

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #1057

DATE: March 15, 2022

PLACE: Oak Park High School Presentation Room – G9
899 N. Kanan Road, Oak Park, CA 9137

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

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

BOARD OF EDUCATION

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

3/11/2022

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 (masks will be required in the board room or watch it streaming live 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 or 250 words 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 March 15, 2022. This public comment form will be open to members of the public 3 hours (at 2:00 pm) prior to the closed session of the public meeting which begins at 5:00 pm and will close at 6:00 pm. Your comments will be read by the Board President at the time the item is called.

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, April 19, 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.

3/11/2022

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #1057
March 15, 2022**

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

CLOSED SESSION: 5:00 p.m.

OPEN SESSION: 6:00 p.m.

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

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**

3/11/2022

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Remarks from Board Members
2. Report from Student Board Member
3. Remarks from Superintendent
4. Report from Oak Park Education Foundation
5. Report from Oak Park Municipal Advisory Council
6. Update on COVID-19 Impact on Oak Park USD Schools

B. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

a. [Approve Minutes of Regular Board Meeting February 15, 2022 and Special Board Meetings held March 2, 2022](#)

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

b. [Approve Public Employee/Employment Changes 01CL253871-01CL253932 & 01CE11492-01CE11534](#)

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

c. [Ratify Purchase Orders – February 1 – February 28, 2022](#)

Board Policy 3300 requires Board approval of Purchase Orders.

d. [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](#)

Board Policy 6153 requires Board approval for student overnight trips.

e. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America \(FBLA\) State Conference – April 7-10, 2022 – Ontario, CA](#)

Board Policy 6153 requires Board approval for student overnight trips.

f. [Approve Overnight Trip for Oak Park High School Varsity Baseball Team – April 10-13, 2022 – San Luis Obispo, CA](#)

Board Policy 6153 requires Board approval for student overnight trips.

g. [Approve Overnight Trip for Oak Park High School Athletic Teams to Attend Spring CIF Play-Offs](#)

Board Policy 6153 requires Board approval for student overnight trips.

ACTION

2. CURRICULUM AND INSTRUCTION

a. [Approve 2020-2021 School Accountability Report Cards \(SARCs\)](#)

Board Policy 0510 requires the Board to annually approve the SARCs for all district schools and evaluate the data contained in the SARCs.

b. [Approve New Course Music Appreciation CP at Oak Park Independent School](#)

Board 6141 requires Board approval for new courses of study.

c. **Approve New Course Intro to Audio and Music Production at Medea Creek Middle School**

Board 6141 requires Board approval for new courses of study.

d. **Approve New Course Exploration in Data Science at Oak Park High School**

Board 6141 requires Board approval for new courses of study.

e. **Approve Updated Textbook for AP and CP Statistics Course at Oak Park High School**

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

f. **Quarterly Update on the Expanded Learning Opportunities Grant**

The Board will receive an update from staff on the approved Expanded Learning Opportunities Grant.

g. **Review Local Control Accountability Plan (LCAP) Educational Partner Engagement Timeline**

The Board will receive an update on the timeline for the Educational Partner Engagement efforts for the Annual Update of the 2021-22 LCAP.

h. **Review Student CAASPP Results from 2020-2021**

Ed Code 60641 and Administrative Regulation 6162.51 require the Board to review districtwide, school-level, and grade-level results at a regularly scheduled meeting.

3. BUSINESS SERVICES

a. **Review and Approve Framework for Allocation of Measure S Funds**

The Board reviewed the proposed allocation of Measure S Funds at the Special Meeting held on March 2, 2022, and at this meeting the staff is requesting approval of the Framework.

b. **Approve Certification of 2021-22 Second Interim Financial Report and Budget Revisions**

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

c. **Approve Appointments to the Oak Park Citizens' Oversight Committee for the 2021-2023 Term**

Board approval required for appointments to the Citizens Oversight Committee.

4. HUMAN RESOURCES

a. **Approve Addendum to the Annual Teacher Assignment Report for 2021-2022**

Under provisions of SB 435, Board approval required for Annual Teacher Assignment Report and any revision to the report.

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

Board approval required for Memoranda of Understanding with collective bargaining unit.

5. BOARD POLICIES

a. **Approve Amendment to Administrative Regulation 3515.6 Criminal Background Checks for Contractors**

Regulation updated to reflect NEW LAW (AB 130, 2021) which requires any entity, including a sole proprietor, that has a contract with a district to ensure that employees who interact with students outside of the immediate supervision and control of the student's parent/guardian or school staff have a valid criminal records summary and to immediately provide any subsequent arrest and conviction information received pursuant to the subsequent arrest service. Regulation also updated to delete the list of service providers as the services in Items #1-5 are no longer listed in law and the services in Item #6 regarding the construction, reconstruction, rehabilitation, or repair of a school facility are considered in another portion of the regulation,

delete material regarding an exception for employees with limited contact with students as it is no longer provided for in law, generalize information regarding steps that may be taken to protect the safety of students who may come in contact with employees of contracting entities.

b. Approve Amendment to Board Policy 3516.5 Emergency Schedules

Policy updated to reflect NEW LAW (AB 130, 2021) requiring districts applying to the Superintendent of Public Instruction to obtain apportionment credit for days and minutes lost due to emergency closure after September 1, 2021 to certify in an affidavit that the district has a plan for offering independent study within 10 days of school closure to impacted students. Policy also updated to reflect requirement that the plan for independent study address the establishment, within a reasonable time, of independent study master agreements and require the reopening in person once allowable under direction from the city or county health officer.

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

Policy updated to reflect clarification in the California Department of Education's Frequently Asked Questions about Independent Study that minimum school day requirements for regular school attendance apply to traditional independent study programs. Regulation updated to reflect NEW LAW (AB 131, 2021) which exempts activities related to the Expanded Learning Opportunity program from the calculation of the maximum school day for kindergarten and transitional kindergarten. Regulation also updated to specify when the school day may begin for students in middle and high schools, and to move material to enhance clarity.

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

Policy updated to emphasize the importance of learning and behavioral outcomes and progress monitoring as it relates to response to instruction and intervention (RtI2), reference multi-tiered system of supports (MTSS) and the integration of RtI2 into such frameworks, expand the list of individuals that may be included in designing the district's RtI2 system, add the examination of student social-emotional well-being as one of the bases for design, provide more detail regarding strategies and interventions including ten core components of the RtI2 model identified by the California Department of Education, and that RtI2 may be utilized as one component when considering the referral of a student for evaluation for special education or other services.

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

Policy updated for minor language revisions related to student group. Regulation updates information regarding administration of the California Assessment of Student Performance and Progress, including provisions that: (1) the district may administer the California Science Test (CAST) in any of grades 10-12, (2) the California Alternate Assessments in science should be administered to students with significant cognitive disabilities who are unable to take the CAST with accommodations. Regulation also adds optional language regarding the use of Smarter Balanced interim and formative assessments to provide timely feedback regarding students' progress and assist teachers in continually adjusting instruction to improve learning. Testing windows and testing variations updated to reflect current state regulations, as renumbered.

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

Policy updated to reference that the student success team (SST) process is not required by law and that the policy reflects best practices, clarify those who are encouraged to collaborate in SSTs, include social and emotional difficulties when evaluating the strengths and needs of students and establishing interventions, emphasize the importance of each student maximizing their potential, specify who may refer students to SSTs, add types of materials appropriate for collection, analysis and review by the SST, provide for the development of a plan to support the student and adjustments to such plan, reflect that the SST process shall not delay or deny a referral for evaluation for eligibility for special education, reference MTSS and the integration of SSTs with such supports, and add staff development which may be provided to strengthen the

effectiveness of SSTs. Regulation updated to reference that the SST process is not required by law and that the regulation reflects best practices, emphasize the importance of school counselors in the SST membership, provide that the makeup of each individual SST is at the district's discretion, reference the ability of districts to appoint a districtwide or schoolwide SST coordinator, identify teachers specifically as school staff with whom consultation may occur, add types of materials appropriate for collection to inform SST members, and add the development of a plan, and adjustments to the plan and related interventions, as one of the SST responsibilities.

g. Approve Amendment to Board Bylaw 9320 Meetings and Notices

Bylaw updated to clarify that it is discussion among themselves, via technology, of a majority of the governing board regarding an item within the subject matter jurisdiction of the board that can result in a violation of the Brown Act, and that agenda materials are required to be made available for public inspection at the time the materials are distributed to all or a majority of the board when agenda materials relating to an open session of a regular meeting are distributed to the board less than 72 hours before the meeting. Bylaw also updated to add a new section "Teleconferencing During a Proclaimed State of Emergency" which reflects NEW LAW (AB 361, 2021) that (1) authorizes boards, until January 1, 2024, to conduct board meetings by teleconference, as specified, without meeting certain requirements otherwise required of teleconference meetings when holding a board meeting during a proclaimed state of emergency when state or local officials have imposed or recommend measures to promote social distancing; to determine whether, as a result of an emergency, meeting in person would present imminent risks to the health or safety of attendees; or when it has been determined, as a result of an emergency, that meeting in person would present imminent risks to the health or safety of attendees, (2) includes that the district may, in its discretion, provide a physical location from which the public may attend or comment and, (3) provides that the board may continue to conduct meetings by teleconference during proclaimed states of emergency by a majority vote finding within 30 days after teleconferencing for the first time and every 30 days thereafter that either the state of emergency continues to directly impact the ability of the board to meet safely in person or that state or local officials continue to impose or recommend measures to promote social distancing.

VII. INFORMATION ITEMS

- 1. Monthly Measure S Status Report**
- 2. Month 6 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 ORGANIZATIONAL BOARD MEETING 2-15-2022 #1055
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 5:02 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 :** Campus Supervisor, Department Clerk, Walk-on-Coaches, Instructional Assistants I Reading and Literacy, Guest Teachers, Guest Administrator
- 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

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 6:04 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.

BOARD ABSENT

Student, Board Member, Nikita Manyak

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, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

FLAG SALUTE

Ragini Aggarwal 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

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

None

OPEN COMMUNICATIONS/PRESENTATIONS**RECOGNITION OF CAROLE LY, DIRECTOR OF STUDENT NUTRITION AND WELLNESS**

The Board recognized Carole Ly for her service to the District. Carole is leaving the District at the end of February. Oak Park USD has been extremely fortunate to have had Carole Ly as our Director of Student Nutrition for the last 7 and ½ years. During this time, Carole designed, coordinated, and delivered an entirely new approach to serving our students and staff healthy and nutritious food. Carole has created a true national model that has been featured at various conferences and appeared in numerous publications. Carole will be greatly missed, but at the same time, we wish her the very best in her new position at UC Davis. Most importantly, on behalf of the entire District, we would like to thank Carole and express our deepest gratitude for her innovation and service to our learning community.

REPORT FROM BOARD MEMBERS

Board Member Denise Helfstein wished Happy Lunar New Year to all those that celebrate. Denise thanked the OPUSD counselors on the occasion of National Counseling Week. Denise reported that she attended the Technology Committee meeting, Safe Kids Task Force meeting, the Community Engagement Committee Meeting, the Wellness Council meeting, and the Ventura County Committee on School District Organization. Denise went on a field trip with Carole Ly, Director of Student Nutrition & Wellness, and another member of the Wellness Council to tour the MCMS kitchen and cafeteria. Denise reported that she could not attend the EEAC and GATE DAC meetings this month.

Board Member Soyon Hardy thanked the Board members, the superintendent, the staff, the District Office, and the community for their kind words of support she has received since her appointment to the Board. Soyon toured classes at OPIS and OVHS and was impressed by the students' level of engagement. Soyon thanked the counselors on the occasion of National School Counseling Week. Soyon acknowledged the OPHS sports teams, and the intramural sports are MCMS.

Board Member Derek Ross wished Carole Ly a special thank you and wished her the best for the future. Derek congratulated Soyon on her first regular board meeting. Derek reported attending the Measure S Committee Meeting, Diversity, and Equity Task Force Meeting, Safe Kids Task Force Meeting, and a debate at Oak Hills Elementary School 5th graders. The topic was whether to allow the use of plastic bottles on campus.

Board Member Tina Wang thanked Carole for her leadership over the years and wished her all the best in her future endeavors at UC Davis. Tina welcomed Soyon Hardy officially to the Board and expressed that she is looking forward to serving with her on the Board. Tina wished Happy Lunar New Year to all the families who celebrate. Tina recognized that February is Black History Month and expressed her happiness. Tina reported that she attended the Curriculum Council, Diversity and Equity Task Force, the 5th Grade debate at Oak Hills.

