ON COVID-19 IMPACT ON OAK PARK USD SCHOOLS

Brad Benioff, Director of Student Support and School Safety, discussed, among other things:

- The COVID Dashboard
- Masks being optional but strongly recommended

B.1. CONSENT AGENDA

Student Board Member, Nikita Manyak cast a preferential vote to approve the consent agenda as presented. On motion of Denise Helfstein, seconded by Soyon Hardy, the Board of Education approved the Consent Agenda. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

- [Approve Minutes of Regular Board Meeting February 15, 2022 and Special Board Meetings held March 2, 2022](#)
- [Approve Public Employee/Employment Changes 01CL253871-01CL253932 & 01CE11492-01CE11534](#)
- [Ratify Purchase Orders – February 1 – February 28, 2022](#)
- [Approve Overnight Trip for Oak Park High School Journalism/Yearbook Students to Attend JEA/NSPA Spring National Journalism Convention – April 7-9, 2022, Los Angeles, CA](#)

- e. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America \(FBLA\) State Conference – April 7-10, 2022 – Ontario, CA](#)
- f. [Approve Overnight Trip for Oak Park High School Varsity Baseball Team – April 10-13, 2022 – San Luis Obispo, CA](#)
- g. [Approve Overnight Trip for Oak Park High School Athletic Teams to Attend Spring CIF Play-Offs](#)

B.2. CURRICULUM AND INSTRUCTION

- a. [Approve 2020-2021 School Accountability Report Cards \(SARCs\)](#)
Student Board Member, Nikita Manyak cast a preferential vote to approve.
On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the 2020-2021 School Accountability Report Cards (SARCs). Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.
- b. [Approve New Course Music Appreciation CP at Oak Park Independent School](#)
Student Board Member, Nikita Manyak cast a preferential vote to approve.
On motion of Tina Wang, seconded by Soyon Hardy, the Board of Education approved the New Course Music Appreciation CP at Oak Park Independent School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.
- c. [Approve New Course Intro to Audio and Music Production at Medea Creek Middle School](#)
Student Board Member, Nikita Manyak cast a preferential vote to approve.
On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the New Course Intro to Audio and Music Production at Medea Creek Middle School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.
- d. [Approve New Course Exploration in Data Science at Oak Park High School](#)
Student Board Member, Nikita Manyak cast a preferential vote to approve.
On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the New Course Exploration in Data Science at Oak Park High School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.
- e. [Approve Updated Textbook for AP and CP Statistics Course at Oak Park High School](#)
Student Board Member, Nikita Manyak cast a preferential vote to approve.
On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved the Updated Textbook for AP and CP Statistics Course at Oak Park High School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.
- f. [Quarterly Update on the Expanded Learning Opportunities Grant](#)
Dr. Jay Greenlinger presented an update on the third-quarter on programs funded by the ELO Grant.
- g. [Review Local Control Accountability Plan \(LCAP\) Educational Partner Engagement Timeline](#)
Dr. Jay Greenlinger presented an update on the timeline for the Annual Update of the 2021-22 LCAP, including Educational Partner Engagement efforts to encourage a broad scope of feedback and input from students, staff, and parents.
- h. [Review Student CAASPP Results from 2020-2021](#)
Dr. Jay Greenlinger presented an update on student performance District-wide by school, grade level, and student groups.

Student Board Member Nikita Manyak left the meeting at 7:40 pm.

B.3. BUSINESS SERVICES

a. [Review and Approve Framework for Allocation of Measure S Funds](#)

Three public comments on submitted online prior too the meeting and were read aloud by Board President, Drew Hazelton.

The Board recommended that the District staff provide a comprehensive communication to the staff, families, and the community of Oak Park on how this framework was developed and why it was necessary to move away from some of the original plans identified in the facilities needs assessment carried out in 2016 before the Measure S bond was approved.

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the Approve Framework for Allocation of Measure S Funds. Motion carried Aye: Hazelton, Helfstein, Ross, Wang. No - 0. Abstain: Hardy.

b. [Approve Certification of 2021-22 Second Interim Financial Report and Budget Revisions](#)

Adam Rauch, Assistant Superintendent of Business Services, presented the second interim report to the Board.

On motion of Tina Wang, seconded by Denise Helfstein, the Board of Education approved the Certification of 2021-22 Second Interim Financial Report and Budget Revisions. The Board approved a positive certification as the District staff has presented a balanced budget, with an increased reserve for economic uncertainties, and a multi-year projection demonstrating the ability to meet its financial obligations in the current and two subsequent years.

Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

c. [Approve Appointments to the Oak Park Citizens' Oversight Committee for the 2021-2023 Term](#)

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the Appointment of Sal Portaro to fill the vacant seat on the Oak Park Citizens' Oversight Committee and Brett Oberst and Eric Tescher's reappointment for a second term from effective 11/19/2021 to 11/17/2023 to the Oak Park Citizens' Oversight Committee. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

B.4. HUMAN RESOURCES

a. [Approve Addendum to the Annual Teacher Assignment Report for 2021-2022](#)

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the Addendum to the Annual Teacher Assignment Report for 2021-2022. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

b. [Approve Addendum to the Memorandum of Understanding \(MOU\) Establishing a Catastrophic Leave Program and Catastrophic Leave Bank for Classified Employees](#)

On motion of Drew Hazelton, seconded by Soyon Hardy, the Board of Education approved the Addendum to the Memorandum of Understanding (MOU) Establishing a Catastrophic Leave Program and Catastrophic Leave Bank for Classified Employees. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

B.5. BOARD POLICIES

a. [Approve Amendment to Administrative Regulation 3515.6 Criminal Background Checks for Contractors](#)

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the Amendment to Administrative Regulation 3515.6 Criminal Background Checks for Contractors as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

b. [Approve Amendment to Board Policy 3516.5 Emergency Schedules](#)

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the

Amendment to Board Policy 3516.5 Emergency Schedules as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

c. Approve Amendment to Board Policy and Administrative Regulation 6112 School Day

On motion of Soyon Hardy, seconded by Drew Hazelton, the Board of Education approved the Amendment to Board Policy and Administrative Regulation 6112 School Day as first and final reading with the suggested changes. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

d. Approve Amendment to Board Policy 6120 Response to Instruction and Intervention

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education approved the Amendment to Board Policy 6120 Response to Instruction and Intervention as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

e. Approve Amendment to Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests

On motion of Denise Helfstein, seconded by Soyon Hardy, the Board of Education approved the Amendment to Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

f. Approve Amendment to Board Policy and Administrative Regulation 6164.5 Student Success Teams

On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education approved the Amendment to Board Policy and Administrative Regulation 6164.5 Student Success Teams as first and final reading with the suggested changes. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

g. Approve Amendment to Board Bylaw 9320 Meetings and Notices

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved the Amendment to Board Bylaw 9320 Meetings and Notices as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

ADJOURNMENT

On motion of Drew Hazelton, seconded by Denise Helfstein, there being no further business before this Board, the regular meeting held on March 15, 2022 is declared adjourned at 9:19 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

To: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

ISSUE: B.1.b. APPROVAL/RATIFICATION OF CLASSIFIED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO HIRE

Number	Name	Position	Start Date	Fund	Salary	Site
CL253933	Lois Koval	Walk-On-Coach - Not to Exceed \$3,500.00	3/23/2022	Coaches, Athletics	TBD	OPHS
CL253934	Tegan Frank	Walk-On-Coach - Not to Exceed \$600.	3/23/2022	Coaches, Athletics	TBD	MCMS
CL253935	Jasleen Scheffrin	Walk-On-Coach - Not to Exceed \$600.	3/23/2022	Coaches, Athletics	TBD	MCMS
CL253936	Timothy Hulbert	Food Service Assistant I	4/8/2022	Fund 130	\$19.92	OPHS

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL253937	Grant Bubar	Pit Band Coach	1/11/2022	Site	\$1,500.00	OPHS
CL253938	William Garcia	Band Coach Drum Line	1/11/2022	Site	\$3,500.00	OPHS
CL253939	Maureen Frey	Safety Security Task Force	8/1/2021	Safety Credits	\$500.00	OHES
CL253940	Kim Randall	Safety Security Task Force	8/1/2021	Safety Credits	\$500.00	OPHS
CL253941	Allen Peck	Band Coach	1/11/2022	General	\$1,300.00	OPHS
CL253942	Amit Maish	Band Coach	3/1/2022	General	\$1,000.00	OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Salary	Site
CL253943	Susan O'Conner	Campus Supervisor LOA	3/3/2022	General	\$19.92	MCMS
CL253944	Susan O'Conner	Campus Supervisor rtn frm LOA & Site Change	3/21/2022	General	\$19.92	OHES
CL253945	Kathleen Norjean	Campus Super Sub	3/10/2022	ELO	\$15.83	ROES
CL253946	Maryam Salour	Campus Super Sub	3/10/2022	ELO	\$15.83	ROES
CL253947	Linda Santiago	Campus Super Sub	3/10/2022	ELO	\$15.83	ROES
CL253948	Sumal Gurpreet	Campus Super Sub	3/10/2022	ELO	\$15.83	ROES
CL253949	Simone Cohen	Campus Super Sub	3/10/2022	ELO	\$15.83	ROES
CL253950	Sujata Bhattacharya	Campus Super Sub	3/10/2022	ELO	\$15.83	ROES
CL253951	Marina Reyes	Campus Supervisor Increase in hours	3/10/2022	General	\$17.72	ROES
CL253952	Eric Tabor	Head Custodian - Medical LOA	4/1/2022	General	\$27.13	OPHS
CL253953	Shelly Resnick	Instructional Assistant II SpEd - sub virtual	8/13/2021	Special	\$22.28	BES
CL253954	Linda Gam	Support Services Coordinator LOA	4/1/2022	General	\$22.52	DO
CL253955	Nazmi Quiami	Food Service Assistant I from Food Serv SUB	4/1/2022	Fund 130	\$19.92	MCMS

SEPARATION

Number	Name	Position	Effective Date	Separation Type	Salary	Site
CL253956	Kyle Schmidt	Department Clerk	3/11/2022	Resignation	\$22.28	MCMS
CL253957	Allison Bellefontaine	Certified Sign Language DHH	6/1/2022	Retirement	\$29.34	MCMS
CL253958	Linda Roberts	School Office Manager I	7/1/2022	Retirement	\$25.91	OVHS
CL253959	Marina Reyes	Campus Supervisor	4/8/2022	Resignation	\$17.72	ROES
CL253960	Michael Crumpley	Instructional Assistant II SpEd	4/8/2022	Resignation	\$22.28	OPHS
CL253961	Robin Nicastro	Food Service Cook	4/8/2022	39-Month Re-hire	\$20.04	OPHS

Prepared by:

Stewart McGugan Assistant Superintendent, Human Resources

Respectfully Submitted,

Jeffrey Davis, Ed.D
Superintendent

TO:	MEMBERS, BOARD OF EDUCATION					
FROM:	DR. JEFF DAVIS, SUPERINTENDENT					
DATE:	APRIL 19, 2022					
SUBJECT:	B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT					
ISSUE:	APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS					
						CONSENT
AUTHORIZATION TO HIRE						
Number	Name	Position	Start Date	Fund	Site	
01CE11535	Moira Fagan Simpson	Guest Counselor	03/07/2022	General	OPHS	
01CE11536	Quinn Schlatter	Guest Teacher	03/10/2022	General	BES	
01CE11537	Caitlin MacGregor	Guest Teacher	03/10/2022	General	District Wide	
01CE11538	Darcy Gilbert	Guest Teacher	03/28/2022	General	OHES	
01CE11539	Ally Sweet	Guest Teacher	03/10/2022	General	District Wide	
01CE11540	Jenny Charrett	Summer School Counselor	03/29/2022	ELO	OPHS	
01CE11541	Marcus Konantz	Director Pupil Services	7/1/2022	General	District Wide	
AUTHORIZATION TO PAY STIPEND						
Number	Name	Position	Start Date	Fund	Salary	Site
01CE11542	Kate Thompson	DEFT Subcommittee Chair	11/18/2021	Grant	\$750.00	OPIS
01CE11543	Allison Gerin	K-5 Grading (Altman)	03/08/2022	General	\$403.59	BES
01CE11544	Julie Matthews	EEAC Member	01/01/2022	LCAP	\$400.00	OHES
01CE11545	Chris Amaral	Safety Security Task Force	08/01/2021	Safety Credits	\$500.00	ROES
IN-SERVICE CHANGE						
Number	Name	Change	Effective Date	Fund	Site	
01CE11546	Allison Shapiro	FMLA	3/14/2022	General	OHES	
01CE11547	Cathryn Paolini	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11548	Lauren Cantillon	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11549	Kristin Chobanian	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11550	Heather Sloan	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11551	Jessica Jimenez	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11552	Keri Lieberman	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11553	Jessica Bretzing	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	OHES	
01CE11554	Sarah Rosenberg	Pregnancy Disability Leave	4/11/2022	General	BES	
01CE11555	Sandy Hirano	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	BES	
01CE11556	Jamie Siskin	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	BES	
01CE11557	Alison Gerin	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	BES	
01CE11558	Denise Keane	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	BES	

IN-SERVICE CHANGE						
Number	Name	Change	Effective Date	Fund	Site	
01CE11559	Erik Squire	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	BES	
01CE11560	Lisa Becker	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	BES	
01CE11561	Elisa Duffy	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	ROES	
01CE11562	Robbin Lund	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	ROES	
01CE11563	Ryan Bodily	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	ROES	
01CE11564	Julie Matthews	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	ROES	
01CE11565	Nicole LoBianco	K-5 Report Card Committee (not to exceed 10 hrs)	3/21/2022	EEBG	ROES	
SEPERATION						
Number	Name	Position	Effective Date	Seperation	Site	
01CE11566	Michelle Williams	Elementary Teacher	3/14/2022	Resignation	OHES	
Prepared by:	Stewart McGugan Assistant Superintendent, Human Resources					
			Respectfully Submitted,			
			Jeff Davis, Ed.D.,			
			Superintendent			

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.1.c. RATIFY PURCHASE ORDERS – MARCH 1 THROUGH MARCH 31, 2022

CONSENT

ISSUE: Shall the Board ratify the following purchase orders issued for the period March 1 through March 31, 2022?

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 March 1 through March 31, 2022?

FISCAL IMPACT: All purchases orders listed are approved by an administrator and included in the Budget.

BOARD POLICY: Pursuant to Board Policy 3300 Expenditures/Expending Authority - The Board is required to review all transactions entered into by the Superintendent or designee on behalf of the Board every 60 days. (Education Code 17605)

GOAL: In support of District Goal #6 - Use resources responsibly to maintain a balanced budget this year and in subsequent years.

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,

Jeff Davis, Ed.D.
Superintendent

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

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

Includes Purchase Orders dated 03/01/2022 - 03/31/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-4330	Other Materials and Supplies N				
B22-00042	Document Systems	012	Open PO for all copiers & printers	010-4330	7,345.00
B22-00214	Grainger Industrial Supply	004	Purchase of electrical tool.	010-4330	209.35
B22-00215	Blick Art Materials Dick Blick	023	Art Supplies for school year	010-4330	950.00
B22-00216	Office Depot Customer Service Center	009	Office Supplies	010-4330	2,000.00
P22-00183	J.R. Associates	004	Choir Masks	010-4330	1,562.50
P22-00512	Art Trek, Inc.	005	Teacher Grant- Amy Kobayashi Art Lessons	010-4330	700.00
P22-00513	Home Depot	004	Solar Roller Shades @OVHS/OPIS	010-4330	1,726.51
P22-00514	Herff Jones	015	OVHS Cap & Gowns	010-4330	411.78
P22-00520	HEINEMANN	005	Tris Wenker Mystery Book Shelf	010-4330	633.15
P22-00525	ChargePoint, Inc.	004	Replacement Part for EV Charging Station @ROES	010-4330	768.75
P22-00527	Aces High Organizing, Inc.	004	Consulation of Organization of DO Warehouse	010-4330	101.67
P22-00531	HEINEMANN	005	TCRWP Summer Materials	010-4330	2,200.77
P22-00534	Federal Express Corp.	000	Fed-Ex Returned shipments for Account Credit	010-4330	279.01
P22-00535	Fedex Kinkos Customer Administrative Service	005	FedEx Shipping for a return	010-4330	44.80
P22-00536	Carolina Biological Supply Co	013	Oth Supply/Science/PFA	010-4330	3,146.66
P22-00539	Delphi Creativity Group DBA Delphi Glass Corp	015	Stained Glass Class Supplies	010-4330	514.52
P22-00543	Carl Abajian Captain Carl's Mobile Tidepool	005	Teacher Grant- Amy Kobayashi Mobile Tidepool	010-4330	445.00
P22-00548	Lakeshore Equipment Co dba Lakeshore Learning Mats	011	ELL Supplies	010-4330	885.60
P22-00549	Riverside Assessments LLC dba Riverside Insights	000	SpEd Team MCMS - Protocols Order	010-4330	288.44
P22-00550	PEARSON ASSESSMENTS ORDER PROCESSING	000	SpEd - OT / Protocols Order	010-4330	215.04
P22-00551	PEARSON ASSESSMENTS ORDER PROCESSING	000	SpEd Speech Group / Protocols Order	010-4330	175.88
P22-00553	Curriculum Associates	000	SpEd Elementary / Protocols Order	010-4330	137.18
TB22-00013	Document Systems	006	RICHO & Brother HR Printer Parts & Ink	010-4330	858.00
Total:010-4330 Other Materials and Supplies N					25,599.61
010-4410	Equipment New Non-Capitalized				
T22-00025	Compuwave Inc.	007	OPHS Engineering Laptop Lab Refresh	010-4410	87,285.55
Total:010-4410 Equipment New Non-Capitalized					87,285.55
010-5200	Travel and Conference				
B22-00217	Reading Writing Project Network, LLC	005	TCRWP Rebalancing Balanced Literacy Institute 2022	010-5200	5,000.00

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 5

Includes Purchase Orders dated 03/01/2022 - 03/31/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P22-00532	Reading Writing Project Networ k, LLC	005	TCRWP New Teacher Institute: K-8	010-5200	5,000.00
P22-00533	Bureau Of Education & Research	000	SpEd Seminar	010-5200	279.00
Total:010-5200 Travel and Conference					10,279.00
010-5300	Dues and Memberships				
P22-00510	Tri-County Gate Council	005	Tri-County GATE Council 2021-2022	010-5300	75.00
Total:010-5300 Dues and Memberships					75.00
010-5520	Electric Utility Service				
P22-00522	ChargePoint, Inc.	004	Chargepoint Cloud Plan DW	010-5520	8,970.00
Total:010-5520 Electric Utility Service					8,970.00
010-5600	Rents, Leases, and Repairs				
P22-00511	Golden State Elevator	000	Test elevator @OPHS per State Requirements	010-5600	1,800.00
P22-00515	Enhanced Landscape Mgmt, Inc	004	In field/out field grass edge @OPHS	010-5600	1,542.00
P22-00524	Lister Rents, Inc.	004	Sod Cutter Rental Lower Baseball Field @OPHS	010-5600	269.41
P22-00528	Golden State Elevator	000	Test elevator @MCMS per State Requirements	010-5600	1,700.00
P22-00541	Reliable Cabling Solutions	004	Fiber Replacement Underground Bldg. B @ROES	010-5600	6,393.00
Total:010-5600 Rents, Leases, and Repairs					11,704.41
010-5820	Other Operating Expense				
P22-00517	Acorn Press	000	Ad for Sale of Obsolete Tech Equipment	010-5820	290.72
P22-00523	Department of Industrial Relations(Accounting)	004	Elevator Inspections at MCMS	010-5820	225.00
P22-00527	Aces High Organizing, Inc.	004	Consulation of Organization of DO Warehouse	010-5820	300.00
P22-00529	Safety Unlimited, Inc	000	First Aid / CPR Training (District Nurse)	010-5820	500.00
P22-00530	Cion Binshtock DBA Town and Country Printing and Graph	003	Cash Receipt Books - Accounting Department	010-5820	2,432.43
P22-00544	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	010	Buses for 1st Grade Field Trip to Underwood Farms	010-5820	1,250.00
P22-00545	Underwood Family Farms at Tierra Rejada	010	1st Grade Field Trip to Underwood Family Farms	010-5820	100.00
P22-00546	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	010	Buses for 5th Grade Field Trip to Reagan Library	010-5820	1,150.00
P22-00547	The Ronald Reagan Foundation and Institute	010	5h Grade Field Trip to Reagan Library	010-5820	599.00
Total:010-5820 Other Operating Expense					6,847.15
010-6100	Sites and Improvement of Sites				
DIR22-00004	Fence Factory	004	OPHS Softball Field Improvements	010-6100	57,255.33

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ESCAPE ONLINE

Page 2 of 5

Includes Purchase Orders dated 03/01/2022 - 03/31/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
Total:010-6100 Sites and Improvement of Sites					57,255.33
010-6170	Site Construction				
P22-00519	Hughes General Engineering	004	Concrete Flatwork @softball field/bleachers @OPHS	010-6170	24,215.00
P22-00521	Sunbelt Rentals, Inc	004	Double Drum Roller for Baseball field @OPHS	010-6170	709.20
Total:010-6170 Site Construction					24,924.20
120-4330	Other Materials and Supplies N				
P22-00542	Jared Luke Kira DBA Deo Volent e Industries	028	Shirts & Sweatshirts for Ext. Care Program staff	120-4330	2,883.13
Total:120-4330 Other Materials and Supplies N					2,883.13
211-6209	Main Construction-Buildings				
P22-00508	Reliable Cabling Solutions	004	Proj 20-15S Computer Lab Remove data cabling OHES	211-6209	1,692.00
P22-00518	Cal-State Site Services	004	Proj 21-01S Temp Fencing @field OPHS	211-6209	791.44
P22-00537	AM House Inc	004	Proj 22-01S Sound System and Install for OPHS	211-6209	13,786.58
P22-00538	Pierres Welding & Maint.	004	Proj 17-35S Relocate Screen Wheelchair Lift MCMS	211-6209	850.00
Total:211-6209 Main Construction-Buildings					17,120.02
211-6250	Architect/Engineering Services				
P22-00540	Roy E. Colbert, Architect	004	Proj 19-17S Arch Svcs VCFD Electrical Eng Plans	211-6250	1,600.00
Total:211-6250 Architect/Engineering Services					1,600.00
211-6259	Other Costs/Planning/Change Or				
P22-00516	Colbi Technologies, Inc	004	Proj 20-18S PreQual Svcs for Contractors @ROES	211-6259	6,000.00
Total:211-6259 Other Costs/Planning/Change Or					6,000.00
211-6500	Equipment Replacement \$5000+				
T22-00023	Apple Computer, Inc. Ms198-3ED	007	Proj 22-02S Office Computer Refresh-Apple iMac24s	211-6500	75,860.95
T22-00024	Compuwave Inc.	007	Proj 22-02S Office Computer Refresh - PC's	211-6500	35,419.04
Total:211-6500 Equipment Replacement \$5000+					111,279.99
Total Number of POs				54	
				Total	371,823.39

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	45	232,940.25
Total Fiscal Year 2022			232,940.25

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.

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Page 3 of 5

Includes Purchase Orders dated 03/01/2022 - 03/31/2022

Fund Recap

Fund	Description	PO Count	Amount
120	Child Development Fund	1	2,883.13
	Total Fiscal Year 2022		2,883.13
211	Measure S Facilities & Tech	8	136,000.01
	Total Fiscal Year 2022		136,000.01
	Total		371,823.39

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.

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Page 4 of 5

Includes Purchase Orders dated 03/01/2022 - 03/31/2022

PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
010-4330	Other Materials and Supplies N			
B22-00005	6,743.89	010-4330	General Fund/Other Materials and Supplies N	256.11-
B22-00013	4,401.22	010-4330	General Fund/Other Materials and Supplies N	200.00
B22-00072	19,000.00	010-4330	General Fund/Other Materials and Supplies N	7,000.00
B22-00169	14,600.00	010-4330	General Fund/Other Materials and Supplies N	1,600.00
B22-00211	154.11	010-4330	General Fund/Other Materials and Supplies N	145.89-
P22-00174	13,900.00	010-4330	General Fund/Other Materials and Supplies N	303.13-
P22-00505	526.00	010-4330	General Fund/Other Materials and Supplies N	258.77
TB22-00003	6,000.00	010-4330	General Fund/Other Materials and Supplies N	1,000.00
Total:010-4330 Other Materials and Supplies N				9,353.64
010-5600	Rents, Leases, and Repairs			
B22-00016	6,603.23	010-5600	General Fund/Rents, Leases, and Repairs	117.95
B22-00120	5,800.00	010-5600	General Fund/Rents, Leases, and Repairs	600.00
B22-00121	6,000.00	010-5600	General Fund/Rents, Leases, and Repairs	1,000.00
P22-00432	2,057.44	010-5600	General Fund/Rents, Leases, and Repairs	942.56-
P22-00500	3,048.00	010-5600	General Fund/Rents, Leases, and Repairs	3,048.00-
Total:010-5600 Rents, Leases, and Repairs				2,272.61-
010-5820	Other Operating Expense			
P22-00361	777.99	010-5820	General Fund/Other Operating Expense	256.11
Total:010-5820 Other Operating Expense				256.11
130-4700	Food Purchases			
FS22-00002	26,338.12	130-4700	Cafeteria Fund/Food Purchases	750.00
FS22-00003	30,500.00	130-4700	Cafeteria Fund/Food Purchases	6,000.00
Total:130-4700 Food Purchases				6,750.00
Total PO Changes				14,087.14

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

ESCAPE ONLINE

Page 5 of 5

TO: BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT B.1.d. APPROVE QUARTERLY REPORT ON WILLIAMS UNIFORM COMPLAINTS – APRIL 2022

CONSENT

ISSUE: Shall the Board of Education Approve the Quarterly Williams Uniform Complaints - April 2022?

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

Education Code 35186 requires the Superintendent or designee to report summarized data on the nature and resolution of all Williams Uniform Complaints on a quarterly basis to the Board of Education and the County Office of Education. For the quarterly period of January 1, 2022 through March 31, 2022 there were no complaints filed with any school in the District.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Administrative Regulation 1312.4 - On a quarterly basis, the Superintendent or designee shall report, to the Board at a regularly scheduled public Board meeting and to the County Superintendent of Schools, summarized data on the nature and resolution of all complaints. The report shall include the number of complaints

GOAL: In support of LCAP Goal #1 - Support high academic achievement for all students

ALTERNATIVES: 1. Approve the Quarterly Report on Williams Uniform Complaints – April 2022.
2. Do not approve the Quarterly Report on Williams Uniform Complaints

RECOMMENDATION: Alternative #1.

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

District: Oak Park Unified School District

Person completing this form: Dr. Jay Greenlinger

Title: Director of Curriculum and Instruction

Date for information to be reported publicly at governing board meeting: 1/18/2022

☒ No complaints were filed with any school in the district during the quarter indicated above.

☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

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

Name of District Superintendent

Signature of District Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

**SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
CROSS COUNTRY MAMMOTH LAKES TRIP – JULY 24-29, 2022.**

CONSENT

ISSUE: Shall the Board approve an overnight field trip for the OPHS Cross Country to Mammoth Lakes, California?

BACKGROUND: Principal, Mat McClenahan, requests approval for this camp scheduled for July 24-29, 2022 in Mammoth Lakes, CA. Approximately 75 athletes, 5 coaches, and 10 adult male and female chaperones will travel by district approved drivers in district and private vehicles. They will depart on Sunday, July 24th at approximately 7 a.m. and return on Friday, July 29th at approximately 5 p.m. Team and chaperones will stay at the Mammoth Mountain Inn, Mammoth, CA. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning/Checklist* have been met.

FISCAL IMPACT: The cost is \$470 per athlete (which includes transportation, team bonding Activities lodging, and food). Funding source is the ASB Cross Country Fund and is included in the ASB 2021-2022 Budget.

BOARD POLICY: Pursuant to Board Policy 6153 School Sponsored Trips – Requests for field trips involving out-of-state, out-of-country, or overnight travel require Board approval prior to the trip.

GOAL: In support of OPUSD Goal 5 – Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.

ALTERNATIVES:

1. Approve overnight trip for Oak Park High School Cross Country Team – Mammoth Lakes, CA.
2. Do not approve overnight trip for Oak Park High School Cross Country Team

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
Mat McClenahan, Principal, Oak Park High School

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve Overnight Trip for Cross County Camp – July 24-29, 2022

Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

**SUBJECT: B.1.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
CHEER TO UNITED SPIRIT ASSOCIATION CAMP – JULY 28-31,
2022.**

CONSENT

ISSUE: Shall the Board approve an overnight field trip for the OPHS Cheer Team to Santa Barbara, California?

BACKGROUND: Principal, Mat McClenahan, requests approval for this camp scheduled for July 28-31, 2022 in Santa Barbara, CA. Approximately 35 athletes, and 3 coaches will travel by district approved drivers in district and private vehicles. They will depart on Thursday, July 28th at approximately 9 a.m. and return on Sunday, July 31st at approximately 5 p.m. Team and chaperones will stay at the University of California, Santa Barbara. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning/Checklist* have been met.

FISCAL IMPACT: The cost is \$480 per athlete (which includes camp fees, transportation, lodging, and food). Funding source is the ASB Cheer Fund and is included in the ASB 2021-2022 Budget.

BOARD POLICY: Pursuant to Board Policy 6153 School Sponsored Trips – Requests for field trips involving out-of-state, out-of-country, or overnight travel require Board approval prior to the trip.

GOAL: In support of OPUSD Goal 5 – Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.

ALTERNATIVES:

1. Approve overnight trip for Oak Park High School Cheer Team – Santa Barbara, CA.
2. Do not approve overnight trip for Oak Park High School Cheer Team

RECOMMENDATION: Alternative No. 1

Prepared by: Debbie Goodnough, Athletic Secretary, Oak Park High School
Mat McClenahan, Principal, Oak Park High School

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve Overnight Trip for Cheer Camp – July 28-31, 2022

Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.2.a. REVIEW 2021-2022 CALIFORNIA HEALTHY KIDS SURVEY REPORT

INFORMATION/DISCUSSION

ISSUE: Shall the Board of Education review the 2021-2022 California Healthy Kids Survey (CHKS) Report?

BACKGROUND: The California Department of Education (CDE) has implemented the CHKS since 1997 to provide data that would assist schools in: (1) fostering positive school climates and engagement in learning; (2) preventing youth health-risk behaviors and other barriers to academic achievement; and (3) promoting positive youth development, resilience, and well-being. A thorough understanding of the scope and nature of youth behaviors, attitudes, and learning conditions is essential to guide school improvement efforts and to also develop effective prevention, health, and youth development programs. These surveys grew out of CDE's commitment to helping schools promote the successful cognitive, social, and emotional development of all students and create more positive, engaging school environments for students, staff, and parents.

The survey consists of a broad range of key questions identified by an expert advisory committee that is considered most important for schools to administer to guide improvement of academic, health, and prevention programs and the promotion of student achievement, positive development, and well-being. The primary focus of the survey is assessing student perceptions and experiences related to school climate and engagement, learning supports, and health-related, non-academic learning barriers (e.g., bullying and violence).

School-Related Core Content

To support school improvement efforts, the majority of questions on the CHKS assess school performance, engagement, climate, and experiences. The survey provides self-reported data on:

- School connectedness;
- The level at which students experience caring adult relationships, high expectations, and opportunities for meaningful participation at school, three fundamental developmental supports (protective factors) that promote positive academic outcomes; and
- Perceived safety and frequency of, and reasons for, harassment and bullying at school.

CHKS Survey Reports for 2021-2022 School year accessed at this link:
<https://bit.ly/3xk3cxL>.

BOARD POLICY: Pursuant to Board Policy BP 5131.62 - To evaluate the effectiveness of the district's program and ensure accountability, the Superintendent or designee shall biennially administer the California Healthy Kids Survey or other appropriate student survey at selected grade levels in order to assess student attitudes toward tobacco and student use of tobacco. He/she also shall annually report to the Board, and to the CDE if required, the data specified in Health and Safety Code 104450.

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Review the 2021-2022 California Healthy Kids Survey (CHKS) Report

Page 2

GOAL: In support of OPUSD Goal 2 - Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

FISCAL IMPACT: N/A

Prepared by:
Brad Benioff, Director of Student Support and School Safety

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.2.b. APPROVAL AND CERTIFICATION OF 2021-2022 SCHOOL BELL SCHEDULES AND MINIMUM INSTRUCTIONAL MINUTES

ACTION

ISSUE: Shall the Board of Education approve the 2021-22 school bell schedules and certify compliance with the minimum number of instructional minutes as required by Education Code (EC) Section 46201?