Board Member Drew Hazelton welcomed Soyon Hardy to the Board. Drew reported that he attended a few sporting events girls lacrosse games, the boy's soccer game, and a boys basketball game. Drew expressed his excitement on the OPHS Swim Team. Drew reported Safety and Security Task Force and the Measure S Committee.

Student Board Member Nikita Manyak sent in this written report, which Board President Drew Hazelton read - *Good evening, everyone! After our last meeting, I presented the topics that we discussed with my ASB class. After many discussions, questions, and some civil discourse, we all really appreciate the efforts that you have made to accommodate everyone's needs with this new Bell Schedule. We know that you have all been working so hard to ensure that we have all that we need. On behalf of all of us, I would like to say a big thank you to everyone involved in this process. Through these difficult times, and despite many setbacks, the schedule that has been decided on seems to be a wonderful option for us. I cannot wait to see what comes of it. Thank you again!*

Superintendent Jeff Davis acknowledged the Lunar New Year, the Black History Month, National School Counseling Week. Dr. Davis reported that he joined Red Oak Elementary School on a hike with OPIS students on a demonstration of making ice cream from Liquid Nitrogen. Dr. Davis shared the accomplishments of the OPHS FBLA MOCK Trial and are semifinalists, and the finals will be Thursday evening. Twelve student artworks from OPHS will be displayed at the Agoura Recreation Center. Dr. Davis expressed his excitement about the OPHS Swim Team and their upcoming meet.

REPORT FROM OAK PARK EDUCATION FOUNDATION

None

REPORT FROM OAK PARK MUNICIPAL ADVISORY COUNCIL

Jane Nye, Oak Park MAC Chair provided an update on Public Safety Reports, Mae Boyar Park Tree Update, Presentation on the PURE Water Project (sponsored by LVMWD and Triunfo Water and Sanitation District), Oak Park Community Pond, and the Oak Park Fire Council.

UPDATE ON COVID-19 IMPACT ON OAK PARK USD SCHOOLS

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

- Testing Statistics
- The COVID dashboard

- New CDPH/VCPH Guidelines
- Vaccination Clinics
- Masks

B.1. CONSENT AGENDA

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education approved the Consent Agenda. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

- a. [Approve Minutes of Regular Board Meeting January 18, 2022 and Special Board Meetings held January 24, 27, and February 9, 2022](#)
- b. [Approve Public Employee/Employment Changes 01CL253844-01CL253870 & 01CE11459-01CE11491](#)
- c. [Ratify Purchase Orders - January 1 – January 31, 2022](#)

B.2. CURRICULUM AND INSTRUCTION

- a. [Presentation of the Supplement to Annual Update for the 2021-2022 Local Control and Accountability Plan \(LCAP\)](#)

Dr. Jay Greenlinger presented the Supplement to the Annual Update for the 2021–22 LCAP and also all available mid-year outcome data related to metrics identified in the 2021–22 LCAP; and Mid-year expenditure and implementation data on all actions identified in the 2021–22 LCAP.

- b. [Approve Resolution #2022-02 Oak Park Education Foundation to Offer Fee Based Summer School Program](#)

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

- c. [Approve the Renewal of the College and Career Access Pathways \(CCAP\) Partnership Agreement with Ventura County Community College District](#)

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education approved the. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

- d. [Approve Agreement with Ventura County Resource Conservation District for Habitat Assessments and Restoration for Monarchs-Overstory and Nectar Enhancement and Expansion \(HARMONEE\) Project](#)

Dr. Jay Greenlinger and Andy Spryka from VCRCO provided an overview of the project.

On motion of Drew Hazelton, seconded by Soyon Hardy, the Board of Education approved the. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

B.3. BUSINESS SERVICES

- a. [Discussion on Facility Use Policies and Practices](#)

Mr. Adam Rauch presented the new tier 4 facility use fee schedule.

- b. [Accept Annual Audit Reports for Fiscal Year 2020-2021](#)

Natalie Palma from the audit firm Christy White and Associates presented the Audit Report and findings.

On motion of Derek Ross, seconded by Tina Wang, the Board of Education accepted the Annual Audit Reports for Fiscal Year 2020-2021. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

- c. [Approve Resolution #2022-03, Authorizing the Issuance of Oak Park Unified School District \(Ventura County, California\) Election of 2016 General Obligation Bonds, Series C, and Actions Related Thereto](#)

District Bond Consultant and Financial Advisor Tim Carty and David Casnocha presented information related to the issuance of the series C bonds. The Board held a discussion and

requested that before the bond sales were conducted this information is shared at a upcoming Board meeting.

On motion of Tina Wang, seconded by Soyon Hardy, the Board of Education approved the Resolution #2022-03, Authorizing the Issuance of Oak Park Unified School District (Ventura County, California) Election of 2016 General Obligation Bonds, Series C, and Actions Related Thereto. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

d. Approval of 2021-22 Safe School Plans

On motion of Derek Ross, seconded by Tina Wang, the Board of Education approved the 2021-22 Safe School Plans. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

e. Approve Amendment to Consultant Agreement in Connection with SB 1029 Debt Transparency Reporting Requirements

On motion of Soyon Hardy, seconded by Drew Hazelton, the Board of Education approved the Amendment to Consultant Agreement in Connection with SB 1029 Debt Transparency Reporting Requirements. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

f. Authorize Purchase of Emergency Generator for District Administrative Office for Measure S Bond Project 19-17S

On motion of Tina Wang, seconded by Derek Ross, the Board of Education authorized the Purchase of Emergency Generator for District Administrative Office for Measure S Bond Project 19-17S. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

g. Authorize Measure S Project 22-01S, Sound System Upgrades at Gym, Stadium, and G-9 at Oak Park High School and Establish Budget

On motion of Drew Hazelton, seconded by Tina Wang, the Board of Education authorized the Measure S Project 22-01S, Sound System Upgrades at Gym, Stadium, and G-9 at Oak Park High School and Establish Budget. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

h. Authorize Measure S Project 22-02s Office Computer Refresh And Establish Budget

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education authorized the Measure S Project 22-02s Office Computer Refresh and Establish Budget. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

i. Approve Acceptance of Donation

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education approved the Acceptance of Donation. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

j. Ratify Facility Use Agreement with Westlake Village YMCA for OPHS Swim Program

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education ratified the Facility Use Agreement with Westlake Village YMCA for OPHS Swim Program. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

B.4. BOARD

a. Midyear Review and Discussion of the Board Approved 2021-2022 District Goals

Board reviewed and discussed the progress on District Goals.

b. Confirmation and Designation of Board Representatives to District Committees

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the Confirmation and Designation of Board Representatives to District Committees. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

c. Approve Certification of Signatures

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the Certification of Signatures. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

d. Approve 2022 CSBA Delegate Assembly Election of Candidates

On motion of Drew Hazelton, seconded by Tina Wang, the Board of Education approved the 2022 CSBA Delegate Assembly Election of Candidates. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

ADJOURNMENT

On motion of Soyon Hardy, seconded by Denise Helfstein, there being no further business before this Board, the regular meeting is declared adjourned at 10:04 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

**MINUTES OF SPECIAL BOARD MEETING
BOARD OF EDUCATION**

3-02-2022 #1056

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, called the special meeting to order at 5:03 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

None

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.

PUBLIC COMMENTS

None

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

- 1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
- 2. PUBLIC EMPLOYEE APPOINTMENT**
Title: Director of Early Childhood Education
Title: Director of Student Nutrition

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

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, called the special meeting to order at 5:55 p.m.

BOARD PRESENT

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

BOARD ABSENT

Student Board Member, Nikita Manyak

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Mr. Stew McGugan, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, Mr. Brendan Callahan, Director Bond Program, Sustainability, Maintenance and Operations, Mr. Brad Benioff, Director of Student Support and School Safety, Ellen Chevalier Coordinator of Instructional Programs, Daniel Stomel, MTSS Coordinator, Erik Warren, Principal Oak Hills Elementary School, Stacy LaFrenz, Principal Red Oak Elementary School, Diane Diamond, Principal Brookside

Elementary School, Jenny DaCosta, Principal Medea Creek Middle School, Mat McClenahan, Principal Oak Park High School, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

FLAG SALUTE

Drew Hazelton led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President Mr. Drew Hazelton reported that the Board took action to issue a notice of nonreelection to a probationary certificated employee, identified by employee number 1898, pursuant to Education Code section 44929.21(b), effective at the end of the 2021-2022 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows: 5 Ayes, 0 Nays, 0 Abstentions.

ADOPTION OF AGENDA

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education adopted the agenda as presented. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

PUBLIC SPEAKERS

None

OPEN SESSION

A. BUSINESS SESSION

a. Review and Approve Framework for Allocation of Measure S Funds

Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations presented the Framework for Allocation of Measure S Funds. The Board held a discussion and requested that the staff share this Framework with the PTO Council and that the Principals share it with their Leadership at their sites and solicit feedback and input. The Board recommended that the Framework is brought back at the March 15th regular meeting for approval.

b. Approve Resolution #2022-06 – Release Temporary Certificated Employees #1 Through #15

On motion of Soyon Hardy, seconded by Tina Wang, the Board of Education approved Resolution #2022-06 – Release Temporary Certificated Employees #1 Through #15. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

c. Approve Resolution #2022-07 - Reducing or Discontinuing Particular Kinds of Service for Certificated Employees

On motion of Drew Hazelton, seconded by Tina Wang, the Board of Education approved Resolution #2022-07 - Reducing or Discontinuing Particular Kinds of Service for Certificated Employees. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

d. Approve Resolution #2022-08 – Determination of Seniority Among Employees with the Same Seniority Date (“Tie Breaker Resolution”)

On motion of Tina Wang, seconded by Soyon Hardy, the Board of Education approved Resolution #2022-08 – Determination of Seniority Among Employees with the Same Seniority Date (“Tie Breaker Resolution”). Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

e. Approve Revised Job Description for the Position of Director of Pupil Services

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the Revised Job Description for the Position of Director of Pupil Services. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

f. Approve Revised Job Description for the Position of Program Specialist

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education approved the Revised Job Description for the Position of Program Specialist. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

g. Reclassify the Position of Director of Early Childhood Education and Approve Revised Job Description and Salary Schedule Placement

On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education approved the Reclassification of the Position of Director of Early Childhood Education and Approve Revised Job Description and Salary Schedule Placement. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Absent – 0.

h. Review and Discuss Student Outcomes Data

District and site administrators presented student data to the Board. The data included state assessments, D/F lists, universal screening, social emotional data, and more. Also included were current or planned actions to support student learning and connectedness.