BACKGROUND: EC Section 46201 requires the governing board of every school district to certify that each school and each grade level has met the minimum number of instructional minutes as described in EC 46201 and meets the intent of the longer school day provisions of SB 813. As described in EC 46201.5, school bell schedules must provide for the minimum number of instructional minutes as follows:

Kindergarten = 36,000 minutes/year	Grades 1–3 = 50,400 minutes/year
Grades 4–8 = 54, 000 minutes/year	Grades 9–12 = 64,800 minutes/year

The District’s audit firm, as a part of the District’s financial audit, reviews compliance with the instructional time requirement annually. There are severe financial penalties for programs with less than the required minimum number of instructional minutes. Based on the number of instructional minutes remaining for this school year and the number of instructional days staff is certain that all our schools and grades will be within the required number of instructional minutes for the current school year. The 2021-2022 bell schedules and instructional minutes for each school site are included for the Board’s review.

FISCAL IMPACT: N/A

BOARD POLICY: Pursuant to Board Policy 6112 - The Governing Board shall fix the length of the school day subject to the provisions of law. (Education Code 46100)

GOAL: N/A

ALTERNATIVES:

1. Approve the 2021-22 school bell schedules and certify compliance with the minimum number of instructional minutes.
2. Do not approve the 2021-22 school bell schedules and certify compliance with the minimum number of instructional minutes.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approval and Certification of 2021-2022 School Bell Schedule
and Minimum Instructional Minutes

Page 2

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

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

School Site: **Brookside**

School Year: **2021-2022**

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Discovery K	180	39600	36,000	3,600
K	180	41565	36,000	5,565
1 - 3	180	51415	50,400	1,015
4 - 8	180	54821	54,000	821

Bell Schedule **Discovery K**
Number of Days **168**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	12:15 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule **Conference Days Discovery K**
Number of Days **12**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:45 AM	90	0	90
Nutrition/Recess	9:45 AM	10:05 AM	0	0	0
Instruction	10:05	12:15 PM	130	0	130
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule **Regular Grade K**
Number of Days **131**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	11:15 AM	75	0	75
Lunch	11:15 AM	12:00 PM	0	0	0
Instruction	12:00 PM	1:15 PM	75	0	75
			0	0	0
			0	0	0
Total Hours/Minutes					235

Bell Schedule **Conference Day Grade K**
Number of Days **12**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	12:15 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule **Early Release Wed. + 11 Asses Days Grade 1**
Number of Days **37**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	12:15 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule **Regular Grades 1 - 3**
Number of Days **131**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:10 AM	110	0	110
Nutrition/Recess	10:10 AM	10:30 AM	0	0	0
Instruction	10:30 AM	12:00 PM	90	0	90
Lunch	12:00 PM	12:45 PM	0	0	0
Instruction	12:45 PM	2:30 PM	105	0	105
			0	0	0
			0	0	0
Total Hours/Minutes					305

School Site: **Brookside**

School Year: **2021-2022**

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Discovery K	180	39600	36,000	3,600
K	180	41565	36,000	5,565
1 - 3	180	51415	50,400	1,015
4 - 8	180	54821	54,000	821

Bell Schedule **Early Release Wed. Grades 1 - 3**
Number of Days **37**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:10 AM	110	0	110
Nutrition/Recess	10:10 AM	10:30 AM	0	0	0
Instruction	10:30 AM	12:40 PM	130	0	130
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					240

Bell Schedule **Conference Day Grades 1 - 3**
Number of Days **12**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:10 AM	110	0	110
Nutrition/Recess	10:10 AM	10:30 AM	0	0	0
Instruction	10:30 AM	12:15 PM	105	0	105
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					215

Bell Schedule **Regular Grades 4 - 5**
Number of Days **131**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:35 AM	135	0	135
Nutrition/Recess	10:35 AM	10:55 AM	0	0	0
Instruction	10:55 AM	12:30 PM	95	0	95
Lunch	12:30 PM	1:15 PM	0	0	0
Instruction	1:15 PM	2:56 PM	101	0	101
			0	0	0
			0	0	0
Total Hours/Minutes					331

Bell Schedule **Early Release Wed Grades 4 - 5**
Number of Days **37**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:35 AM	135	0	135
Nutrition/Recess	10:35 AM	10:55 AM	0	0	0
Instruction	10:55 AM	12:40 PM	105	0	105
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					240

Bell Schedule **Conference Day Grades 4 - 5**
Number of Days **12**

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:35 AM	135	0	135
Nutrition/Recess	10:35 AM	10:55 AM	0	0	0
Instruction	10:55 AM	12:15 PM	80	0	80
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					215

Bell Schedule
Number of Days

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					0

School Site: Oak Hills

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Discovery K	180	39600	36,000	3,600
K	180	41550	36,000	5,550
1 - 3	180	51325	50,400	925
4 - 8	180	54640	54,000	640

Bell Schedule Discovery K
Number of Days 167

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:45 AM	90	0	90
Nutrition/Recess	9:45 AM	10:05 AM	0	0	0
Instruction	10:05 AM	12:15 PM	130	0	130
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Conference Days Discovery K
Number of Days 13

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:20 AM	125	0	125
Nutrition/Recess	10:20 AM	10:40 AM	0	0	0
Instruction	10:40	12:15 PM	95	0	95
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Regular Grade K
Number of Days 130

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:45 AM	90	0	90
Nutrition/Recess	9:45 AM	10:05 AM	0	0	0
Instruction	10:05 AM	11:30 AM	85	0	85
Lunch	11:30 AM	12:15 PM	0	0	0
Instruction	12:15 PM	1:15 PM	60	0	60
			0	0	0
			0	0	0
Total Hours/Minutes					235

Bell Schedule Conference Day Grade K
Number of Days 13

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:45 AM	90	0	90
Nutrition/Recess	9:45 AM	10:05 AM	0	0	0
Instruction	10:05 AM	12:15 PM	130	0	130
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Friday Early + 13 Asses Days Grade K
Number of Days 37

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:45 AM	90	0	90
Nutrition/Recess	9:45 AM	10:05 AM	0	0	0
Instruction	10:05 AM	12:15 PM	130	0	130
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Regular Grades 1 - 3
Number of Days 130

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:00 AM	105	0	105
Nutrition/Recess	10:00 AM	10:20 AM	0	0	0
Instruction	10:20 AM	12:00 PM	100	0	100
Lunch	12:00 PM	12:45 PM	0	0	0
Instruction	12:45 PM	2:25 PM	100	0	100
			0	0	0
			0	0	0
Total Hours/Minutes					305

Bell Schedule Friday Early Release Grades 1 - 3
Number of Days 37

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:00 AM	105	0	105
Nutrition/Recess	10:00 AM	10:20 AM	0	0	0
Instruction	10:20 AM	12:35 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					240

Bell Schedule Conference Day Grades 1 - 3
Number of Days 13

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:00 AM	105	0	105
Nutrition/Recess	10:00 AM	10:20 AM	0	0	0
Instruction	10:20 AM	12:10 PM	110	0	110
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					215

School Site: Oak Hills

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Discovery K	180	39600	36,000	3,600
K	180	41550	36,000	5,550
1 - 3	180	51325	50,400	925
4 - 8	180	54640	54,000	640

Bell Schedule Regular Grades 4 - 5

Number of Days 130

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:35 AM	135	0	135
Nutrition/Recess	10:35 AM	10:55 AM	0	0	0
Instruction	10:55 AM	12:45 PM	110	0	110
Lunch	12:45 PM	1:30 PM	0	0	0
Instruction	1:30:00 PM	2:56 PM	86	0	86
			0	0	0
			0	0	0
Total Hours/Minutes					331

Bell Schedule Friday Early Release Grades 4 - 5

Number of Days 37

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:35 AM	135	0	135
Nutrition/Recess	10:35 AM	10:55 AM	0	0	0
Instruction	10:55 AM	12:40 PM	105	0	105
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					240

Bell Schedule Conference Day Grades 4 - 5

Number of Days 13

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:20 AM	10:35 AM	135	0	135
Nutrition/Recess	10:35 AM	10:55 AM	0	0	0
Instruction	10:55 AM	12:10 PM	75	0	75
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					210

Bell Schedule

Number of Days

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					0

School Site: Red Oak

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Discovery K	180	39600	36,000	3,600
K	180	41565	36,000	5,565
1 - 3	180	51475	50,400	1,075
4 - 8	180	54750	54,000	750

Bell Schedule Discovery K
Number of Days 168

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:20 AM	125	0	125
Nutrition/Recess	10:20 AM	10:40 AM	0	0	0
Instruction	10:40 AM	12:15 PM	95	0	95
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Regular Grade K
Number of Days 131

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	11:25 AM	85	0	85
Lunch	11:25 AM	12:10 PM	0	0	0
Instruction	12:10 PM	1:15 PM	65	0	65
			0	0	0
			0	0	0
Total Hours/Minutes					235

Bell Schedule Early Release Wed. + 11 Asses Days Grade K
Number of Days 37

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	12:15 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Early Release Wed. Grades 1 - 3
Number of Days 37

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:00 AM	105	0	105
Nutrition/Recess	10:00 AM	10:20 AM	0	0	0
Instruction	10:20 AM	12:35 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					240

Bell Schedule Conference Days Discovery K
Number of Days 12

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:20 AM	125	0	125
Nutrition/Recess	10:20 AM	10:40 AM	0	0	0
Instruction	10:40	12:15 PM	95	0	95
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Conference Day Grade K
Number of Days 12

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	9:40 AM	85	0	85
Nutrition/Recess	9:40 AM	10:00 AM	0	0	0
Instruction	10:00 AM	12:15 PM	135	0	135
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Regular Grades 1 - 3
Number of Days 131

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:00 AM	105	0	105
Nutrition/Recess	10:00 AM	10:20 AM	0	0	0
Instruction	10:20 AM	12:00 PM	100	0	100
Lunch	12:00 PM	12:45 PM	0	0	0
Instruction	12:45 PM	2:25 PM	100	0	100
			0	0	0
			0	0	0
Total Hours/Minutes					305

Bell Schedule Conference Day Grades 1 - 3
Number of Days 12

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:00 AM	105	0	105
Nutrition/Recess	10:00 AM	10:20 AM	0	0	0
Instruction	10:20 AM	12:15 PM	115	0	115
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

School Site: Red Oak

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Discovery K	180	39600	36,000	3,600
K	180	41565	36,000	5,565
1 - 3	180	51475	50,400	1,075
4 - 8	180	54750	54,000	750

Bell Schedule Regular Grades 4 - 5

Number of Days 131

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:30 AM	135	0	135
Nutrition/Recess	10:30 AM	10:50 AM	0	0	0
Instruction	10:50 AM	12:30 PM	100	0	100
Lunch	12:30 PM	1:15 PM	0	0	0
Instruction	1:15 PM	2:50 PM	95	0	95
			0	0	0
			0	0	0
Total Hours/Minutes					330

Bell Schedule Conference Day Grades 4 - 5

Number of Days 12

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:30 AM	135	0	135
Nutrition/Recess	10:30 AM	10:50 AM	0	0	0
Instruction	10:50 AM	12:15 PM	85	0	85
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					220

Bell Schedule Early Release Wed Grades 4 - 5

Number of Days 37

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Instruction	8:15 AM	10:30 AM	135	0	135
Nutrition/Recess	10:30 AM	10:50 AM	0	0	0
Instruction	10:50 AM	12:35 PM	105	0	105
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					240

Bell Schedule

Number of Days

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					0

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
6	182	59,154.00	54,000	5,154
7 - 8	182	59,154.00	54,000	5,154

Bell Schedule	Regular Schedule Grade 6
<p>1. Math</p> <p>2. Reading</p> <p>3. Science</p> <p>4. History</p> <p>5. Art</p> <p>6. Music</p> <p>7. Physical Education</p> <p>8. Language Arts</p> <p>9. Math</p> <p>10. Reading</p> <p>11. Science</p> <p>12. History</p> <p>13. Art</p> <p>14. Music</p> <p>15. Physical Education</p> <p>16. Language Arts</p> <p>17. Math</p> <p>18. Reading</p> <p>19. Science</p> <p>20. History</p> <p>21. Art</p> <p>22. Music</p> <p>23. Physical Education</p> <p>24. Language Arts</p> <p>25. Math</p> <p>26. Reading</p> <p>27. Science</p> <p>28. History</p> <p>29. Art</p> <p>30. Music</p> <p>31. Physical Education</p> <p>32. Language Arts</p> <p>33. Math</p> <p>34. Reading</p> <p>35. Science</p> <p>36. History</p> <p>37. Art</p> <p>38. Music</p> <p>39. Physical Education</p> <p>40. Language Arts</p> <p>41. Math</p> <p>42. Reading</p> <p>43. Science</p> <p>44. History</p> <p>45. Art</p> <p>46. Music</p> <p>47. Physical Education</p> <p>48. Language Arts</p> <p>49. Math</p> <p>50. Reading</p> <p>51. Science</p> <p>52. History</p> <p>53. Art</p> <p>54. Music</p> <p>55. Physical Education</p> <p>56. Language Arts</p> <p>57. Math</p> <p>58. Reading</p> <p>59. Science</p> <p>60. History</p> <p>61. Art</p> <p>62. Music</p> <p>63. Physical Education</p> <p>64. Language Arts</p> <p>65. Math</p> <p>66. Reading</p> <p>67. Science</p> <p>68. History</p> <p>69. Art</p> <p>70. Music</p> <p>71. Physical Education</p> <p>72. Language Arts</p> <p>73. Math</p> <p>74. Reading</p> <p>75. Science</p> <p>76. History</p> <p>77. Art</p> <p>78. Music</p> <p>79. Physical Education</p> <p>80. Language Arts</p> <p>81. Math</p> <p>82. Reading</p> <p>83. Science</p> <p>84. History</p> <p>85. Art</p> <p>86. Music</p> <p>87. Physical Education</p> <p>88. Language Arts</p> <p>89. Math</p> <p>90. Reading</p> <p>91. Science</p> <p>92. History</p> <p>93. Art</p> <p>94. Music</p> <p>95. Physical Education</p> <p>96. Language Arts</p> <p>97. Math</p> <p>98. Reading</p> <p>99. Science</p> <p>100. History</p> <p>101. Art</p> <p>102. Music</p> <p>103. Physical Education</p> <p>104. Language Arts</p> <p>105. Math</p> <p>106. Reading</p> <p>107. Science</p> <p>108. History</p> <p>109. Art</p> <p>110. Music</p> <p>111. Physical Education</p> <p>112. Language Arts</p> <p>113. Math</p> <p>114. Reading</p> <p>115. Science</p> <p>116. History</p> <p>117. Art</p> <p>118. Music</p> <p>119. Physical Education</p> <p>120. Language Arts</p> <p>121. Math</p> <p>122. Reading</p> <p>123. Science</p> <p>124. History</p> <p>125. Art</p> <p>126. Music</p> <p>127. Physical Education</p> <p>128. Language Arts</p> <p>129. Math</p> <p>130. Reading</p> <p>131. Science</p> <p>132. History</p> <p>133. Art</p> <p>134. Music</p> <p>135. Physical Education</p> <p>136. Language Arts</p> <p>137. Math</p> <p>138. Reading</p> <p>139. Science</p> <p>140. History</p> <p>141. Art</p> <p>142. Music</p> <p>143. Physical Education</p> <p>144. Language Arts</p> <p>145. Math</p> <p>146. Reading</p> <p>147. Science</p> <p>148. History</p> <p>149. Art</p> <p>150. Music</p> <p>151. Physical Education</p> <p>152. Language Arts</p> <p>153. Math</p> <p>154. Reading</p> <p>155. Science</p> <p>156. History</p> <p>157. Art</p> <p>158. Music</p> <p>159. Physical Education</p> <p>160. Language Arts</p> <p>161. Math</p> <p>162. Reading</p> <p>163. Science</p> <p>164. History</p> <p>165. Art</p> <p>166. Music</p> <p>167. Physical Education</p> <p>168. Language Arts</p> <p>169. Math</p> <p>170. Reading</p> <p>171. Science</p> <p>172. History</p> <p>173. Art</p> <p>174. Music</p> <p>175. Physical Education</p> <p>176. Language Arts</p> <p>177. Math</p> <p>178. Reading</p> <p>179. Science</p> <p>180. History</p> <p>181. Art</p> <p>182. Music</p> <p>183. Physical Education</p> <p>184. Language Arts</p> <p>185. Math</p> <p>186. Reading</p> <p>187. Science</p> <p>188. History</p> <p>189. Art</p> <p>190. Music</p> <p>191. Physical Education</p> <p>192. Language Arts</p> <p>193. Math</p> <p>194. Reading</p> <p>195. Science</p> <p>196. History</p> <p>197. Art</p> <p>198. Music</p> <p>199. Physical Education</p> <p>200. Language Arts</p> <p>201. Math</p> <p>202. Reading</p> <p>203. Science</p> <p>204. History</p> <p>205. Art</p> <p>206. Music</p> <p>207. Physical Education</p> <p>208. Language Arts</p> <p>209. Math</p> <p>210. Reading</p> <p>211. Science</p> <p>212. History</p> <p>213. Art</p> <p>214. Music</p> <p>215. Physical Education</p> <p>216. Language Arts</p> <p>217. Math</p> <p>218. Reading</p> <p>219. Science</p> <p>220. History</p> <p>221. Art</p> <p>222. Music</p> <p>223. Physical Education</p> <p>224. Language Arts</p> <p>225. Math</p> <p>226. Reading</p> <p>227. Science</p> <p>228. History</p> <p>229. Art</p> <p>230. Music</p> <p>231. Physical Education</p> <p>232. Language Arts</p> <p>233. Math</p> <p>234. Reading</p> <p>235. Science</p> <p>236. History</p> <p>237. Art</p> <p>238. Music</p> <p>239. Physical Education</p> <p>240. Language Arts</p> <p>241. Math</p> <p>242. Reading</p> <p>243. Science</p> <p>244. History</p> <p>245. Art</p> <p>246. Music</p> <p>247. Physical Education</p> <p>248. Language Arts</p> <p>249. Math</p> <p>250. Reading</p> <p>251. Science</p> <p>252. History</p> <p>253. Art</p> <p>254. Music</p> <p>255. Physical Education</p> <p>256. Language Arts</p>	

Number of Days 178

			Period Minutes	Passing Minutes	Total Minutes
Period	Begin	End			
Period 1	8:23 AM	9:15 AM	52	5	57
Period 2	9:20 AM	10:10 AM	50	0	50
Nutrition	10:10 AM	10:20 AM	0	5	5
Period 3	10:25 AM	11:15 AM	50	0	50
Lunch	11:15 AM	11:55 AM	0	5	5
Period 4	12:00 PM	12:50 PM	50	5	55
Period 5	12:55 PM	1:45 PM	50	5	55
Period 6	1:50 PM	2:40 PM	50	0	50
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			Total Hours/Minutes	327	

Bell Schedule	Minimum Day Schedule All Grades
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Number of Days 2

			Period Minutes	Passing Minutes	Total Minutes
Period	Begin	End			
Period 1	8:23 AM	9:00 AM	37	5	42
Period 2	9:05 AM	9:40 AM	35	5	40
Period 3	9:45 AM	10:20 AM	35	0	35
Nutrition	10:20 AM	10:35 AM	0	5	5
Period 4	10:40 AM	11:15 AM	35	5	40
Period 5	11:20 AM	11:55 AM	35	5	40
Period 6	12:00 PM	12:35 PM	35	0	35
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			Total Hours/Minutes	237	

Bell Schedule	Regular Schedule Grades 7 - 8
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Number of Days 178

[illegible]

Bell Schedule	Minimum Day Schedule All Grades
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Number of Days 2

[illegible]

School Year: 2021-2022

[illegible]

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
9 - 12	180	65,295.00	64,800	495

Bell Schedule Fine Arts Assembly Schedule

Number of Days 1

[illegible]

Bell Schedule	Regular Schedule Tues-Fri
7:00 AM	7:00 AM
7:15 AM	7:15 AM
7:30 AM	7:30 AM
7:45 AM	7:45 AM
8:00 AM	8:00 AM
8:15 AM	8:15 AM
8:30 AM	8:30 AM
8:45 AM	8:45 AM
9:00 AM	9:00 AM
9:15 AM	9:15 AM
9:30 AM	9:30 AM
9:45 AM	9:45 AM
10:00 AM	10:00 AM
10:15 AM	10:15 AM
10:30 AM	10:30 AM
10:45 AM	10:45 AM
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5:00 PM	5:00 PM
5:15 PM	5:15 PM
5:30 PM	5:30 PM
5:45 PM	5:45 PM
6:00 PM	6:00 PM
6:15 PM	6:15 PM
6:30 PM	6:30 PM
6:45 PM	6:45 PM
7:00 PM	7:00 PM

Number of Days 112

[illegible]

Bell Schedule	CAASPP Testing
<p>1st Bell Schedule</p> <p>2nd Bell Schedule</p> <p>3rd Bell Schedule</p> <p>4th Bell Schedule</p> <p>5th Bell Schedule</p> <p>6th Bell Schedule</p> <p>7th Bell Schedule</p> <p>8th Bell Schedule</p> <p>9th Bell Schedule</p> <p>10th Bell Schedule</p> <p>11th Bell Schedule</p> <p>12th Bell Schedule</p>	<p>CAASPP Testing Dates</p> <p>CAASPP Testing Times</p> <p>CAASPP Testing Locations</p> <p>CAASPP Testing Procedures</p> <p>CAASPP Testing Results</p> <p>CAASPP Testing Appeals</p> <p>CAASPP Testing Complaints</p> <p>CAASPP Testing Grievances</p> <p>CAASPP Testing Hearings</p> <p>CAASPP Testing Reviews</p> <p>CAASPP Testing Investigations</p> <p>CAASPP Testing Sanctions</p> <p>CAASPP Testing Exclusions</p> <p>CAASPP Testing Waivers</p> <p>CAASPP Testing Extensions</p> <p>CAASPP Testing Modifications</p> <p>CAASPP Testing Accommodations</p> <p>CAASPP Testing Supports</p> <p>CAASPP Testing Services</p> <p>CAASPP Testing Programs</p> <p>CAASPP Testing Initiatives</p> <p>CAASPP Testing Projects</p> <p>CAASPP Testing Studies</p> <p>CAASPP Testing Reports</p> <p>CAASPP Testing Publications</p> <p>CAASPP Testing Presentations</p> <p>CAASPP Testing Conferences</p> <p>CAASPP Testing Workshops</p> <p>CAASPP Testing Seminars</p> <p>CAASPP Testing Webinars</p> <p>CAASPP Testing Podcasts</p> <p>CAASPP Testing E-books</p> <p>CAASPP Testing Apps</p> <p>CAASPP Testing Websites</p> <p>CAASPP Testing Social Media</p> <p>CAASPP Testing Newsletters</p> <p>CAASPP Testing Blogs</p> <p>CAASPP Testing YouTube Channel</p> <p>CAASPP Testing Twitter Account</p> <p>CAASPP Testing Facebook Page</p> <p>CAASPP Testing LinkedIn Profile</p> <p>CAASPP Testing Instagram Account</p> <p>CAASPP Testing Snapchat Account</p> <p>CAASPP Testing TikTok Account</p> <p>CAASPP Testing Twitch Channel</p> <p>CAASPP Testing Patreon Account</p> <p>CAASPP Testing Kickstarter Campaign</p> <p>CAASPP Testing Indiegogo Campaign</p> <p>CAASPP Testing GoFundMe Campaign</p> <p>CAASPP Testing PledgeMusic Campaign</p> <p>CAASPP Testing RocketHub Campaign</p> <p>CAASPP Testing Seed&Spark Campaign</p> <p>CAASPP Testing PledgeMusic Campaign</p> <p>CAASPP Testing RocketHub Campaign</p> <p>CAASPP Testing Seed&Spark Campaign</p>

Number of Days 4

[illegible]

Bell Schedule

Number of Days

			Period Minutes	Passing Minutes	Total Minutes
Period	Begin	End			
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			0	0	0
			Total Hours/Minutes	0	

School Site: Oak View High

School Year: 2021-2022

Grade Level	Total Days	Total Minutes	Required Minutes	Excess/ (Short)
Continuation	180	35,455.00	32,400	3,055

Bell Schedule Monday, Tuesday, Wednesday Schedule

Number of Days 104

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Period 1	8:35 AM	9:20 AM	45	0	45
Period 2/3	9:25 AM	10:55 AM	90	0	90
Break	10:55 AM	11:20 AM	0	0	0
Period 4/5	11:20 AM	12:50 PM	90	0	90
Period 6 Elective	12:55 PM	1:40 PM	45	0	45
			0	0	0
Total Hours/Minutes					270

Bell Schedule Thursday Schedule

Number of Days 32

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Period 1	8:35 AM	9:05 AM	30	0	30
Period 2/3	9:10 AM	10:25 AM	75	0	75
Break	10:25 AM	10:45 AM	0	0	0
Period 4/5	10:50 AM	12:05 PM	75	0	75
Period 6 Elective	12:10 PM	12:40 PM	30	0	30
			0	0	0
Total Hours/Minutes					210

Bell Schedule Friday Incentive Day Schedule

Number of Days 40

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Period 1/2	8:35 AM	10:05 AM	90	0	90
Period 3/4	10:10 AM	11:40 AM	90	0	90
			0	0	0
			0	0	0
Total Hours/Minutes					180

Bell Schedule CAASPP Testing

Number of Days 2

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Period 1	8:35 AM	10:00 AM	85	0	85
Nutrition	10:00 AM	10:30 AM	0	0	0
Period 2	10:35 AM	12:00 PM	85	0	85
			0	0	0
Total Hours/Minutes					170

Bell Schedule Halloween

Number of Days 1

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Period 1	8:35 AM	9:30 AM	55	0	55
Period 2/3	9:35 AM	10:35 AM	60	0	60
Period 4/5	10:40 AM	11:40 AM	60	0	60
OVHS Activity	11:40 AM	12:40 PM	0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					175

Bell Schedule Turkey Walk

Number of Days 1

Period	Begin	End	Period Minutes	Passing Minutes	Total Minutes
Period 1	8:30 AM	9:20 AM	50	0	50
Period 2/3	9:25 AM	10:10 AM	45	0	45
Period 4/5	10:15 AM	11:00 AM	45	0	45
OVHS Activity	11:00 AM	12:40 PM	0	0	0
			0	0	0
			0	0	0
Total Hours/Minutes					140

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.2.c. REVIEW AND APPROVE A-G SUCCESS GRANT PLAN

ACTION

ISSUE: Shall the Board of Education review and approve the A-G Success Grant Plan?

BACKGROUND: Education Code 41590 (f) established the A-G Completion Improvement Grant Program, which aims to improve A-G completion rates for all students. Due to OPUSD's already high A-G completion rate, OPUSD will receive \$119,257 for the A-G Success Grant, with the goal of increasing teacher and counselor professional development regarding A-G courses, comprehensive advising plans for students, expanded access to A-G courses, and AP exam fees for unduplicated students. Funds must be spent by June 30, 2026. Additionally, OPUSD will receive \$17,722 in A-G Learning Loss Mitigation Funds, which must be used to "allow pupils who receive a 'D' or 'F' in an A-G course in 2020 or 2021 to retake the course." The A-G Grant Plan must include measurements for success. OPUSD's measurements for success align with existing LCAP goals and actions. OPUSD's A-G Success Grant Plan follows for the Board review and approval.

FISCAL IMPACT: OPUSD will receive a total of \$136,979 to be spent by June 30, 2026.

BOARD POLICY: Pursuant to Board Policy BP 6190 - The Governing Board recognizes that it is accountable to students, parents/guardians, and the community for the effectiveness of the district's educational program in meeting district goals for student learning. The Superintendent or designee shall conduct a continual evaluation of the curriculum and the instructional program in order to identify strategies for improving student achievement.

GOAL: In Support of OPUSD Goal 3: Inform and prepare students for college and career success.

ALTERNATIVES:

1. Approve the A-G Success Grant Plan.
2. Do not approve the A-G Success Grant Plan.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve A-G Success Grant Plan

Page 2

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

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

OPUSD A-G Success Grant/A-G Learning Loss Mitigation Grant Plan

Pursuant to [ED Code 41590](#), OPUSD has written this plan prior to April 1, 2022 to provide increased access to A-G courses, and to provide remediation and support to students-particularly unduplicated pupils- so that they may complete A-G requirements prior to graduation. The following plan was developed in collaboration with counselors and administrators at OPUSD's secondary schools.

OPUSD will receive **\$136,979** to support access to A-G courses for our students in grades 9-12 through the 2025-26 school year. The allowable expenses for this program are:

- (A) Providing teachers, administrators, and counselors with professional development opportunities to improve the local educational agency's A-G completion rate.
- (B) Developing comprehensive advising plans and pupil supports, including tutoring programs, to improve the local educational agency's A-G completion rate.
- (C) Expanding access to coursework or other opportunities to satisfy A-G course requirements to all pupils, including, but not necessarily limited to, unduplicated pupils. These opportunities may include, but shall not be limited to, course development, course review, incorporating A-G course requirements into the local educational agency's graduation requirements, and new or expanded partnerships with other secondary or postsecondary educational institutions.
- (D) Advanced Placement and International Baccalaureate fees for unduplicated pupils.

**OPUSD has 167 unduplicated students in grades 9-12 for the 2021-22 school year.

A-G Success Grant

Strategy	Budget		Notes
(B) 5 additional days for secondary counselors to assist student scheduling/graduation planning	22-23	\$21,000	These additional days will assist counselors in the finalizing of student schedules, assess class availability, and provide 1:1 guidance related to class placement
	23-24	\$23,000	
	24-25	\$25,000	
	<u>25-26</u>	<u>\$27,000</u>	
		\$96,000	
(D) AP Exam fees for unduplicated students	\$3,257		
(B) In-Person Math Tutoring	22-23	\$5,000	Provide access to 24/7 online tutoring to all students for all subjects. Provide in person tutoring for math.
	23-24	\$5,000	
	24-25	\$5,000	
	<u>25-26</u>	<u>\$5,000</u>	
		\$20,000	
Total Budget:	\$119,257		

OPUSD A-G Success Grant/A-G Learning Loss Mitigation Grant Plan

As part of this grant, OPUSD will receive **\$17,722** in A-G Learning Loss Mitigation funds, which can be used to: "allow pupils who receive a grade of 'D' 'F' or 'Fail' in an A–G approved course in the spring semester of 2020 or the 2020–21 school year to retake those A–G courses."

A-G Learning Loss Mitigation

Strategy	Budget	Notes
Summer school remediation	Remainder of remediation costs will be covered by ELO-G	\$4,500 per semester for teacher salary. 16 semesters of remediation identified for Summer School 2022, which may cost the District as much as \$72,000
Total Budget:	\$17,722	

Measuring Impact of A-G Success and Learning Loss Funds

The A-G Success Grant, in conjunction with efforts noted in [OPUSD's LCAP](#), will impact student access and success related to A-G course access and AP Exam success. Below are measures that will be used to gauge the effectiveness of this plan.

Student Group	A-G Completion Rate 2021 (4 year cohort)	A-G Completion Goal by 2026
All Students	71.7%	90%
Socio-economic Disadvantaged	54.7%	80%

Student Group	3 or Higher At Least 2 AP Exams 2021 (4 year cohort)	3 or Higher At Least 2 AP Exams by 2026
All Students	39.9%	60%
Socio-economic Disadvantaged	31.6%	50%

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.2.d. APPROVE K-5 SCIENCE/NGSS CURRICULUM ADOPTION

ACTION

ISSUE: Shall the Board of Education approve K-5 Science/NGSS Curriculum Adoption?

BACKGROUND: In 2016, the CA Department of Education released the updated New Generation Science Standards (NGSS) Frameworks. At that time, OPUSD previewed available textbooks, but found none that suited our needs and goals. The pilot and adoption process for new science materials began in 2019-20 and was delayed by the pandemic. More than 65% of our elementary teachers participated in a pilot of 3 publishers' materials. Using teacher generated priorities, the 3 materials were rated, and Full Option Science System (FOSS) was selected. FOSS was developed at the Lawrence Hall of Science at the University of California, Berkeley. Teachers found FOSS to be engaging with hands-on investigations and integrates well with our literacy practices. Adoption of FOSS includes all instructional materials and significant professional development for teachers to assist with a successful implementation. This adoption is recommended by the OPUSD Curriculum Council, which voted unanimously at their April 5, 2022 meeting in favor of presenting this adoption to the Board for approval.

FISCAL IMPACT: The cost of adoption is \$150,845, which includes student textbooks, classroom lab kits, and consumable lab materials for 3 years. Differences in costs per site are based on the number of classrooms at each grade level and what FOSS materials are already on school sites from previous purchases. The instructional materials will be funded by the general fund and will be included in the proposed 2022-2023 budget.

BOARD POLICY: Pursuant to Board Policy 6141 - When presenting a recommended curriculum for adoption, the Superintendent or designee shall provide research, data, or other evidence demonstrating the proven effectiveness of the proposed curriculum. He/she also shall present information about the resources that would be necessary to successfully implement the curriculum and describe any modifications or supplementary services that would be needed to make the curriculum accessible to all students.

GOAL: In Support of OPUSD Goals:
Goal 1d. Ensure availability of quality resources, technology support, and professional development to staff.
Goal 3a. Provide innovative and differentiated instruction for all students through quality professional development, utilizing evidence-based materials and practices, and ensuring alignment with state standards and across school sites.
Goal 3e. Deepen student learning through nature-based experiences and environmental stewardship in the instructional program, to foster creativity, play, and experiential and inquiry-based learning.

ALTERNATIVES: 1. Approve K-5 Science/NGSS Curriculum Adoption.
2. Do not approve the K-5 Science/NGSS Curriculum Adoption.

RECOMMENDATION: Alternative #1

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

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve K-5 Science/NGSS Curriculum Adoption

Page 2

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

Board Action: On motion of _____, seconded by _____, the Board of Education:				
VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

Pursuant to BP 6141, the Superintendent or designee shall provide research, data, or other evidence demonstrating the proven effectiveness of a proposed curriculum. The items below relate to the proposed adoption of Full Option Science System (FOSS), developed by the Lawrence Hall of Science at the University of California, Berkeley.

Research

There are many completed and ongoing research projects related to FOSS. The first is the Assessing Science Knowledge (ASK), which coincided with the development of the Next Generation Science Standards (NGSS). This project from the Lawrence Hall of Science at the University of California, Berkeley, validated formative and summative assessment strategies that are embedded in the FOSS curriculum. The second project is called the Formative Assessment for Science Through Technology (FAST) project, which evaluated the effectiveness of technology based formative assessment. Further details on these projects can be found [here](#).

[This document](#) provides an overview of FOSS related to two research projects conducted by large school districts; Oakland, CA and Hampton City, VA.

Wested, an independent organization that evaluates instructional materials, gave FOSS the [highest ratings possible](#) based on FOSS' hands-on approach to inquiry. Additionally, FOSS was recognized for reaching diverse student populations.

Local Data

Below is a summary of teacher ratings of the piloted materials according to teacher-developed priorities. FOSS was rated highest in 7 of 8 categories, and had the highest overall score.

Which of the following three programs did you pilot?	The ability for students to become "hands-on" with science and its elements.	Ease of experiments (prep, assembly, execution).	Access at home and school to online materials (including reading materials and hands-on experiences).	Must have a science notebook component.	Real world application.	Staff development support for teacher.	Consumable materials are able to be reordered easily.	Outdoor activities.	Summative Score
Carolina Biological	2.43	2.14	2.05	2.47	2.57	2.22	1.80	1.90	17.60
FOSS	2.75	2.31	2.14	2.87	2.63	2.08	2.36	2.46	19.60
Stemscopes	1.14	1.71	2.14	1.43	2.00	1.75	1.67	1.86	13.70

Other Evidence

All adoption processes include an evaluation of proposed curriculum related to OPUSD goals and moral imperatives. Specifically, the Curriculum Council seeks to understand how proposed materials address our goals related to diversity, equity, and inclusion. FOSS has ample support for this area, as demonstrated in this article, which lists the [FOSS resources related to Diversity and Equity](#).

QUOTE**SSL Quote Number:** Q-180937**Quote Name:** K-5 FOSS**Currency:** USD**Created Date:** 04-08-2022**Expiration Date:** 07-07-2022**Customer Number:** 298889**Sales Rep Name:** Maggie De Frank**Sales Rep Email:** margaret.defrank@schoolspecialty.com**Sales Rep Phone:** (949) 275-2602**Requestor Name:** Melissa Curtis

mcurtis@opusd.org

(818) 735-3272

Bill To: OAK PARK UNIFIED SCHOOL DISTRICT

5801 CONIFER ST

OAK PARK, CA 91377-1000

Ship To: RED OAK ELEMENTARY SCHOOL

4857 ROCKFIELD ST

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For questions email Customer Care:

curriculumcare@schoolspecialty.com

Notes: Shipping and handling included in the price except for live material cards.**Grade 1**

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	2014237	Each	KIT FOSS PLANTS+ANIMALS CA NG W/O SRB	\$804.00	\$2,412.00
12	1487631	Pack of 8	SCI RES BK FOSS PLNTS+ANIMLS NX GN 8PK	\$56.00	\$672.00
3	270-4063	Each	LM CARD FOSS 25 PILLBGS.25 SOWBGS.1	\$61.54	\$184.62

Grade 2

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	2014235	Each	KIT FOSS INSECTS+PLANTS CA NG W/O SRB	\$866.00	\$2,598.00
12	1487632	Pack of 8	SCI RES BK FOSS INST+PLNT NXT GN 8PK	\$56.00	\$672.00
3	1459532	Set of 4	LM CARDS INSECTS AND PLANTS 3E/NG SET/4	\$175.00	\$525.00

Grade 3

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
4	2014240	Each	KIT FOSS MOTION+MATTER CA NG W/O SRB	\$936.00	\$3,744.00
105	1494234	Each	SCI RES BK FOSS GRADE 3 NEXT GEN EA	\$32.00	\$3,360.00
4	270-4184	Each	LM CARD FOSS STRUC LIFE CRAY+ELODEA/EA	\$80.16	\$320.64
4	373995	Pack of 15	OWL PELLETS REPLACEMENTS PACK OF 15	\$57.15	\$228.60

Grade 4

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
2	1586489		KIT FOSS GRADE 4 NG CA	\$2,979.00	\$5,958.00
115	1511920	Each	SCI RES BK FOSS GRADE 4 NEXT GEN EA	\$32.00	\$3,680.00
2	2014242	Each	KIT FOSS ENVIRONMENTS CA NG W/O SRB	\$1,093.00	\$2,186.00
4	1459533	Set of 6	LM CARDS ENVIRONMENTS 3E/NG SET/6	\$273.00	\$1,092.00
2	2014243	Each	KIT FOSS SOILS RKS+LNDFRMS CA NG W/O SRB	\$1,116.00	\$2,232.00

Grade 5

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	2014247	Each	KIT FOSS LIVING SYSTEMS CA NG W/O SRB	\$1,093.00	\$3,279.00
7	1487620	Pack of 16	SCI RES BK FOSS LIVING SYSTEMS NG 16PK	\$191.00	\$1,337.00
3	1459534	Set of 2	LM CARDS LIVING SYSTEMS 3E/NG SET/2	\$84.00	\$252.00
3	2014244	Each	KIT FOSS MIXTURS+SOLUTIONS CA NG W/O SRB	\$1,216.00	\$3,648.00
7	1487621	Pack of 16	SCI RES BK FOSS MIX+SOLUTIONS NG 16PK	\$191.00	\$1,337.00

Grade K

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
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3	1459531	Set of 5	LM CARDS ANIMALS TWO BY TWO 3E/NG S/5	\$240.00	\$720.00
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Other

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
1	LIVE	Each	LIVE MATERIAL CHARGE	\$30.00	\$30.00

Subtotal	\$40,467.86
Estimated Taxes	\$2,966.58
Shipping & Handling	\$450.02
Total	\$43,884.46

Accept this quote by sending back your purchase order number or signing it electronically. For orders over \$5,000.00, please submit a hard copy of your Purchase Order.

Signature:

Name:

Date:

Purchase Order Number:

Lift Gate Truck Required: ☐

Inside Delivery: ☐

Shipping Instructions:

Pack Slip Notes:

QUOTE

SSL Quote Number: Q-180936

Quote Name: K-5 FOSS

Currency: USD

Created Date: 04-08-2022

Expiration Date: 07-07-2022

Customer Number: 298889

Sales Rep Name: Maggie De Frank

Sales Rep Email: margaret.defrank@schoolspecialty.com

Sales Rep Phone: (949) 275-2602

Requestor Name: Melissa Curtis

mcurtis@opusd.org

(818) 735-3272

Bill To: OAK PARK UNIFIED SCHOOL DISTRICT

5801 CONIFER ST

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1010 KANAN RD

OAK PARK, CA 91377-4826



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Notes: Shipping and handling included in the price except for live material cards.

Grade 1

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	270-4063	Each	LM CARD FOSS 25 PILLBGS.25 SOWBGS.1	\$61.54	\$184.62

Grade 2

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	1586487		KIT FOSS GRADE 2 NG CA	\$2,435.00	\$7,305.00
3	1459532	Set of 4	LM CARDS INSECTS AND PLANTS 3E/NG SET/4	\$175.00	\$525.00
12	1487632	Pack of 8	SCI RES BK FOSS INST+PLNT NXT GN 8PK	\$56.00	\$672.00
12	1487634	Pack of 8	SCI RES BK FOSS SOL+LIQ NEXT GEN 8PK	\$56.00	\$672.00
12	1487633	Pack of 8	SCI RES BK FOSS PBLs SND+SILT NX GN 8PK	\$56.00	\$672.00

Grade 3

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	2014240	Each	KIT FOSS MOTION+MATTER CA NG W/O SRB	\$936.00	\$2,808.00
6	1487613	Pack of 16	SRB FOSS MOTION+ MATTER NEXT GEN PK/16	\$191.00	\$1,146.00
3	2014236	Each	KIT FOSS STRCTRS OF LIFE CA NG W/O SRB	\$970.00	\$2,910.00
6	1487614	Pack of 16	SCI RES BK FOSS STRCTR OF LIFE NGSS P/16	\$191.00	\$1,146.00
3	270-4184	Each	LM CARD FOSS STRUC LIFE CRAY+ELODEA/EA	\$80.16	\$240.48
3	373995	Pack of 15	OWL PELLETS REPLACEMENTS PACK OF 15	\$57.15	\$171.45

Grade 4

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	1586489		KIT FOSS GRADE 4 NG CA	\$2,979.00	\$8,937.00
100	1511920	Each	SCI RES BK FOSS GRADE 4 NEXT GEN EA	\$32.00	\$3,200.00
3	1459533	Set of 6	LM CARDS ENVIRONMENTS 3E/NG SET/6	\$273.00	\$819.00

Grade 5

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	1586490		KIT FOSS GRADE 5 NG CA	\$2,715.00	\$8,145.00
100	1511921	Each	SCI RES BK FOSS GRADE 5 NEXT GEN EA	\$32.00	\$3,200.00
3	1459534	Set of 2	LM CARDS LIVING SYSTEMS 3E/NG SET/2	\$84.00	\$252.00

Grade K

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	1459531	Set of 5	LM CARDS ANIMALS TWO BY TWO 3E/NG S/5	\$240.00	\$720.00

Other

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
1	LIVE	Each	LIVE MATERIAL CHARGE	\$30.00	\$30.00

Subtotal	\$43,755.55
Estimated Taxes	\$3,204.93
Shipping & Handling	\$450.02
Total	\$47,410.50

Accept this quote by sending back your purchase order number or signing it electronically. For orders over \$5,000.00, please submit a hard copy of your Purchase Order.

Signature:

Name:

Date:

Purchase Order Number:

Lift Gate Truck Required: ☐

Inside Delivery: ☐

Shipping Instructions:

Pack Slip Notes:

QUOTE**SSL Quote Number:** Q-180887**Quote Name:** K-5 FOSS**Currency:** USD**Created Date:** 04-08-2022**Expiration Date:** 07-07-2022**Customer Number:** 298889**Sales Rep Name:** Maggie De Frank**Sales Rep Email:** margaret.defrank@schoolspecialty.com**Sales Rep Phone:** (949) 275-2602**Requestor Name:** Melissa Curtis

mcurtis@opusd.org

(818) 735-3272

Bill To: OAK PARK UNIFIED SCHOOL DISTRICT
5801 CONIFER ST
OAK PARK, CA 91377-1000**Ship To:** BROOKSIDE ELEMENTARY SCHOOL
165 SATINWOOD AVE
OAK PARK, CA 91377-1214**To place an order using this quote, contact:****Phone:** 800-225-5750**To place an order email:**

curriculumorders@schoolspecialty.com

For questions email Customer Care:

curriculumcare@schoolspecialty.com

Notes: Shipping and handling included in the price except for live material cards.**Grade 1**

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	2014237	Each	KIT FOSS PLANTS+ANIMALS CA NG W/O SRB	\$804.00	\$2,412.00
12	1487631	Pack of 8	SCI RES BK FOSS PLNTS+ANIMLS NX GN 8PK	\$56.00	\$672.00
3	270-4063	Each	LM CARD FOSS 25 PILLBGS.25 SOWBGS.1	\$61.54	\$184.62

Grade 2

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
1	1586487		KIT FOSS GRADE 2 NG CA	\$2,435.00	\$2,435.00
3	2014234	Each	KIT FOSS PEBS SAND+SILT CA NG W/O SRB	\$939.00	\$2,817.00
15	1487633	Pack of 8	SCI RES BK FOSS PBLs SND+SILT NX GN 8PK	\$56.00	\$840.00

3	2014235	Each	KIT FOSS INSECTS+PLANTS CA NG W/O SRB	\$866.00	\$2,598.00
15	1487632	Pack of 8	SCI RES BK FOSS INST+PLNT NXT GN 8PK	\$56.00	\$840.00
4	1459532	Set of 4	LM CARDS INSECTS AND PLANTS 3E/NG SET/4	\$175.00	\$700.00
15	1487634	Pack of 8	SCI RES BK FOSS SOL+LIQ NEXT GEN 8PK	\$56.00	\$840.00

Grade 3

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
90	1494234	Each	SCI RES BK FOSS GRADE 3 NEXT GEN EA	\$32.00	\$2,880.00
3	2014240	Each	KIT FOSS MOTION+MATTER CA NG W/O SRB	\$936.00	\$2,808.00
3	2014236	Each	KIT FOSS STRCTRS OF LIFE CA NG W/O SRB	\$970.00	\$2,910.00
3	270-4184	Each	LM CARD FOSS STRUC LIFE CRAY+ELODEA/EA	\$80.16	\$240.48
3	373995	Pack of 15	OWL PELLETS REPLACEMENTS PACK OF 15	\$57.15	\$171.45

Grade 4

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	1586489		KIT FOSS GRADE 4 NG CA	\$2,979.00	\$8,937.00
100	1511920	Each	SCI RES BK FOSS GRADE 4 NEXT GEN EA	\$32.00	\$3,200.00
3	1459533	Set of 6	LM CARDS ENVIRONMENTS 3E/NG SET/6	\$273.00	\$819.00

Grade 5

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
4	1586490		KIT FOSS GRADE 5 NG CA	\$2,715.00	\$10,860.00
120	1511921	Each	SCI RES BK FOSS GRADE 5 NEXT GEN EA	\$32.00	\$3,840.00
4	1459534	Set of 2	LM CARDS LIVING SYSTEMS 3E/NG SET/2	\$84.00	\$336.00

Grade K

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
3	2014232	Each	KIT FOSS ANIMALS 2X2 CA NEXT GEN W/O SRB	\$771.00	\$2,313.00
12	1487626	Pack of 8	SCI RES BK FOSS ANIMALS 2X2 NG 8PK	\$56.00	\$672.00
3	1459531	Set of 5	LM CARDS ANIMALS TWO BY TWO 3E/NG S/5	\$240.00	\$720.00

Other

Quantity	SSL Item	Pack Size	Item Description	Your Price	Extended Price
1	LIVE	Each	LIVE MATERIAL CHARGE	\$30.00	\$30.00

Subtotal	\$55,075.55
Estimated Taxes	\$4,025.63
Shipping & Handling	\$450.02
Total	\$59,551.20

Accept this quote by sending back your purchase order number or signing it electronically. For orders over \$5,000.00, please submit a hard copy of your Purchase Order.

Signature:

Name:

Date:

Purchase Order Number:

Lift Gate Truck Required: ☐

Inside Delivery: ☐

Shipping Instructions:

Pack Slip Notes:

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
**SUBJECT: B.2.e. APPROVE UPDATED TEXT FOR OAK PARK HIGH SCHOOL
CP ECONOMICS COURSE**

ACTION

ISSUE: Shall Oak Park High School update its CP Economic textbook?

BACKGROUND: Oak Park High School would like to update its Economics textbook. Our current Economics textbook was written in 2006. Over the past 15+ years, major economic changes have occurred in the US. Namely, this new textbook would have a deeper review of the effects of the tax cuts from the early 2000s and any reference/coverage of the Great Recession in 2008. Also, because of the number of years a majority of 12th grade class has handled the books, most of our copies are in poor condition and replacing them is not an option as our current 2006 edition is no longer in print. This textbook is being recommended by the OPUSD Curriculum Council, which voted unanimously at their April 5, 2022 meeting in favor of presenting this proposal to the Board for approval.

FISCAL IMPACT: The estimated cost for 150 textbooks plus 6 years of online access is \$20,425.50. Funding source is Restricted Lottery Funds and will be included in the 2022-23 proposed budget.

BOARD POLICY: Pursuant to Board Policy BP 6161.1 - The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law.

GOAL: In Support of OPUSD Goals:
Goal 1d. Ensure availability of quality resources, technology support, and professional development to staff.
Goal 3.a. Provide innovative and differentiated instruction for all students through quality professional development, utilizing evidence-based materials and practices, and ensuring alignment with state standards and across school sites.

ALTERNATIVES: 1. Approve the request for an updated text at Oak Park High School for CP Economics.
2. Do not approve the request for an updated text at Oak Park High School.

RECOMMENDATION: Alternative #1

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

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve Updated Economics Text for Oak Park High School Economics CP Course

Page 2

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

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

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

OPUSD New Text Request Form

Course/Grade: CP Economics 12th
Text Title: Economics
Author/Publisher: Savvas/Prentice Hall
Date of Publication: 2022

OPHS Teacher(s) Approval Date: 2/17/22
OPHS Dept Chair Approval Date: 2/17/22
OPHS Admin Approval Date: 2/17/22

CC First Reading Date: 3/1/22
CC Recommendation Date:

Text Description:

Helping students build an essential, life-long understanding of core economics principles, Savvas Economics features motivating, hands-on activities, interactive graphics, animations, and videos to help build relevant economic literacy. The program bridges time-tested best practices, curriculum standard expectations, and technology to help prepare students to be college and career ready. (Taken from the Savvas [website](#).)

Note, this is not a proposal for AP Economics which has its own textbook.

Reason for Requesting a New Text:

Our current Economics textbook was written in 2006. Over the 15+ years, major economic changes have occurred in the US. Namely, this new textbook would have a deeper review of the effects of the tax cuts from the early 2000s and any reference/coverage of the Great Recession in 2008. Also, because of the number of years a majority of 12th grade class has handled the book, most of our copies are in poor condition and replacing them is not an option as our current 2006 edition is no longer sold en masse by the publisher.

State Standards Addressed:

History/Social Science [Content Standards](#) (see pages 75-78)
History/Social Science [State Framework](#) for Grade 12 (Chapter 18) - Principles of Economics

District Goals Addressed:

- 1. Return to a full-time, in-person instructional model.**
 - d. Ensure availability of quality resources, technology support, and professional development to staff.
- 3. Inform and prepare students for college and career success.**
 - a. Provide innovative and differentiated instruction for all students through quality professional development, utilizing evidence-based materials and practices, and ensuring alignment with state standards and across school sites.

Process for Selecting This Text:

The history/social science department ranked textbook adoption in terms of need over the next 3-5 years. World History and Economics was deemed the most in need. With the assistance of the OPUSD Curriculum Department, sample texts were sent to the teacher to review. After a thorough review by the 3 teachers who regularly teach Economics and consultation with the department chair and administration, this book is being proposed for use beginning in the 2022-23 school year.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.2.f. APPROVE UPDATED WORLD HISTORY TEXT FOR OAK PARK HIGH SCHOOL CP WORLD HISTORY COURSE

ACTION

ISSUE: Shall Oak Park High School update its CP World History textbook?

BACKGROUND: Oak Park High School would like to update its CP World History textbook. Our current World History textbook was written in 2006. Over the 15+ years, many important world events, key world players, and adjustments in geopolitical situations have made the book outdated. Furthermore, this new textbook reflects the updated CA History/Social Science Frameworks. Also, because of the number of years the entire 10th grade class has handled the book, most of our copies are in poor condition and replacing them is not an option as our current 2006 edition is no longer in print. This textbook is being recommended by the OPUSD Curriculum Council, which voted unanimously at their April 5, 2022 meeting in favor of presenting this proposal to the Board for approval.

FISCAL IMPACT: The estimated cost for 385 textbooks plus 6 years of online access is \$53,900. Funding source is the Restricted Lottery Funds and will be included in the 2022-23 proposed budget.

BOARD POLICY: Pursuant to Board Policy BP 6161.1 - The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and that the materials meet criteria specified in law.

GOAL: In Support of OPUSD Goals:
Goal 1d. Ensure availability of quality resources, technology support, and professional development to staff.
Goal 3.a. Provide innovative and differentiated instruction for all students through quality professional development, utilizing evidence-based materials and practices, and ensuring alignment with state standards and across school sites.

ALTERNATIVES: 1. Approve the request for an updated text at Oak Park High School for CP World History Course.
2. Do not approve the request for an updated text at Oak Park High School.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve Updated Economics Text for Oak Park High School World History CP Course

Page 2

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

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

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

OPUSD New Text Request Form

Course/Grade: CP World History, 10th
Text Title: World History Interactive
Author/Publisher: Savvas/Prentice Hall
Date of Publication: 2022

OPHS Teacher(s) Approval Date: 2/17/22
OPHS Dept Chair Approval Date: 2/17/22
OPHS Admin Approval Date: 2/17/22

CC First Reading Date: 3/1/22
CC Recommendation Date:

Text Description:

World history is more than the “story” of our past. Its consequences can be felt today, and may impact our future. New ***World History Interactive*** is a modern, inquiry-based social studies curriculum that promotes critical thinking, immersive experiences, and informed action. It leverages the **C3 Framework** to make world history experiential and culturally relevant for all students. (Taken from the Savvas [website](#).)

Reason for Requesting a New Text:

Our current World History textbook was written in 2006. Over the 15+ years, many important world events, key world players, and adjustments in geopolitical situations have made the book outdated. Also, because of the number of years the entire 10th grade class has handled the book, most of our copies are in poor condition and replacing them is not an option as our current 2006 edition is no longer sold en masse by the publisher.

State Standards Addressed:

History/Social Science [Content Standards](#) (see pages 52-58)
History/Social Science [State Framework](#) for Grade 10 (Chapter 15) - World History, Culture, and Geography: The Modern World

District Goals Addressed:

- 1. Return to a full-time, in-person instructional model.**
 - d. Ensure availability of quality resources, technology support, and professional development to staff.
- 3. Inform and prepare students for college and career success.**
 - a. Provide innovative and differentiated instruction for all students through quality professional development, utilizing evidence-based materials and practices, and ensuring alignment with state standards and across school sites.

Process for Selecting This Text:

The history/social science department ranked textbook adoption in terms of need over the next 3-5 years. World History and Economics was deemed the most in need. With the assistance of the OPUSD Curriculum Department, sample texts were sent to the teacher to review. After a thorough review by the 3-5 teachers who regularly teach World History and consultation with the department chair and administration, this book is being proposed for use beginning in the 2022-23 school year.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

**SUBJECT: B.2.g. APPROVE AMENDMENT TO ADMINISTRATIVE REGULATION
6152.1 PLACEMENT IN MATHEMATICS COURSES AND APPROVE
REVISED SECONDARY MATH PATHWAY CHARTS**

ACTION

ISSUE: Shall the Board of Education review and approve the amended Math Placement Administrative Regulations (AR) 6152.1 and the revised secondary Math Pathway Charts?

BACKGROUND: Board Policy 6152.1 discusses the Math Placement Policies and Practices for secondary mathematics (grades 7-12). AR 6152.1 provides schools and families with information regarding the criteria for math placement at the comprehensive middle and high schools. AR 6152.1 also includes information regarding math pathways for grades 7-12. Math Placement pathways charts are included in the communications to students and families at Medea and Oak Park High School and on school and district websites. Staff has revised these pathways charts to reflect courses no longer offered as well as courses that have been added.

FISCAL IMPACT: N/A

BOARD POLICY: Pursuant to Board Policy 6152.1 Placement in Mathematics Courses - The Governing Board believes that a student's placement in an academic course should be primarily based on the student's current academic needs and abilities. A sound educational program must include the study of subjects that prepare students for admission to higher education and/or fulfilling careers.

GOAL: In Support of OPUSD Goal:
3.d. Evaluate and align our math pathways and curriculum using student data, course enrollment data, results from the UCLA Curtis Center, staff and family feedback, and evidence-based strategies tailored to our demographics.
- Ensure equity of access to UC/CSU math requirements.
- Focused interventions for students with math skill gaps at the middle school and the high school.

ALTERNATIVES: 1. Approve amended AR 6152.1 and Math Placement Pathway charts.
2. Do not approve amended AR 6152.1 and Math Placement Pathway charts.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve amended AR 6152.1 and Math Placement Pathway charts.

Page 2

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

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

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

AR 6152.1(a)

Placement In Mathematics Courses

Placement Protocols

In determining student placement in mathematics courses for students entering grade 7-12⁹, the Superintendent or designee shall assess whether each student has the prerequisite skills for success in the course and consider student and parent/guardian requests. Such determinations shall be based on multiple measures, including, but not limited to, the following:

1. The mathematics grades earned in the previous eighth-grade.
2. The student's grades in their previous mathematics courses.
3. Interim and Summative grade 8-mathematics assessments from California Assessment of Student Performance and Progress (CAASPP).
4. Other assessments such as University of California's Mathematics Diagnostic^{Diagnosis} Testing Project (MDTP) and/or district benchmark assessments.
5. For students with disabilities, an alternate test or other measures when designated in a student's individualized education program (IEP).

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

(cf. 6142.92 - Mathematics Instruction)

(cf. 6143 - Courses of Study)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 - State Academic Achievement Tests)

Individual student performance data shall be analyzed each spring prior to scheduling and placing students into secondary mathematics courses. Students and parents/guardians shall be notified in writing by the end of the school year as to the mathematics course in which the student has been placed.

No student shall be required to repeat a mathematics course which he/she has successfully completed in accordance with the district's placement protocols.

When a student does not qualify to be enrolled in a particular mathematics course based on a consideration of the objective measures specified in the placement protocol, they may nevertheless be admitted to the course based on the recommendation of a teacher or counselor who has personal knowledge of the student's academic ability.

Students who exhibit deficits in knowledge and skills needed to advance to a higher level

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

AR 6152.1(b)

mathematics course may receive supplemental instruction to improve achievement of mathematic content standards.

(cf. 6011 - Academic Standards)
(cf. 6179 - Supplemental Instruction)

Reevaluation

Within the first month of the school year, mathematics course placements shall be individually reevaluated to ensure placement in the most rigorous mathematics course for which the student has the potential for success.

Criteria for reevaluating each student's placement shall include but are not limited to, course pre assessment results, attendance, and student performance in the first month of the school year as determined by teacher observation and grades on assignments, tests, and other assessments. Student and parent/guardian request for course placement may also be considered.

Notification of Placement Protocol

The district's policy and protocols related to student placement in mathematics courses shall be posted on the district's web site. (Education Code 51224.7)

(cf. 1113 - District and School Web Sites)

The Superintendent or designee shall also make the district's placement policy, protocols, and course sequence readily accessible to students, parents/guardians, and staff at school sites and/or in student handbooks.

Appeals

Within 10 school days of an initial placement decision or a placement decision upon reevaluation, a student and their parent/guardian who disagree with the placement may appeal [in writing](#) the decision to the site administrator. A student or their parent/guardian may appeal the site administrator's decision to the Superintendent or designee. The Superintendent or designee shall decide whether or not to overrule the placement determination within 10 school days of receiving the appeal.

Adopted: 3-19-19
[Amended: 4-19-2022](#)

At Medea Creek Middle School, the following courses are available to all students:

MCMS MATH COURSES

6 th Grade	7 th Grade	8 th Grade
6 th Grade Math	Pre-Algebra	Co-Taught Algebra Introductions
		Algebra Introductions
	Algebra 1 (<8%) *Placement Criteria Listed Below	Algebra 1 *Placement Criteria Listed Below
		Geometry (<7%) **Placement Criteria Listed Below in 'Transition to 9th Grade'

Percentages shown indicate the typical percentage of students who meet the requirements of advanced courses, based on historical math placement data.

Criteria for Algebra I

1. At least an A- on three of the four quarter report cards
2. At least an 85% on the Algebra Readiness skills test written by Medea Creek teachers
3. At least an 85% on the MDTP, an Algebra Readiness diagnostic exam created by UCLA

Algebra 1 is a fast paced class. This is a class typically offered in 9th grade. Students are essentially skipping 8th grade math in order to take Algebra 1.

In an effort to expose students to more 8th grade skills there will no longer be an Algebra Readiness class. Instead the skills will be reinforced in the Algebra Introductions class and an additional teacher will be in the classroom. This will be called, "Co-taught Algebra Introductions."

Transition to 9th Grade

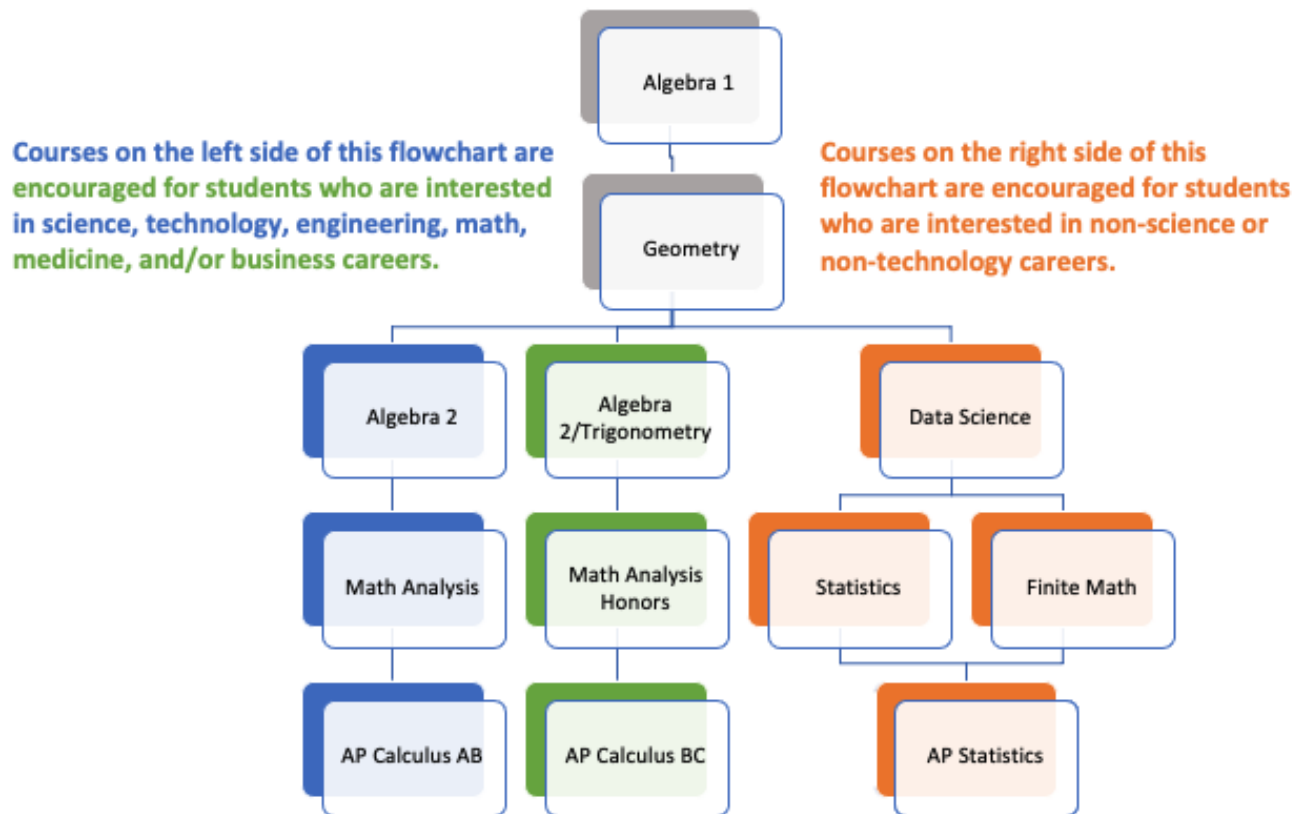
In 8 th Grade, I am taking: Course Title	My grades in Qs 3 and 4 (average)	In 9 th grade, I will take:
Algebra Readiness	90% or higher	Algebra I (CP)
	Below 90%	Algebra IA (CP)
Algebra Introductions	70% or higher	Algebra I (CP).
	Below 70%	Algebra IA (CP)
Algebra I	80% or higher	Geometry (CP): Must Meet or Exceed standards on CAASPP Math exam.
	Below 80%	Algebra I (CP) unless I attend summer school Algebra I and bring my grade up to 80%. If I earn 80% or better over the summer, I will be eligible for Geometry. Appeals may be requested based upon the placement protocols specified below.
Geometry	90% or Higher (all quarters) (with 90% or higher in Algebra I, all quarters)	Algebra II (H): Must Exceed standards on CAASPP Math exam.
	80% or Higher	Algebra II (CP): Must Meet or Exceed standards on CAASPP Math Exam.
	Below 80%	Geometry (CP) unless I attend summer school Geometry and bring my grade up to 80%. If I earn 80% or better over the summer, I will be eligible for Algebra II (CP). Appeals may be requested based upon the placement protocols specified below.