There being no further business before this Board, the Special meeting held on March 2, 2022 is declared adjourned at 10:02 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: MARCH 15, 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
CL253871	Nazmi Quiami	Food Service Assistant I SUB	2/16/2022	Fund 130	\$15.83	DO
CL253872	Aiden Hennessey	Walk-On-Coach - Not to Exceed \$3,500.00	2/22/2022	Coaches, Athletics	TBD	OPHS
CL253873	David Lee	Walk-On-Coach - Not to Exceed \$3,500.00	2/22/2022	Coaches, Athletics	TBD	OPHS
CL253874	James Nizam	Walk-On-Coach - Not to Exceed \$3,500.00	2/22/2022	Coaches, Athletics	TBD	OPHS
CL253875	Daniel Schneider	Walk-On-Coach - Not to Exceed \$3,500.00	2/22/2022	Coaches, Athletics	TBD	OPHS
CL253876	Shilpa Pandit	Instructional Assistant II SpEd SUB	2/22/2022	Special Ed	\$17.69	DO
CL253877	Kimberly Stuhr	Instructional Assistant II SpEd	2/22/2022	Special Ed	\$22.28	OPNS
CL253878	Kathryn Smolarski	Instructional Assistant II SpEd	3/1/2022	Special Ed	\$21.02	ROES
CL253879	Carole Ly	Director Student Nutrition & Wellness SUB	3/2/2022	Fund 130	\$425.59	DO/Virtual
CL253880	Katherine Adams	Director Student Nutrition & Wellness	3/8/2022	Fund 130	\$389.46	DO

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL253881	Stacy McClamma	Choir	1/26/2022	ELO	\$1,450.00	BES
CL253882	Ellyn Schneider	Drama Director	1/11/2022	CTE	\$1,725.70	OPHS
CL253883	Ellyn Schneider	Thespian Director	1/11/2022	CTE	\$1,725.70	OPHS
CL253884	Ellyn Schneider	Student Prod Director	1/11/2022	CTE	\$1,725.70	OPHS
CL253885	Eric Varney	Boys Volleyball Varsity Head Coach	2/1/2022	Site	\$3,500.00	OPHS
CL253886	Kalle Mullford	Boys Volleyball JV Head Coach	2/1/2022	Site	\$2,000.00	OPHS
CL253887	Eric Varney	Boys Volleyball Frosh Head Coach	2/1/2022	Site	\$1,500.00	OPHS
CL253888	Scott Kevorken	Boys Volleyball Assistant Coach	2/1/2022	ASB Donation	\$1,500.00	OPHS
CL253889	Derek Hale	Boys Volleyball Coach	2/1/2022	ASB Donation	\$1,000.00	OPHS
CL253890	Brandon Heidt	Soccer Post Season Head Coach	2/1/2022	ASB Donation	\$200.00	OPHS
CL253891	Aaron Boal	Baseball JV Head Coach	2/1/2022	Site	\$2,000.00	OPHS
CL253892	Ian Costanzo	Baseball Frosh Head Coach	2/1/2022	Site	\$1,000.00	OPHS
CL253893	Ian Costanzo	Baseball Assistant Coach	2/1/2022	ASB Donation	\$1,000.00	OPHS

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL253894	Doug Wells	Baseball Assistant Coach	2/1/2022	ASB Donation	\$2,000.00	OPHS
CL253895	Rob Samuels	Softball JV Head Coach	2/1/2022	Site	\$2,000.00	OPHS
CL253896	Kelsey Jensen	Softball Assistant Coach	2/1/2022	ASB Donation	\$1,400.00	OPHS
CL253897	Justin Melago	Softball Assistant Coach	2/1/2022	ASB Donation	\$1,100.00	OPHS
CL253898	Tianna Sondgeroth	Stunt Varsity Head Coach	2/1/2022	Site	\$3,000.00	OPHS
CL253899	Samone Rankins	Stunt Assistant Coach	2/1/2022	ASB Donation	\$2,000.00	OPHS
CL253900	Maddie Weyers	Stunt Assistant Coach	2/1/2022	ASB Donation	\$2,000.00	OPHS
CL253901	Donn James	Boys Golf Varsity Head Coach	2/1/2022	Site	\$2,500.00	OPHS
CL253902	Calley Prezzano	Swim Varsity Head Coach	2/1/2022	Site	\$3,000.00	OPHS
CL253903	Ross Tabor	Girls Lacrosse Varsity Head Coach	2/1/2022	Site	\$3,000.00	OPHS
CL253904	Russ Peters	Girls Basketball Game Manager	11/23/2021	ASB Donation	\$1,400.00	OPHS
CL253905	William Garcia	Band Coach	2/28/2022	Site	\$3,500.00	OPHS
CL253906	Josh Harrison	Track Assistant Coach	2/19/2022	Site	\$2,500.00	OPHS
CL253907	Mark Jacobs	Track Assistant Coach	2/19/2022	Site	\$2,500.00	OPHS
CL253908	David Lee	Track Assistant Coach	2/19/2022	Site	\$2,500.00	OPHS
CL253909	Greg Parrone	Track Assistant Coach	2/19/2022	Site	\$2,500.00	OPHS
CL253910	Scott Shulze	Track Assistant Coach	2/19/2022	Site	\$2,500.00	OPHS
CL253911	Paige Harrington	Track Assistant Coach	2/19/2022	Site	\$2,500.00	OPHS
CL253912	Tarik Ergin	Boys Lacrosse Varsity Head Coach	2/10/2022	Site	\$3,500.00	OPHS
CL253913	Max Luchs	Boys Lacrosse JV Head Coach	2/10/2022	Site	\$2,000.00	OPHS
CL253914	Robert Bjerkaas	Boys Lacrosse Assistant Varsity Head Coach	2/10/2022	ASB Donation	\$2,000.00	OPHS
CL253915	Sierra Cavalleri	Girls Beach Volleyball Varsity Head Coach	2/1/2022	Site	\$2,000.00	OPHS
CL253916	Sierra Cavalleri	Girls Beach Volleyball JV Head Coach	2/1/2022	Site	\$650.00	OPHS
CL253917	Emma Montes	Girls Beach Volleyball Frosh Head Coach	2/1/2022	Site	\$350.00	OPHS
CL253918	Emma Montes	Girls Beach Volleyball Varsity Assistant Coach	2/1/2022	ASB Donation	\$350.00	OPHS
CL253919	James Nizam	Boys Lacrosse Assistant Coach	2/10/2022	ASB Donation	\$500.00	OPHS
CL253920	Mara Smialek	Cheer Coach Sports League	2/1/2022	ELO	\$1,200.00	MCMS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Salary	Site
CL253921	Kathleen Ko	Instructional Assistant III - Behavior - LOA Medical	2/22/2022	Special Education	\$21.02	BES
CL253922	Alexis Arrington	Instructional Assistant III - Behavior - LOA Personal	2/25/2022	Special Education	\$21.26	OHES
CL253923	James Curry	Custodian Fulltime from Custodian SUB	3/1/2022	General	\$23.89	MCMS
CL253924	Alyson Redding	Instructional Assistant II SpEd to Long Term Sub	3/1/2022	Special Education	\$22.28	BES
CL253925	Leah Munn	Instructional Assistant II SpEd frm IA III Behavior	3/1/2022	Special Education	\$22.28	OPHS
CL253926	Dawn Ducich	Campus Supervisor LOA	2/22/2022	General	\$19.92	MCMS
CL253927	Janki Groves	Instructional Assistant II SpEd LOA Medical	3/4/2022	Special Education	21.26	OPHS
CL253928	Carmen Rosales Dominguez	IA II SpEd SUB from Preschool Extended Care Asst	2/11/2022	Special Education	\$17.69	OPNS

SEPARATION

Number	Name	Position	Effective Date	Separation Type	Salary	Site
CL253929	Christian Jimenez	Custodian	2/7/2022	Termination	\$23.89	MCMS
CL253930	Megan Hellerstein	Instructional Assistant III Behavior	3/5/2022	Resignation	\$23.89	ROES
CL253931	Jessica Wampler	Food Service Assistant I	3/12/2022	Resignation	\$19.92	MCMS
CL253932	Trisha Webb	Campus Superviosr	3/16/2022	Resignation	\$19.92	OHES

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: MARCH 15, 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	
01CE11492	Richard Billingsley	Guest Teacher	02/15/2022	General	District Wide	
01CE11493	Lauren Frey	Guest Teacher	02/22/2022	General	District Wide	
01CE11494	Karin DeGraffenreid	Guest Teacher	02/22/2022	General	District Wide	
01CE11495	Heather Sloan	Summer School Administrator - Elementary	03/02/2022	ELO	OHES	
01CE11496	Kimberly Villalpando	Summer School Administrator - Secondary	03/02/2022	ELO	OPHS	
01CE11497	David Jackson	Summer School Administrator - Secondary	03/02/2022	ELO	OPHS	

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE11498	Rob Hall	Game Manager - Basketball (boys)	12/14/2021	ASB	\$1,360.00	OPHS
01CE11499	Rob Hall	Assistant Coach - Varsity Softball	02/01/2022	ASB	\$1,800.00	OPHS
01CE11500	Kathryn Klamecki	Head Coach - Soccer (girls) Post Season	02/07/2022	ASB	\$100.00	OPHS
01CE11501	Aaron Shaw	Head Coach - Basketball (boys) Post Season	02/07/2021	ASB	\$100.00	OPHS
01CE11502	Jeff Smith	Head Coach - Varsity Baseball	02/01/2022	General	\$3,000.00	OPHS
01CE11503	Dave Kinberg	Assistant Coach - Varsity Baseball	02/01/2022	ASB	\$2,000.00	OPHS
01CE11504	Eric Pryor	Head Coach - Varsity Softball	02/01/2022	ASB	\$3,500.00	OPHS
01CE11505	Adam Nielson	Head Coach - Varsity Tennis (boys)	02/01/2022	General	\$2,000.00	OPHS
01CE11506	Adam Nielson	Head Coach - JV Tennis (boys)	02/01/2022	General	\$1,500.00	OPHS
01CE11507	Maryannick Bovard	Study Hall - Spring	01/11/2022	General	\$1,650.00	OPHS
01CE11508	Francisco Henning	Study Hall - Spring	01/11/2022	General	\$1,650.00	OPHS
01CE11509	Brenda Pasqua	Study Hall - Spring (x2)	01/11/2022	General	\$3,300.00	OPHS
01CE11510	Brenda Pasqua	Study Hall - Fall 2021	08/09/2021	General	\$1,650.00	OPHS
01CE11511	Heidi Cissell	Spring Musical Director	01/11/2022	CTE	\$1,708.14	OPHS
01CE11512	Heidi Cissell	Choir - Spring	05/27/2022	General	\$1,350.00	OPHS
01CE11513	Donald Cook	Class Size Overages (February 2022)	02/01/2022	General	\$98.00	OPHS
01CE11514	Jennifer Hankins	Class Size Overages (February 2022)	02/01/2022	General	\$117.00	OPHS
01CE11515	Lauren Heinrich	Class Size Overages (February 2022)	02/01/2022	General	\$23.00	OPHS
01CE11516	Jessica Wall	Class Size Overages (February 2022)	02/01/2022	General	\$81.00	OPHS
01CE11517	Robbin Lund	Class Size Overages (February 2022)	02/01/2022	General	\$90.00	ROES
01CE11518	Kate Gregg	Class Size Overages (February 2022)	02/01/2022	General	\$180.00	ROES
01CE11519	Nicole LoBianco	Class Size Overages (February 2022)	02/01/2022	General	\$90.00	ROES
01CE11520	Tahnee Munoz	Class Size Overages (February 2022)	02/01/2022	General	\$180.00	ROES
01CE11521	Ryan Bodily	Class Size Overages (February 2022)	02/01/2022	General	\$90.00	ROES
01CE11522	Jamie Brown	Class Size Overages (February 2022)	02/01/2022	General	\$90.00	ROES
01CE11523	Alexis Ma	Class Size Overages (February 2022)	02/01/2022	General	\$90.00	ROES
01CE11524	Kathy Strong	Class Size Overages (February 2022)	02/01/2022	General	\$90.00	ROES
01CE11525	Erik Squire	Class Size Overages (February 2022)	02/01/2022	General	\$180.00	BES
01CE11526	Cynthia Morrow	Class Size Overages (February 2022)	02/01/2022	General	\$75.00	BES
01CE11527	Josh Harrison	Sports League - Basketball - Girls	02/01/2022	ELO	\$600.00	MCMS
01CE11528	Casey Webb	Sports League - Basketball - Boys	02/02/2022	ELO	\$600.00	MCMS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Site	
01CE11529	Stepanie Perez	LOA	2/22/2022	General	MCMS	
01CE11530	Zaloa Goiri Virto	Family and Medical Leave	3/1/2022	General	OPHS	
01CE11531	Troy Labnow	Prep Time for New Course Load	2/17/2022	General	OPHS	
01CE11532	Austin Lippincott	Subbing 1 period for remainder of school yr	3/1/2022	General	OPHS	
01CE11533	Amy Buccino	Baby Bonding (CFRA)	3/2/2022	General	ROES	
01CE11534	Allison Gerin	Corrected Salary Step	3/2/2022	General	BES	

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: MARCH 15, 2022
SUBJECT: B.1.c. RATIFY PURCHASE ORDERS – FEBRUARY 1 THROUGH FEBRUARY 28, 2022