PLACEMENT PROTOCOLS for OPHS MATH COURSES

In determining student placement in mathematics courses for students entering grade 9, the Superintendent or designee shall assess whether each student has the prerequisite skills for success in the course and consider student and parent/guardian requests. Such determinations shall be based on multiple measures, including, but not limited to, the following:

1. The mathematics grades earned in eighth grade.
2. The student's grades in their previous mathematics courses.
3. Interim and Summative grade 8 mathematics assessments from the California Assessment of Student Performance and Progress (CAASPP).
4. Other assessments such as the University of California's Mathematics Diagnosis Testing Project (MDTP) and/or district benchmark assessments.
5. For students with disabilities, an alternate test or other measures when designated in a student's individualized education program (IEP).

OPHS Math Progression After Geometry



Students who wish to explore more than one course of study should discuss options with their counselor and/or current math teacher to understand how to navigate multiple pathways.

A student's math placement at Oak Park High School impacts the science course they can simultaneously enroll in. Below you will find a chart that outlines the math courses at Oak Park High School and the corresponding science courses.

OPHS Math and Science Sequence and Coordination

8 th Grade	9 th Grade	10 th Grade	11 th Grade	12 th Grade
Algebra Readiness or Algebra Introductions	Algebra 1A	Algebra 1B	Geometry	Algebra II
	No Science – Elective/Study Hall	Foundations	CP or Biology H	CP or Chemistry H CP/AP Physics 1
	Algebra 1	Geometry	Algebra II	Finite, Statistics CP/AP or Math Analysis CP/H
	Foundations	CP or Biology H	CP or Chemistry H AP Physics 1	CP/AP Physics 1 or 2 (depending on Math), Anatomy & Physiology or AP Environmental
Algebra 1	Geometry	Algebra II or Algebra II H	Math Analysis CP/H Finite Math or Statistics CP/AP	Calculus AB/BC or Statistics CP/AP
	Foundations	Biology CP, H, AP	Chemistry CP, H, AP and may take in addition AP Physics 1 or 2 (depending on Math)	AP Physics 1 or 2 (depending on Math), Anatomy & Physiology or AP Environmental
Geometry	Algebra II or Algebra II H	Math Analysis or Math Analysis H	Calculus AB/BC or Statistics CP/AP	Calculus AB/BC or Statistics CP/AP
	Foundations	Biology CP, H, AP	Chemistry CP, H, AP and may take AP Physics 1 or 2 (depending on Math)	AP Physics 1 or 2, Anatomy & Physiology or AP Environmental

REEVALUATION

Within the first month of the school year, mathematics course placements shall be individually reevaluated to ensure placement in the most rigorous mathematics course for which the student has the potential for success.

Criteria for reevaluating each student's placement shall include but are not limited to, course pre-assessment results, attendance, and student performance in the first month of the school year as determined by teacher observation and grades on assignments, tests, and other assessments. Student and parent/guardian request for course placement may also be considered.

APPEALS

Within 10 school days of an initial placement decision or a placement decision upon reevaluation, a student and their parent/guardian who disagree with the placement may appeal the decision to the site administrator (Principal or Assistant Principal). A student or their parent/guardian may appeal to the site administrator's decision to the Superintendent or designee. The Superintendent or designee shall decide whether or not to overrule the placement determination within 10 school days of receiving the appeal.

Note: This is NOT the complete AR. [To view the entire AR document, click here.](#)

TO: BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.2.h. APPROVE OAK PARK INDEPENDENT SCHOOL MID CYCLE WASC PROGRESS REPORT

ACTION

ISSUE: Shall the Board of Education review and approve the Mid Cycle WASC Progress Report for Oak Park Independent School?

BACKGROUND: In March 2019, Oak Park Independent School received a six-year accreditation requiring a 3-year Progress Report and a one-day visit by the WASC Visiting Committee. The Mid-cycle progress report is a review process requiring the collaboration of all stakeholders, including the School Board to review and approve. The Mid-cycle Progress Report has been reviewed by OPIS Site Council and was developed with input from the OPIS staff. The school did a virtual visit with the 3-member visiting committee on March 30, 2022 to validate the schools progress toward goals and review the revised action plan.

This report is a concise compilation of all achievement data and action plan progress since the 2019 WASC Focus on Learning Self-study. Included in this report is the progress made on the schoolwide action plan that integrates the recommendations and critical areas for follow-up provided by the previous full self-study visiting committee and supporting evidence, including student achievement data analyzed using multiple means of assessment. The Report can be accessed at the following link: <https://bit.ly/3JxgdGA>.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy 6190 - The Superintendent or designee shall undertake procedures whereby district schools may achieve and maintain full WASC accreditation status. The schools shall conduct a self-study in accordance with WASC requirements, cooperate with the WASC committee during a site visit, and develop and review action plans to increase the effectiveness of the instructional program for students. The Superintendent or designee shall regularly report to the Board on the status of district schools and any WASC recommendations for school improvement.

GOAL: In Support of OPUSD Goal 4: Engage staff more deeply in shared-decision making and enhance communications to engage, inform and educate all stakeholders.

ALTERNATIVES:

1. Approve the Mid-cycle WASC Progress Report for Oak Park Independent School.
2. Do not approve the Mid-cycle WASC Progress Report for Oak Park Independent School.

RECOMMENDATION: Alternative No. 1

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

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve the Mid-cycle WASC Progress Report for OPIS.

Page 2

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

**SUBJECT: B.2.i. REVIEW LOCAL CONTROL AND ACCOUNTABILITY PLAN (LCAP)
SURVEY DATA**

INFORMATION/DISCUSSION

ISSUE: Shall the Board Review and Discuss Local Control and Accountability Plan (LCAP) Survey Data?

BACKGROUND: The Local Control and Accountability Plan (LCAP) is a tool for local educational agencies to set goals, plan actions, and leverage resources to meet those goals to improve student outcomes. The Board will receive survey data completed by educational partners, including staff, families and students in regard to Oak Park's current goals and actions listed in the LCAP. Pursuant to Board Policy 0460 prior to the development of the LCAP the Superintendent or designee shall gather data and information needed for effective and meaningful plan development and present it to the Board and community.

FISCAL IMPACT: N/A

BOARD POLICY: Pursuant to Board Policy BP 0460 - The Board shall consult with teachers, principals, administrators, other school personnel, employee bargaining units, parents/guardians, and students in developing the LCAP. Consultation with students shall enable unduplicated students and other numerically significant student subgroups to review and comment on LCAP development and may include surveys of students, student forums, student advisory committees, and/or meetings with student government bodies or other groups representing students. (Education Code 52060; 5 CCR 15495)

GOAL: In Support of OPUSD Goals:
Goal 4: Engage staff more deeply in shared decision making and enhance communications to engage, inform and educate all stakeholders.
Goal 4a. Conduct ongoing outreach (surveys, Doodle polls, etc.) to stakeholders for feedback on a variety of matters and communicate feedback in a timely manner.
Goal 6: Use resources responsibly to maintain a balanced budget this year and in subsequent years.

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

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

LCAP Survey Data Review

Dr. Jay Greenlinger, Director of Curriculum & Instruction



Educational Partner Outreach

- LCAP and District Goal Survey available March 11-28
- Survey Reminders via Parent Square, Student Square, School Bulletins, and Staff Email
- 2 OPHS Student Sessions
- OPHS ASB Social Media



Survey Participation

349
Families



- 123 OPHS
- 129 MCMS
- 72 BES
- 47 OHES
- 53 ROES
- 11 OPIS

30
Students

~4,400 Students



- 18 OPHS
- 5 MCMS
- 3 BES
- 2 ROES
- 2 OPIS

91
Staff

600 OPUSD Employees



- 28 OPHS
- 17 MCMS
- 9 BES
- 12 OHES
- 12 ROES
- 2 OPIS
- 3 OVHS
- 8 DO
- 1 OPNS



Important Goals*

Goal 1: Return to a full-time, in-person instructional model.

- A. Promote, adhere to, and whenever possible exceed state and county health guidelines
- C. Develop written plans with site leaders and counseling staff using evidence-based strategies to support social-emotional well-being of students as they transition back to on-campus learning.
- D. Ensure availability of quality resources, technology support, and professional development to staff.
- G. Continue to be sensitive to and supportive of the challenges of teaching and learning during the pandemic.

*Received a score of 4 or higher by all educational partners.



Important Goals*

Goal 2: Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

- A. Each school site will develop a plan to articulate the Climate of Care with measurable outcomes to ensure all students feel valued, honored, and connected to their school.
- B. Ensure that our schools appreciate, celebrate, and provide equitable opportunities for all students.
- D. Evaluate and improve processes for student access to courses and counselors including increased academic and college counseling.
- G. Collaborate with local business/leaders, families, and community groups to implement internships, mentorship, and other programs that provide additional career-related opportunities for students.
- H. Maintain the increased level of daily cleaning/sanitizing as required, as well as completing both routine and deferred maintenance.
- I. Continue to provide opportunities for self-care for all employees.

*Received a score of 4 or higher by all educational partners.



Important Goals*

Goal 3: Inform and prepare students for college and career success.

- A. Provide innovative and differentiated instruction for all students through quality professional development, utilizing evidence-based materials and practices, and ensuring alignment with state standards and across school sites.
- D. Evaluate and align our math pathways and curriculum using student data, course enrollment data, results from the UCLA Curtis Center, staff and family feedback, and evidence-based strategies tailored to our demographics.
 - Ensure equity of access to UC/CSU math requirements.
 - Focused interventions for students with math skill gaps at the middle school and the high school.
- E. Deepen student learning through nature-based experiences and environmental stewardship in the instructional program, to foster creativity, play, and experiential and inquiry-based learning.

*Received a score of 4 or higher by all educational partners.



Important Goals*

Goal 4: Engage staff more deeply in shared-decision making and enhance communications to engage, inform, and educate all stakeholders.

- B. Implement District-wide Communication Plan that includes a weekly communication for all stakeholders and district committee updates/summaries.

Goal 5: Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.

- A. Provide engaging extracurricular activities to enhance student connectedness, including the arts and an intramural sports program.
- B. Provide opportunities to a wide segment of the school population with the goal of meeting equity guidelines.

*Received a score of 4 or higher by all educational partners.



Relative Areas of Strength

Goal 1: Return to a full-time, in-person instructional model.

- A. Promote, adhere to, and whenever possible exceed state and county health guidelines
- D. Ensure availability of quality resources, technology support, and professional development to staff.

Goal 2: Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

- J. Continue to work on disaster preparedness plans and drills (earthquake, fire, lockdowns, shelter-in-place, evacuations, etc).

Goal 5: Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.

- D. Partner with the YMCA to launch an aquatics program at OPHS.

*Received a score of 3.94 or higher by all educational partners.



Relative Areas of Growth

Goal 2: Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

- A. Each school site will develop a plan to articulate the Climate of Care with measurable outcomes to ensure all students feel valued, honored, and connected to their school.
- F. Continue expanding alternative credits, summer school opportunities, flexible scheduling, availability/accessibility of advanced placement classes, and blended and dual enrollment opportunities while maintaining the integrity of our instructional program.
- G. Collaborate with local business/leaders, families, and community groups to implement internships, mentorship, and other programs that provide additional career-related opportunities for students.

Goal 3: Inform and prepare students for college and career success.

- E. Deepen student learning through nature-based experiences and environmental stewardship in the instructional program, to foster creativity, play, and experiential and inquiry-based learning.
- F. Increase the number of OPHS students recognized with the Seal of Civic Engagement, Seal of Biliteracy, and Green Cords.

Goal 6: Use resources responsibly to maintain a balanced budget this year and in subsequent years.

- A. Continue to explore ways to attract and retain student from Oak Park to address the trend of declining enrollment.

*Received a score of 3.5 or lower by all educational partners.



Variation Among Educational Partners

Goal	Families	Student	Staff
1D - Quality Resources & Support	4.02	3.96	3.51
1F - OPIS Virtual	3.84	3.60	4.10
1G - Pandemic Challenges	3.85	3.77	3.26
2C - Collective Equity Report	3.79	3.61	3.24
2E - Challenge Success	3.65	3.79	3.19
2G - Internships	3.37	3.50	2.82
2I - Staff Self-Care	3.97	4.00	2.59

*Score varied 0.5 or more between educational partners.



Variation Among Educational Partners

Goal	Families	Student	Staff
3A - Differentiation	3.80	4.12	3.59
3G - CTE Pathways	3.61	3.29	3.10
4A - Outreach	3.61	3.35	3.09
4C - Teacher Leadership	3.75	3.46	2.99
4D - Committee Applications	3.66	3.15	3.17
5C - Positive Coaching Alliance	3.66	3.38	3.08
6A - Attract/Retain Students	3.52	2.94	3.37

*Score varied 0.5 or more between educational partners.



Variation Among Educational Partners

Goal	Families	Student	Staff
6C - LCAP/ELO Progress Reports	3.75	3.83	3.19
6E - Technology Master Plan	3.84	3.55	3.34
6F - Universal TK Planning	3.63	3.91	3.28
6G - Budget Reserves	3.94	3.31	3.27

*Score varied 0.5 or more between educational partners.



Recommended Actions or Areas for Study

- Prioritize Universal Design for Learning and Differentiated Instruction in Professional Development Plans
- Revitalize Outdoor Learning Opportunities, Including Field Trips and Overnight Experiences
- Continue Opportunities for Staff to Provide Feedback, and Demonstrate Responses to Feedback

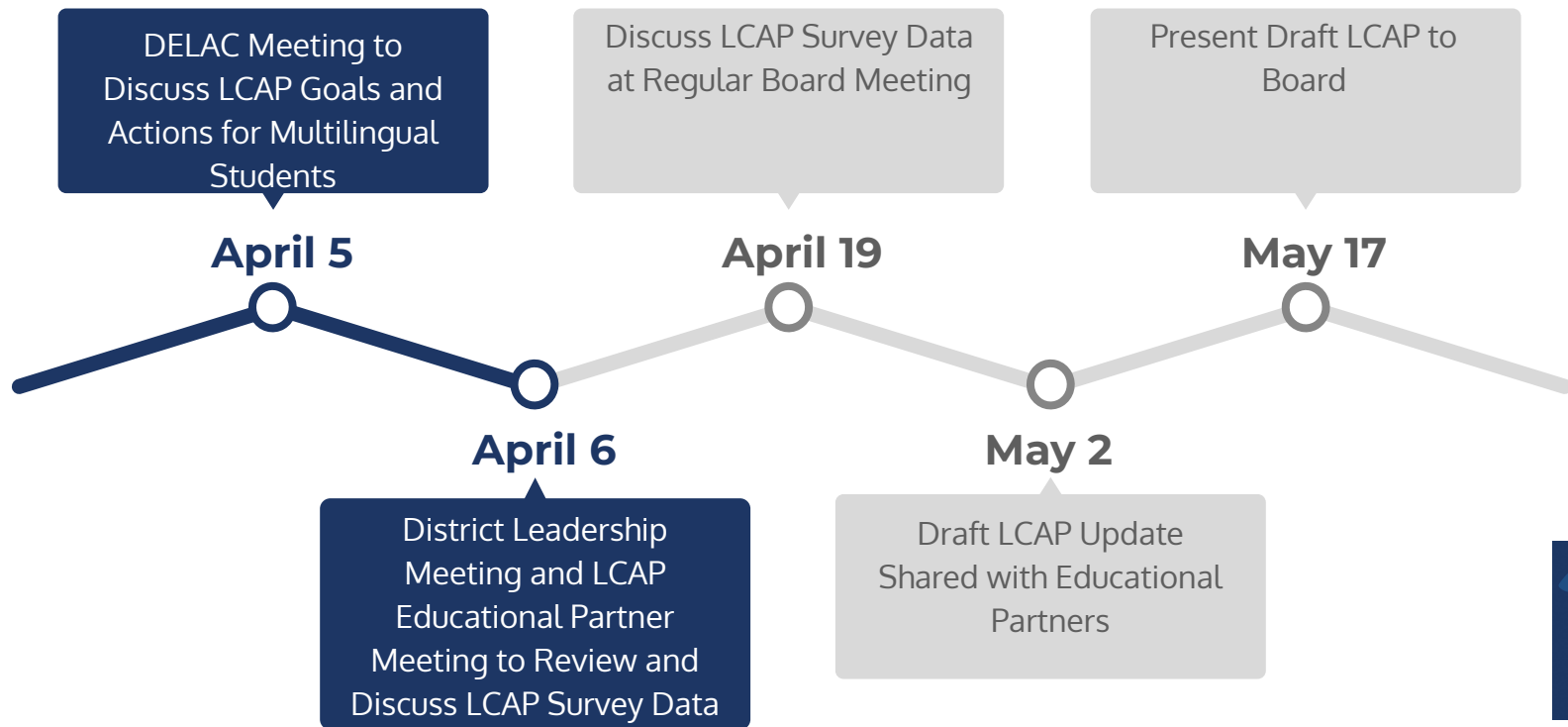


Recommended Actions or Areas for Study

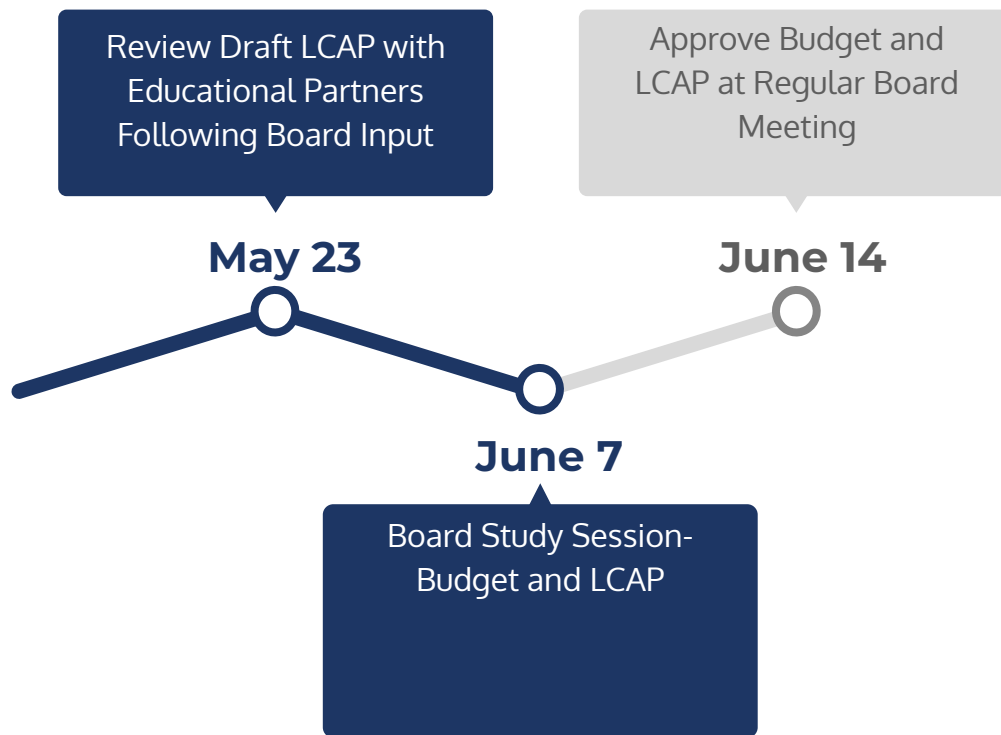
- Develop More Visible Plans for Our Climate of Care
- Continue Discussions Related to Alternative Credits, Course Prerequisites, and Student Supports at OPHS
- Continue to Review and Implement the Communications Plan



LCAP Timeline



LCAP Timeline



TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
**SUBJECT: B.3.a. APPROVE AMENDEMNT TO AGREEMENT FOR
PROGRAM/CONSTRUCTION MANAGEMENT SERVICES**

ACTION

ISSUE: Shall the Board approve Amendment 12 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 11 on December 15, 2020.

District Staff recommends the Board's approval of Amendment 12, extending the contract for one year to December 31, 2022. District Bond Program Staff will continue to oversee Measure S projects, with BBC services being utilized on an as-needed hourly basis. The proposed amendment follows for the Board's review.

FISCAL IMPACT: Staff expect costs of BBC services to be consistent with 2020-21 (\$56,050) and is to be funded by Bond Measure S.

BOARD POLICY: Pursuant to Board Policy 3312 Contracts - For the contract to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board.

GOAL: In Support of Goal 5.e. - Identify and address upgrades/improvements to our athletic fields, and the Pavilion. Evaluate and improve equitable access to all school facilities.

ALTERNATIVES:

1. Approve Amendment 12 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, and Operations
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve Amendment 12 to the agreement with Balfour Beatty Construction, Inc.
for program/construction management services

Page 2

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

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

**AMENDMENT NO. 12
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 entered into Amendment No. 11 to extend the term of the Agreement through December 31, 2021
- O. Whereas the District and **Balfour Beatty Construction LLC** wish to enter into this Amendment No. 12 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, 2022 ("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, 2022
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. 12 is executed and becomes part of the Agreement on _____, 2022.

Oak Park Unified School District

Balfour Beatty Construction, LLC

Adam Rauch, Assistant Superintendent
Business and Administrative Services

Brian Cahill,
President, California Division

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
**SUBJECT: B.3.b. APPROVE AWARD OF CONTRACT FOR MEASURE S PROJECT 20-18S
RENOVATE EXTERIORS OF BUILDINGS B AND C AT RED OAK
ELEMENTARY SCHOOL**

ACTION

ISSUE: Shall the Board award contract for Measure S Project 20-18S Renovate Exteriors of Buildings B and C at Red Oak Elementary School?

BACKGROUND: At its meeting on October 15, 2019, the Board approved the 2019 Measure S Master Plan, which included the needed renovations to the exteriors of buildings B and C at Red Oak Elementary School. At its meeting on September 15, 2020, the Board authorized Measure S Project 20-18S Renovate Exteriors of Buildings B and C at Red Oak Elementary School and approved the Staff recommendation to select BCA as the architect for the project. At its meeting on March 15, 2022, the Board approved the Measure S Framework, which also included the needed renovations to the exteriors of buildings B and C at Red Oak.

Per California Uniform Public Construction Cost Accounting Commission (CUPCCAA) bid thresholds (over \$200,000), Staff and bond construction manager, Balfour Beatty conducted a formal bidding process for this project. Fifteen general contractors attended a mandatory pre-bid job walk on March 16, 2022. Four of those general contractors bid on the project. Their bids are attached for reference. These bids include a base bid and five alternates: Base Bid (Buildings B and C Exterior Renovations)

- Alternate 1 (Building A Repaint)
- Alternate 2 (Existing Portable Classrooms Repaint)
- Alternate 3 (Courtyard Canopy and Trash Enclosure Repaint)
- Alternate 4 (Wrought Iron Fence Repaint)
- Alternate 5 (Building C Roof Removal and Replacement)

Ardalan Construction was the lowest bidder on the base bid and in total (including all bid alternates). As such, Staff recommends awarding the base bid and five alternates to Ardalan Construction.

FISCAL IMPACT: The total price of Ardalan Construction's bid is \$2,194,000, which is to be funded by Bond Measure S. This amount includes the base bid, all five bid alternates, and a contingency of \$230,000.

BOARD POLICY: Pursuant to Board Policy 3312 Contracts - For the contract to be valid or to constitute an enforceable obligation against the district, all contracts must be approved and/or ratified by the Governing Board.

GOAL: In Support of Goal 6.d. - Assess Measure S Master Plan to appropriately allocate funds in alignment of district goals and moral imperatives.

ALTERNATIVES:

1. Award contract for Measure S Project 20-18S Renovate Exteriors of Buildings B and C at Red Oak Elementary School to Ardalan Construction.
2. Do not award contract.

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Award contract for Measure S Project 20-18S Renovate Exteriors of
Buildings B and C at ROES

Page 2

RECOMMENDATION: Alternative No. 1

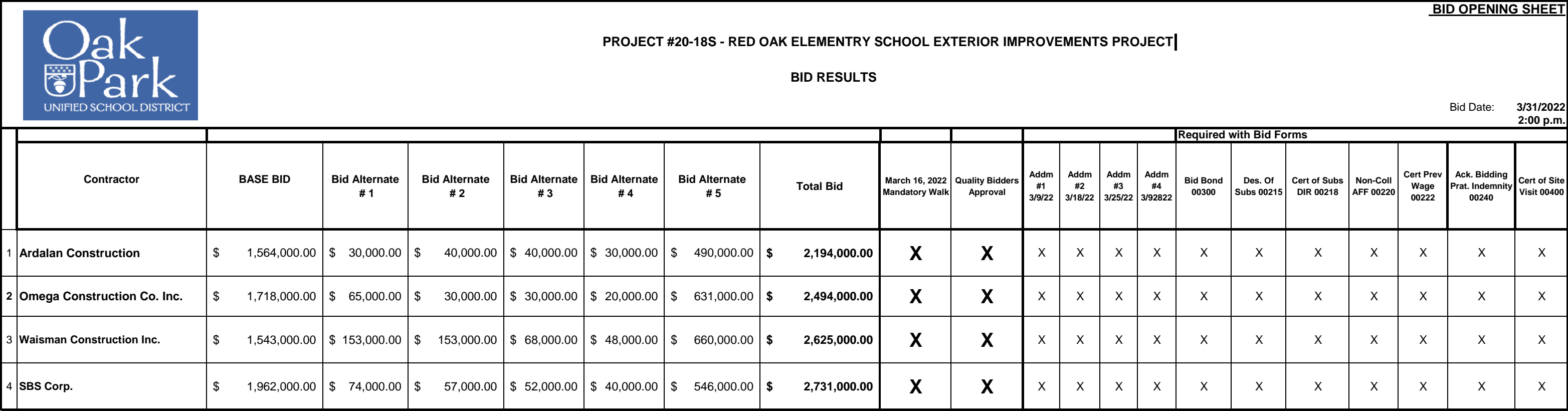
Prepared by: Brendan Callahan, Director, Bond Programs, Sustainability, Maintenance, and Operations
 Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

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

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



Oak Park Unified School District
Red Oak Elementary School
Building B and C Exterior Plaster Repairs
OPUSD # 20-18S

3/7/2022

PROJECT TIMELINE

Activity	Factors	Date
DSA Submittal		12/21/20
DSA Backcheck Submittal		4/1/21
DSA Approval of Plans Specs		4/21/21
DSA Upload of approved plans and specs		5/5/21
First Advertisement		3/4/22
Second Advertisement		3/11/22
Plans and Specs Available for Prospective Bidders		3/7/22
Job Walk # 1 (mandatory)	2:00pm	3/16/22
Final Date for Submission of Prequalification Application		3/17/22
RFI Deadline	5:00pm	3/23/22
Deadline for Addenda		3/28/22
Prequalification Approval Not Later Than		3/24/22
Bid Opening	2:00pm	3/31/22
Bid Review		
Notice of Intent to Award (NOIA) to Contractor	Min 3 day Protest Period	4/4/22
Board Agenda		4/8/22
Board Meeting		4/19/22
Notice of Award Issued		4/20/22
District Issues Contracts		4/22/22
GC Return Fully Executed Contracts to District for Disbursement		5/6/22
Notice to Proceed		5/9/22
Preconstruction Conference		5/10/22
Start Construction / Mobilization		5/30/22
Complete Construction		8/8/22
Staff Return to Campus		8/2/22
Start of School		8/9/22

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.3.c. REVIEW AND APPROVE DISTRICT THREE-YEAR TECHNOLOGY PLAN 2022-2025

DISCUSSION/ACTION

ISSUE: Shall the Board review and approve the District's updated three-year technology plan – 2022-2025?

BACKGROUND: On April 19, 2016 the Board approved the last Oak Park Unified Technology Plan. Over the last two years, the Technology Committee developed a new three-year plan that addresses curricular, professional development, hardware, software, and infrastructure needs. The plan also assures District compliance with State and Federal E-rate requirements. The updated plan was unanimously approved by the Technology Committee, along with the recommendation to present it to the Board for review and approval.

The entire plan can be viewed through the following link: <https://bit.ly/3JxrIxK>

FISCAL IMPACT: Funding sources include General Fund, Unrestricted Lottery, Measure S, CTE funds, lease-to-own revenue, and other one-time funding opportunities (when available).

BOARD POLICY: Pursuant to Board Policy 0440 District Technology Plan - The Superintendent or designee shall develop, for Board approval, a comprehensive three-year technology plan based on both an assessment of current uses of technology in the district and identification of future needs.

GOAL: In Support of Goal 6.e. - Develop a multi-year fiscal plan to ensure sufficient funding for the Technology Master Plan.

ALTERNATIVES:

1. Approve the District's updated three-year technology plan as recommended by the District Technology Committee.
2. Do not approve the technology plan.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information Services
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Review and Approve the District's updated three-year technology plan 2022-2025

Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.3.d. ACCEPT 2020-2021 ANNUAL AUDIT REPORT FOR BOND MEASURE S

ACTION

ISSUE: Shall the Board receive and accept the 2020-2021 annual audit report for Bond Measure S?

BACKGROUND: As required by Education Code Section 41020 and Article XIII.B of the State Constitution, the Board of Education has employed an independent accounting firm to audit all District financial records and procedures for the fiscal year ending June 30, 2021. The District's general financial audit was presented and accepted by the Board at its meeting in February 15, 2022. At this evening's meeting the Board will receive the annual financial and performance audit of the District's bond Fund 211 (Measure S). The bond audit report, prepared by the accounting firm of Christy White Accountancy Corp., may be accessed at the following link: <https://bit.ly/3jiBrxx>.

BOARD POLICY: Pursuant to Board Policy 3460 Financial Reports and Accountability - The Board shall review, at an open meeting, the annual district audit for the prior year, any audit exceptions identified in that audit, the recommendations or findings of any management letter issued by the auditor, and any description of correction or plans to correct any exceptions or any issue raised in a management letter.

FISCAL IMPACT: N/A

ALTERNATIVES: 1. Accept the 2020-2021 annual audit report for Bond Measure S.
2. Do not accept the 2020-2021 annual audit report for Bond Measure S.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.3.e. APPROVE 1- YEAR RENEWAL AGREEMENT WITH CHRISTY WHITE FOR AUDITING SERVICES FOR FISCAL YEAR 2021-2022

ACTION

ISSUE: Shall the Board approve a 1-year renewal agreement with Christy White Associates for auditing services for fiscal years 2021-22?

BACKGROUND: Pursuant to Education Code Section 41020, the governing board of each local educational agency (LEA) shall provide for an annual audit of the books and records of the agency. Every LEA shall contract with an independent auditor or auditing firm of its choice by April 1 to audit the District's current fiscal year financial records in the subsequent year.

The current contract for audit services with Christy White Associates (CWA) will expire with the completion and submittal of the 2020-21 District audit and each of the bond audit (Measure S). CWA has submitted a proposal for a new 1-year agreement for fiscal year 2021-22. The maximum annual fee for auditing services under the terms of this agreement shall not exceed the following agreed upon amounts:

District Audit Fees:	\$27,750
Measure S Audit Fees:	\$6,000
Single Audit Fee	\$4000
Total Annual Fees:	\$37,750

FISCAL IMPACT: The cost for these services are not to exceed \$37,750. This will be included in the 2022-23 Operating Budget.

BOARD POLICY: Pursuant to Board Policy 3460 Financial Reports and Accountability - The Board shall not select any public accounting firm to provide audit services if the lead or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for the district in each of the six previous fiscal years.

ALTERNATIVES:

1. Approve the 1-year renewal agreement with Christy White Associates for auditing services for fiscal years 2021-22.
2. Do not approve the renewal agreement with Christy White Associates.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATON MEETING, APRIL 19, 2022

Approve the 1-year renewal agreement with Christy White Associates
for auditing services for fiscal years 2021-22

Page 2

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

VOTE:	A YES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



Certified Public Accountants serving
K-12 School Districts and Charter
Schools throughout California

February 10, 2022

Governing Board and Management
Oak Park Unified School District
5801 Conifer Street
Oak Park, CA 91377

We are pleased to confirm our understanding of the services we are to provide Oak Park Unified School District for the fiscal year ending June 30, 2022.

Audit Scope

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Oak Park Unified School District as of and for the fiscal year ending June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Oak Park Unified School District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Oak Park Unified School District's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion & Analysis
2. Budgetary Comparison Schedule
3. Schedules of District's Proportionate Share of Net Pension Liability
4. Schedules of District Contributions

We have also been engaged to report on supplementary information other than RSI that accompanies Oak Park Unified School District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

1. Schedule of expenditures of federal awards (if Uniform Guidance applies*).
2. Other schedules and/or information as required by the State Controller's Office.

**A Federal Single Audit under Uniform Guidance is applicable in any year that Oak Park Unified School District expends more than \$750,000 in Federal funds.*

348 Olive Street
San Diego, CA
92103

O: 619-270-8222
F: 619-260-9085
christywhite.com

In addition, we will also conduct a financial statement and performance audit to include the balance sheet of the Measure S Bond of Oak Park Unified School District as of June 30, 2022, and the related statement of revenues, expenditures and changes in fund balance for the fiscal year ending June 30, 2022. The audit will be conducted in accordance with Article 13A of the California Constitution.

Audit Objectives

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), if applicable.
- An opinion (or disclaimer of opinion) on the District's compliance with the types of compliance requirements described in the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, section 19810.

The objective of our performance audit is the expression of opinions as to whether the District conformed with the compliance requirements over the deposit and use of Measure S Bond funds. In addition, we will issue an opinion on performance requirements of Proposition 39 which include whether the expenditures are allowable in accordance with applicable laws, regulations and the voter approved measure.

Auditor's Responsibilities

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of the Uniform Guidance (if applicable), and the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance (if applicable), and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the school district or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention.

We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the school district's ability to continue as a going concern for a reasonable period of time.

Audit Procedures – Internal Controls

We will obtain an understanding of the school district and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance (if applicable), we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Oak Park Unified School District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

When applicable, the Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of Oak Park Unified School District's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Oak Park Unified School District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of Oak Park Unified School District in conformity with accounting principles generally accepted in the United States of America and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements.

You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance (if applicable); (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the school district involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the school district received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the school district complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, when required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance (if applicable). You agree to include our report on the schedule of expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance (if applicable); (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance (if applicable); (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

You agree to assume all management responsibilities for the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, the schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Reporting

We will issue written reports upon completion of our audit. Our reports will be addressed to the Governing Board of Oak Park Unified School District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. If issued, the Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

With regard to including the auditor's report in an exempt offering document, you agree that the aforementioned auditor's report, or reference to Christy White, Inc, will not be included in any such offering document without our prior permission or consent. Any agreement to perform work in connection with an exempt offering document, including an agreement to provide permission or consent, will be a separate engagement.

Audit Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide an electronic and up to ten copies of our reports to the school district; however, management is responsible for distribution of the reports and the financial statements. We will file the district report with the Office of the State Controller, California Department of Education, and the Ventura County Office of Education by the published deadline. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

By your signature below, you acknowledge the audit documentation for this engagement is the property of Christy White, Inc and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Office of the State Controller or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Christy White, Inc personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Office of the State Controller. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation. Christy White, Inc does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. It is your responsibility to retain and protect your records (which includes any work product we provide to you as well as any records that we return) for possible future use, including potential examination by any government or regulatory agencies. Christy White, Inc does not accept responsibility for hosting client information; therefore, you have the sole responsibility for ensuring you retain and maintain in your possession all your financial and non-financial information, data and records.

We expect to begin our audit as soon as possible and to issue our reports by the published deadline. The maximum annual fee for auditing services under the terms of this agreement shall not exceed the following agreed upon amounts:

	<u>2021-22</u>
District Audit Fees	\$ 27,750
Single Audit Fees	4,000
Measure S Bond Audit Fees	<u>6,000</u>
Total Maximum Audit Fees	<u>\$ 37,750</u>

The maximum annual fee for auditing services shall not exceed the above amounts, with the exception that any auditing services provided for (1) significant changes in District audit requirements as stated in *Government Auditing Standards* or the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting* issued by the Education Audit Appeals Panel, or (2) any changes in the number of funds or accounts maintained by the Oak Park Unified School District during the period under this agreement, shall be in addition to the above maximum fee.

Our invoices for these fees for the District audit will be rendered upon completion of fieldwork as follows: 25% of contract upon completion of site testing and/or planning, 25% of contract upon completion of interim testing and 50% of contract upon completion of year end fieldwork and are payable on presentation. In accordance with Education Code Section 14505 as amended, ten percent (10%) of the audit fee shall be withheld pending certification of the audit report by the Office of the State Controller and fifty percent (50%) of the audit fee shall be withheld for any subsequent year of a multi-year contract if the prior year's audit report was not certified as conforming to the reporting provisions of the *Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*. Our invoices for the Measure S Bond fees will be rendered each month as work progresses, or upon completion of the report and are payable on presentation.

If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

If any dispute arises among the parties hereto, the parties agree to first try in good faith to settle the dispute by mediation under Rules for Professional Accounting and Related Services Disputes before resorting to litigation. Costs of any mediation proceeding shall be shared equally by all parties.

Client and accountant both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration. Such arbitration shall be binding and final. In agreeing to arbitration, we both acknowledge that in the event of a dispute over fees charged by the accountant, each of us is giving up the right to have the dispute in a court of law before a judge or jury and instead we are accepting the use of arbitration for resolution.

This audit contract is null and void if the firm is declared ineligible to audit K-12 school districts pursuant to subdivision (c) of Education Code Section 41020.5. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Professional standards require us to be independent with respect to the company. Any discussions with our personnel regarding employment could pose a threat to our independence. Therefore, you agree to inform the engagement partner before having any such discussions.

In accordance with *Government Auditing Standards*, upon request, we will provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract.

Christy White, Inc has a non-licensee owner who may provide client services in your contract under the supervision of licensed owner.

We appreciate the opportunity to be of service to the Oak Park Unified School District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Christy White Brook, CPA, CFE
President
Christy White, Inc

RESPONSE:

This letter correctly sets forth the understanding of Oak Park Unified School District.

Signature

Title

Date

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.4.a. PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND OAK PARK TEACHERS ASSOCIATION

ACTION

ISSUE: Shall the Board of Education disclose and approve the collective bargaining agreement between the District and Oak Park Teachers Association (OPTA) for fiscal year 2021-2022?

BACKGROUND: Local education agencies are required by Government Code Section 3547.5 to publicly disclose provisions of all collective bargaining agreements (CBA) prior to entering into a written agreement. This provision ensures that the public is informed of the associated costs before it becomes binding on the District.

On March 1, 2022, the District and OPTA reached a tentative agreement for 2021-2022, the final year of a three-year CBA. The agreement includes a 3.5 % increase to the salary schedules for all certificated bargaining unit members, retroactive to July 1, 2021. Additionally, beginning July 1, 2022, class size overage amounts will increase from \$5 to \$10 per day per student exceeding the contracted targeted classroom size for grades K-5 and from \$1 to \$2 per day per student exceeding the contracted targeted classroom size for grades 6-12. The proposed CBA has been ratified by the full OPTA membership.

The updated salary schedule and the Disclosure of Collective Bargaining Agreement statement required by AB 1200 and GC 3547.5 follows this report. The revised 2019-2022 OPTA contract is available at the following link: <https://bit.ly/38quGr1>.

BOARD POLICY: Pursuant to Board Policy Public 4143.1, 4243.1 Notice - Personnel Negotiations Before entering into a written agreement covering matters within the scope of representation, the Board shall disclose, at a public meeting, the major provisions of the agreement, including but not limited to the costs that would be incurred by the district under the agreement for the current and subsequent fiscal years.

GOAL: In Support of OPUSD Goal 6 - Use resources responsibly to maintain a balanced budget this year and in subsequent years.

FISCAL IMPACT: The proposed salary increases will be funded from the General Fund unrestricted and undesignated ending balance. Assuming the Board's approval, the District's revised 2021-2022 Reserve for Economic Uncertainties is projected to be 8.78%, exceeding the State Reserve Standard.

ALTERNATIVES:

1. Approve the 2021-2022 Collective Bargaining Agreement between the District and Oak Park Teachers Association, effective retroactively to July 1, 2021.
2. Do not approve the proposed agreement.

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Public Disclosure and Approval of Collective Bargaining Agreement

Between the District and Oak Park Teachers Association

Page 2

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Teachers Association

The proposed agreement covers the period:

Beginning: 1-Jul-21

Ending: 30-Jun-22

Employee Type:

Certificated: X

Classified:

The proposed agreement will be acted upon by the Governing Board
at its meeting on: 19-Apr-22

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2021-22	For Multi-year Agreements	
				Year 2 2022-23	Year 3 2023-24
1.	Salary Schedule - Increase/(Decrease)	\$ 19,825,275	\$ 681,913 3.44%	\$ 678,430 3.42%	\$ 674,946 3.40%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 0 0.00%	\$ 7,304 0.04%	\$ 7,580 0.04%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 3,997,084	\$ 137,523 3.44%	\$ 136,820 3.42%	\$ 136,118 3.41%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 3,117,846	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 26,940,204	\$ 819,436 3.04%	\$ 822,554 3.05%	\$ 818,644 3.04%
7.	Total Number (FTE) of Represented Employees	# 216	# 216	# 215	214
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 125,013	\$ 3,802 3.04%	\$ 3,835 3.07%	\$ 3,834 3.07%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 279	\$ 289 3.50%	\$ 289 3.50%	\$ 289 3.50%
	-Maximum Daily Rate	\$ 610	\$ 624 2.32%	\$ 624 2.32%	\$ 624 2.32%
	-Substitute Daily Rate	\$ 120	\$ 120 0.00%	\$ 120 0.00%	\$ 120 0.00%
9b.	- Annual Cost Health/Welfare Benefit amount per FTE	\$ 16,783	\$ 16,783	\$ 16,895	\$ 17,144
	- District Cost Annual H&W Benefit amount per FTE	\$ 14,468	\$ 14,468	\$ 14,565	\$ 14,779
	- Current Negotiated H&W Cap amount per FTE	\$ 16,783	\$ 16,783	\$ 16,895	\$ 17,144

Please include comments and explanations as necessary: The Ratified with OPTA includes a salary Increase of 3.5%. This increase is reflected on the salary schedule and is considered "on-going".

Disclosure of Collective Bargaining Agreement

School District: Oak Park Unified School District

- B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):

None

- C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):

None

- D. What contingency language is included in the proposed agreement? (reopeners, etc.):

- E. Will this agreement create, increase, or decrease deficit financing in the current or future years?

This agreement will not create or increase deficit financing in the current or future years.

- F. Source of Funding for the Proposed Agreement:

1. Current Year:

General Fund

2. How will the ongoing cost of the proposed agreement be funded in future years?

General Fund

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):

N/A

	(Col. 1) Latest Board Approved Budget Before Settlement As of July 1, 2020	(Col. 2) Adjustment as a Result of Settlement *	(Col. 3) Other Revisions Unaudited Actuals Adjustment	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	40,944,020	0	0	40,944,020
Remaining Revenues (8100-8799)	10,824,243	0	0	10,824,243
TOTAL REVENUES	51,768,263	0	0	51,768,263
EXPENDITURES				
1000 Certificated Salaries	23,329,344	754,785	0	24,084,129
2000 Classified Salaries	8,008,687	404,757	0	8,413,444
3000 Employees' Benefits	11,262,524	258,276	0	11,520,800
4000 Books and Supplies	2,452,790	0	0	2,452,790
5000 Services and Operating Expenses	5,028,559	0	0	5,028,559
6000 Capital Outlay	103,642	0	0	103,642
7100-7499 Other	246,697	0	0	246,697
TOTAL EXPENDITURES	50,432,243	1,417,818	0	51,850,061
OPERATING SURPLUS (DEFICIT)	1,336,020	(1,417,818)	0	(81,798)
OTHER SOURCES AND TRANSFERS IN	0	0	0	0
OTHER USES AND TRANSFERS OUT	10,000	0	0	10,000
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,326,020	(1,417,818)	0	(91,798)
BEGINNING BALANCE	3,985,948	0	0	3,985,948
CURRENT YEAR ENDING BALANCE	5,311,968	(1,417,818)	0	3,894,150
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)	0	0	0	0
Restricted (9740)	1,176,920	(314,132)	0	862,788
Committed (9750 / 9760)	0	0	0	0
Assigned (9780)	150,000	0	0	150,000
Reserve for Economic Uncertainties (9789)	0	0	0	0
Unappropriated Amounts (9790)	3,985,048	(1,103,686)	0	2,881,362

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase on Page 1, Section A, Line 6, please explain the variance below.

Please include comments and explanations as necessary: _____

Multi-Year Projections			
	(Col. 1) 2020-21 Budget after impact of Settlement (From page 3)	(Col. 2) Budget Year 1 2021-22	(Col. 3) Budget Year 2 2022-23
REVENUES			
LCFF Revenues (8010-8099)	40,944,020	42,435,633	43,266,055
Remaining Revenues (8100-8799)	10,824,243	7,849,603	7,453,744
TOTAL REVENUES	51,768,263	50,285,236	50,719,799
EXPENDITURES			
1000 Certificated Salaries	24,084,129	24,098,575	24,223,785
2000 Classified Salaries	8,413,444	7,839,631	7,930,424
3000 Employees' Benefits	11,520,800	12,690,814	13,077,231
4000 Books and Supplies	2,452,790	2,175,655	2,189,289
5000 Services and Operating Expenses	5,028,559	4,697,454	4,709,721
6000 Capital Outlay	103,642	62,767	62,767
7100-7499 Other	246,697	246,697	246,697
TOTAL EXPENDITURES	51,850,061	51,811,593	52,439,914
OPERATING SURPLUS (DEFICIT)	(81,798)	(1,526,357)	(1,720,114)
OTHER SOURCES AND TRANSFERS IN	0	0	0
OTHER USES AND TRANSFERS OUT	10,000	0	0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(91,798)	(1,526,357)	(1,720,114)
BEGINNING BALANCE	3,985,948	3,894,150	2,367,793
CURRENT YEAR ENDING BALANCE	3,894,150	2,367,793	647,679
COMPONENTS OF ENDING BALANCE			
Non-spendable (9711-9719)	0	0	0
Restricted (9740)	862,788	466,986	80,435
Committed (9750 / 9760)	0	0	0
Assigned (9780)	150,000	345,327	288,306
Reserve for Economic Uncertainties (9789)	0	0	0
Unappropriated Amounts (9790)	2,881,362	1,555,481	278,938

Multi-Year Projections Assumptions:	School Services Dartboard (Governor's January Budget Proposal)

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

(amounts from page 4)

1. State Reserve Standard

	2020-21	2021-22	2022-23
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 51,860,061	\$ 51,811,593	\$ 52,439,914
b. State Standard Minimum Reserve Percentage for this District	3%	3%	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$67,000 for a district with less than 1,001 ADA)	\$ 1,555,802	\$ 1,554,348	\$ 1,573,197

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

	2020-21	2021-22	2022-23
a. General Fund Budgeted Unrestricted Reserve for Economic Uncertainties	\$ 0	\$ 0	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 2,881,362	\$ 1,555,481	\$ 278,938
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 1,673,059	\$ 1,673,059	\$ 1,673,059
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 0	\$ 0	\$ 0
e. Total District Budgeted Unrestricted Reserves	\$ 4,554,421	\$ 3,228,540	\$ 1,951,997

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

☒ Yes

☐ No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.

District Superintendent
(Signature)

Printed Name

Date

District Chief Business Official
(Signature)

Printed Name

Date

**OAK PARK UNIFIED SCHOOL DISTRICT
CERTIFICATED SALARY SCHEDULE**

All Rates Listed as Daily and Annually
2021-22 SCHOOL YEAR

Board Approved: April 19, 2022 (proposed) 3.5%

Effective: July 1, 2021

Years of Service	Class X Teacher 185 days BA	Class A Teacher 185 days BA + 30	Class B Teacher 185 days BA + 45 BA+30+MA	Class C Teacher 185 days BA + 60 BA+45+MA	Class D Teacher 185 days BA + 75 BA+60+MA	Years of Service	Class F Counselor 192 days 5 Steps	Class G Psychologist 190 days 5 Steps
1	289.02	303.01	317.01	331.02	345.04	1	483.47	494.52
1	53,468.40	56,055.95	58,647.38	61,238.80	63,832.15	1	92,827.08	93,959.51
2	303.01	316.98	331.02	345.04	359.03	2	502.25	509.83
2	56,055.95	58,640.80	61,238.80	63,832.15	66,419.71	2	96,431.78	96,867.25
3	317.01	331.02	345.04	359.03	373.03	3	519.79	525.59
3	58,647.38	61,238.80	63,832.15	66,419.71	69,011.13	3	99,799.65	99,862.39
4	331.02	345.04	359.03	373.03	387.03	4	537.23	541.84
4	61,238.80	63,832.15	66,419.71	69,011.13	71,600.62	4	103,147.44	102,948.89
5		359.03	373.03	387.03	401.04	5	554.80	559.66
5		66,419.71	69,011.13	71,600.62	74,192.04	5	106,521.33	106,335.30
6		373.03	387.03	401.04	415.05	6		
6		69,011.13	71,600.62	74,192.04	76,783.47	6		
7		387.03	401.04	415.05	429.07	7		
7		71,600.62	74,192.04	76,783.47	79,378.76	7		
8		401.04	415.05	429.07	443.05	8		
8		74,192.04	76,783.47	79,378.76	81,964.38	8		
9			429.07	443.05	457.07	9		
9			79,378.76	81,964.38	84,557.73	9		
10			443.05	457.07	471.07	10		
10			81,964.38	84,557.73	87,147.22	10		
11				471.07	485.09	11		
11				87,147.22	89,742.51	11		
12				485.09	499.10	12		
12				89,742.51	92,333.94	12		
13				0.00	513.10	13		
13				0.00	94,923.42	13		
14				0.00	532.32	14		
14				0.00	98,479.86	14		
15				0.00	0.00	15		
15				0.00	0.00	15		
16				499.10	0.00	16		
16				92,333.93	0.00	16		
17				0.00	0.00	17		
17				0.00	0.00	17		
18				0.00	546.70	18		
18				0.00	101,138.97	18		
19				0.00	0.00	19		
19				0.00	0.00	19		
20				513.10	0.00	20		
20				94,923.42	0.00	20		
21				0.00	0.00	21		
21				0.00	0.00	21		
22				0.00	560.70	22		
22				0.00	103,730.39	22		
23				0.00	0.00	23		
23				0.00	0.00	23		
24	Special Assignment Hourly Rates			527.09	0.00	24		
24	*SWAP		52.00	97,512.92	0.00	24		
25	*Home & Hospital		52.00		0.00	25		
25	*Saturday School		52.00		0.00	25		
26	Substitute - Daily Rate		120.00		574.74	26		
26	Substitute - Long Term Rate		205.00		106,327.62	26		
27	* Non-Negotiable				0.00	27		
27					0.00	27		
28					0.00	28		
28					0.00	28		
29					0.00	29		
29					0.00	29		
30					588.90	30		
30					108,946.12	30		

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

**SUBJECT: B.4.b. PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE
BARGAINING AGREEMENT BETWEEN THE DISTRICT AND
OAK PARK CLASSIFIED ASSOCIATION**

ACTION

ISSUE: Shall the Board of Education disclose and approve the collective bargaining agreement between the District and Oak Park Teachers Association (OPTA) for fiscal year 2021-2022?

BACKGROUND: Local education agencies are required by Government Code Section 3547.5 to publicly disclose provisions of all collective bargaining agreements (CBA) prior to entering into a written agreement. This provision ensures that the public is informed of the associated costs before it becomes binding on the District.

On March 6, 2022, the District and OPCA reached a tentative agreement for 2021-2022, the final year of a three-year CBA. The agreement includes a 3.5 % increase to the salary schedules for all certificated bargaining unit members, retroactive to July 1, 2021. The agreement contains no other material financial impacts to the District, and the proposed CBA has been ratified by the full OPCA membership. The agreement contains no other material financial impacts to the District.

The updated salary schedule and the Disclosure of Collective Bargaining Agreement statement required by AB 1200 and GC 3547.5 follows this report. The revised 2021-2024 OPCA contract is available at the following link: <https://bit.ly/38quGr1>.

FISCAL IMPACT: The proposed salary increases will be funded from the General Fund unrestricted and undesignated ending balance. Assuming the Board's approval, the District's revised 2021-2022 Reserve for Economic Uncertainties is projected to be 8.78%, exceeding the State Reserve Standard.

BOARD POLICY: Pursuant to Board Policy Public 4143.1, 4243.1 Notice - Personnel Negotiations Before entering into a written agreement covering matters within the scope of representation, the Board shall disclose, at a public meeting, the major provisions of the agreement, including but not limited to the costs that would be incurred by the district under the agreement for the current and subsequent fiscal years.

GOAL: In Support of OPUSD Goal 6 - Use resources responsibly to maintain a balanced budget this year and in subsequent years.

ALTERNATIVES:

1. Approve the 2021-2022 Collective Bargaining Agreement between the District and Oak Park Classified Association, effective retroactively to July 1, 2021.
2. Do not approve the proposed agreement.

RECOMMENDATION: Alternative No. 1

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Public Disclosure and Approval of Collective Bargaining Agreement

Between the District and Oak Park Teachers Association

Page 2

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Classified Association

The proposed agreement covers the period:

Beginning: 1-Jul-21

Ending: 30-Jun-22

Employee Type:

Certificated:

Classified: X

The proposed agreement will be acted upon by the Governing Board

at its meeting on: 19-Apr-22

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2020-21	For Multi-year Agreements	
				Year 2 2021-22	Year 3 2022-23
1.	Salary Schedule - Increase/(Decrease)	\$ 8,008,687	\$ 382,977 4.78%	\$ 382,004 4.77%	\$ 381,030 4.76%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ %	\$ 3,140 0.04%	\$ 3,198 0.04%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 1,744,273	\$ 99,408 5.70%	\$ 98,814 5.67%	\$ 98,220 5.63%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 1,132,417	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 10,885,377	\$ 482,385 4.43%	\$ 483,957 4.45%	\$ 482,448 4.43%
7.	Total Number (FTE) of Represented Employees	# 167	# 167	# 164	164
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 65,026	\$ 2,882 4.43%	\$ 2,944 4.53%	\$ 2,935 4.51%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$	\$	\$	\$
			%	%	%
	-Maximum Daily Rate	\$	\$	\$	\$
9b.			%	%	%
	-Substitute Daily Rate	\$	\$	\$	\$
			%	%	%
			%	%	%
9b.	- Annual Cost Health/Welfare Benefit amount per FTE	\$ 7,847	\$ 7,847	\$ 8,007	\$ 8,087
	- District Cost Annual H&W Benefit amount per FTE	\$ 6,765	\$ 6,765	\$ 6,902	\$ 6,971
	- Current Negotiated H&W Cap amount per FTE	\$ 7,847	\$ 7,847	\$ 8,007	\$ 8,087

Please include comments and explanations as necessary: The Ratified with OPCA includes a salary Increase of 3.5%. This increase is reflected on the salary schedule and is considered "on-going".

Disclosure of Collective Bargaining Agreement

School District: Oak Park Unified School District

- B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):**

None

- C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):**

None

- D. What contingency language is included in the proposed agreement? (reopeners, etc.):**

- E. Will this agreement create, increase, or decrease deficit financing in the current or future years?**

This agreement will not create or increase deficit financing in the current or future years.

- F. Source of Funding for the Proposed Agreement:**

- 1. Current Year:**

General Fund

- 2. How will the ongoing cost of the proposed agreement be funded in future years?**

General Fund

- 3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):**

N/A

	(Col. 1) Latest Board Approved Budget Before Settlement As of July 1, 2020	(Col. 2) Adjustment as a Result of Settlement *	(Col. 3) Other Revisions Unaudited Actuals Adjustment	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	40,944,020	0	0	40,944,020
Remaining Revenues (8100-8799)	10,824,243	0	0	10,824,243
TOTAL REVENUES	51,768,263	0	0	51,768,263
EXPENDITURES				
1000 Certificated Salaries	23,329,344	754,785	0	24,084,129
2000 Classified Salaries	8,008,687	404,757	0	8,413,444
3000 Employees' Benefits	11,262,524	258,276	0	11,520,800
4000 Books and Supplies	2,452,790	0	0	2,452,790
5000 Services and Operating Expenses	5,028,559	0	0	5,028,559
6000 Capital Outlay	103,642	0	0	103,642
7100-7499 Other	246,697	0	0	246,697
TOTAL EXPENDITURES	50,432,243	1,417,818	0	51,850,061
OPERATING SURPLUS (DEFICIT)	1,336,020	(1,417,818)	0	(81,798)
OTHER SOURCES AND TRANSFERS IN	0	0	0	0
OTHER USES AND TRANSFERS OUT	10,000	0	0	10,000
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,326,020	(1,417,818)	0	(91,798)
BEGINNING BALANCE	3,985,948	0	0	3,985,948
CURRENT YEAR ENDING BALANCE	5,311,968	(1,417,818)	0	3,894,150
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)	0	0	0	0
Restricted (9740)	1,176,920	(314,132)	0	862,788
Committed (9750 / 9760)	0	0	0	0
Assigned (9780)	150,000	0	0	150,000
Reserve for Economic Uncertainties (9789)	0	0	0	0
Unappropriated Amounts (9790)	3,985,048	(1,103,686)	0	2,881,362

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase on Page 1, Section A, Line 6, please explain the variance below.

Please include comments and explanations as necessary:

Multi-Year Projections			
	(Col. 1) 2020-21 Budget after impact of Settlement (From page 3)	(Col. 2) Budget Year 1 2021-22	(Col. 3) Budget Year 2 2022-23
REVENUES			
LCFF Revenues (8010-8099)	40,944,020	42,435,633	43,266,055
Remaining Revenues (8100-8799)	10,824,243	7,849,603	7,453,744
TOTAL REVENUES	51,768,263	50,285,236	50,719,799
EXPENDITURES			
1000 Certificated Salaries	24,084,129	24,098,575	24,223,785
2000 Classified Salaries	8,413,444	7,839,631	7,930,424
3000 Employees' Benefits	11,520,800	12,690,814	13,077,231
4000 Books and Supplies	2,452,790	2,175,655	2,189,289
5000 Services and Operating Expenses	5,028,559	4,697,454	4,709,721
6000 Capital Outlay	103,642	62,767	62,767
7100-7499 Other	246,697	246,697	246,697
TOTAL EXPENDITURES	51,850,061	51,811,593	52,439,914
OPERATING SURPLUS (DEFICIT)	(81,798)	(1,526,357)	(1,720,114)
OTHER SOURCES AND TRANSFERS IN	0	0	0
OTHER USES AND TRANSFERS OUT	10,000	0	0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(91,798)	(1,526,357)	(1,720,114)
BEGINNING BALANCE	3,985,948	3,894,150	2,367,793
CURRENT YEAR ENDING BALANCE	3,894,150	2,367,793	647,679
COMPONENTS OF ENDING BALANCE			
Non-spendable (9711-9719)	0	0	0
Restricted (9740)	862,788	466,986	80,435
Committed (9750 / 9760)	0	0	0
Assigned (9780)	150,000	345,327	288,306
Reserve for Economic Uncertainties (9789)	0	0	0
Unappropriated Amounts (9790)	2,881,362	1,555,481	278,938

Multi-Year Projections Assumptions:	School Services Dartboard (Governor's January Budget Proposal)

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

(amounts from page 4)

1. State Reserve Standard

	2020-21	2021-22	2022-23
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 51,860,061	\$ 51,811,593	\$ 52,439,914
b. State Standard Minimum Reserve Percentage for this District	3%	3%	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$67,000 for a district with less than 1,001 ADA)	\$ 1,555,802	\$ 1,554,348	\$ 1,573,197

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

	2020-21	2021-22	2022-23
a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 0	\$ 0	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 2,881,362	\$ 1,555,481	\$ 278,938
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 1,673,059	\$ 1,673,059	\$ 1,673,059
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 0	\$ 0	\$ 0
e. Total District Budgeted <u>Unrestricted</u> Reserves	\$ 4,554,421	\$ 3,228,540	\$ 1,951,997

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

☒ Yes

☐ No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.

District Superintendent
(Signature)

Printed Name

Date

District Chief Business Official
(Signature)

Printed Name

Date

OAK PARK UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULES CC & CH & CB2
EMPLOYEES WORKING 20 HOURS OR MORE PER WEEK
All Rates Listed as Hourly and Monthly
2021-22 SCHOOL YEAR

Board Approved: April 19, 2022 (proposed) 3.5%

Effective: July 1, 2021

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
CLERICAL SUPPORT							
Health Services Technician	10	17.37	18.42	19.56	20.74	22.00	10 Month
Student Services Assistant I	10	3011.09	3192.09	3390.50	3595.92	3815.18	10 Month
Department Clerk	10						10 Month
Guest Teacher/Interdistrict Permit Coordinator	12	18.42	19.56	20.74	22.00	23.31	11 Month
Student Services Assistant II	12	3192.09	3390.50	3595.92	3815.18	4041.25	10.5 Month
Support Services Coordinator	12						12 Month
Extended Care Assistant Site Leader	12						11 Month
ASB Bookkeeper/Athletics Secretary	14	19.56	20.74	22.00	23.31	24.72	10.5 Month
Student Services Assistant III	14	3390.50	3595.92	3815.18	4041.25	4285.14	11.5 Month
Student Services Bookkeeper	14						10.5 Month
Support Services Coordinator	14						12 Month
Accounting Assistant I	14.5	20.02	21.17	22.41	23.71	25.10	12 Month
		3470.09	3670.18	3885.21	4109.22	4348.20	
School Office Manager I	16	21.44	22.67	23.97	25.36	26.81	11 Month
Department Secretary	16	3715.64	3930.71	4154.68	4396.60	4647.51	11 Month
Department Secretary	16						12 Month
Credentials Technician	16						12 Month
Extended Care Site Leader	16						11 Month
Accounting Assistant II	16.5	22.25	23.53	24.89	26.30	27.84	12 Month
		3858.07	4079.11	4315.08	4559.96	4825.81	
School Office Manager II	17.5	22.43	23.79	25.21	26.71	28.31	11 Month
		3889.77	4123.72	4370.69	4630.63	4906.87	
School Office Manager III	18.5	22.99	24.37	25.83	27.39	29.04	11.5 Month
		3984.03	4224.42	4477.91	4747.63	5033.63	
Business Department Assistant	20	24.04	25.51	27.03	28.65	30.37	12 Month
		4169.59	4419.76	4684.92	4966.04	5264.01	
Accounting Assistant III	23	27.85	29.52	31.30	33.16	35.16	12 Month
		4826.76	5116.36	5423.35	5748.75	6093.67	
Senior Accountant	28	33.66	35.70	37.86	40.15	42.58	12 Month
		5835.35	6188.39	6562.80	6959.93	7381.16	
CUSTODIAL/MAINTENANCE/GROUNDS							
Custodian	14	19.56	20.74	22.00	23.31	24.72	12 Month
		3390.50	3595.92	3815.18	4041.25	4285.14	
Grounds Maintenance Worker	15	20.12	21.37	22.65	24.06	25.52	12 Month
		3487.99	3703.82	3926.61	4170.25	4420.91	

Head Custodian I	15.5	20.74	22.00	23.31	24.72	26.20	12 Month
		3595.92	3815.18	4041.25	4285.14	4542.24	
Head Custodian II	17	22.22	23.56	24.97	26.47	28.08	12 Month
		3853.99	4084.72	4328.42	4588.44	4864.62	
General Maintenance Worker	18	22.57	23.92	25.34	26.87	28.48	12 Month
		3912.49	4146.46	4393.45	4656.66	4936.11	
Head Custodian III	18.5	22.99	24.37	25.83	27.39	29.04	12 Month
		3984.03	4224.42	4477.91	4747.63	5033.63	
Maintenance Engineer	20	24.04	25.51	27.03	28.65	30.37	12 Month
		4169.59	4419.76	4684.92	4966.04	5264.01	
Grounds Maintenance Supervisor	21	25.50	27.03	28.65	30.37	32.25	12 Month
District Wide Head Custodian	21	4419.76	4684.92	4966.04	5264.01	5590.51	
CHILD NUTRITION SERVICES							
Child Nutrition Services Assistant I	5	15.06	15.93	16.90	17.94	19.03	180 Days
Child Nutrition Services Assistant II	7	15.93	16.90	17.94	19.03	20.14	180 Days
Child Nutrition Services Cook	8	16.39	17.37	18.42	19.56	20.74	10 Month
Child Nutrition Services Manager	10	17.37	18.42	19.56	20.74	22.00	10 Month
		3011.09	3192.09	3390.50	3595.92	3815.18	
Child Nutrition Services Assistant/Delivery	12	18.42	19.56	20.74	22.00	23.31	180 Days
		3192.09	3390.50	3595.92	3815.18	4041.25	
OTHER CLASSIFIED SUPPORT							
Assistant Computer Support Technician	7.0	15.93	16.90	17.94	19.03	20.14	12 Month
		2762.76	2931.12	3109.06	3298.47	3491.71	
Instructional Assistant I	7.5	16.04	17.03	18.04	19.14	20.27	180 Days
		2782.41	2950.00	3128.89	3316.84	3513.86	
Instructional Assistant II	10	17.37	18.42	19.56	20.74	22.00	180 Days
		3011.09	3192.09	3390.50	3595.92	3815.18	
Library/Media Technician	13	19.15	20.29	21.53	22.83	24.23	10 Month
		3319.23	3518.37	3733.44	3957.44	4199.39	
		0.00	0.00	0.00	0.00	0.00	
College/Career Center Technician	13.5	19.28	20.42	21.67	22.97	24.34	10.5 Month
		3341.16	3540.31	3755.36	3979.35	4221.30	
Instructional Assistant III	14	19.56	20.74	22.00	23.31	24.72	180 Days
		3390.50	3595.92	3815.18	4041.25	4285.14	
Computer Technician	18	22.57	23.92	25.34	26.87	28.48	12 Month
		3912.49	4146.46	4393.45	4656.66	4936.11	
Certified Sign Language Interpreter	20	24.04	25.51	27.03	28.65	30.37	180 Days
Technology Department Assistant	20	4169.59	4419.76	4684.92	4966.04	5264.01	12 Month

Computer Tech - Lead	23	27.85	29.52	31.30	33.16	35.16	12 Month
Certified Repair Technician	23	4826.76	5116.36	5423.35	5748.75	6093.67	12 Month
Data Systems Specialists	23						12 Month
Construction Management Technician	25	30.12	31.92	33.84	35.87	38.02	12 Month
		5220.62	5533.85	5865.89	6217.85	6590.91	
College/Career Center Advisor	26	31.27	33.16	35.17	37.29	39.55	10.5 Month
		5419.85	5747.46	6094.88	6463.26	6853.95	
Network Administrator	26	31.27	33.16	35.17	37.29	39.55	12 Month
		5419.85	5747.46	6094.88	6463.26	6853.95	
Social Emotional Services Specialist	27	30.86	32.50	34.20	36.02	37.90	192 Days
		5348.74	5633.21	5928.55	6243.83	6569.97	
Occupational Therapist	30	37.53	39.79	42.19	44.71	47.40	10 Month
		6507.27	6897.70	7311.52	7750.25	8215.25	
Behavior Specialist* CB2	G*	435.04	448.50	462.38	476.67	491.42	202 Days
*Rates listed as Daily and Annually		87878.75	90596.39	93400.60	96287.17	99266.65	

This schedule is a combination of schedules CC (full-time, 40 hours per week) and CH (part-time, more than 20 hours per week). Employees who work a minimum of 20 hours, but less than 40 hours per week should refer to the hourly rates on the schedule above. Full-time employees may refer to either the hourly or the monthly rates. The hourly rate is determined by dividing the monthly gross by the average full-time hours per month (173.333).