CONSENT

ISSUE: Shall the Board ratify the following purchase orders issued for the period February 1 through February 28, 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 February 1 through February 28, 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 02/01/2022 - 02/28/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-4200	Other Books and Reference Mate				
P22-00503	Lakeshore Equipment Co dba Lak eshore Learning Matls	011	Materials for Learning Center/MTSS	010-4200	322.12
Total:010-4200 Other Books and Reference Mate					322.12
010-4330	Other Materials and Supplies N				
B22-00213	Agromin Horticulture Soils	004	50/50 soil for lower field @baseball field	010-4330	498.18
P22-00456	Nearpod Inc.	012	ELO: Flocabulary	010-4330	1,300.00
P22-00457	Document Systems	000	Copier Toner - Pupil Services	010-4330	375.59
P22-00459	Riddell/All American Sports Cp	003	OPHS Football Helmets	010-4330	5,731.37
P22-00463	College Board Publications PSA T/NMSQT	013	Test Fees/Mat & Suppl/	010-4330	3,950.00
P22-00466	Explore Learning, LLC	005	Gizmo's Two year license for D. O'Brien	010-4330	1,656.00
P22-00467	HEINEMANN	005	Teacher Grant- BES 4th Grade Team	010-4330	6,975.00
P22-00475	Southwest School Supply	005	New Bookshelves for Elementary Teachers	010-4330	3,892.12
P22-00484	Plastic Recycling IA Fls, Inc	004	Replacement Lunch Table Parts @OPHS	010-4330	991.76
P22-00486	Reptacular Animals Corporation	005	Teacher Grant- Amy Kobayashi	010-4330	420.00
P22-00492	Magnatag	012	DISC: Master Schedule Board	010-4330	1,013.91
P22-00496	Document Systems	011	Printers for Red Oak	010-4330	755.71
P22-00502	Herff Jones	024	Black Keeper Cap and Gown	010-4330	1,132.40
P22-00504	Eastbay Inc	012	ELO: Sports League V-ball	010-4330	825.59
P22-00505	Champion Teamwear	012	ELO: Cheer Uniforms	010-4330	215.48
P22-00506	Memorablegifts.com Inc Att Ale x Rogers	013	Retirement/Oth Exp/Site	010-4330	424.50
T22-00022	NetSupport Incorporated	012	CTE: Class Mgmt	010-4330	360.00
Total:010-4330 Other Materials and Supplies N					30,517.61
010-5200	Travel and Conference				
P22-00458	VCOE	006	VCOE payment for 2021-22 Teache/Adminr Induction	010-5200	8,025.00
P22-00477	VCOE	005	Pd for Brad Benioff	010-5200	100.00
P22-00497	Herff Jones	015	Graduation Honor Cords	010-5200	585.08
P22-00498	TUMBLEWEED EDUCATIONAL ENTERPR ISES INC	015	SB Zoo Field Trip	010-5200	875.00
P22-00499	Stanford Center for Profession al Development	005	PD for Social Studies Teachers	010-5200	760.00
Total:010-5200 Travel and Conference					10,345.08
010-5300	Dues and Memberships				
P22-00487	California Reading Association	005	2022 CRA Membership for Librarians	010-5300	80.00
Total:010-5300 Dues and Memberships					80.00
010-5600	Rents, Leases, and Repairs				

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 02/01/2022 - 02/28/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B22-00212	Salinas & Sons Rooter Service	004	2021/22 Plumbing and Rooter Services DW	010-5600	5,000.00
P22-00464	California Pest Management	004	Pest Exclusion Service @MCMS	010-5600	825.00
P22-00465	Air Fab Services Inc.	004	2021-22 HVAC Services as needed DW @OPUSD	010-5600	1,200.00
P22-00478	REC Solar Commercial Corp	004	Troubleshoot INV B2 @ OHES	010-5600	1,267.56
P22-00479	REC Solar Commercial Corp	004	Replace Inverter B2 @OHES	010-5600	5,445.37
P22-00483	Sunbelt Rentals, Inc	004	Forklift to Repair Sign @OPHS	010-5600	798.77
P22-00485	Taft Electric Company	004	Parking Lot Lights @ROES	010-5600	3,955.00
P22-00488	Absolute Fire Protection, Inc.	004	Fire Sprinkler Test ROES	010-5600	495.00
P22-00493	M/M Mechanical, Inc	004	Repair water leak under concrete at BES	010-5600	7,147.61
P22-00494	Steven Field Plumbing	004	ROES Plumbing Repairs	010-5600	925.00
P22-00495	Steven Field Plumbing	004	OHES Plumbing Repairs	010-5600	2,166.00
P22-00500	MPS Enterprises dba Cross Breeze Screens	004	Repair window screens DW	010-5600	2,471.00

Total:010-5600 Rents, Leases, and Repairs **31,696.31**

010-5820 Other Operating Expense

B22-00062	Cion Binshtock dba Town and Country Printing and Graph	012	Open PO for Printing	010-5820	2,072.50
P22-00452	AAA Camps, LP DBA Valley Trails Summer Camp	010	4th Grade Field Trip to VT Ranch	010-5820	1,140.00
P22-00453	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	010	4th Grade Field Trip Leonis Adobe	010-5820	1,100.00
P22-00454	Leonis Adobe Association	010	4th Grade Field Trip to Leonis Adobe	010-5820	836.00
P22-00455	Moorpark Unified School District	010	4th Grade Field Trip to VT Ranch	010-5820	1,660.00
P22-00468	School Specialty, LLC	005	OHES Live Materials for Science	010-5820	57.74
P22-00470	Reliable Cabling Solutions	004	Data Drop for HR Reconfiguration	010-5820	1,792.00
P22-00474	The Howard Group Inc.	004	21/22 Consultant Agreement for Diversity Programs	010-5820	75,000.00
P22-00476	Acorn Press	000	Citizens Oversight Committee Ad	010-5820	363.40
P22-00480	Thousand Oaks Electric dba Thousand Oaks Electric	013	Elect. Install/oth Exp/Design Vis Med	010-5820	1,845.00
P22-00481	Safety Unlimited, Inc	023	First Aid & CPR for staff	010-5820	156.00
P22-00482	Digital Dragon LLC	004	Technology Education Program	010-5820	26,000.00
P22-00489	Document Tracking Service, LLC	005	2022 DTS Contract	010-5820	695.00
P22-00490	Rancho Simi Recreation & Park	002	Special Assessment 7/1/21-6/30/22	010-5820	282.26
P22-00501	Department of Industrial Relations(Accounting)	004	Elevator Inspections at OPHS	010-5820	350.00

Total:010-5820 Other Operating Expense **113,349.90**

211-4410 Equipment New Non-Capitalized

P22-00460	Uline	004	Proj 18-21S Umbrella Frames @new classroom @MCMS	211-4410	249.24
P22-00473	Airgas West	000	Proj 19-19S Materials for Art Court @OPHS	211-4410	2,020.41

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

ESCAPE ONLINE

Page 2 of 5

Includes Purchase Orders dated 02/01/2022 - 02/28/2022

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
Total:211-4410 Equipment New Non-Capitalized					2,269.65
211-5820	Other Operating Expense				
P22-00462	Ventura County Air Pollution Control District	004	Proj 19-17S Permit Processing Fee Emergency Gen	211-5820	1,274.00
P22-00469	Cummins Inc. dba Cumins Sales & Service	004	Proj 19-17S Emergency Generator	211-5820	1,428.57
P22-00471	Barnhart Balfour Beatty, Inc Balfour Beatty Construction	004	Const. Mgmt. Svcs. Dec 2021 #44000	211-5820	800.00
P22-00472	Barnhart Balfour Beatty, Inc Balfour Beatty Construction	004	Const. Mgmt. Svcs. Jan 2022 #45000	211-5820	800.00
Total:211-5820 Other Operating Expense					4,302.57
211-6209	Main Construction-Buildings				
P22-00491	Thousand Oaks Electric dba Thousand Oaks Electric	004	Proj 19-19S Supply & install power Art Court @OPHS	211-6209	2,885.00
Total:211-6209 Main Construction-Buildings					2,885.00
211-6272	Construction Management Fees				
P22-00471	Barnhart Balfour Beatty, Inc Balfour Beatty Construction	004	Const. Mgmt. Svcs. Dec 2021 #44000	211-6272	3,680.00
P22-00472	Barnhart Balfour Beatty, Inc Balfour Beatty Construction	004	Const. Mgmt. Svcs. Jan 2022 #45000	211-6272	5,520.00
Total:211-6272 Construction Management Fees					9,200.00
211-6274	Other Construction				
P22-00461	Hughes General Engineering	004	Proj 18-21S Seal new classrooms @MCMS	211-6274	12,200.00
Total:211-6274 Other Construction					12,200.00
211-6400	Equipment \$5000+				
P22-00469	Cummins Inc. dba Cumins Sales & Service	004	Proj 19-17S Emergency Generator	211-6400	139,480.29
Total:211-6400 Equipment \$5000+					139,480.29
Total Number of POs			59	Total	356,648.53

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	51	186,311.02
Total Fiscal Year 2022			186,311.02
211	Measure S Facilities & Tech	8	170,337.51
Total Fiscal Year 2022			170,337.51
Total			356,648.53

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

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Includes Purchase Orders dated 02/01/2022 - 02/28/2022

PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
010-4330	Other Materials and Supplies N			
B22-00007	4,000.00	010-4330	General Fund/Other Materials and Supplies N	1,000.00-
B22-00008	3,500.00	010-4330	General Fund/Other Materials and Supplies N	500.00-
B22-00009	8,500.00	010-4330	General Fund/Other Materials and Supplies N	1,000.00-
B22-00013	4,201.22	010-4330	General Fund/Other Materials and Supplies N	478.06-
B22-00072	12,000.00	010-4330	General Fund/Other Materials and Supplies N	1,000.00
B22-00079	1,003.53	010-4330	General Fund/Other Materials and Supplies N	996.47-
B22-00080	90.48	010-4330	General Fund/Other Materials and Supplies N	409.52-
B22-00083	1,077.42	010-4330	General Fund/Other Materials and Supplies N	422.58-
B22-00086	523.15	010-4330	General Fund/Other Materials and Supplies N	226.85-
B22-00089	350.00	010-4330	General Fund/Other Materials and Supplies N	150.00-
B22-00091	213.10	010-4330	General Fund/Other Materials and Supplies N	36.90-
B22-00129	5,374.00	010-4330	General Fund/Other Materials and Supplies N	250.00-
B22-00130	1,000.00	010-4330	General Fund/Other Materials and Supplies N	500.00-
B22-00132	7,500.00	010-4330	General Fund/Other Materials and Supplies N	2,534.09-
B22-00170	42.21	010-4330	General Fund/Other Materials and Supplies N	457.79-
B22-00182	434.36	010-4330	General Fund/Other Materials and Supplies N	403.48-
P22-00032	213.92	010-4330	General Fund/Other Materials and Supplies N	286.08-
P22-00107	1,543.50	010-4330	General Fund/Other Materials and Supplies N	543.95
P22-00324	2,487.61	010-4330	General Fund/Other Materials and Supplies N	1,012.39-
P22-00402	1,313.81	010-4330	General Fund/Other Materials and Supplies N	171.60
Total:010-4330 Other Materials and Supplies N				8,948.66-
010-5510	Gas Utility Service			
B22-00145	33,293.00	010-5510	General Fund/Gas Utility Service	11,293.00
Total:010-5510 Gas Utility Service				11,293.00
010-5600	Rents, Leases, and Repairs			
B22-00120	5,200.00	010-5600	General Fund/Rents, Leases, and Repairs	200.00
P22-00004	1,000.00	010-5600	General Fund/Rents, Leases, and Repairs	1,000.00-
P22-00005	1,000.00	010-5600	General Fund/Rents, Leases, and Repairs	1,500.00-
P22-00006	1,000.00	010-5600	General Fund/Rents, Leases, and Repairs	1,500.00-
P22-00007	1,000.00	010-5600	General Fund/Rents, Leases, and Repairs	2,000.00-
P22-00008	1,000.00	010-5600	General Fund/Rents, Leases, and Repairs	1,000.00-
P22-00009	4,550.00	010-5600	General Fund/Rents, Leases, and Repairs	450.00-
P22-00010	1,000.00	010-5600	General Fund/Rents, Leases, and Repairs	500.00-
P22-00105	1,350.00	010-5600	General Fund/Rents, Leases, and Repairs	350.00
P22-00322	3,175.00	010-5600	General Fund/Rents, Leases, and Repairs	1,575.00
Total:010-5600 Rents, Leases, and Repairs				5,825.00-
010-5820	Other Operating Expense			
P22-00284	30,000.00	010-5820	General Fund/Other Operating Expense	15,000.00

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

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Includes Purchase Orders dated 02/01/2022 - 02/28/2022

PO Changes (continued)

	New PO Amount	Fund/ Object	Description	Change Amount
			Total:010-5820 Other Operating Expense	15,000.00
010-6400	Equipment \$5000+			
P22-00443	10,115.62	010-6400	General Fund/Equipment \$5000+	380.13-
			Total:010-6400 Equipment \$5000+	380.13-
			Total PO Changes	11,139.21

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

ESCAPE ONLINE

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TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

**SUBJECT: B.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL,
MEDIA (JOURNALISM/YEARBOOK) – APRIL 7-9, 2022.**

CONSENT

ISSUE: Shall the Board approve an overnight field trip for the OPHS Media (Journalism/Yearbook) to Los Angeles, California?

BACKGROUND: Principal, Mat McClenahan, requests approval for this convention scheduled for April 7-9, 2022 in Los Angeles, CA. Approximately 12 students, 3 female teachers and 1 male chaperone will travel by district approved drivers in district and private vehicles. They will depart on Thursday, April 7th at approximately 3:30 p.m. and return Saturday, April 9th at approximately 1:00 p.m. Team and chaperones will stay at the Westin Bonaventure in Los Angeles, 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 \$350 per student (which includes convention fee, lodging and food). Funding Source is the Journalism Fund and is included in the 2021-2022 ASB 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 the overnight trip for OPHS Journalism/Yearbook to LA.
2. Do not approve the overnight trip.

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 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: MARCH 15, 2022

**SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
FUTURE BUSINESS LEADERS OF AMERICA – APRIL 7-10, 2022**

CONSENT

ISSUE: Shall the Board approve an overnight field trip for the OPHS Future Business Leaders of America (FBLA) to Ontario, California?

BACKGROUND: Principal, Mat McClenahan, requests approval for this conference scheduled for April 7-10, 2022 in Ontario, CA. Approximately 20-40 students and 1 OPHS male advisor and 1 OPHS female chaperone will travel by charter bus. They will depart on Thursday, April 7th at 1 p.m. and return Sunday, April 10th at approximately 1 p.m. Students and chaperones will stay at a hotel TBD in Ontario, California. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved Field Trip Planning Guide/Checklist have been met.

FISCAL IMPACT: The cost is between \$350-\$400 per student (which includes transportation, food, registration, and lodging). Funding source is the FBLA ASB Fund and included in the 2021-2022 ASB 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 the overnight trip for OPHS FBLA - Ontario, CA.
2. Do not approve the overnight trip.

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 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: MARCH 15, 2022

**SUBJECT: B.1.f. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL,
BASEBALL – APRIL 10-13, 2022.**

CONSENT

ISSUE: Shall the Board approve an overnight trip for OPHS Varsity Baseball to San Luis Obispo, California?

BACKGROUND: Principal, Mat McClenahan requests approval for this 3 game series scheduled for April 10-13, 2022 in San Luis Obispo, CA. Approximately 28 students and 4 district cleared coaches will travel by district approved drivers in district vehicles. They will depart on Sunday, April 10th at approximately 1:00 p.m. and return on Wednesday, April 13th at approximately 10:30 p.m. Students and chaperones will stay at San Luis Inn and Suites in San Luis Obispo, 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 of this trip is \$150 per student (which includes lodging, food, and transportation.) Funding Source is the Baseball Fund and is included in the 2021-2022 ASB Budget and the Athletic Booster Club Baseball Funds.

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 the overnight trip for OPHS Varsity Baseball, San Luis Obispo.
2. Do not approve the overnight trip.

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 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: MARCH 15, 2022

SUBJECT: B.1.g. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL CIF PLAY-OFFS, CA

CONSENT

ISSUE: Shall the Board approve an overnight for the OPHS Athletic Team(s) who qualify for CIF Play-Offs?

BACKGROUND: Principal, Mat McClenahan, requests approval for any/all Spring sports team(s) (Baseball, Boys' Golf, Boys' Lacrosse, Girls' Lacrosse, Softball, Stunt, Boys' Tennis, Track, Boys' Volleyball, Girls' Beach Volleyball) that might qualify for CIF Play-Offs and require overnight travel and accommodations due to distance. Details of specific trips will be updated as they occur. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved Field Trip Planning Guide/Checklist has been met. Mr. Brad Benioff, Director of Student Support and School Safety will review COVID safety protocols for any team/team members who may require an overnight trip if they make playoffs.

FISCAL IMPACT: Funding source is the ASB Fund and is included in the 2021-2022 budget.

BOARD POLICY: Pursuant to Board Policy 6153 School Sponsored Trips – Request 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 6 – Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.

ALTERNATIVES:

1. Approve the overnight trip for the OPHS Athletic Team(s) who qualify for CIF Play-Offs.
2. Do not approve the overnight trip.

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 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: MARCH 15, 2022
SUBJECT: B.2.a. APPROVE 2020-2021 SCHOOL ACCOUNTABILITY REPORT CARDS (SARCS)

ACTION

ISSUE: Shall the Board of Education approve the School Accountability Report Cards for 2020-2021.

BACKGROUND: In November 1988, California voters passed Proposition 98, also known as The Classroom Instructional Improvement and Accountability Act. This ballot initiative provides California's schools with a source of funding. In return, all public schools in California are required annually to prepare SARCs and disseminate them to the public. SARCs are intended to provide the public with important information about each public school and to communicate a school's progress in achieving its goals. Board Policy 0510 requires the Board to annually approve the SARCs for all district schools and shall evaluate the data contained in the SARCs as part of the Board's regular review of the effectiveness of the district's programs, personnel, and fiscal operations. In the years since the passage of Proposition 98, additional requirements for school accountability reporting and dissemination have been established through legislation. Most SARC requirements are codified in California Education Code 33126 and 33126.1. The 2020-2021 SARC reports are available at: <https://bit.ly/3IW5lTi>

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy BP 0510 School Accountability Report Cards - The Governing Board recognizes its responsibility to inform parents/guardians and the community about the conditions, needs, and progress at each district school and to provide data by which parents/guardians can make meaningful comparisons between schools.

GOAL: N/A

ALTERNATIVES: 1. Approve the 2020-2021 SARC reports.
2. Do not approve the SARC reports.

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, MARCH 15, 2022

Approve the School Accountability Report Cards for 2020-21

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: MARCH 15, 2022

SUBJECT: B.2.b. APPROVE NEW COURSE MUSIC APPRECIATION CP AT OAK PARK INDEPENDENT SCHOOL

ACTION

ISSUE: Shall Oak Park Independent School add a new course titled Music Appreciation CP?

BACKGROUND: Oak Park Independent School would like to add a Music Appreciation CP course. This course emphasizes the study of music history beginning with the early Middle Ages and continuing through 21st century contemporary music. Students will learn the elements of music including the structure of musical compositions. Students will develop critical thinking, analytical, and listening skills in studying the development of Western Music including music history, theory, structure, form, style, and composer's representative of but not limited to the Western classical tradition. The second semester presents the modern musical traditions since 1900. (Adapted from Oxnard Union HSD and Madera USD A-G "F" Elective). This course is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this course to the board at their March 1, 2022 meeting.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy BP 6143 Courses of Study - The Governing Board recognizes that a well-aligned sequence of courses fosters academic growth and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful academically, professionally, and personally.

GOAL: In Support of OPUSD Goals:
Goal 3 Inform and prepare students for college and career success.
Goal 5 Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.

ALTERNATIVES: 1. Approve the request for a new course for Music Appreciation CP at OPIS.
2. Do not approve the request for the new course.

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, MARCH 15, 2022

Approve the request for a new course for Music Appreciation CP at OPIS.

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 New Course Approval Template

Updated 1/2021

Course Title: Music Appreciation CP

OPIS Teacher Approval Date: 12-06-21

Course Code: VPA-MUSAPPCP

OPIS Dept Chair Approval Date: 12-06-21

Length of Course: YEAR COURSE

OPIS Admin Approval Date: 02-01-22

Department/Subject Area: VPA or GENERAL ELECTIVE**UC A-G designation:** Subject F**CC First Reading Date:** 2/1/22**Grade Level(s):** 9-12 HS**CC Recommendation Date:****CP/Honors/AP:** CP**Course Description:**

This course emphasizes the study of music history beginning with the early Middle Ages and continuing through 21st century contemporary music. Students will learn the elements of music including the structure of musical compositions. Students will develop critical thinking, analytical, and listening skills in studying the development of Western Music including music history, theory, structure, form, style, and composers representative of but not limited to the Western classical tradition. The second semester presents the modern musical traditions since 1900. (Adapted from Oxnard Union HSD and Madera USD A-G "F" Elective).

Course Objectives/Outcomes:

Music Appreciation is designed to help students cultivate an appreciation for many types of music by developing informed listening skills. This course is a listening class intended to introduce students to multiple styles, genres and historical periods of music. (Adapted from Oxnard Union HSD and Madera USD A-G "F" Elective).

Text Required/Tentative Reading List:

Authors - Kristen Forney, Andrew Dell'Antonio and Joseph Machils
Edition - 14th
Primary - Yes
Publisher - W.W.Norton & Company
Title - The Enjoyment of Music
Website - www.wwnorton.com

State Standards Addressed: (add links)**Understanding and evaluating how the arts convey meaning:**

- **Anchor Standard #7.** Perceive and analyze artistic work.
- **Anchor Standard #8.** Interpret intent and meaning in artistic work.
- **Anchor Standard #9.** Apply criteria to evaluate artistic work.

Relating artistic ideas and work with personal meaning and external context.

- **Anchor Standard #11.** Relate artistic ideas and works with societal, cultural and historical context to deepen understanding.
- ***What Is Literacy in Music?*** - Developing music literacy means discovering the expressive elements of music, understanding the basic concepts of music, knowing the terminology that is used to comprehend music, . . . and being able to reflect, critique, and connect personal experience to music (California Arts

Standards 83).

District Goals Addressed:

This addresses District Goal #3 - Inform and prepare students for college and career success.

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

Next Steps:

1. If applying for UC/CSU A-G status, please complete [this template](#) and submit to your site administrator
2. ***Please Note - we are adding this course to the OPIS A-G list via -
A-G Course Modeled After an Approved Course Outside My District**

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

**SUBJECT: B.2.c. APPROVE NEW COURSE INTRO TO AUDIO AND MUSIC
PRODUCTION AT MEDEA CREEK MIDDLE SCHOOL**

ACTION

ISSUE: Shall Medea Creek Middle School add a new course titled Intro to Audio and Music Production?

BACKGROUND: Medea Creek Middle School would like to add an Intro to Audio and Music Production course. The course explores all the basics in career pathways in audio recording, sound editing, and multi-track sound design. The course also examines the physics of sound and analog vs. digital recording. Students will come away with an understanding of the functionality of the equipment used in the industry and have a basic knowledge of music production and engineering and mixing through DAW integration. This course also includes instruction in audio apps such as Adobe Audition, BandLab, Finale and Logic Pro X. This course is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this course to the board at their March 1, 2022 meeting.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy BP 6143 Courses of Study - The Governing Board recognizes that a well-aligned sequence of courses fosters academic growth and provides for the best possible use of instructional time. The district's course of study shall provide students with opportunities to attain the skills, knowledge, and abilities they need to be successful academically, professionally, and personally.

GOAL: In Support of OPUSD Goals:
Goal 2G. 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 3G. Increase the number of CTE courses offered and the number of Career Pathway completers.
Goal 5F. Develop connections between CTE Pathways and the arts.

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

Respectfully submitted,

Jeff Davis, Ed.D.,
Superintendent

BOARD OF EDUCATION MEETING, MARCH 15, 2022

Approve New Course Intro to Audio And Music Production at MCMS
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 New Course Approval Template

Updated 1/2021

Course Title: Intro to Audio and Music Production

OPUSD Teacher Approval Date: 1/24/22

Course Code: TBD

OPUSD Dept Chair Approval Date:

Length of Course: year long

OPUSD Admin Approval Date:

Department/Subject Area: Music

UC A-G designation: A, introductory CTE course

CC First Reading Date: 2/1/22

Grade Level(s): 7, 8

CC Recommendation Date:

CP/Honors/AP: N/A

Course Description:

Intro to Audio and Music Production is an all-inclusive course covering all introductory aspects of digital audio and music recording. The course explores all the basics in career pathways in audio recording, sound editing, and multi-track sound design. The course also examines the physics of sound and analog vs. digital recording. Students will come away with an understanding of the functionality of the equipment used in the industry, and have a basic knowledge of music production and engineering and mixing through DAW integration. This course also includes instruction in audio apps such as Adobe Audition, BandLab, Finale and Logic Pro X.