* Corresponds to Certificated Salary Schedule, Class G, Psychologist; salary reflects daily and annual rates.

**OAK PARK UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULE CL (HOURLY)
EMPLOYEES WORKING LESS THAN 20 HOURS PER WEEK**

2021-22 SCHOOL YEAR

Board Approved: April 19, 2022 (proposed) 3.5%

Effective: July 1, 2021

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
<u>CLERICAL SUPPORT</u>							
Health Services Technician	10	18.31	19.38	20.52	21.75	23.06	10 Month
Student Services Assistant I	10	18.31	19.38	20.52	21.75	23.06	10 Month
Department Clerk	10	18.31	19.38	20.52	21.75	23.06	10 Month
Student Services Assistant II	12	19.38	20.52	21.75	23.06	24.44	10.5 Month
Guest Teacher Coordinator	12	19.38	20.52	21.75	23.06	24.44	180 Day
Student Services Assistant III	14	20.52	21.75	23.06	24.44	25.85	10.5 Month
<u>CUSTODIAL/MAINTENANCE/GROUNDS</u>							
Custodian	14	20.52	21.75	23.06	24.44	25.85	12 Month
Warehouse Worker/Delivery	18	22.39	23.73	25.13	26.57	28.17	12 Month
<u>CHILD NUTRITION SERVICES</u>							
Child Nutrition Services Assistant I**	06	16.38	17.34	18.34	19.45	20.62	180 Day
Child Nutrition Services Assistant II	07	16.80	17.79	18.84	19.99	21.18	180 Day
Child Nutrition Services Cook	08	17.21	18.24	19.33	20.55	21.77	10 Month
Child Nutrition Services Bookkeeper	12	19.38	20.52	21.75	23.06	24.44	10 Month
Child Nutrition Services Assistant/Delivery	12	19.38	20.52	21.75	23.06	24.44	180 Day
<u>OTHER CLASSIFIED SUPPORT</u>							
Campus Supervisor	06	16.38	17.34	18.34	19.45	20.62	180 Day
Instructional Assistant I	7.5	16.93	17.92	18.95	20.11	21.29	180 Day
Instructional Assistant II	10	18.31	19.38	20.52	21.75	23.06	180 Day
Instructional Assistant II - Ext. Care Pgm	10	18.31	19.38	20.52	21.75	23.06	196 Day
Technology Assistant	10	18.31	19.38	20.52	21.75	23.06	180 Day
Library/Media Technician	13	20.12	21.31	22.58	23.86	25.29	10 Month
College/Career Center Technician	13.5	20.25	21.45	22.70	23.98	25.43	10.5 Month
Instructional Assistant III	14	20.52	21.75	23.06	24.44	25.85	180 Day
Social Emotional Services Specialist	27	32.03	33.66	35.36	37.17	39.06	192 Day
Occupational Therapist	30	39.39	41.75	44.26	46.92	49.74	10 Month
<u>EXEMPT POSITIONS</u>							
Student/Casual Worker*	X01	15.00	effective 1/1/2022				As Assigned
Campus Supervisor Substitute	X03	16.38					As Assigned
Child Nutrition Services Substitute	X04	16.38					As Assigned
Clerical Substitute	X02	18.31					As Assigned
Custodial Substitute	X05	20.52					As Assigned
Child Nutrition Services/Facility Use	X08	27.40					As Assigned
IA I SUB	X06	16.93					As Assigned
IA II SUB	X07	18.31					As Assigned
IA III SUB	X09	20.52					As Assigned
Special Events Supervision (ASB)***	X12	18.43					As Assigned
<u>SUMMER SCHOOL</u>							
ESY Instructional Assistant II	X10	20.12					As Assigned
ESY Instructional Assistant III	X11	23.31					As Assigned

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
**SUBJECT: B.4.c. PUBLIC DISCLOSURE AND APPROVAL OF COMPENSATION
ADJUSTMENT FOR ADMINISTRATIVE, CONFIDENTIAL, AND
SPECIFIED UNREPRESENTED EMPLOYEES**

ACTION

ISSUE: Shall the Board approve an increase in compensation for administrative, confidential and unrepresented employees for fiscal year 2021-2022?

BACKGROUND: Consistent with the tentative OPTA agreement, it is recommended that the Board approve 3.5% increase to the salary schedules for eligible confidential and administrative employees, retroactive to July 1, 2021. The specified positions include employees of the Oak Park Neighborhood School. The recommendation for administrative, confidential and unrepresented employee compensation does not include any other material financial impacts to the District.

The updated salary schedule and the Disclosure of Collective Bargaining Agreement statement required by AB 1200 and GC 3547.5 follows this report.

FISCAL IMPACT: The proposed salary increases will be funded from the General Fund unrestricted and undesignated ending balance. Assuming the Board's approval, the District's revised 2021-2022 Reserve for Economic Uncertainties is projected to be 8.78%, exceeding the State Reserve Standard.

GOAL: In Support of OPUSD Goal 6 - Use resources responsibly to maintain a balanced budget this year and in subsequent years.

ALTERNATIVES:

1. Approve the proposed increases in compensation for administrative, confidential and unrepresented employees for fiscal year 2021-2022, effective retroactively to July 1, 2021.
2. Do not approve the proposed compensation increases.

RECOMMENDATION: Alternatives No. 1

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Public Disclosure and Approval of an increase in compensation for administrative,
confidential and unrepresented employees for fiscal year 2021-2022

Page 2

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

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

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200, AB 2756 and G.C. 3547.5

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Management/Confidential

The proposed agreement covers the period:

Beginning: 1-Jul-21

Ending: 30-Jun-22

Employee Type:

Certificated: X

Classified: X

The proposed agreement will be acted upon by the Governing Board
at its meeting on: 19-Apr-22

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2020-21	For Multi-year Agreements	
				Year 2 2021-22	Year 3 2022-23
1.	Salary Schedule - Increase/(Decrease)	\$ 2,750,321	\$ 94,651 3.44%	\$ 94,651 3.44%	\$ 94,651 3.44%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ %	\$ 1,314 0.05%	\$ 1,357 0.05%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 655,533	\$ 21,346 3.26%	\$ 21,346 3.26%	\$ 21,346 3.26%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 398,337	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 3,804,191	\$ 115,997 3.05%	\$ 117,311 3.08%	\$ 117,353 3.08%
7.	Total Number (FTE) of Represented Employees	# 23	# 23	# 23	23
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 165,400	\$ 5,043 3.05%	\$ 5,100 3.08%	\$ 5,102 3.08%
9a.	Certificated Teacher's Salary (Excluding Benefits) -Minimum Daily Rate	\$	\$ %	\$ %	\$ %
	-Maximum Daily Rate	\$	\$ %	\$ %	\$ %
	-Substitute Daily Rate	\$	\$ %	\$ %	\$ %
9b.	- Annual Cost Health/Welfare Benefit amount per FTE	\$ 20,090	\$ 20,090	\$ 20,131	\$ 20,332
	- District Cost Annual H&W Benefit amount per FTE	\$ 17,319	\$ 17,319	\$ 17,354	\$ 17,528
	- Current Negotiated H&W Cap amount per FTE	\$ 20,090	\$ 20,090	\$ 20,131	\$ 20,332

Please include comments and explanations as necessary: Effects of a Management/Confidential 3.5% Salary Increase (On-go

Disclosure of Collective Bargaining Agreement

School District: Oak Park Unified School District

- B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development, teacher prep time, etc.):**

None

- C. What are the specific impacts on instructional and support programs to accommodate the settlement? (Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations.):**

None

- D. What contingency language is included in the proposed agreement? (reopeners, etc.):**

- E. Will this agreement create, increase, or decrease deficit financing in the current or future years?**

This agreement will not create or increase deficit financing in the current or future years.

- F. Source of Funding for the Proposed Agreement:**

- 1. Current Year:**

General Fund

- 2. How will the ongoing cost of the proposed agreement be funded in future years?**

General Fund

- 3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations):**

N/A

	(Col. 1) Latest Board Approved Budget Before Settlement As of July 1, 2020	(Col. 2) Adjustment as a Result of Settlement *	(Col. 3) Other Revisions Unaudited Actuals Adjustment	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	40,944,020	0	0	40,944,020
Remaining Revenues (8100-8799)	10,824,243	0	0	10,824,243
TOTAL REVENUES	51,768,263	0	0	51,768,263
EXPENDITURES				
1000 Certificated Salaries	23,329,344	754,785	0	24,084,129
2000 Classified Salaries	8,008,687	404,757	0	8,413,444
3000 Employees' Benefits	11,262,524	258,276	0	11,520,800
4000 Books and Supplies	2,452,790	0	0	2,452,790
5000 Services and Operating Expenses	5,028,559	0	0	5,028,559
6000 Capital Outlay	103,642	0	0	103,642
7100-7499 Other	246,697	0	0	246,697
TOTAL EXPENDITURES	50,432,243	1,417,818	0	51,850,061
OPERATING SURPLUS (DEFICIT)	1,336,020	(1,417,818)	0	(81,798)
OTHER SOURCES AND TRANSFERS IN	0	0	0	0
OTHER USES AND TRANSFERS OUT	10,000	0	0	10,000
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,326,020	(1,417,818)	0	(91,798)
BEGINNING BALANCE	3,985,948	0	0	3,985,948
CURRENT YEAR ENDING BALANCE	5,311,968	(1,417,818)	0	3,894,150
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)	0	0	0	0
Restricted (9740)	1,176,920	(314,132)	0	862,788
Committed (9750 / 9760)	0	0	0	0
Assigned (9780)	150,000	0	0	150,000
Reserve for Economic Uncertainties (9789)	0	0	0	0
Unappropriated Amounts (9790)	3,985,048	(1,103,686)	0	2,881,362

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase on Page 1, Section A, Line 6, please explain the variance below.

Please include comments and explanations as necessary: _____

Multi-Year Projections			
	(Col. 1) 2020-21 Budget after impact of Settlement (From page 3)	(Col. 2) Budget Year 1 2021-22	(Col. 3) Budget Year 2 2022-23
REVENUES			
LCFF Revenues (8010-8099)	40,944,020	42,435,633	43,266,055
Remaining Revenues (8100-8799)	10,824,243	7,849,603	7,453,744
TOTAL REVENUES	51,768,263	50,285,236	50,719,799
EXPENDITURES			
1000 Certificated Salaries	24,084,129	24,098,575	24,223,785
2000 Classified Salaries	8,413,444	7,839,631	7,930,424
3000 Employees' Benefits	11,520,800	12,690,814	13,077,231
4000 Books and Supplies	2,452,790	2,175,655	2,189,289
5000 Services and Operating Expenses	5,028,559	4,697,454	4,709,721
6000 Capital Outlay	103,642	62,767	62,767
7100-7499 Other	246,697	246,697	246,697
TOTAL EXPENDITURES	51,850,061	51,811,593	52,439,914
OPERATING SURPLUS (DEFICIT)	(81,798)	(1,526,357)	(1,720,114)
OTHER SOURCES AND TRANSFERS IN	0	0	0
OTHER USES AND TRANSFERS OUT	10,000	0	0
CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	(91,798)	(1,526,357)	(1,720,114)
BEGINNING BALANCE	3,985,948	3,894,150	2,367,793
CURRENT YEAR ENDING BALANCE	3,894,150	2,367,793	647,679
COMPONENTS OF ENDING BALANCE			
Non-spendable (9711-9719)	0	0	0
Restricted (9740)	862,788	466,986	80,435
Committed (9750 / 9760)	0	0	0
Assigned (9780)	150,000	345,327	288,306
Reserve for Economic Uncertainties (9789)	0	0	0
Unappropriated Amounts (9790)	2,881,362	1,555,481	278,938

Multi-Year Projections Assumptions:	School Services Dartboard (Governor's January Budget Proposal)

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

(amounts from page 4)

1. State Reserve Standard

	2020-21	2021-22	2022-23
a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 51,860,061	\$ 51,811,593	\$ 52,439,914
b. State Standard Minimum Reserve Percentage for this District	3%	3%	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$67,000 for a district with less than 1,001 ADA)	\$ 1,555,802	\$ 1,554,348	\$ 1,573,197

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

	2020-21	2021-22	2022-23
a. General Fund Budgeted Unrestricted Reserve for Economic Uncertainties	\$ 0	\$ 0	\$ 0
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 2,881,362	\$ 1,555,481	\$ 278,938
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 1,673,059	\$ 1,673,059	\$ 1,673,059
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$ 0	\$ 0	\$ 0
e. Total District Budgeted Unrestricted Reserves	\$ 4,554,421	\$ 3,228,540	\$ 1,951,997

3. Do Unrestricted reserves meet the state standard minimum reserve amount?

☒ Yes

☐ No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB1200 and G.C. 3547.5.

We hereby certify that the costs incurred by the school district under this agreement can be met by the district during the term of the agreement.

District Superintendent
(Signature)

Printed Name

Date

District Chief Business Official
(Signature)

Printed Name

Date

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE AND CONFIDENTIAL SALARY SCHEDULE
2021-22 SCHOOL YEAR**

Board (proposed) Approved: April 19, 2022 ~ 3.5%

Effective: July 1, 2021

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	DAYS
CONFIDENTIAL-Rates listed as Monthly and Annually							
Administrative Secretary	A	4,757.26 55,708.23	5,042.71 59,050.81	5,345.26 62,593.78	5,665.99 66,349.51	6,005.94 70,330.47	12 Month
Executive Assistant	B.1	5,474.48 65,693.72	5,804.69 69,656.31	6,152.62 73,831.40	6,522.05 78,264.64	6,915.51 82,986.16	12 Month
Executive Assistant and Communications Coordinator	B.2	7,248.32 86,979.87	7,685.54 92,226.45	8,146.20 97,754.34	8,635.34 103,624.03	9,156.29 109,875.52	12 Month
ADMINISTRATION - Rates listed as Daily and Annually							
Director Child Nutrition Services	C	391.35 86,879.18	403.09 89,485.31	415.19 92,172.65	427.66 94,941.22	440.49 97,788.69	222
Director Fiscal Services	E	532.73 118,266.34	548.73 121,816.98	565.18 125,469.72	582.14 129,236.18	599.60 133,111.71	222
Middle School Dean	F	483.47 94,277.50	502.25 97,938.53	519.79 101,359.02	537.23 104,759.12	554.82 108,189.80	195
Program Specialist Director of Early Childhood Education	G.1	515.08 103,015.06	530.70 106,140.66	546.23 109,245.35	562.23 112,446.21	578.67 115,734.88	200
Middle School Assistant Principal	G.2	521.93 104,386.56	537.59 107,518.43	553.72 110,744.38	570.33 114,066.50	587.46 117,491.07	200
High School Assistant Principal Principal OVHS/OPIS	H	550.60 112,872.24	567.09 116,253.84	584.07 119,734.02	601.61 123,329.92	619.68 127,035.11	205
Director Extended Care	I	539.62 118,716.43	555.12 122,126.99	571.04 125,629.54	587.49 129,247.07	604.40 132,968.10	220
Elementary School Principal	J	565.31 118,716.11	581.55 122,125.31	598.24 125,631.10	615.46 129,246.66	633.18 132,967.58	210
Middle School Principal	K	574.28 127,491.03	590.78 131,153.06	607.75 134,919.52	625.19 138,792.73	643.21 142,793.58	222
Director Student Support & School Safety	K	574.28 123,471.04	590.78 127,017.60	607.75 130,665.30	625.19 134,416.38	643.21 138,291.08	215
Director Pupil Services	L	616.94 136,961.72	635.45 141,069.31	654.52 145,304.55	674.15 149,660.46	694.37 154,150.97	222
Director Curriculum and Instruction	L	616.94 129,558.38	635.45 133,443.95	654.52 137,450.25	674.15 141,570.71	694.37 145,818.48	210
Director Bond Programs, Sustainability, Maintenance, and Operations	L	616.94 136,961.72	635.45 141,069.31	654.52 145,304.55	674.15 149,660.46	694.37 154,150.97	222
Director Educational Technology and Information Systems	L	616.94 136,961.72	635.45 141,069.31	654.52 145,304.55	674.15 149,660.46	694.37 154,150.97	222
High School Principal	M	640.40 142,169.31	658.47 146,179.44	676.50 150,182.61	694.68 154,218.27	712.70 158,219.12	222
Assistant Superintendent, Human Resources	O	710.58 157,748.02	731.89 162,479.88	753.84 167,353.30	776.45 172,372.93	799.76 177,545.71	222
Assistant Superintendent, Business Services	O	710.58 157,748.02	731.89 162,479.88	753.84 167,353.30	776.45 172,372.93	799.76 177,545.71	222

Annual stipend of \$1,000.00 for Doctorate.

**OAK PARK UNIFIED SCHOOL DISTRICT
PRE-SCHOOL SALARY SCHEDULE PSH - HOURLY**

2021-22 SCHOOL YEAR

Board Approved: April 19, 2022 (proposed) 3.5%

Effective: July 1, 2021

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
<u>PRE-SCHOOL PERSONNEL</u>							
Preschool Extended Care Assistant	PSH 000	16.94	17.92	18.95	20.11	21.29	188 Day
Pre-school Assistant	PSH 001	18.42	19.54	20.74	21.98	23.29	188 Day
Pre-school Specialist	PSH 002	28.32	30.02	31.81	33.71	35.74	188 Day
Pre-school Specialist - Art	PSH 002	28.32	30.02	31.81	33.71	35.74	188 Day
Lead Pre-School Specialist	PSH 003	29.39	31.13	33.01	34.97	37.08	188 Day
Pre-school Director	PSH 004	35.06	37.15	39.38	41.74	44.24	195 Day

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
**SUBJECT: B.4.d. ESTABLISH NEW CLASSIFIED POSITION, REGISTERED BEHAVIOR
TECHNICIAN AND APPROVE ASSOCIATED JOB DESCRIPTION AND
SALARY SCHEDULE PLACEMENT**

ACTION

ISSUE: Shall the Board establish the new Classified Position of Registered Behavior Technician and approve associated job description and salary schedule placement?

BACKGROUND: As is the case across the nation, over the last few years, the District has experienced a significant increase in the need for additional support for our diverse group of students. In order to build capacity to effectively intervene when students with or without disabilities exhibit behavior challenges, the District proposes to establish a Registered Behavior Technician (RBT) position. The RBT will be supervised by the Director of Pupil Services and work under the guidance of the District's Behavior Specialist to implement evidence-based behavioral strategies that support behavior reduction and skill acquisition for students with behavioral and social-emotional needs. The RBT will work directly with general and special education students on the school campus including the classroom, small groups, and in 1:1 setting. A copy of the proposed job description and salary schedule is included for the Board's review.

FISCAL IMPACT: The recommended salary placement of the proposed position of is on the Classified Salary Schedule (range 22)

BOARD POLICY: Pursuant to Board Policy 6159 Individualized Education Program: The Governing Board desires to provide full educational opportunities to all students with disabilities. Students with disabilities shall receive a full appropriate public education (FAPE) and, to the maximum extent possible, shall be educated in the least restrictive environment with nondisabled students.

GOAL: In Support of OPUSD Goal 2. Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

ALTERNATIVES:

1. Establish the new Classified Position of Registered Behavior Technician and approve associated job description and salary schedule placement
2. Do not establish the new Classified Position

RECOMMENDATION: Alternative 1.

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Establish the new Classified Position of Registered Behavior Technician
and approve associated job description and salary schedule placement
Page 2

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

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

OAK PARK UNIFIED SCHOOL DISTRICT
(April, 2022)

CLASS TITLE: Registered Behavior Technician (RBT)

This is a Classified part-time, 180 day position (10-month), 30 hours per week.

SALARY: Range 22 on the Classified (CC, CH & CB2) salary schedule

Brief Description: Under the direction of the Director of Pupil Services or other assigned supervisor, implement evidence-based behavioral strategies and supports for students with behavioral and social-emotional needs within a school-based program. Work directly with general and special education students on the school campus including the classroom, small groups, and in 1:1 setting. Assist with behavior reduction and skill acquisition plans. Engagement and evaluation of student progress through data collection techniques. Establish and maintain a therapeutic relationship by pairing self as a reinforcing entity and building the value for the student of social interaction. Work collaboratively providing consultation and training on assessing behavioral functioning and needs of students, implementation of instructional and behavioral strategies, applied behavior analysis, and data collection for regular and special education teachers and other site personnel.

Essential Functions: Duties may include, but are not limited to, the following:

- Implement behavior treatment programs as designed by the supervising Behaviorist;
- Work directly with students on the campus, in the classroom, small groups, and 1:1 session;
- Establish and maintain therapeutic relationship by pairing self as a reinforcing entity and building the value for the student of social interaction with RBT;
- Prompt safe and socially acceptable replacement behaviors in order to build a repertoire of communication, social interaction, and problem-solving skills;
- Fade prompts appropriately to promote both successful and independent responding;
- Increase the frequency or duration of safe and appropriate replacement behaviors by providing access to reinforcers (desired items/actions, attention, or removal of demands/aversive situations);
- Accurately collect behavior data through direct observation including: A-B-C, count, frequency, duration, latency, inter-response time, event, and interval-based recording;
- Follow the treatment plan goals and interventions utilizing sound judgment and seek out appropriate consultation;
- Provide student behavior program input, demonstrate program procedures, and implement program recommendations;
- Attend collaboration/team meetings and present relevant data;
- Provide modeling, coaching, and mentoring to paraeducators, teachers and specialists who provide instruction to students;

- Assist in the preparation of materials;
- Travel between sites;
- Utilize technology, assistive technology, electronic IEP and data collection systems; and
- Perform related duties as assigned that support the overall objective of the position.

Knowledge and Abilities:

- Behavioral/social emotional disorders and interventions;
- Applied Behavior Analysis techniques and services;
- Non-violent Crisis Prevention Interventions (NCPI) techniques and principles;
- Appropriate curriculum and instructional strategies for students with disabilities;
- Classroom procedures and appropriate student conduct;
- Special education eligibilities and their unique educational needs;
- Applicable laws, codes, policies and regulations related to assigned activities;
- Oral and written communication skills including correct English usage, grammar, spelling, punctuation and vocabulary;
- Use and operation of word processor, excel, computer and standard office equipment;
- Record-keeping and report writing techniques and
- Interpersonal skills using tact, patience and courtesy.

Abilities:

- Apply ABA and other behavioral principles and techniques in implementing plans, strategies and recommendations to address maladaptive school behaviors, social skill development and data collection;
- Implement behavior plans according to student needs;
- Conduct observations and review student records in identifying behavioral needs;
- Understand and follow oral and written directions;
- Provide emergency interventions which may include verbal and/or physical responses;
- Work effectively with parents, teachers, students, staff and public and private agencies;
- Establish and maintain productive working relationships with all stakeholders;
- Establish and maintain project schedules and balance responsibilities for multiple activities to ensure timely, high-quality results;
- Communicate clearly and effectively, both orally and in writing;
- Exercise sound independent judgment within general policy guidelines;
- Use tact and diplomacy when dealing with sensitive, complex and/or confidential issues and situations and
- Maintain regular and consistent attendance.

Education, Experience, and Other Requirements:

Minimum of one (1) year of successful experience in a position working with adolescents/teens with significant behavioral and social-emotional needs, including the use of appropriate academic and behavioral strategies.

High school diploma or equivalent (i.e. GED) along with ONE of the following:

1. A minimum of 48 semester or 72 quarter units of college coursework.
 2. An Associate or higher degree from an accredited college or university.
- Valid Board-Certified Registered Behavior Technician (RBT) certification OR
 - Completion of Registered Behavior Technician Certification.
 - Valid California driver's license.

Desirable:

- Completion of a SELPA approved Crisis Prevention Institute Certificate.
- Possession of a valid American Red Cross Standard First Aid certificate.
- Possession of a valid American Red Cross Cardiopulmonary Resuscitation certificate.

Working Conditions:

- Classroom, playground, and community settings, which may include inside and outside environmental conditions, and driving personal vehicle to conduct work.
- Exposure to students with behavioral problems, who may become hostile and/or disorderly; and exhibit physically and verbally aggressive behavior.
- Hearing and speaking to exchange information and to make presentations;
- Dexterity of hands and fingers for operating office equipment, carrying, pushing or lifting classroom equipment and supplies;
- Bending at the waist;
- Lifting objects weighing up to 40 pounds;
- Reaching over head, above the shoulders or horizontally to store equipment;
- Seeing to observe students in classroom activities;
- Moving around a classroom or playground environment freely and independently enough to observe students naturally and unobtrusively; and
- Adequate physical strength and mobility to implement strategies for Emergency Intervention, including escorting students in an agitated emotional state and implementation of physical restraints in order to ensure safety.

OAK PARK UNIFIED SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

OAK PARK UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULES CC & CH & CB2
EMPLOYEES WORKING 20 HOURS OR MORE PER WEEK
All Rates Listed as Hourly and Monthly
2021-22 SCHOOL YEAR

Board Approved: April 19, 2022 (proposed) 3.5%

Effective: July 1, 2022

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
CLERICAL SUPPORT							
Health Services Technician	10	17.37	18.42	19.56	20.74	22.00	10 Month
Student Services Assistant I	10	3011.09	3192.09	3390.50	3595.92	3815.18	10 Month
Department Clerk	10						10 Month
Guest Teacher/Interdistrict Permit Coordinator	12	18.42	19.56	20.74	22.00	23.31	11 Month
Student Services Assistant II	12	3192.09	3390.50	3595.92	3815.18	4041.25	10.5 Month
Support Services Coordinator	12						12 Month
Extended Care Assistant Site Leader	12						11 Month
ASB Bookkeeper/Athletics Secretary	14	19.56	20.74	22.00	23.31	24.72	10.5 Month
Student Services Assistant III	14	3390.50	3595.92	3815.18	4041.25	4285.14	11.5 Month
Student Services Bookkeeper	14						10.5 Month
Support Services Coordinator	14						12 Month
Accounting Assistant I	14.5	20.02	21.17	22.41	23.71	25.10	12 Month
		3470.09	3670.18	3885.21	4109.22	4348.20	
School Office Manager I	16	21.44	22.67	23.97	25.36	26.81	11 Month
Department Secretary	16	3715.64	3930.71	4154.68	4396.60	4647.51	11 Month
Department Secretary	16						12 Month
Credentials Technician	16						12 Month
Extended Care Site Leader	16						11 Month
Accounting Assistant II	16.5	22.25	23.53	24.89	26.30	27.84	12 Month
		3858.07	4079.11	4315.08	4559.96	4825.81	
School Office Manager II	17.5	22.43	23.79	25.21	26.71	28.31	11 Month
		3889.77	4123.72	4370.69	4630.63	4906.87	
School Office Manager III	18.5	22.99	24.37	25.83	27.39	29.04	11.5 Month
		3984.03	4224.42	4477.91	4747.63	5033.63	
Business Department Assistant	20	24.04	25.51	27.03	28.65	30.37	12 Month
		4169.59	4419.76	4684.92	4966.04	5264.01	
Accounting Assistant III	23	27.85	29.52	31.30	33.16	35.16	12 Month
		4826.76	5116.36	5423.35	5748.75	6093.67	
Senior Accountant	28	33.66	35.70	37.86	40.15	42.58	12 Month
		5835.35	6188.39	6562.80	6959.93	7381.16	
CUSTODIAL/MAINTENANCE/GROUNDS							
Custodian	14	19.56	20.74	22.00	23.31	24.72	12 Month
		3390.50	3595.92	3815.18	4041.25	4285.14	
Grounds Maintenance Worker	15	20.12	21.37	22.65	24.06	25.52	12 Month
		3487.99	3703.82	3926.61	4170.25	4420.91	

Head Custodian I	15.5	20.74	22.00	23.31	24.72	26.20	12 Month
		3595.92	3815.18	4041.25	4285.14	4542.24	
Head Custodian II	17	22.22	23.56	24.97	26.47	28.08	12 Month
		3853.99	4084.72	4328.42	4588.44	4864.62	
General Maintenance Worker	18	22.57	23.92	25.34	26.87	28.48	12 Month
		3912.49	4146.46	4393.45	4656.66	4936.11	
Head Custodian III	18.5	22.99	24.37	25.83	27.39	29.04	12 Month
		3984.03	4224.42	4477.91	4747.63	5033.63	
Maintenance Engineer	20	24.04	25.51	27.03	28.65	30.37	12 Month
		4169.59	4419.76	4684.92	4966.04	5264.01	
Grounds Maintenance Supervisor	21	25.50	27.03	28.65	30.37	32.25	12 Month
District Wide Head Custodian	21	4419.76	4684.92	4966.04	5264.01	5590.51	
CHILD NUTRITION SERVICES							
Child Nutrition Services Assistant I	5	15.06	15.93	16.90	17.94	19.03	180 Days
Child Nutrition Services Assistant II	7	15.93	16.90	17.94	19.03	20.14	180 Days
Child Nutrition Services Cook	8	16.39	17.37	18.42	19.56	20.74	10 Month
Child Nutrition Services Manager	10	17.37	18.42	19.56	20.74	22.00	10 Month
		3011.09	3192.09	3390.50	3595.92	3815.18	
Child Nutrition Services Assistant/Delivery	12	18.42	19.56	20.74	22.00	23.31	180 Days
		3192.09	3390.50	3595.92	3815.18	4041.25	
OTHER CLASSIFIED SUPPORT							
Assistant Computer Support Technician	7.0	15.93	16.90	17.94	19.03	20.14	12 Month
		2762.76	2931.12	3109.06	3298.47	3491.71	
Instructional Assistant I	7.5	16.04	17.03	18.04	19.14	20.27	180 Days
		2782.41	2950.00	3128.89	3316.84	3513.86	
Instructional Assistant II	10	17.37	18.42	19.56	20.74	22.00	180 Days
		3011.09	3192.09	3390.50	3595.92	3815.18	
Library/Media Technician	13	19.15	20.29	21.53	22.83	24.23	10 Month
		3319.23	3518.37	3733.44	3957.44	4199.39	
		0.00	0.00	0.00	0.00	0.00	
College/Career Center Technician	13.5	19.28	20.42	21.67	22.97	24.34	10.5 Month
		3341.16	3540.31	3755.36	3979.35	4221.30	
Instructional Assistant III	14	19.56	20.74	22.00	23.31	24.72	180 Days
		3390.50	3595.92	3815.18	4041.25	4285.14	
Computer Technician	18	22.57	23.92	25.34	26.87	28.48	12 Month
		3912.49	4146.46	4393.45	4656.66	4936.11	
Certified Sign Language Interpreter	20	24.04	25.51	27.03	28.65	30.37	180 Days
Technology Department Assistant	20	4169.59	4419.76	4684.92	4966.04	5264.01	12 Month
Registered Behavior Technician (RBT) (SR)	22	26.67	28.28	29.97	31.76	33.71	180 Days
	22	4623.13	4901.20	5195.41	5505.78	5843.05	

Computer Tech - Lead	23	27.85	29.52	31.30	33.16	35.16	12 Month
Certified Repair Technician	23	4826.76	5116.36	5423.35	5748.75	6093.67	12 Month
Data Systems Specialists	23						12 Month
Construction Management Technician	25	30.12	31.92	33.84	35.87	38.02	12 Month
		5220.62	5533.85	5865.89	6217.85	6590.91	
College/Career Center Advisor	26	31.27	33.16	35.17	37.29	39.55	10.5 Month
		5419.85	5747.46	6094.88	6463.26	6853.95	
Network Administrator	26	31.27	33.16	35.17	37.29	39.55	12 Month
		5419.85	5747.46	6094.88	6463.26	6853.95	
Social Emotional Services Specialist	27	30.86	32.50	34.20	36.02	37.90	192 Days
		5348.74	5633.21	5928.55	6243.83	6569.97	
Occupational Therapist	30	37.53	39.79	42.19	44.71	47.40	10 Month
		6507.27	6897.70	7311.52	7750.25	8215.25	
Behavior Specialist* CB2	G*	435.04	448.50	462.38	476.67	491.42	202 Days
*Rates listed as Daily and Annually		87878.75	90596.39	93400.60	96287.17	99266.65	

This schedule is a combination of schedules CC (full-time, 40 hours per week) and CH (part-time, more than 20 hours per week). Employees who work a minimum of 20 hours, but less than 40 hours per week should refer to the hourly rates on the schedule above. Full-time employees may refer to either the hourly or the monthly rates. The hourly rate is determined by dividing the monthly gross by the average full-time hours per month (173.333).