Course Objectives/Outcomes:

Students will learn about musical form, phrase structure, through digital music in order to create original musical compositions using loops in BandLab.

Students will learn how to read treble clef music, rhythms, and basic piano notation

Students will learn how to read technical manuals to help troubleshoot issues

Students will show proficiency in the fundamentals of the DAW, including importing audio files, cutting, pasting and trimming, creating new tracks, and using arrangement tracks.

Students will be able to use quantization, add effects within a DAW, mix drum tracks, mix with volume balancing and volume automation, utilize flex time, add EQ effects, compress audio files, and record vocals with and without autotune effects. Students will practice and incorporate songwriting techniques in their projects.

Intrinsic motivation for learning

Advanced songwriting techniques

microphone usage

Text Required/Tentative Reading List:

Curriculum: Digital Music Innovations 12 Project Bundle, Computers with installed DAW (Logic Pro X, Audacity, or Avid ProTools)

State Standards Addressed: (add links)

[7.MU:Cr3.2](#)

[8.MU:Cr3.2](#)

[7.MU:Cr1](#)

[8.MU:Cr1](#)

[7.MU:Cr2](#)

[8.MU:Cr2](#)

[7.MU:Cr3.1](#)

[8.MU:Cr3.1](#)

[7.MU:Cn11](#)

[8.MU:Cn11](#)

[7.MU:Pr4.2](#)

[8.MU:Pr4.2](#)

[7.MU:Re7.1](#)

[8.MU:Re7.1](#)

[7.MU:Re8](#)

[8.MU:Re8](#)

[7.MU:Re9](#)

[8.MU:Re9](#)

[7.MU:Cn10](#)

[8.MU:Cn10](#)

[7.MU:Pr4.1](#)

[8.MU:Pr4.1](#)

[7.MU:Pr4.3](#)

[8.MU:Pr4.3](#)

[7.MU:Pr5](#)

[8.MU:Pr5](#)

[7.MU:Pr6](#)

[8.MU:Pr6](#)

District Goals Addressed:

Inform and prepare students for college and career success: Increase the number of CTE courses offered and the number of Career Pathway completers.

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

Collaborate with local business/leaders, families, and community groups to implement internships, mentorship, and other programs that provide additional career-related opportunities for students.

Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools: Develop connections between CTE Pathways and the arts.

Next Steps:

1. If applying for UC/CSU A-G status, please complete [this template](#) and submit to your site administrator
- 2.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.2.d. APPROVE NEW COURSE EXPLORATION IN DATA SCIENCE AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall Oak Park High School add a new course titled Explorations in Data Science?

BACKGROUND: Oak Park High School would like to add a new course Exploration in Data Science. This course will introduce students to the main ideas in data science through free tools such as Google Sheets, Python, Data Commons and Tableau. Students will learn to be data explorers in project-based units, through which they will develop their understanding of data analysis, sampling, correlation/causation, bias and uncertainty, probability, modeling with data, making and evaluating data-based arguments, the power of data in society, and more! At the end of the course, students will have a portfolio of their data science work to showcase their newly developed abilities. This course may be taken as an alternative to Algebra II, or in addition to Algebra II, depending on the student's individual goals. This course is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this course to the board at their March 1, 2022 meeting.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy BP 6141 Curriculum Development and Evaluation - The Governing Board desires to provide a research-based, sequential curriculum which promotes high levels of student achievement and emphasizes the development of basic skills, problem solving, and decision making.

GOAL: In Support of OPUSD 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.)

ALTERNATIVES: 1. Approve the request for a new course Exploration in Data Science at OPHS
2. Do not approve the request for the new course.

RECOMMENDATION: Alternative #1

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

BOARD OF EDUCATION MEETING, MARCH 15, 2022

Approve New Course Exploration in Data Science at OPHS

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 Course Approval - Data Science

Course Title: Explorations in Data Science

Course Code: M-DATASCI

Length of Course: 1 year

Department/Subject Area: Math

UC A-G designation: C

Grade Level(s): 10 - 12

CP/Honors/AP: CP

OPHS Math Department Approval Date: 1/24/22

OPHS Dept Chair Approval Date: 1/24/22

OPHS Admin Approval Date: 1/24/22

CC First Reading Date: 2/1/22

CC Recommendation Date:

Course Description:

This course will introduce students to the main ideas in data science through free tools such as Google Sheets, Python, Data Commons and Tableau. Students will learn to be data explorers in project-based units, through which they will develop their understanding of data analysis, sampling, correlation/causation, bias and uncertainty, probability, modeling with data, making and evaluating data-based arguments, the power of data in society, and more! At the end of the course, students will have a portfolio of their data science work to showcase their newly developed abilities.

This course may be taken as an alternative to Algebra II, or in addition to Algebra II, depending on the student's individual goals.

Course Objectives/Outcomes:

Read through the explanation of each unit, see an outline, and its assignments at [YouCubed](#) Website

Unit 1: Data Tells a Story

Unit 5: Skin Tones and Representation

Unit 2: The Data of Our Community

Unit 6: What's the Best Place for Me?

Unit 3: Water in Your Life

Unit 7: Predicting My Preferences

Unit 4: Shuffling Songs

Unit 8: Being a Data Scientist

State Standards Addressed:

[Common Core State Standards](#) (See pages 57-84 and 138-141)

[YouCubed Online Curriculum](#)

[Draft of 2022 State Framework - Chapter 5](#)

District Goals Addressed:

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.)

Next Steps:

1. Post-Board approval, submit to UC/CSU for approval (model after YouCubed course)
2. Research and purchase, if necessary, CODAP, Google Data Commons API, Tableau, and Python through Google Collaboratory for use in the course
3. Inform students and families of "pathway" options, update course and prerequisites accordingly

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

SUBJECT: B.2.e. APPROVE UPDATED STATISTICS TEXTBOOK FOR OAK PARK HIGH SCHOOL AP/CP STATISTICS COURSE

ACTION

ISSUE: Shall Oak Park High School update its AP/CP Statistics textbook?

BACKGROUND: Oak Park High School would like to update its AP/CP Statistics textbook. The current AP/CP Statistics books were previously adopted in 2014. It is the 6th edition of the book being requested. The books were bought as paperbacks and the wear and tear is immense to the point of needing replacement. Rather than buy an old edition, the suggestion to buy an updated edition that also allows the teacher and students to access online resources would be optimal since all students have chrome books. This is being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting this course to the board at their March 1, 2022 meeting.

FISCAL IMPACT: The estimated cost for 150 textbooks plus 6 years of online access is \$29,590.97. Funding source is the Lottery Funds and is included in the 2022-23 adopted budget.

BOARD POLICY: Pursuant to Board Policy BP 6161.1 - Selection and Evaluation of Instructional Materials - 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. 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.

ALTERNATIVES: 1. Approve the request for an updated text at Oak Park High School
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, MARCH 15, 2022

Approve Updated Statistics Textbook for OPHSAP/CP Statistics 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: AP/CP Statistics, 10-12
Text Title: Understandable Statistics, 12th Ed.
Author/Publisher: Brase & Brase,
Cengage Learning
Date of Publication: 2018

OPHS Teacher Approval Date: 12/20/21
OPHS Dept Chair Approval Date: 12/20/21
OPHS Admin Approval Date: 12/21/21
CC First Reading Date: 2/1/22
CC Recommendation Date:

Text Description:

UNDERSTANDABLE STATISTICS: CONCEPTS AND METHODS, Twelfth Edition, is a thorough yet accessible program designed to help students overcome any apprehensions they may have about statistics and to master the subject. To reinforce this approach--and make the material interesting as well as easier to understand--the book integrates real-life data from a variety of sources, including journals, periodicals, newspapers, and the Internet to develop students' critical thinking and statistical literacy skills. (Taken from [Cengage Learning website](#))

Reason for Requesting a New Text:

The current AP/CP Statistics books were previously adopted in 2014. It is the 6th edition of the book being requested. The books were bought as paperbacks and the wear and tear is immense to the point of needing replacement. Rather than buy an old edition, the suggestion to buy an updated edition that also allows the teacher and students to access online resources would be optimal since all students have chromebooks.

State Standards Addressed:

[Common Core State Standards](#) (See pages 138-141)
[AP Statistics Course Description](#) - College Board

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.
 - 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.

Process for Selecting This Text:

The math department ranked textbook adoption in terms of need over the next 3-5 years. Statistics was deemed the most in need. With the assistance of the OPUSD Curriculum Department, sample texts were sent to the teacher to review. Specifically for the proposed book, the teacher was also granted access from the vendor to explore the online capabilities of the text, including an online homework platform, study materials (e.g. interactive flashcards),

OPUSD New Text Request Form

and eBook access. After a thorough review by the teacher and consultation with the department chair and administration, this book is being proposed for use beginning in the 2022-23 school year.

Note: Access to the online platform is formally requested and a main factor for the teacher's approval of this text.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

**SUBJECT: B.2.f. EXPANDED LEARNING OPPORTUNITIES PLAN QUARTERLY
UPDATE**

INFORMATION/DISCUSSION

ISSUE: Shall the Board discuss the Expanded Learning Opportunities Plan?

BACKGROUND: On March 5, 2021, Governor Newsom approved AB 86, which provides \$4.6 Billion to support Expanded Learning Opportunities (ELO) for California's K-12 schools. This grant requires no application. To be eligible for funding, LEA's need to provide "supplemental instruction, support for social and emotional well-being, and, to the maximum extent permissible under the guidelines of the United States Department of Agriculture, meals and snacks to specified student groups, as defined in Education Code Section 43522, who have faced adverse learning and social-emotional circumstances." (CDE, 2021) Based on these criteria, OPUSD qualifies to receive ELO funds. OPUSD's apportionment for the ELO grant is \$2,689,510. Funds must be spent by June 30, 2023, on any of the following 7 purposes/strategies:

1. Extending instructional learning time
2. Accelerating progress to close learning gaps
3. Integrated pupil supports
4. Community learning hubs
5. Supports for credit deficient pupils
6. Additional academic services
7. Training for school staff

At the December 14, 2021, Board Meeting Dr. Greenlinger provided an update that outlined how the funds have been spent to date. This is the second quarterly update and focuses on student's use of various supports and programs, as well as preliminary information regarding summer programs.

The ELO 2nd Quarter Update is available at this link: <https://bit.ly/34pBWlw>

BOARD POLICY: N/A

GOAL: In Support of OPUSD Goals:

- 1- Return to a full-time, in-person instructional model.
- 2- Strengthen the Climate of Care and School Connectedness at all OPUSD schools.
- 5- Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools.
- 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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

**SUBJECT: B.2.g. LCAP DEVELOPMENT AND EDUCATIONAL PARTNER
ENGAGEMENT TIMELINE**

INFORMATION/DISCUSSION

ISSUE: Shall the Board of Education receive an update on the LCAP Development and Educational Partner Engagement Timeline?

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 and 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.

BOARD POLICY: Pursuant to Board Policy BP 0460 Local Control Accountability Plan - 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:
4.a. Conduct ongoing outreach (surveys, Doodle polls, etc) to stakeholders for feedback on a variety of matters and communicate feedback in a timely manner
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 Educational Partner Engagement Timeline- 2022 Oak Park USD

OPUSD will use the term “educational partners” to refer to groups that our district will engage with in developing this and future LCAPs. Educational partners include: *students, teachers, principals, administrators, classified school staff, parents, and groups that support OPUSD schools.*

LCAP Survey to Students, Staff, Parents

- Survey sent to OPEF
- Survey sent to MAC
- Survey sent to PTO Council
- Sent separately to each district committee, SSCs

LCAP Survey Data Shared with:

- Staff, Students, Families
- OPEF
- MAC
- Sent separately to each district committee, SSCs
- Website

Important Dates:

Thursday, March 10- Survey opens

Tuesday, March 15 Regular Board Meeting- LCAP Timeline Presented to Board

Friday, March 18- OPHS Lunch input sessions with students

Tuesday, March 22- OPHS Lunch input sessions with students

Thursday, March 24- Survey closed

March 25-April 5- Survey responses analyzed

Tuesday, April 5- DELAC review of LCAP goals

Wednesday, April 6- Leadership Meeting Review of Survey Data

Wednesday, April 6- Educational Partner Data Meeting

Thursday, April 7- OPHS Lunch Data review session with students

TBD- Meet with OPTA and OPCA to review data

April 11-15 Spring Break

Tuesday, April 19- Regular Board Meeting- Educational Partner Input presented to Board

Monday, May 2- Present Draft LCAP to Educational Partners

Wednesday, May 11- LCAP Draft discussed at Principals Meeting

Tuesday, May 17- Regular Board Meeting- Draft LCAP presented to Board

Monday, May 23- Educational Partner LCAP review after Board input

Proposed Tuesday, June 7- Board Study Session- Budget and LCAP

Tuesday, June 14- Regular Board Meeting- Approve Budget and LCAP

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

SUBJECT: B.2.h. REVIEW STUDENT CAASPP RESULTS FROM 2020-2021

INFORMATION/DISCUSSION

ISSUE: Shall the Board of Education receive an update on the CAASPP scores from the 2021 school year?

BACKGROUND: Students in grades 3-8 and 11 participated in the 2021 California Assessment of Student Performance and Progress (CAASPP). These assessments measured progress toward the CA Standards in Literacy, Mathematics, and Science. The Board will be presented with a comprehensive report on student performance District-wide and by school and grade level. This data will also include performance reports for certain student groups, including Students with Disabilities, Multilingual learners, and low socio-economic status. The CAASPP data is available at this link: <https://bit.ly/3vNAZyr>

BOARD POLICY: Pursuant to Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests - The Board shall annually examine state assessment results by school, grade level, and student subgroup as one measure of the district's progress in attaining its student achievement goals and shall revise the local control and accountability plan and other district or school plans as necessary to improve student achievement for underperforming student groups. The Superintendent or designee shall present districtwide, school-level, and grade-level results to the Governing Board at a regularly scheduled meeting.

GOAL: In Support of OPUSD Goals:
1.b. Provide multi-tiered systems of support to all students, especially students not performing at grade level, based on student assessment data gathered at the beginning of the school year and at multiple points during the school year.
1.g. Continue to be sensitive to and supportive of the challenges of teaching and learning during the pandemic.

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

Respectfully submitted,

Jeff Davis Ed.D.,
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.3.a. REVIEW AND APPROVE THE FRAMEWORK FOR ALLOCATION OF MEASURE S FUNDS

DISCUSSION/ACTION

ISSUE: Shall the Board review and approve the Framework for Allocation of Measure S Funds?

BACKGROUND: At the November 16, 2021 meeting, District staff reviewed and discussed updates from the Measure S Planning Committee, which included a status report on completed Measure S projects, identified future district needs, and available funding. Since then, District staff, in collaboration with Balfour Beatty, school-site administrators, Measure S Planning Committee, and Measure S Sub-Committee, have developed a framework for the allocation of our Measure S funds. Included are the remaining Series B and future Series C funds. On February 14, 2022, after numerous assessments and iterations, the Measure S Planning Committee reviewed the current version of the Framework and recommended it for approval by the Board. At the March 2, 2022 Special Board Meeting the Board reviewed the Framework and recommended that the Framework be shared with the site leadership by the Principals and also with the PTO Council prior to this meeting. The Framework is designed to provide a roadmap for the use of Measure S funds and is meant to evolve, as needed, over time to meet the needs of the District.

FISCAL IMPACT: The Framework provides a recommendation for the allocation of Measure S funds remaining in Series B and new funds issued through Series C.

BOARD POLICY: Pursuant to Board Policy 7110(a) Facilities - The Superintendent or designee shall develop, for Board approval, a master plan for district facilities which describes the district's anticipated short-and long-term facilities needs and priorities.

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. Approve the Framework for Allocation of Measure S Funds
2. Do not approve.

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, MARCH 15, 2022

Review and Approve Framework for Allocation of Measure S Funds

Page 2

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

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

Framework for Allocation of Measure S Funds

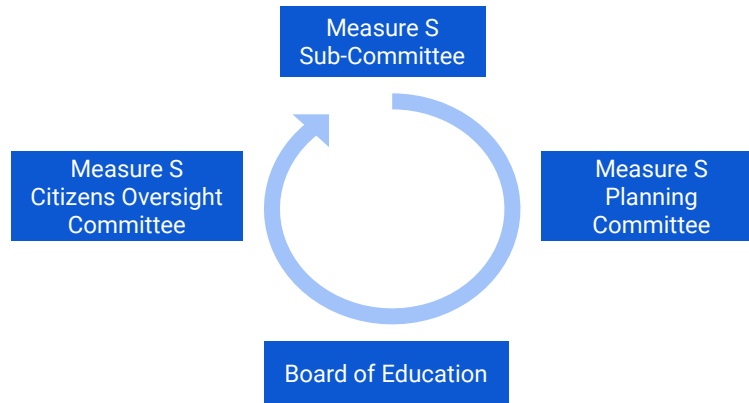
March 2022



Measure S Ballot Language

To improve student safety and campus security systems, repair/upgrade older classrooms and school facilities, including deteriorating roofs, plumbing, electrical, and air conditioning systems, acquire, construct, and repair classrooms, sites, facilities, equipment and instructional technology to support student achievement in reading, math arts, humanities, science/technology, shall Oak Park Unified School District issue \$60,000,000 in bonds at legal rates, with independent citizen oversight, audits, no money for administrator salaries, all money staying local, and without increasing current tax rates?

Entities Overseeing Allocation of Funds



Examples of Recently-Completed Projects



Bond Refinance Efforts

- Refinanced \$7,408,176 of Measure R General Obligation Bonds
- 6.01% Old Interest Rate vs. 4.09% New Interest Rate

Summary of Recent Refinance Saving to Local Taxpayers		
Date	Refinance Amount	Taxpayer Saving
June, 2016	\$9,600,000	\$1,302,089
November, 2020	\$7,408,176	\$3,444,480
Total Taxpayer Savings		\$4,746,569

Note: Oak Park Unified School District does not receive a financial incentive/savings from Bond Refinancing.

Getting to SY 2032-2033 (Series D)

Available Funds through 2033

Amount Remaining from Series B	\$2.7M
Available in Series C (Spring '22)	\$16M
Amount Potentially Available	\$18.7M

Needs Identified through 2033

Critical Maintenance	\$11.5M
Desired Projects	\$17.1M
Technology	\$5.4M
Staff Salaries*	\$2.15M
Total	\$36.15M

Recommended Framework for Allocation of Measure S Funds

Provide schools with some desired projects upfront (projects that align with District Goals and meet school site needs).

Forego critical maintenance in last few years leading up to 2033 as a trade-off to fund the desired projects upfront.

Any new revenue (in the form of a parcel tax, modernization funds, or a new bond) received between now and 2033 will offset the critical maintenance deficit in the last few years leading up to 2033.

** Salaries for OPUSD staff who are supporting the oversight and implementation of Measure S projects between now and 2033*

New Construction “Sea Container” Project Fees

Project	Architectural, Engineering, & DSA Fees	DSA-Approved Plans?	DSA Permit Expiration*	Estimated Total Cost
Red Oak	\$503K	Yes	9/10/2024	\$7.5M-\$8.5M
Brookside	\$329K	Yes	9/5/2023	\$5M-\$6M
Oak Hills	\$215K	No	-	\$6M-\$7M

*Architectural service \$24,750 (not to exceed 150 hours)
 Code compliance update \$4,950 (not to exceed 30 hours)
 Engineering DSA plan review support \$7500
Total DSA re-submittal fee per school \$37,200

Funding Allocation Framework

2022  2033

Desired Enhancement Projects (NTE \$5.65M)

Outdoor Learning Spaces (Districtwide) - \$500K
 Upgrade Kitchen Equipment (Districtwide) - \$270K
 Renovate Exteriors of Bldg. B & C (Red Oak) - \$610K
 Repaint Exterior of Bldg. A (Red Oak) - \$25K
 Install New Roof on Bldg. C (Red Oak) - \$305K
 Upgrade Eating Area (Oak Hills) - \$50K
 Security Fencing Front of Campus (Oak Hills) - \$150K
 Upgrade Amphitheater (Medea) - \$800K
 Wellness Center (OPHS) - \$75K
 Admin. Lobby Layout Reconfigure (OPHS) - \$75K
 Pavilion Seating Upgrades (OPHS) - \$500K
 Sand Volleyball Courts (OPHS) - \$240K
 Wall-Mounted Exterior Marquee (OVHS) - \$20K
 Outdoor Greenhouse (OVHS/OPIS) - \$40K
 Basketball Court (OVHS/OPIS) - \$290K
 Estimated Total = \$3.95M (NTE \$5.65M)

Critical Maintenance Projects (\$11.5M)

PA System Upgrade
 Flooring
 Lighting
 Heating / Air Conditioning
 Plumbing
 Door/Window Replacement
 Exterior Building Maintenance
 Parking Lot / Playground Resurfacing
 DSA Certification for 8 Modular Classrooms

Technology (\$5.4M)

Staff Salaries (\$2.15M)

Critical Maintenance Deficit* (\$6M)

Critical maintenance removed from the plan in last few years leading up to 2033.

Any new revenue in form of either parcel tax, modernization funds, or new bond measure will be first used to offset this critical maintenance deficit.

\$18.7M in Measure S funds available through 2033

- Deduct \$11.5M for critical maintenance projects

= \$7.2M remaining (after reduction for critical maintenance)

- Add \$6M by reducing critical maintenance in last years leading up to 2033, establishing more funds for desired enhancement projects

= \$13.2M remaining (after creating a critical maintenance deficit of \$6M)

- Deduct \$5.4M for technology and \$2.15M for staff salaries

= \$5.65M remaining (after reduction for technology and staff salaries)

* Despite having a critical maintenance deficit, any maintenance failures will still be addressed as needed

Projects Removed from Critical Maintenance

(Deficit of \$6M)

BES: \$350,000

HVAC Replacement Admin Area (3 units)
Replace Old Flooring (Reduce scope 75%)
Repave Playgrounds
Re-grade / Re-set foundations on relo classrooms

OHES: \$730,000

Replace/Upgrade Aging Site Plumbing Utilities
HVAC Replacements Relo's 20, 21, 22, 23, 25
Roofing Replacements Relo Classrooms (8)
Replace Old Flooring (Reduce scope 75%)
Replace Exterior Doors / Hardware (Reduce scope 25%)

ROES: \$600,000

Replace/Upgrade Aging Site Plumbing Utilities
HVAC Replacement Relo's 51,52,53,54,57,58
Play Area - Asphalt Paving Repairs/Slurry Seal/Striping
Interior Casework Replacements/Repairs (Reduce 50%)
Replace Old Flooring (Reduce scope 75%)

MCMS: \$830,000

Replace/Upgrade Aging Site Plumbing Utilities
Parking Lots - Asphalt Paving Repairs/Slurry Seal Stripping
Resurface Playgrounds
Replace Window Frames Building C (4 Locations)
Replace Old Flooring (Reduce scope 75%)

OPHS: \$3,050,000

HVAC Replacement/Upgrade Building G (Classrooms/Boardroom)
HVAC Replacement/Upgrade Building F (Classrooms)
Replace Old Flooring (Reduce scope 75%)
Replace Stadium Turf
Resurface Parking Lot - Asphalt Paving Repairs/Slurry Seal/Striping
Resurface Tennis Courts
Resurface Outdoor Basketball Courts
Renovate Wood Columns

OVHS / PUPIL SERVICES / DO / M&O: \$440K

Roof Repairs / Replacement
Resurface Parking Lot
Replace Old Flooring (Reduce scope 75%)

Desired Enhancement Projects

Project	<u>District Goals</u>	<u>Moral Imperatives</u>	LCAP
Outdoor Learning Spaces (DW)	1A, 1E, 1G, 1H, 3E, 6A, 6D	1B, 1C, 1D, 2B, 2C	1, 2, 4
Upgrade Kitchen Equipment (DW)	1A, 6A, 6B, 6D	4B	2, 4
Renovate Exteriors of Bldg. B & C (Red Oak)	1A, 6A, 6D	4B	2, 4
Repaint Exterior of Bldg. A (Red Oak)	2B, 6A, 6D	4B	4
Install New Roof on Bldg. C (Red Oak)	1A, 6A, 6D	4B	2, 4
Upgrade Eating Area (Oak Hills)	1A, 6A, 6D	1D, 2C	2, 4
Security Fencing Front of Campus (Oak Hills)	1A, 2J, 6A, 6D	1B, 4B	2, 4
Upgrade Amphitheater (Medea)	1A, 1E, 1H, 2A, 2B, 3E, 5A, 6A, 6D	1B, 1C, 1D, 2A, 2C	2, 4
Wellness Center (OPHS)	1A, 1B, 1C, 1G, 2A, 6A, 6D	1B, 1C, 1D, 1F, 2B, 2C, 4B	1, 3, 4
Admin. Lobby Layout Reconfiguration (OPHS)	1A, 6A, 6D	1D, 2C, 4B	3, 4
Pavilion Seating Upgrades (OPHS)	1A, 1E, 5A, 5E, 6A, 6D	1D, 4B	1, 3, 4
Sand Volleyball Courts (OPHS)	1E, 2A, 2B, 3E, 5A, 5E, 6A, 6D	1D, 2C	2, 4
Wall-Mounted Exterior Marquee (OVHS)	2A, 6A, 6D	1E	4
Outdoor Greenhouse (OVHS/OPIS)	1E, 2A, 2B, 3E, 5A, 6A, 6D	1B, 1C, 1D, 2B, 2C	2, 4
Basketball Court (OVHS)	1E, 2A, 2B, 2I, 3E, 5A, 5E, 6A, 6D	1D, 2C	2, 4

Note: Each project will be brought before the Measure S Sub-Committee, Planning Committee, and Board for authorization to proceed.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.3.b. APPROVE FISCAL YEAR 2021-2022 SECOND INTERIM FINANCIAL REPORT, CERTIFICATION AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board review and certify the 2021-22 Second Interim Financial Report and Budget Revisions?