* Corresponds to Certificated Salary Schedule, Class G, Psychologist; salary reflects daily and annual rates.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: B.4.e. RECLASSIFY AND APPROVE REVISED TITLE, JOB DESCRIPTION AND SALARY SCHEDULE PLACEMENT FOR COLLEGE AND CAREER ADVISOR

ACTION

ISSUE: Shall the Board approve the reclassification, revised title, job description, and salary schedule placement for the College and Career Advisor?

BACKGROUND: Oak Park High School has experienced a growing need to have a qualified college and career center counselor who is able to guide our students on more specialized services that are required for college advisement in current times. Administrators at Oak Park High School and the District met to address this need and to revise the position title, move the position from classified to a certificated position to attract more qualified candidates. Staff is recommending that the Board approve the reclassification from classified to a certificated position and revision of the title to College and Career Counselor and the revised job description, and salary schedule placement. The revised job description requires possession of a valid Pupil Personnel Services Credential and a recommended College Counseling certificate with 3 or more years in a college admissions role. A copy of the proposed job description is included for the Board's review.

FISCAL IMPACT: The recommended salary placement of the proposed position is on the Certificated Salary Schedule (Class F)

BOARD POLICY: Pursuant to Board Policy 4111/4211/4311 Recruitment and Selection - When a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position.

BOARD GOAL: In support of OPUSD Goals
2.d. Evaluate and improve processes for student access to courses and counselors including increased academic and college counseling.
3. Inform and prepare students for college and career success.

ALTERNATIVES:

1. Approve the reclassification, revised title, job description, and salary schedule placement for the College and Career Advisor.
2. Do not approve the reclassification.

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve the reclassification, revised title, job description, and salary schedule placement for the College and Career Advisor.

Page 2

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

CLASS TITLE: HIGH SCHOOL COLLEGE AND CAREER COUNSELOR

DEFINITION

This is a Certificated full-time, ten (10) month, 192-day position on Salary Schedule Class F

SUMMARY

Under the direction of the Principal, perform varied duties related to the operation and maintenance of a high school college and career center; provide assistance and guidance to high school students in college and career planning and work experience activities; scheduling college admissions representatives to meet with students; facilitating grade-level student and parent presentations annually, while maintaining a robust website of college and career information; overseeing Senior Scholarship night; train students, teachers, and parents in a school-purchased College & Career program (e.g. Naviance) and oversee its maintenance and utilization by students.

EXAMPLES OF DUTIES

Perform duties related to the operation and maintenance of the College and Career Center

- Provide college and career planning opportunities and information to high school students
- Review, evaluate and select college and career planning materials and maintain current knowledge of employment and admission trends and opportunities
- Provide informational assistance to scheduled classes and walk-in visitors to the Center
- Assist students in the preparation of college applications and explain the difficulties and differences in the college systems
- Orient students to Center resources and computerized college and career planning/interest survey programs; communicate with area business leaders, military recruiters, college and university representatives, prospective employers of students, parents, and others
- Develop and design college and career and job flyers, posters, bulletins, newsletters, and other materials to publicize and promote college and career planning activities
- Research and provide scholarship information to seniors
- Administer college and career inventories and assessments; attend conferences, workshops, and seminars for college and career information
- Prepare bulletin boards and maintain a clean and orderly environment in the Center
- Coordinate college visits and the night, field trips, and fund-raising activities related to college and career planning; supervise student assistants as assigned
- Coordinate retrieval of senior data and prepare an end-of-year matriculation report; update and maintain a Center website; perform related duties as assigned.
- Meet with students and parents during grades 10-12 to ensure students meet OPHS/OPIS graduation requirements and to develop relationships leading to and completing the college application process
- Annual and periodic review of each student's coursework as related to college readiness
- Develop college preparation and application game plan with juniors and seniors
- Help students with the college scholarship process.
- Write letters of recommendation for college and scholarship applications

- Keep updated and accurate records of college acceptances, scholarships, and awards
- Meet with college representatives on campus
- Assist in planning and executing educational programming for parents
- Conduct college guidance seminars for students
- Arrange, promote, and lead college tours during school breaks
- Develop relationships with faculty members and communicate to staff, as needed, for specific student issues
- Attend all staff meetings
- Regularly visit classrooms

EMPLOYMENT STANDARDS

Knowledge of: college and career resources and informational materials, including but not limited to scholarship search programs; regional and national college admissions and career employment trends; applicable federal and state laws, rules, and regulations; operation of audio-visual equipment and computer terminals; oral and written communication skills; interpersonal skills including tact, courtesy, and diplomacy; design and development of promotional materials for college and career planning activities; efficient clerical and record-keeping techniques; google docs, sheets, slides, forms, and sites.

Ability to: Plan and provide college and career guidance activities and resources in the college and career Center; research, evaluate and select college and career planning information; communicate effectively with students, families, faculty, administrators, employers, military recruiters, and college representatives; perform varied and responsible clerical duties in support of the Center; maintain a variety of records and prepare correspondence independently; plan, organize and coordinate college and career planning events and activities; present information regarding the college and career landscape to students, parents, and school staff.

Education, Experience, Licenses, and other Certification: Required: Possession of a valid Pupil Personnel Services Credential authorizing service as a counselor and secondary school counseling experience. Desired: College Counseling certificate and/or 3 or more years in college admissions role. Knowledge of Naviance, Scoir, or another College and Career software/online program preferred.

- Participation and leadership in professional organizations such as WACAC, NACAC, NAACAP, the College Board, and ACT
- Keep current in college admission policies, eligibility, UC requirements, NCAA, etc., through attendance at seminars and conferences
- Maintain appropriate certificates and credentials
- Attend various college invitational events (counselor fly-ins, student tours, individual tours).

WORKING CONDITIONS

High School Campus, College and Career Center office environment.
The position requires some night activities

OAK PARK UNIFIED SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.4.f. ESTABLISH NEW CERTIFICATED POSITION, WELLNESS CENTER COUNSELOR APPROVE ASSOCIATED JOB DESCRIPTION AND SALARY SCHEDULE PLACEMENT

ACTION

ISSUE: Shall the Board establish the new Certificated Position of Wellness Center Counselor and approve the associated job description and salary schedule placement?

BACKGROUND: Administrators at Oak Park High School, Medea Creek Middle School and the District acknowledge that student mental health and wellness is essential to academic success. OPUSD schools are committed to recognizing the health needs of our diverse student population and promoting the social, emotional, and physical well-being of our students so that they may achieve their academic goals. The Wellness Counselor would provide services on school campuses and/or virtually that include but are not limited to: suicide prevention; drop-out prevention; placement assistance; and service planning for students in need of ongoing services; and outreach to high-risk youth, including foster youth, youth who identify as LGBTQ+, and youth who have been expelled or suspended from school. The counselor would also manage the Wellness Program activities and be an integral part of establishing a Wellness Center for secondary school students. A copy of the proposed job description is included for the Board's review.

FISCAL IMPACT: The recommended salary placement of the proposed position Wellness Counselor is on the Certificated Salary Schedule (Class F)

BOARD POLICY: Pursuant to Board Policy 4111/4211/4311 Recruitment and Selection - When creating a new position or when a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position.

GOAL: In support of OPUSD Goal 2. - Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

ALTERNATIVES:

1. Establish the Certificated Position of Wellness Center Counselor and approve the associated job description.
2. Do not establish the new Certificated Position

RECOMMENDATION: Alternative 1.

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Establish the new Certificated Position of Wellness Center Counselor
and approve associated job description

Page 2

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

CLASS TITLE: WELLNESS CENTER COUNSELOR

DEFINITION

This is a Certificated full-time, ten (10) month, 192-day position on Salary Schedule Class F

Brief Description: Facilitate personnel and peer support services for the purpose of increasing access to mental health services for the students of OPHS/MCMS in the Wellness Center. Coordinate the integration of services from a variety of funding sources and organizations to unify care coordination and service provision through one centralized program. General services provided virtually and/or on school campuses include but are not limited to: suicide prevention; drop-out prevention; placement assistance; and service planning for students in need of ongoing services; and outreach to high-risk youth, including foster youth, youth who identify as LGBTQ+, and youth who have been expelled or suspended from school.

Essential Functions: Duties may include, but are not limited to, the following:

- Manage the Wellness Program activities associated with the Wellness Center at OPHS/MCMS. Communication Plan, assist in the awareness campaign, coordinate outreach, and screenings, provide linkage to services, and collect and submit data reporting.
- Provide training, meetings, and facilitate students and family outreach. Outreach may be provided to all referred students, with planned programs for families, primary care providers, employers, and others. Educational services will be planned in collaboration with the Director of Student Support and School Safety, but coordinated virtually and/or on the school site by the Wellness Counselor, including collecting educational data. The Wellness Counselor will also provide direct education to students, families, and other audiences through lunchtime meetings/conferences and special events.
- Provide mental health initial screenings, crisis intervention referrals, and other early intervention services. The Wellness Counselor will screen referred students and will provide linkages to the VCBH Wellness Program Clinician for further evaluation, interventions, short-term treatment, crisis intervention, and linkages to mental health resources.
- Assist in facilitating linkages and ensuring access to school-based and community-based services such as LGBTQ+ support groups, VCOE foster youth services, and academic counseling support. Wellness Counselors will facilitate care coordination between school employees (administrators, teachers, nurses, school psychologists, behavior specialists, counselors) and Wellness Center providers.
- Complete and submit district-level Data Collection Tool quarterly to the VCOE Operations Specialist. Reporting will be submitted by the dates that the VCBH/VCOE set each year. Present to the school board program updates bi-annually.
- Identify, recruit, and train up to ten (10) students per school, annually to serve as the Wellness Peers working with the Advanced Peer Counselors.
- Ensure Wellness Center staff meets with Wellness Peers twice per month for ongoing training.

- Attend contract meetings between VCOE/VCBH and districts.
- Other duties relating to the implementation of the VCOE/VCBH Grant.

Knowledge and Abilities:

- Have knowledge of prevention practices of health and mental health, and alcohol, tobacco, and other drug prevention; word processing, spreadsheet technologies, and database software applications; diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of participating students and families; operation of a computer and data entry techniques.
- Experience in alcohol, tobacco, and other drug prevention; health; or mental health-related field is desired.
- Work effectively with a wide range of clientele including students, parents, school staff, and community members.
- Evaluate problems and develop options and solutions.
- Maintain confidentiality.
- Communicate effectively with students, parents, district personnel, and the community – oral and written.
- Understand the physical, intellectual, social, and emotional growth patterns of students.
- Work effectively with all racial, ethnic, linguistic, disability, and socioeconomic groups.

Education, Experience, and Other Requirements:

- Certified Social Worker License (CWW) or Clinical Social Worker License (LCSW) or Marriage and Family Therapist License or Pupil Personnel Services (PPS) Credential or other mental health practitioner license.
- California driver's license and the ability to travel to other sites and locations throughout the district and county.
- Willingness to use a personal vehicle in the course of employment.
- Incumbent may be required to attend periodic evening meetings/events.
- Incumbent may be required to travel within and out of the district to attend meetings.

**OAK PARK UNIFIED SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY
EMPLOYER**

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

**SUBJECT: B.4.g. AUTHORIZATION TO ESTABLISH THE ADMINISTRATIVE
POSITION OF ASSISTANT SUPERINTENDENT OF EDUCATIONAL
SERVICES**

ACTION

ISSUE: Shall the Board authorize the establishment of the administrative position of Assistant Superintendent of Educational Services?

BACKGROUND: To better align core instructional programs and social emotional services to students, staff is recommending the Board establish the management position of Assistant Superintendent of Educational Services. The establishment of this position would eliminate the Director of Curriculum and Instruction position. Under the general supervision of the District Superintendent, this position would be responsible for the leadership of the Educational Services Department (ESD) which includes leading, managing and evaluating the K-12 curriculum and instructional services of the district; coordinating a professional development program that supports the district's mission of continuous improvement; provides leadership in the supervision and evaluation of all local and state assessment programs within the district and maintain oversight of the District of Choice (DOC) program. Directly supervise the Directors of the following departments: Technology Services, Pupil Services, Student Support and School Safety, and the Extended Care Program. A copy of the proposed job description is attached for the Board's review.

FISCAL IMPACT: This is a Certificated management full-time, 222-day position, in Range O on the Management/Confidential Salary Schedule.

BOARD POLICY: Pursuant to Board Policy 4111/4211/4311 Recruitment and Selection - When creating a new position or when a vacancy occurs, the Superintendent or designee shall review the job description for the position to ensure that it accurately describes the major functions and duties of the position.

GOAL: N/A

ALTERNATIVES:

1. Approve the establishment of the management position and job description for the Assistant Superintendent of Educational Services.
2. Do not approve the establishment of the management position of Assistant Superintendent of Educational Services.

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

BOARD OF EDUCATION MEETING, APRIL 19, 2022

Approve the establishment of the management position and
job description for the Assistant Superintendent of Educational Services

Page 2

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

CLASS TITLE: ASSISTANT SUPERINTENDENT OF EDUCATIONAL SERVICES

Definition: This is a Certificated full-time, 222-day position, in Range O on the Certificated Salary Schedule

Brief Description: Under the general supervision of the District Superintendent, responsible for the leadership of the Educational Services Department (ESD) which includes managing and evaluating the K-12 curriculum and instructional services of the district; coordinating a professional development program that supports the district's mission of continuous improvement; provides leadership in the supervision and evaluation of all local and state assessment programs within the district and maintain oversight of the District of Choice (DOC) program. The ESD is comprised of the Curriculum and Instruction, Technology, Pupil Personnel Services, Extended Care and Student Support and School Safety departments.

Essential Functions: Duties may include, but are not limited to, the following:

- Serve as a member of the district's executive cabinet to provide leadership in the development and implementation of district policies related to curriculum and instruction.
- Chair district committees including Curriculum Council, GATE/DAC, Textbook Adoptions, Math Task Force, LCAP Committee, DELAC Committee, and Sexual Health Advisory Committee.
- Provide leadership and support to produce annual LCAP, School Site Plans, and School Accountability Report Cards.
- Meet with appropriate stakeholders to guide the process of selection of textbooks and other instructional materials.
- Interface with the district's business office and site administrators to oversee/manage State and Federal programs, including Career Technical Education grants and other grants.
- Responsible for planning and implementing professional development activities including the coordination of training on district buy-back days.
- Represent Oak Park Unified at the various County Office of Education meetings including VCOE Curriculum Council and MTSS/RTI training.
- Prepare appropriate reports related to the district's instructional program for presentation to the Board of Education, local school sites, and community members.
- Establish and maintain math intervention and literacy intervention programs as required.
- Coordinate district report cards and adjust content when needed.
- Oversee DOC district information nights and establish local reporting procedures related to the DOC program in collaboration with the Director of Student Support and School Safety.
- Attend appropriate conferences, workshops, and meetings to stay informed of recent research, development, and trends in curriculum and instruction.

Knowledge and Abilities: At a minimum, the successful candidate should possess the

following:

- Effective principles and practices of administration, supervision, and training.
- Planning, organization, and implementation of the California state standards and curriculum frameworks.
- Current instructional materials, resources, and instructional methodologies.
- Assessment/alignment strategies in evaluating the results of site, state and local testing.
- Implementation of current principles, practices, methods, and strategies of educational reform and program development.
- Program compliance with applicable sections of the California Education Code, OPUSD board policies and other local, state, and federal statutes/regulations.
- District's Student Information System (Q), Data Management System (EADMS), and CALPADS reporting requirements.
- State's LCAP process and reporting requirements.
- Computers and other technologies utilized in teaching and learning.

Ability to:

- Provide leadership and evaluation for those areas of the district's moral imperatives related to teaching, learning, curriculum, and assessment.
- Communicate effectively, both orally and in writing.
- Demonstrate strong organizational skills.
- Work independently and in concert with other District personnel to lead teams, serve as a member of teams and lead committees.
- Maintain current knowledge of program regulations, requirements, and restrictions.
- Use technology-related tools to prepare reports and deliver oral presentations in a user-friendly manner.
- Research and write grants
- Effectively observe, analyze, and evaluate instructional strategies and techniques.
- Organize and deliver meaningful staff development workshops within the district.
- Train, supervise, and evaluate assigned personnel.

Education, Experience, and Other Requirements:

- Master's Degree in Education or related field: Doctorate preferred.
- Valid California Teaching Credential and California Administrative Services Credential.
- English Learner Authorization (CLAD or BCLAD).
- Five (5) years of successful classroom teaching experience in a public school setting.
- A minimum of three (3) years of successful management/supervisory experience in an educational environment. Recent site or district-level administrative experience in a California public school/district is required.
- Graduate study in curriculum development is desirable.

OAK PARK UNIFIED SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE AND CONFIDENTIAL SALARY SCHEDULE
2022-23 SCHOOL YEAR**

Board (proposed) Approved: April 19, 2022 ~ 3.5%

Effective: July 1, 2022

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	DAYS
CONFIDENTIAL-Rates listed as Monthly and Annually							
Administrative Assistant	A	4,757.26 55,708.23	5,042.71 59,050.81	5,345.26 62,593.78	5,665.99 66,349.51	6,005.94 70,330.47	12 Month
Executive Assistant	B.1	5,474.48 65,693.72	5,804.69 69,656.31	6,152.62 73,831.40	6,522.05 78,264.64	6,915.51 82,986.16	12 Month
Executive Assistant and Communications Coordinator	B.2	7,248.32 86,979.87	7,685.54 92,226.45	8,146.20 97,754.34	8,635.34 103,624.03	9,156.29 109,875.52	12 Month
ADMINISTRATION - Rates listed as Daily and Annually							
Director Child Nutrition Services	C	391.35 86,879.18	403.09 89,485.31	415.19 92,172.65	427.66 94,941.22	440.49 97,788.69	222
Director Fiscal Services	E	532.73 118,266.34	548.73 121,816.98	565.18 125,469.72	582.14 129,236.18	599.60 133,111.71	222
Middle School Dean	F	483.47 94,277.50	502.25 97,938.53	519.79 101,359.02	537.23 104,759.12	554.82 108,189.80	195
Program Specialist Director of Early Childhood Education	G.1	515.08 103,015.06	530.70 106,140.66	546.23 109,245.35	562.23 112,446.21	578.67 115,734.88	200
Middle School Assistant Principal	G.2	521.93 104,386.56	537.59 107,518.43	553.72 110,744.38	570.33 114,066.50	587.46 117,491.07	200
High School Assistant Principal Principal OVHS/OPIS	H	550.60 112,872.24	567.09 116,253.84	584.07 119,734.02	601.61 123,329.92	619.68 127,035.11	205
Director Extended Care	I	539.62 118,716.43	555.12 122,126.99	571.04 125,629.54	587.49 129,247.07	604.40 132,968.10	220
Elementary School Principal	J	565.31 118,716.11	581.55 122,125.31	598.24 125,631.10	615.46 129,246.66	633.18 132,967.58	210
Middle School Principal	K	574.28 127,491.03	590.78 131,153.06	607.75 134,919.52	625.19 138,792.73	643.21 142,793.58	222
Director Student Support & School Safety	K	574.28 123,471.04	590.78 127,017.60	607.75 130,665.30	625.19 134,416.38	643.21 138,291.08	215
Director Pupil Services	L	616.94 136,961.72	635.45 141,069.31	654.52 145,304.55	674.15 149,660.46	694.37 154,150.97	222
Director Bond Programs, Sustainability, Maintenance, and Operations	L	616.94 136,961.72	635.45 141,069.31	654.52 145,304.55	674.15 149,660.46	694.37 154,150.97	222
Director Educational Technology and Information Systems	L	616.94 136,961.72	635.45 141,069.31	654.52 145,304.55	674.15 149,660.46	694.37 154,150.97	222
High School Principal	M	640.40 142,169.31	658.47 146,179.44	676.50 150,182.61	694.68 154,218.27	712.70 158,219.12	222
Assistant Superintendent, Educational Services	O	710.58 157,748.02	731.89 162,479.88	753.84 167,353.30	776.45 172,372.93	799.76 177,545.71	222
Assistant Superintendent, Human Resources	O	710.58 157,748.02	731.89 162,479.88	753.84 167,353.30	776.45 172,372.93	799.76 177,545.71	222
Assistant Superintendent, Business Services	O	710.58 157,748.02	731.89 162,479.88	753.84 167,353.30	776.45 172,372.93	799.76 177,545.71	222

Annual stipend of \$1,000.00 for Doctorate.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.5.a. APPROVE 2022 CSBA DELEGATE ASSEMBLY RUN-OFF BALLOT ELECTION OF CANDIDATES

ACTION

ISSUE: Shall the Board of Education vote for one candidate for the run-off ballot for representatives to CSBA's Delegate Assembly Region 11B?

STATEMENT: The members of the Delegate Assembly Election Committee met on March 28, 2022, to count and certify the ballots for membership on the CSBA Delegate Assembly. A tie vote resulted in a run-off election in your region 11B. OPUSD may vote for no more than one candidate on one ballot and the ballot must be returned to CSBA postmarked on or before March 2, 2022. The run-off ballots will be counted by May 10 and candidates will be notified of the results immediately. Should a second tie occur, the Regional Director will cast the tie-breaking vote. All newly elected Delegates will serve terms that will expire on March 31, 2024. Voting instructions, ballot, and biographical sketches for each of the candidates are included.

Darlene Bruno (Hueneme ESD)*
Efran Cazares (Ocean View SD)*

An * next to the name of a candidate indicates incumbent.

ACTION: Move to cast our vote for _____, as representative to the CSBA Delegate Assembly for Region/Subregion 11B.

RECOMMENDATION: Board's Discretion

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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



TIME SENSITIVE - REQUIRES BOARD ACTION
DEADLINE: MONDAY, MAY 2, 2022

April 1, 2022

MEMORANDUM

To: All Board Presidents and Superintendents
CSBA Member Boards of Education in Region 11B

From: Dr. Susan Heredia, CSBA President

Re: 2022 CSBA Delegate Assembly Run-off Elections
U.S. Postmark Deadline – Monday, May 2, 2022

The members of the Delegate Assembly Election Committee met on March 28, 2022, to count and certify the ballots for membership on the CSBA Delegate Assembly. A tie vote resulted in a run-off election in your Region.

Enclosed is the run-off ballot material for election of a representative to CSBA Delegate Assembly from your Region. The material consists of the ballot (on turquoise paper) and a list of all current members of the Delegate Assembly from Region 11B effective April 1, 2021. In addition, the candidates' required biographical sketch form and optional resume is provided, along with a "copy" of the run-off ballot on white paper so that it may be included in your board agenda packet. **Only the run-off ballot on turquoise paper is to be completed and returned.**

The board, as a whole, votes using the turquoise ballot. The ballot must be completely filled out, signed by the Superintendent or the Board Clerk, and returned in the enclosed envelope. If the envelope is misplaced, you may use your district's stationery, please write **DELEGATE ELECTION – RUN-OFF BALLOT** and your Region number on the envelope. **Run-off ballots must be postmarked by the U.S. Post Office on or before Monday, May 2, 2022.**

The run-off ballots will be counted by May 10 and candidates will be notified of the results immediately. Should a second tie occur, the Regional Director will cast the tie-breaking vote. All newly elected Delegates will serve terms that will expire on March 31, 2024. The next meeting of the Delegate Assembly is on Saturday, May 21 – Sunday, May 22 and will take place at the Hyatt Regency Hotel, in Sacramento. Please do not hesitate to contact Toya Davis at TDavis@csba.org should you have any questions. Thank you.

REQUIRES BOARD ACTION

This completed **ORIGINAL RUN-OFF BALLOT** must be **SIGNED** by the Superintendent or Board Clerk and may be returned by email on or before **MONDAY, MAY 2, 2022**. Only ONE Ballot per Board. Be sure to mark your vote “**X**” in the box. *A PARTIAL, UNSIGNED, PHOTOCOPIED, OR A LATE BALLOT THAT IS NOT POSTMARKED ON OR BEFORE MAY 2 WILL NOT BE VALID.*

OFFICIAL 2022 DELEGATE ASSEMBLY RUN-OFF BALLOT
REGION 11-B
(Ventura County)

(Vote for no more than 1 candidate)

Delegates will serve two-year terms that will end March 31, 2024

**denotes incumbent*

☐

Darlene Bruno (Hueneme ESD)*

☐

Efrain Cazares (Ocean View SD)*

Signature of Superintendent or Board Clerk

Title

School District

Date of Board Action

See reverse side for a current list of all Delegates in your Region.

REGION 11 – 9 Delegates (9 elected)

Director: Sabrena Rodriguez (Ventura USD)

Below is a list of all elected or appointed Delegates from this Region.

Subregion 11-A (Santa Barbara)

Wendy Sims-Moten (Santa Barbara USD), term expires 2022

Luz Reyes-Martin (Goleta Union SD), term expires 2023

Subregion 11-B (Ventura)

Matthew Almaraz (Ventura USD), term expires 2023

Darlene Bruno (Hueneme SD), term expires 2022

Efrain Cazares (Oceanview SD), term expires 2022

Debra Cordes (Oxnard SD), term expires 2022

Lauren Gill (Conejo Valley USD), term expires 2022

Jeri Mead (Santa Paula USD), term expires 2023

County Delegate:

Rachel Ulrich (Ventura COE), term expires 2023

Counties

Santa Barbara (Subregion A)

Ventura (Subregion B)

Delegate Assembly

Biographical Sketch Form for 2022 Election



Deadline: Friday, January 7, 2022 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org by no later than 11:59 p.m. on January 7, 2022. Forms may also be submitted via mail, to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2022.

Your signature indicates your consent to have your name placed on the ballot and to serve as a Delegate, if elected.

Signature: Darlene A. Bruno

Date: 12/30/2021

Name: Darlene Bruno CSBA Region & subregion #: 11-B

District or COE: Hueneme Elementary School District Years on board: 29

Profession: Retired Contact Number (Cell ☒): (805) 312-4185

Primary E-mail: dbruno@hueneme.org

Are you an incumbent Delegate? ☒ Yes ☐ No If yes, year you became Delegate: 2020

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I have 29 years of experience as a board member. I have completed the Masters in Boardsmanship and Masters in Governance programs. I have served on the nominating committee for CSBA, and been a Golden Bell evaluator. I have attended all the Annual Education Conferences. I believe it is our job as board members to give every child the best education suited to them. We need to make education in California equitable, meaningful and exciting for all our students. I sincerely believe "it takes a village" we need to collaborate with a broad spectrum of individuals and groups within our community to bring all the resources we can to benefit our children.

Please describe your activities and involvement on your local board, community, and/or CSBA.

I have been Board President several times and served as Clerk of the Board several times also. Before and during my time as a board member, I was very active in PTA at the elementary, junior high and high school. I also served on the 12th District PTA executive board. I volunteered on a local Harbor Days board for over 25 years. I have served on the Ventura County School Board as a representative of the Delegate Assembly and as the Newsletter editor.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

Full and fair funding is usually our biggest issue, and after the Pandemic I believe it will be again. California is in declining enrollment across the state. When the COVID funds are gone and we have to face the effects of the declining enrollment we will need to have a strong and consistent voice with the State legislators. California children deserve the best education we can possibly give them. With a strong voice, all of us together, we can advocate for the students in our care.

Regional County Delegate & CCBE Board of Directors Biographical Sketch Form for 2022 Election



Deadline: Friday, January 7, 2022 | No late submissions accepted

This form is required. An optional, one-page, single-sided, résumé may also be submitted. Do not state "see résumé." Do not re-type this form. It is the candidate's responsibility to confirm that CSBA has received nomination materials prior to the deadline. Please submit completed form via e-mail to nominations@csba.org by no later than 11:59 p.m. on January 7, 2022. Forms may also be submitted via mail, to CSBA's Executive Office, at 3251 Beacon Blvd., West Sacramento, CA 95691, with a postmark of no later than January 7, 2022.

Your signature indicates your consent to have your name placed on the ballot to serve as a CSBA Delegate and as a member of the California County Boards of Education (CCBE), if elected.

Signature: Efrain D. Cazares

Date: 12/29/2021

Name: Efrain D Cazares

CSBA Region & subregion #: 11 / B

District or COE: Ocean View School District

Years on board: 5

Profession: Computer Technician

Contact Number (☒ Cell ☐ Home ☐ Bus.): (805)625-3233

Primary E-mail: ecazares@oceanviewsd.org

Are you an incumbent Delegate? ☐ Yes ☐ No If yes, year you became Delegate: 2019

Why are you interested in becoming a Delegate? Please describe the skills and experiences you would bring to the Delegate Assembly.

I know how relevant is the position to serve as a Delegate Assembly, critical link between Board of Directors, Governance Boards, Executive committee, etc. What I consider more relevant for that position is the direct participation on adopting policies where along with others, we provide input to make sure all bylaws reflect the school districts interests and advocating to support the best public education for our children! I have a Diploma on Excellence in customer service from Sears University, served in the Resolutions Committee for CSEA as well as Regional Representative for Region 8; Have experience serving as union Communications Officer and job steward. I am a Organizing Institute graduate(CSEA), like to work on teams, friendly and transparent person and willing to learn!

Please describe your activities and involvement on your local board, community, and/or CSBA.

I had been involved in my community the Ocean View School District for many years; Before I was elected to the Board, I served as parent volunteer on many different educational and sports activities, fundraisings; Just to mention some: School Site Council president and member, DELAC committee, Citizen's Bond Oversight Committee, Garden Committee at Tierra Vista School. I am certified facilitator for Parent Project Co, offering parenting classes for parents in Ventura County who have kids with serious behavior problems. Classes offered through school districts or by the Ventura County Superior Court. I am past president for my church Pastoral Council, served as President, VP for California School Employees Association local chapter; I am CSBA Masters in Governance Graduate(2017) and member of the Knights of Columbus Assembly 3415 in Oxnard. American Red Cross Volunteer, representative at the West Ventura County Business Alliance.

What do you see as the biggest challenge facing governing boards and how can CSBA help address it?

I think one of the biggest challenges the governing boards are facing at this time, is to find the way to get all the education stakeholders to collaborate as a Team, this should include district employees, board members and community with meaningful input and maintain the open mind at all times. CSBA can address that, having the Leadership working together to stablish trust and transparency among its members and those that we represent; this will allow all of us to face any future challenge as one strong body. Because to the Pandemic, now we face an additional challenges; Students, teachers and parents frustrated at all levels trying to resume in-person education, and mainly looking for ways to get the schoolers to re-focus on learning. I think that now more than ever will be our job to develop and support initiatives that help education to land in all kids minds!

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.5.b. APPROVE ADDENDUM TO EMPLOYMENT CONTRACT WITH THE ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

ACTION

ISSUE: Shall the Board approve an addendum to the Employment Contract with the Assistant Superintendent of Human Resources?

BACKGROUND: The term of the current Contract for Employment of Assistant Superintendent of Human Resources, Mr. Stewart McGugan, and the Oak Park Unified School is until June 30, 2023. Superintendent is requesting the Board extend the term of the Mr. McGugan's current contract to June 30, 2025. Copies of the contract are available to the public upon request.

BOARD POLICY: Pursuant to Board Policy 4312.1 Contracts - A contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the employee's performance. No employment contract shall include a provision for automatic renewal of the contract.

ALTERNATIVES: 1. Approve the Addendum to the Employment Contract for the Assistant Superintendent of Human Resources.
2. Do not approve the Addendum to the Employment Contract.

RECOMMENDATION: Alternative #1

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.5.c. APPROVE ADDENDUM TO EMPLOYMENT CONTRACT WITH THE ASSISTANT SUPERINTENDENT OF BUSINESS SERVICES

ACTION

ISSUE: Shall the Board approve an addendum to the Employment Contract with the Assistant Superintendent of Business Services?

BACKGROUND: The term of the current Contract for Employment of Assistant Superintendent of Business Services, Mr. Adam Rauch, and the Oak Park Unified School is until June 30, 2023. Superintendent is requesting the Board extend the term of Mr. Rauch's current contract to June 30, 2025. Copies of the contract are available to the public upon request.

BOARD POLICY: Pursuant to Board Policy 4312.1 Contracts - A contract shall be extended only by Board action and subsequent to a satisfactory evaluation of the employee's performance. No employment contract shall include a provision for automatic renewal of the contract.

ALTERNATIVES:

1. Approve the Addendum to the Employment Contract for the Assistant Superintendent of Business Services.
2. Do not approve the Addendum to the Employment Contract.

RECOMMENDATION: Alternative #1

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 19, 2022
SUBJECT: B.5.d. APPROVE ADDENDUM TO EMPLOYMENT CONTRACT WITH THE SUPERINTENDENT

ACTION

ISSUE: Shall the Board approve an addendum to the Employment Contract with the Superintendent?

BACKGROUND: The Board of Education will consider for approval an addendum to the Superintendent's employment contract to include a 3.5% salary increase effective July 1, 2021 and reserving the right to provide retirement health benefits up to age 65 for the Superintendent's spouse, only upon the Superintendent's resignation from the District for purposes of retirement. A 3.5% salary increase, effective July 1, 2021, was negotiated with OPTA/OPCA unit members and also provided to unrepresented District employees (confidential, classified management, and administrators). The Superintendent does not automatically receive the same salary increase provided employees. Any salary increase the Superintendent receives must be in the form of a written amendment. The increase reflects a 3.5% salary increase approved for all District employees.

FISCAL IMPACT: The revised salary in the proposed addendum of the Superintendent's contract will be funded from the General Fund unrestricted and undesignated ending balance.

BOARD POLICY: Pursuant to BP 2121 Superintendent's Contract - The Board shall take final action on the Superintendent's contract during an open session of a regularly scheduled Board meeting, and that action shall be reflected in the Board's minutes. At that meeting, prior to taking action, the Board shall orally report a summary of the recommendation for the final action on the Superintendent's salary or compensation in the form of fringe benefits.

ALTERNATIVES:

1. Approve the Addendum to the Employment Contract for the Superintendent.
2. Do not approve the Addendum to the Employment Contract for the Superintendent.

RECOMMENDATION: Alternative #1

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: VII.1. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow as of March 31st of the 2021-22 fiscal year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging. Continuing its standard practice of the last several years, the Business Office has produced a monthly cash flow report as an ongoing tool to assist the both the Administration and Board in analyzing and managing the District's cash in order to remain cash-solvent.

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

Prepared by: Byron Jones, Director, Fiscal Services
Adam Rauch, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

Oak Park Unified
73874-0000000

Cashflow Report

2021-22 2ND INTERIM BUDGET as of 3/31/2022

Base Year 2021-22; Actuals Through the Month of March

Fund 01

	Object Range	Budget/Beg. Balance	2021 July	August	September	October	November	December	2022 January	February
A. BEGINNING CASH		7,019,939	7,019,939	3,677,406	4,223,262	4,049,284	419,721	374,026	9,281,902	6,778,434
B. RECEIPTS										
LCFF Sources										
Principal Apportionment	8010-8019	28,404,094	888,806	888,806	4,282,079	1,599,850	1,599,850	4,282,079	1,599,850	1,616,572
Property Taxes	8020-8079	12,539,926	—	88,793	32,874	—	504,089	6,901,153	194,305	—
Miscellaneous Funds & LCFF Transfers	8080-8099	0	—	—	—	—	—	—	—	—
Federal Revenue	8100-8299	1,449,728	339	50,512	(725)	37,569	(913)	67,335	5,542	17,684
Other State Revenue	8300-8599	4,481,081	—	—	275,772	112,486	122,282	531,683	1,403,127	33,825
Other Local Revenue	8600-8799	4,893,434	206,186	232,715	549,361	391,346	357,175	408,722	432,118	425,153
Interfund Transfers in	8910-8929	0	—	—	—	—	—	—	—	—
All Other Financing Sources	8930-8999	0	—	—	—	—	—	—	—	—
TOTAL RECEIPTS		51,768,263	1,095,331	1,260,826	5,139,361	2,141,251	2,582,484	12,190,972	3,634,942	2,093,234
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	23,329,344	296,427	2,365,584	2,092,956	2,248,911	2,253,088	2,233,767	2,244,714	2,254,177
Classified Salaries	2000-2999	8,008,687	233,641	706,392	739,877	735,273	750,638	727,060	717,650	714,863
Employee Benefits	3000-3999	11,262,524	120,449	1,086,852	1,075,395	1,085,772	1,092,730	1,090,725	1,088,845	1,085,881
Books and Supplies	4000-4999	2,452,790	98,948	262,362	309,398	436,747	153,174	108,176	225,172	67,818
Services	5000-5999	5,028,559	107,020	730,496	(189,739)	392,490	358,129	401,582	313,401	608,517
Capital Outlay	6000-6999	103,642	—	—	5,759	—	—	5,374	—	10,252
Other Outgo	7000-7499	246,697	2,392	(21,149)	18,823	4,305	18,823	27,846	4,305	(77,297)
Interfund Transfers Out	7600-7629	10,000	—	—	—	—	—	—	—	—
All Other Financing Uses	7630-7699	0	—	—	—	—	—	—	—	—
TOTAL DISBURSEMENTS		50,442,243	858,878	5,130,537	4,052,470	4,903,499	4,626,581	4,594,530	4,594,087	4,664,211
E. NET INCREASE/DECREASE (B - C + D)		(1,707,972)	(3,342,533)	545,856	(173,978)	(3,629,562)	(45,695)	8,907,876	(2,503,468)	(2,847,463)
F. ENDING CASH (A + E)			3,677,406	4,223,262	4,049,284	419,721	374,026	9,281,902	6,778,434	3,930,971
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Oak Park Unified
56-73874-0000000

Cashflow Report

2021-22 2ND INTERIM BUDGET as of 3/31/2022

Base Year 2021-22; Actuals Through the Month of March

Fund 01

	Object Range	Budget/Beg. Balance	2022 March	April	May	June	Accruals	Adjustments	TOTAL	Variance
A. BEGINNING CASH		7,019,939	3,930,971	4,215,982	4,923,113	2,011,629	—	—	—	—
B. RECEIPTS										
LCFF Sources										
Principal Apportionment	8010-8019	28,404,094	4,284,420	1,616,572	1,616,572	4,128,638	—	—	28,404,094	—
Property Taxes	8020-8079	12,539,926	89,744	4,728,968	—	—	—	—	12,539,926	—
Miscellaneous Funds & LCFF Transfers	8080-8099	0	—	—	—	—	—	—	—	—
Federal Revenue	8100-8299	1,449,728	(3,861)	251,542	35,907	253,967	734,829	—	1,449,728	—
Other State Revenue	8300-8599	4,481,081	335,145	13,139	—	235,207	1,437,729	(19,314)	4,481,081	—
Other Local Revenue	8600-8799	4,893,434	331,850	362,963	364,633	388,150	443,060	—	4,893,434	—
Interfund Transfers in	8910-8929	0	—	—	—	—	—	—	—	—
All Other Financing Sources	8930-8999	0	—	—	—	—	—	—	—	—
TOTAL RECEIPTS		51,768,263	5,037,298	6,973,184	2,017,112	5,005,963	2,615,619	(19,314)	51,768,263	—
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	23,329,344	2,251,483	2,240,135	2,240,135	619,316	—	(11,348)	23,329,344	—
Classified Salaries	2000-2999	8,008,687	723,259	769,248	769,248	375,549	—	45,990	8,008,687	—
Employee Benefits	3000-3999	11,262,524	1,081,701	1,080,423	1,080,423	294,606	—	(1,278)	11,262,524	—
Books and Supplies	4000-4999	2,452,790	105,406	83,491	156,502	283,446	145,340	—	2,435,981	16,809
Services	5000-5999	5,028,559	184,961	533,950	329,623	731,945	366,641	—	4,869,016	159,543
Capital Outlay	6000-6999	103,642	82,180	20,564	20,564	20,565	—	—	165,258	(61,616)
Other Outgo	7000-7499	246,697	53,670	31,320	31,320	118,266	—	—	212,623	34,074
Interfund Transfers Out	7600-7629	10,000	—	—	—	10,000	—	—	10,000	—
All Other Financing Uses	7630-7699	0	—	—	—	—	—	—	—	—
TOTAL DISBURSEMENTS		50,442,243	4,482,660	4,759,131	4,627,815	2,453,693	511,980	33,363	50,293,434	148,809
E. NET INCREASE/DECREASE (B - C + D)		(1,707,972)	285,011	707,131	(2,911,484)	3,352,519	(49,891)	(52,677)	(1,758,359)	
F. ENDING CASH (A + E)			4,215,982	4,923,113	2,011,629	5,364,148	—	—	—	
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS									5,261,580	

Oak Park Unified
56-73874-0000000

Cashflow Report
2021-22 2ND INTERIM BUDGET as of 3/31/2022
Base Year 2021-22; Actuals Through the Month of March

Fund 01

	Object Range	Budget/Beg. Balance	2021 July	August	September	October	November	December	2022 January	February
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not in Treasury	9111-9199	2,000	—	—	—	—	—	—	—	—
Accounts Receivable	9200-9299	7,641,076	(284,218)	4,985,161	941,476	394,875	823,374	638,438	(1,630)	18,840
Due From Other Funds	9310	51,666	(37,956)	(60,000)	(110,000)	(30,000)	75,000	125,000	89,622	—
Stores	9320	0	—	—	—	—	—	—	—	—
Prepaid Expenditures	9330	(89,700)	—	—	(91,700)	—	—	—	—	—
Other Current Assets	9340	0	—	—	—	—	—	—	—	—
Deferred Outflows of Resources	9490	0	—	—	—	—	—	—	—	—
SUBTOTAL		7,605,041	(322,175)	4,925,161	739,776	364,875	898,374	763,438	87,992	18,840
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599	3,979,585	1,776,213	655,115	816,167	(265,528)	(775,993)	(397,996)	(173,895)	300,922
Due To Other Funds	9610	459,763	—	—	—	23,553	(1,200,000)	(150,000)	1,806,211	—
Current Loans	9640	5,910,000	1,480,599	(145,521)	1,184,479	1,184,479	875,965	—	—	—
Unearned Revenues	9650	289,685	—	—	—	289,685	—	—	—	(5,595)
Deferred Inflows of Resources	9690	0	—	—	—	—	—	—	—	—
SUBTOTAL		10,639,033	3,256,812	509,594	2,000,646	1,232,189	(1,100,028)	(547,996)	1,632,316	295,327
Nonoperating										
Suspense Clearing	9910	0	—	—	—	—	—	—	—	—
TOTAL BALANCE SHEET ITEMS		(3,033,992)	(3,578,986)	4,415,567	(1,260,870)	(867,314)	1,998,402	1,311,434	(1,544,323)	(276,486)
E. NET INCREASE/DECREASE (B - C + D)		(1,707,972)	(3,342,533)	545,856	(173,978)	(3,629,562)	(45,695)	8,907,876	(2,503,468)	(2,847,463)
F. ENDING CASH (A + E)			3,677,406	4,223,262	4,049,284	419,721	374,026	9,281,902	6,778,434	3,930,971
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										

Oak Park Unified
56-73874-0000000

Cashflow Report
2021-22 2ND INTERIM BUDGET as of 3/31/2022
Base Year 2021-22; Actuals Through the Month of March

Fund 01

	Object Range	Budget/Beg. Balance	2022 March	April	May	June	Accruals	Adjustments	TOTAL	Variance
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not in Treasury	9111-9199	2,000	—	—	—	—	—	—	—	
Accounts Receivable	9200-9299	7,641,076	(51)	—	—	—	(2,697,476)	—	4,818,789	
Due From Other Funds	9310	51,666	—	—	—	—	—	—	51,666	
Stores	9320	0	—	—	—	—	—	—	—	
Prepaid Expenditures	9330	(89,700)	—	—	—	2,000	—	—	(89,700)	
Other Current Assets	9340	0	—	—	—	—	—	—	—	
Deferred Outflows of Resources	9490	0	—	—	—	—	—	—	—	
SUBTOTAL		7,605,041	(51)	—	—	2,000	(2,697,476)	—	4,780,755	
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599	3,979,585	274,862	176,922	300,782	(798,249)	(511,980)	—	1,377,341	
Due To Other Funds	9610	459,763	—	—	—	—	(20,000)	—	459,763	
Current Loans	9640	5,910,000	—	1,330,000	—	—	—	—	5,910,000	
Unearned Revenues	9650	289,685	(5,285)	—	—	—	(11,966)	—	266,839	
Deferred Inflows of Resources	9690	0	—	—	—	—	—	—	—	
SUBTOTAL		10,639,033	269,577	1,506,922	300,782	(798,249)	(543,947)	—	8,013,943	
Nonoperating										
Suspense Clearing	9910	0	—	—	—	—	—	—	—	
TOTAL BALANCE SHEET ITEMS		(3,033,992)	(269,627)	(1,506,922)	(300,782)	800,249	(2,153,529)	—	(3,233,188)	
E. NET INCREASE/DECREASE (B - C + D)										
		(1,707,972)	285,011	707,131	(2,911,484)	3,352,519	(49,891)	(52,677)	(1,758,359)	
F. ENDING CASH (A + E)										
			4,215,982	4,923,113	2,011,629	5,364,148	—	—	—	
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										
									5,261,580	

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: VII.2. 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 March 31, 2022?

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,

Jeff Davis, Ed.D.
Superintendent



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

	Budget	Expenditures	
School/Project Name	Total Budget	Total Expenditures	Remaining Against Committed
Measure S Management			-
1MS - Plan Svc	155,160	155,160	-
1MS - Prgm Mgmt Salary (3) (4)	1,281,190	1,287,002	237,128
1MS - Plan Services (1) (3) (4)	120,221	101,952	17,448
1MS.- Equip & SuppleExp (1) (4)	251,050	225,392	652
1MS - CM Services	474,563	389,693	-
	2,282,184	2,159,199	255,228
Brookside Elementary School			-
BES - Security Fencing	58,490	58,490	-
BES - Mod	10,000	10,000	-
BES - 17-47S (1) (3) (4)	1,390,256	1,285,364	-
BES - HVAC System Upgrade, BLDG 200 & 300	3,400	3,400	-
BES - Architectural Services (1) (2) (3)	3,648,750	328,652	-
BES - 19-28S	11,200	11,200	-
BES - 19-30S	25,034	25,034	-
BES - 20-17S (1)	47,783	46,099	-
BES - 20-16S (1) (3)	47,200	47,200	-
	5,242,112	1,815,438	-
District Office			-
DO - 19-17S (1) (3)	74,060	39,160	4,843
DO - Fencing	12,416	12,416	-
	86,476	51,576	4,843
District Wide			-
DW - Badges	9,586	9,586	-
DW - Solar Prj	7,120,121	7,120,121	-
DW - Camera Prj	374,597	374,597	-
DW - Landscp Impr	19,000	19,000	-
DW - Security	14,669	14,669	-
DW - Furniture	184,588	184,588	-
DW - Furniture & Equip.	12,319	12,319	-
DW - 18-33S (1) (3)	256,055	183,157	12,121
DW - 19-08S (1) (2)	34,203	34,203	-
DW - Collab Furn	200,000	195,708	335
DW - King James Court	15,700	15,700	-
DW - 19-31S	45,367	45,367	-
DW - 20-04S (1) (3)	102,376	66,573	35,803
DW - 20-10S	61,034	61,034	-
DW - 20-21S (1) (3)	107,636	106,359	0
DW - 20-23S (1) (3) (4)	354,420	191,120	132,868
	8,911,671	8,634,100	181,127
Medea Creek Middle School			-
MCMS - Roof Replacement	60,316	60,316	-
MCMS - HVAC	331,787	331,787	-
MCMS - Mod	10,000	10,000	-
MCMS - 17-35S (2) (3)	1,506,394	1,586,591	3,377
MCMS - Fencing	42,630	42,630	-
MCMS - Sidewalk and Handrail Installation, Buildin	26,937	26,937	-
MCMS - 18-21S (1) (2) (3)	5,464,053	5,037,659	135,072
MCMS - MPR Roof Replacement	160,135	165,457	-
MCMS - Library	3,500	3,500	-
MCMS - Add/Improve Counseling Office	32,109	35,459	-



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

	Budget	Expenditures	
School/Project Name	Total Budget	Total Expenditures	Remaining Against Committed
MCMS - Safety/Security Gates @ MCMS	89,827	89,827	-
MCMS - ORCA Food Waste Recycling Pilot Program	61,844	45,633	19,307
MCMS - EV Charging Station	17,794	17,794	-
MCMS - Trellis Removal	75,609	75,609	-
MCMS - Shade Sails	60,845	60,845	-
MCMS - 20-12S (1) (4)	20,707	20,707	-
MCMS - 21-02S	14,900	14,900	-
	7,979,388	7,625,651	157,756
Oak Hills Elementary School			-
OHES - HVAC Replacement	139,837	133,652	-
OHES - Mod	15,000	15,000	-
OHES - Fence	48,845	48,845	-
OHES - 19-09S/18-19S (1) (2)	468,217	215,220	-
OHES-Drainage at clsrooms 8-11	12,400	12,400	-
OHES - Running Track	29,555	29,555	-
OHES - Safety & Security Fencing (3)	135,042	120,517	174
OHES - K FLRS	19,223	19,223	-
OHES - 19-29S	11,732	11,732	-
OHES - 20-03S (1)	65,156	65,156	-
	945,006	671,300	174
Oak Park High School			-
OPHS - Security Lighting at Cul De Sac	283,134	283,134	-
OPHS - Roof Replacement	54,705	54,705	-
OPHS - HVAC Replacement	97,230	97,230	-
OPHS - Fence	198,834	139,864	-
OPHS - Lighting	24,891	-	-
OPHS - Football Field Fencing	56,370	56,370	-
OPHS - Fencing Girls Varsity Softball Field	42,885	42,855	-
OPHS - Fence 2018	52,800	62,010	-
OPHS - Stadium	23,450	23,450	-
OPHS - Stairs & Walk at Athl Facilities	122,083	122,083	-
OPHS - 19-19S (1)	235,127	233,548	1,592
OPHS - 19-23S	44,084	44,084	-
OPHS - 19-27S	19,655	19,655	-
OPHS - 20-05S	20,052	20,052	-
OPHS - 20-22S (1) (4)	25,756	25,756	-
OPHS - 21-01S (3)	1,118,397	1,100,604	2,044
	2,419,453	2,325,401	3,636
Oak View High School			-
OVHS - 19-26S (1) (4)	176,514	164,514	-
	176,514	164,514	-
Red Oak Elementary School			-
ROES - Mod	10,000	10,000	-
ROES - Fence	3,860	3,860	-
ROES - 18-20S (1) (3)	6,748,109	503,094	-
ROES - MPR Structural Repairs	34,408	34,408	-
ROES - Safety & Security Fencing	130,400	130,400	-
ROES - Safety Security Fencing	75,873	69,615	-
ROES - 20-11S (1)	90,639	90,639	-
ROES - 20-13S	17,601	18,265	-
ROES - 20-14S	49,125	49,125	-



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

	Budget	Expenditures	
School/Project Name	Total Budget	Total Expenditures	Remaining Against Committed
ROES - 20-15S (1)	44,065	44,065	-
ROES - 20-18S (1) (3)	105,853	50,519	39,474
	7,309,932	1,003,991	39,474
TECH			-
TEC - SMRT Pilot	36,532	48,120	-
TEC - Network File Server Refresh	125,000	124,500	-
TEC - Purchase Staff Computers & Spare Device	55,000	37,272	-
TEC - Chromebook 1-to-1 Take Home Pilot	341,257	210,136	7,978
TEC - Chromebooks BES	17,206	17,206	-
TEC - Library Computer Lab Refresh MCMS	47,000	37,106	-
TEC - 3D Printer	31,500	26,882	-
TEC - Chromeboof Ref	250,000	209,943	-
TEC - Flat Panel Displays @ MCMS & OPHS	36,100	31,124	-
TEC - Art Class COW Laptops MCMS	18,981	18,981	-
TEC - VR Workstation Pilot	6,000	5,148	-
TEC - Ipad Refresh of K-2 Totes	325,000	302,138	-
TEC - iMacs for Tech Lab MCMS	10,000	8,052	11,948
TEC - Replacement Smartboard Prjctrs	24,000	21,081	1,367
TEC - 19-04S	50,000	53,415	-
TEC - Smartboard Rplcmnt at OHES	81,229	81,229	-
TEC - Chromebook 1:1 Grades 5-12 (1) (3)	854,877	732,904	93,263
TEC - Ipad Air Refresh Part-2	251,335	251,335	-
TEC - 19-24S	38,029	38,029	-
TEC 20-01S (1)	20,451	8,576	11,875
TEC 20-02S	15,000	-	-
TEC 20-08S (1)	34,544	34,544	-
TEC 20-09S (1)	285,524	285,524	-
TEC 20-19S (1)	226,985	207,402	19,671
TEC 20-20S (1)	361,738	361,738	-
TEC 20-24S (1)	69,534	69,534	-
TEC 20-25S (1) (3)	33,030	795	32,235
TEC 20-26S (3)	95,000	79,214	15,786
TEC 21-03S (1) (3)	74,146	-	74,146
TEC 21-05S (1)	209,356	209,356	-
TEC 21-04S (3)	23,000	-	23,000
	4,047,354	3,511,283	291,268
Totals	39,400,090	27,962,453	933,504

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: VII.3. MONTHLY GENERAL FUND BUDGET REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's General Fund operating budget through March 31st of the 2021-22 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,

Jeff Davis, Ed.D.
Superintendent

Fiscal13a

Financial Statement

Fund 01		Fiscal Year 2021/22 Through March 2022					
Object	Description	Adopted Budget	Revised Budget		Revenue	Balance	% Rec'd
REVENUE DETAIL							
LCFF Revenue Sources							
8011-8019	LCFF State Aid	28,455,009.00	28,404,094.00		21,042,312.00	7,361,782.00	74.08%
8020-8079	Property Taxes	12,344,848.00	12,539,926.00		7,810,958.17	4,728,967.83	62.29%
	Total LCFF Revenue Sources	40,799,857.00	40,944,020.00		28,853,270.17	12,090,749.83	70.47%
Federal Revenues							
8100-8299	Federal Revenues	1,047,038.00	1,449,728.00		173,482.19	1,276,245.81	11.97%
Other State Revenues							
8300-8599	Other State Revenues	3,676,130.00	4,481,081.00		2,814,320.28	1,666,760.72	62.80%
Other Local Revenue							
8600-8799	Other Local Revenues	3,559,306.00	4,893,434.00		3,334,627.16	1,558,806.84	68.14%
	Total Year To Date Revenues	49,082,331.00	51,768,263.00		35,175,699.80	16,592,563.20	67.95%
Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
EXPENDITURE DETAIL							
Certificated Salaries							
1100-1199	Certificated Teacher Salaries	18,733,533.00	18,577,564.00	3,430,945.11	14,754,344.82	392,274.07	79.42%
1160	Certificated Salaries Stipends	363,777.00	578,066.00	98,225.11	267,606.09	212,234.80	46.29%
1200	Certificated Pupil Support Salaries	1,933,161.00	1,912,726.00	357,856.12	1,519,754.79	35,115.09	79.45%
1260	Counselor Stipend	10,000.00	500.00	150.00	350.00	.00	70.00%
1300	Certificated Supervisors' & Administrators' Salaries	2,289,350.00	2,260,488.00	564,304.31	1,699,050.84	2,867.15-	75.16%
	Total Certificated Salaries	23,329,821.00	23,329,344.00	4,451,480.65	18,241,106.54	636,756.81	78.19%
Classified Salaries							
2100	Classified Instructional Salaries	2,725,271.00	2,798,409.00	526,119.20	2,136,453.89	135,835.91	76.35%
2200	Classified Support Salaries	1,873,291.00	1,976,234.00	419,149.20	1,484,709.60	72,375.20	75.13%
2300	Classified Supervisors' & Administrators' Salaries	357,391.00	362,242.00	90,560.22	271,680.66	1.12	75.00%
2400	Clerical, Technical, & Office Staff Salaries	1,983,156.00	2,051,951.00	496,131.88	1,535,884.56	19,934.56	74.85%
2900	Other Classified Salaries	711,278.00	819,851.00	136,132.11	619,923.38	63,795.51	75.61%
	Total Classified Salaries	7,650,387.00	8,008,687.00	1,668,092.61	6,048,652.09	291,942.30	75.53%
Employee Benefits							
3100	State Teachers' Retirement System	3,852,851.00	3,881,561.00	747,427.82	3,004,683.69	129,449.49	77.41%
3200	Public Employees' Retirement System	1,296,835.00	1,244,578.00	288,337.66	924,627.59	31,612.75	74.29%
3400	Health & Welfare Benefits	4,596,961.00	4,648,600.00	910,238.51	3,735,128.01	3,233.48	80.35%
3300-3900	All Other Statutory Costs	1,682,191.00	1,487,785.00	296,287.30	1,143,911.47	47,586.23	76.89%
	Total Employee Benefits	11,428,838.00	11,262,524.00	2,242,291.29	8,808,350.76	211,881.95	78.21%
Books and Supplies							
4100	Approved Textbooks and Core Curricula Materials	442,681.00	538,763.00	.00	535,656.31	3,106.69	99.42%
4200	Other Books and Reference Material	48,701.00	91,434.00	10,362.98	64,372.05	16,698.97	70.40%
4300	Materials & Supplies	937,736.00	1,190,064.00	178,454.11	644,839.36	366,770.53	54.19%
4400	Noncapitalized Equipment	438,549.00	625,057.00	88,527.73	522,334.49	14,194.78	83.57%
	Total Books and Supplies	1,867,667.00	2,445,318.00	277,344.82	1,767,202.21	400,770.97	72.27%
Services and Other Operating Expenditures							
5200	Travel and Conference	116,098.00	130,221.00	17,835.63	37,036.64	75,348.73	28.44%
5300	Dues and Memberships	43,893.00	51,820.00	387.90	47,763.01	3,669.09	92.17%
5400	Insurance	591,180.00	614,157.00	.00	614,157.00	.00	100.00%

5500	Operations & Housekeeping Services	646,064.00	761,384.00	95,179.04	505,899.92	160,305.04	66.44%
5600	Rentals, Leases, Repairs, & Noncapitalized Improvements	446,755.00	453,621.00	79,741.20	362,009.97	11,869.83	79.80%
5700	Transfers of Direct Costs	.00	.00	.00	.00	.00	0.00%
5800	Professional/Consulting Services & Operating Expenditures	1,789,774.00	2,736,950.00	708,682.49	1,300,145.56	728,121.95	47.50%
5899	Legal Fees	182,000.00	227,003.00	139,821.83	19,616.49	67,564.68	8.64%
5900	Telephone and Communications	130,733.00	73,493.00	22,233.98	20,229.59	31,029.43	27.53%
Total Services and Other Operating Expenditures		3,946,497.00	5,048,649.00	1,063,882.07	2,906,858.18	1,077,908.75	57.58%
Capital Outlay							
6000	Capital Outlay	.00	103,642.00	.00	103,565.26	76.74	99.93%
Tuition							
7100	Tuition	387,368.00	387,368.00	283,558.00	11,836.00-	115,646.00	-3.06%
Transfers of Indirect/direct Support costs							
7350	Direct Support/Indirect Costs	147,020.00-	198,742.00-	.00	.00	198,742.00-	0.00%
Debt Service							
7438	Debt Service - Interest	8,771.00	6,643.00	1,660.62	4,981.86	.52	74.99%
7439	Debt Service - Principal	49,300.00	51,428.00	12,857.20	38,571.60	.80-	75.00%
Total Debt Service		58,071.00	58,071.00	14,517.82	43,553.46	.28-	75.00%
Total Year To Date Expenditures		48,521,629.00	50,444,861.00	10,001,167.26	37,907,452.50	2,536,241.24	75.15%

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	10,000.00	.00	.00	.00	.00	10,000.00	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	.00	.00	.00	.00	.00	.00	.00	0.00%
Total Interfund Transfers Out		.00	10,000.00	.00	.00	.00	.00	10,000.00	0.00%
Total Year To Date Other Financing Uses		.00	10,000.00	.00	.00	.00	.00	10,000.00	0.00%

Object	Description	Budget		Actuals To Date			
		Adopted	Revised	Encumbrance	Actual	Budget Balance	% of Budget
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
	A. Revenues	49,082,331.00	51,768,263.00		35,175,699.80	16,592,563.20	67.95%
	B. Expenditures	48,521,629.00	50,444,861.00	10,001,167.26	37,907,452.50	2,536,241.24	75.15%
	C. Subtotal (Revenues LESS Expense)	560,702.00	1,323,402.00		2,731,752.70-	14,056,321.96	
	D. Other Financing Sources & Uses						
	Source	.00	.00		.00	.00	0.00%
	LESS Uses	.00	10,000.00		.00	10,000.00	0.00%
	E. Net Change in Fund Balance	560,702.00	1,313,402.00		2,731,752.70-	14,046,321.96	
	F. Fund Balance						
	Beginning Balance (9791)	2,398,960.00	3,985,948.00		3,985,946.97		
	Audit Adjustments (9793)	.00	.00		.00		
	Audit Adjustments (9793)	.00	.00		.00		
	Adjusted Beginning Balance	2,398,960.00	3,985,948.00		3,985,946.97		
	G. Calculated Ending Balance	2,959,662.00	5,299,350.00		1,254,194.27		
	*Components of Ending Fund Balance						
	Legally Restricted (9740)						
	Other Designations (9780)						
	Undesig/Unapprop (9790)	2,959,662.00	5,299,350.00				
	Other				10,001,167.26		

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: APRIL 19, 2022

SUBJECT: VII.4. MONTH 7 ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 7 of the 2021-2022 school year?

BACKGROUND: As student enrollment and attendance plays a key role in determining General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared the following enrollment and attendance information through the end of the most recent reporting period to assist in this review.

FISCAL IMPACT: None. Information only.

RECOMMENDATION: None. Information only.

Prepared by: Julie Townsend, Senior Accountant
Byron Jones, Director of Fiscal Services

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

Month 7: February 7, 2022 - March 4, 2022				YTD: August 9, 2021 - March 4, 2022			
	Enrollment Comparison	ADA Comparison	ADA% Comparison		Enrollment Comparison	ADA Comparison	ADA% Comparison
	2021-22	2021-22	2021-22		2021-22	2021-22	2021-22
BES				BES			
K	96.00	91.28	95.08%	K	96.00	88.27	91.95%
1	105.00	100.72	95.92%	1	105.00	94.74	90.23%
2	73.00	69.50	95.21%	2	73.00	68.29	93.55%
3	81.00	78.00	96.30%	3	81.00	77.11	95.20%
4	105.00	101.44	96.61%	4	105.00	98.99	94.28%
5	90.00	86.72	96.36%	5	90.00	85.38	94.87%
SDC			0.00%	SDC			0.00%
Total	550.00	527.66	95.94%	Total	550.00	512.78	93.23%
OHES				OHES			
K	95.00	89.83	94.56%	K	95.00	90.40	95.16%
1	78.00	72.44	92.87%	1	78.00	73.76	94.56%
2	64.00	61.67	96.36%	2	64.00	60.35	94.30%
3	78.00	74.50	95.51%	3	78.00	73.74	94.54%
4	77.00	73.28	95.17%	4	77.00	71.98	93.48%
5	87.00	85.06	97.77%	5	87.00	81.72	93.93%
SDC			0.00%	SDC			0.00%
Total	479.00	456.78	95.36%	Total	479.00	451.95	94.35%
ROES				ROES			
K	103.00	99.28	96.39%	K	103.00	99.62	96.72%
1	84.00	80.50	95.83%	1	84.00	79.21	94.30%
2	98.00	94.89	96.83%	2	98.00	95.76	97.71%
3	108.00	105.06	97.28%	3	108.00	105.72	97.89%
4	93.00	90.00	96.77%	4	93.00	90.92	97.76%
5	88.00	86.11	97.85%	5	88.00	85.62	97.30%
SDC			0.00%	SDC			0.00%
Total	574.00	555.84	96.84%	Total	574.00	556.85	97.01%
MCMS				MCMS			
6	357.00	346.94	97.18%	6	357.00	343.24	96.15%
7	311.00	300.06	96.48%	7	311.00	304.97	98.06%
8	358.00	347.17	96.97%	8	358.00	347.16	96.97%
SDC			0.00%	SDC			0.00%
Total	1,026.00	994.17	96.90%	Total	1026.00	995.37	97.01%
OPHS				OPHS			
9	373.00	360.39	96.62%	9	373.00	364.81	97.80%
10	373.00	358.06	95.99%	10	373.00	359.56	96.40%
11	342.00	320.72	93.78%	11	342.00	325.38	95.14%
12	374.00	351.78	94.06%	12	374.00	353.47	94.51%
SDC			0.00%	SDC			0.00%
Total	1,462.00	1390.95	95.14%	Total	1462.00	1403.22	95.98%
OVHS				OVHS			
Total	36.00	31.80	88.33%	Total	42.00	29.47	70.17%
OPIS				OPIS			
Total	229.00	229.32	100.14%	Total	229.00	227.81	99.48%
Other**				Other***			
Total	0.00	0.00	0.00%	Total	0.00	0.00	0.00%
Total	4,356.00	4,186.52	96.11%	Total	4,362.00	4,177.45	95.77%