BACKGROUND: Per Education Code Section 42131, after the adoption of the District's annual budget each June, school districts are required to certify twice a year regarding their ability to meet financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years. The Second Interim Report reflects actual revenue and expenditures from July 1, 2020 thru January 31, 2022 and projects revenue and expenditures from February 1, 2022 thru June 30, 2022. Additionally, this report includes a multiyear financial projection and the State's criteria and standards report. The certifications are as follows:

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

Staff is recommending a positive certification.

The OPUSD 2021-22 Second Interim Financial Report is available on the District's website and may also be accessed at the following link:

<https://bit.ly/34evoG9>

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy 3460 Financial Reports and Accountability – The Superintendent or designee shall submit two interim fiscal reports to the Board, the first report covering the district's financial and budgetary status for the period ending October 31 and the second report covering the period ending January 31.

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

ALTERNATIVES:

1. Certify the 2021-22 Second Interim Financial Report and Budget Revisions.
2. Do not certify the Second Interim Report.

RECOMMENDATION: Alternative No. 1

Prepared by: Byron Jones, Director, Fiscal Services
Adam Rauch, Assistant Superintendent, Business and Administrative Services

BOARD OF EDUCATION MEETING, MARCH 15, 2022

Review and certify the 2021-22 Second Interim Financial
Report and Budget Revisions

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: MARCH 15, 2022
SUBJECT: B.3.c. APPROVE APPOINTMENT TO THE OAK PARK CITIZENS' OVERSIGHT COMMITTEE FOR THE 2021-2023 TERM

ACTION

ISSUE: Shall the Board approve membership appointments to the Oak Park Citizens' Oversight Committee for the 2021-2023 Term?

BACKGROUND: At its meeting on November 19, 2019, the Board of Education approved the reappointment of Soyon Hardy to serve as OPCOC member for a first term from 11/19/2019 to 11/18/2021. Soyon's term ended on 11/18/2021 and she was subsequently appointed as a provisional Oak Park Board of Education Member on January 27, 2022. Soyon stepped down from the OPCOC upon her appointment to the School Board Board. The District advertised for the vacant position as outlined in the oversight committee member recruitment process. Staff received two applications and a sub-committee the Board interviewed candidates to fill the one vacancy and recommends the appointment of Sal Portaro. At this evening's meeting, it is requested that the Board appoint Sal Portaro to serve a two-year term (3/16/2022-3/15/24) as member of the OPCOC. The Board is also requested to approve the reappointment of Brett Oberst, and Eric Tescher to serve as OPCOC members for a second term from 11/19/2021 to 11/17/2023. Both are currently members and are willing to continue serving on the OPCOC for their second term.

BOARD POLICY: Pursuant to Board Policy BP 7214 General Obligation Bonds - The Board may appoint a citizens' oversight committee to review and report to the Board and the public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

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

FISCAL IMPACT: No immediate fiscal impact.

ALTERNATIVES:

1. Appoint Sal Portaro to fill the vacant seat on the Oak Park Citizens' Oversight Committee and Brett Oberst, and Eric Tescher for a second term from 11/19/2021 to 11/17/2023.
2. Do not appoint the above candidates and re-advertise for all vacancies.

RECOMMENDATION: Alternative No. 1

Prepared by: Adam Rauch, Assistant Superintendent, Business Services

BOARD OF EDUCATION MEETING, MARCH 15, 2022

Approve membership appointment to the Oak Park Citizens' Oversight

Committee for the 2021-2023 Term

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: MARCH 15, 2022
**SUBJECT: B.4.a. APPROVE ADDENDUM TO THE ANNUAL TEACHER
ASSIGNMENT REPORT FOR 2021-2022**

ACTION

ISSUE: Shall the Board of Education approve addendum to the recommendation of the Superintendent to certify that all teachers are appropriately assigned in subject areas for which they qualified?

BACKGROUND: Education code Section 44258.9 requires school districts to establish procedures for reviewing teacher assignments annually and to report their findings to their local government in a public meeting. The state has recognized the need to provide a degree of flexibility in the assignment of teachers and offers several ways in which teachers can be deemed qualified to serve in particular areas. The Board approved the Annual Teacher Assignment Report for 2021-2022 at the September 14, 2021 meeting. This addendum to that report is to include a teacher that appears as a misassignment but is qualified under Ed Code 44263.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to BP 4112.2 Certification - The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher who is authorized in the subject or setting for each assignment or, when necessary, a fully prepared teacher serving on a local assignment option.

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

ALTERNATIVES: 1. Approve the addendum as a recommendation of the Superintendent.
2. Do not approve the addendum.

RECOMMENDATION: Alternative #1

Prepared by: Stewart McGugan, Ed.D., Assistant Superintendent, Human Resources

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.	_____	_____	_____	_____

**Human Resources
Memorandum**

To: Dr. Jeff Davis, Ed.D.
From: Stewart McGugan, Assistant Superintendent, Human Resources
Date: March 15, 2022
Re: **CREDENTIAL INFORMATION – 2021-2022 *ADDENDUM***

BACKGROUND INFORMATION

Under the provisions of SB 435, the Board of Education receives a report of fully credentialed staff who are assigned to teach in academic areas for which they may not have a formal credential, but for which they have the requisite number of units required for knowledge of the subject and the ability to teach the subject in the classroom. The following credential assignments are brought to the Board of Education annually. These assignments are brought to the Board in accordance with the requirements of the Education Code and the California Commission on Teacher Credentialing.

Education Code 44263 allows the holder of a teaching credential to serve by approval of the governing board and with the consent of the teacher, any single subject departmentalized class if the teacher has completed 18 semester units of coursework, or 9 semester units of upper division or graduate coursework in the subject to be taught.

Anastasia Kokiousis - Biological Sciences

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.4.a. APPROVE 2021-2022 ANNUAL TEACHER ASSIGNMENT

ACTION

ISSUE: Shall the Board of Education approve the recommendation of the Superintendent to certify that all teachers are appropriately assigned in subject areas for which they qualified?

BACKGROUND: Education code Section 44258.9 requires school districts to establish procedures for reviewing teacher assignments annually and to report their findings to their local government in a public meeting. The state has recognized the need to provide a degree of flexibility in the assignment of teachers and offers several ways in which teachers can be deemed qualified to serve in particular areas. These include:

1. Credentials on file
2. Education code provisions
3. Board Waiver
4. Committee on Assignment

FISCAL IMPACT: None

BOARD POLICY: Pursuant to BP 4112.2 Certification - The Superintendent or designee shall make reasonable efforts to recruit a fully prepared teacher who is authorized in the subject or setting for each assignment or, when necessary, a fully prepared teacher serving on a local assignment option.

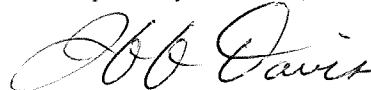
GOAL: In support of OPUSD Goal #1 - Return to a full-time, in-person instructional model.

ALTERNATIVES:
1. Approve the recommendations of the Superintendent
2. Do not approve the recommendations of the Superintendent

RECOMMENDATION: Alternative #1

Prepared by: Stewart McGugan, Ed.D., Assistant Superintendent, Human Resources

Respectfully submitted,



Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Approve 2021-2022 Annual Teacher Assignment

Part 2

Board Action: On motion of D. Helfstein, seconded by D. Hazelton, the Board of Education:

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Helfstein	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Rosen	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Ross	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Wang	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Student Rep.	<u> </u>	<u> </u>	<u> </u>	<u>✓</u>

Human Resources Memorandum

To: Dr. Jeff Davis, Ed.D.
From: Stewart McGugan, Assistant Superintendent, Human Resources
Date: September 14, 2021
Re: CREDENTIAL INFORMATION – 2021-2022

BACKGROUND INFORMATION

Under the provisions of SB 435, the Board of Education receives a report of fully credentialed staff who are assigned to teach in academic areas for which they may not have a formal credential, but for which they have the requisite number of units required for knowledge of the subject and the ability to teach the subject in the classroom. The following credential assignments are brought to the Board of Education annually. These assignments are brought to the Board in accordance with the requirements of the Education Code and the California Commission on Teacher Credentialing.

Education Code section 44256(b) (grades 8 and below) allows, with the approval of the governing board, the holder of a multiple subject or standard elementary teaching credential to teach, with his or her consent, in departmentalized classes below grade level 9 if the teacher has completed 12 semester units, or 6 upper division or graduate semester units in the subject to be taught.

Education Code section 44258.2 (grade 5-8) allows that the holder of a single subject standard secondary teaching credential may, with his or her consent, be assigned by action of the governing board, to teach classes in grades 5 through 8 in a middle school, provided that the teacher has a minimum of 12 semester units or 6 upper division or graduate semester units of coursework at an accredited institution in the subject to be taught.

Sharon Lavene	Social Studies	Alison Stein	Social Studies
Steven White	Language Arts		

Education Code section 44258.7b (grade 9-12) allows a person who holds a teaching credential in a subject or subjects other than physical may be authorized by action of the governing board, to coach one period per day in a competitive sport for which students receive physical education credit, provided he or she is a full-time employee of the school district and has completed a minimum of 20 hours of first aid instruction.

Zach Borquez	Competitive Marching Band
Steve White	Cross Country Coach
Eric Pryor	Softball

Education Code 44258.7c (grades K-12) allows a full-time teacher with special skills and preparation outside his/her credential authorization to be assigned to teach in an elective area of his or her special skills in a full-time assignment, provided the assignment is approved by the local Committee on Assignments prior to the beginning of the assignment.

Allan Prescott	Intro to Engineering & Robotics
Jessica Kudlacek	Video Production, Teen Entrepreneur, Animation
Tim Roesner	Rockets

Education Code 44263 allows the holder of a teaching credential to serve by approval of the governing board and with the consent of the teacher, any single subject departmentalized class if the teacher has completed 18 semester units of coursework, or 9 semester units of upper division or graduate coursework in the subject to be taught.

Sheri Boone	Spanish
Eric Pryor	Health

Education Code 44865 allows the holder of a valid teaching credential to be assigned with the consent of the teacher to teach any subject at any grade level to students in the following programs:

Continuation Schools

Susan Allen
Samantha Spitzer
Karen (KC) Kelem

Home Independent Study

Ty DeLong	Samantha Lyons
Amy Kobayashi	Daniel O'Brien
Jim Barnett	Katie White-Lague
Kate Thompson	Lori Glazer
Ilana Sweet	

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.4.b. APPROVE ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING (MOU) ESTABLISHING A CATASTROPHIC LEAVE PROGRAM AND CATASTROPIC LEAVE BANK FOR CLASSIFIED EMPLOYEES

ACTION

ISSUE: Shall the Board approve an Addendum to the MOU establishing a Catastrophic Leave Program and Catastrophic Leave Bank signed on June 30 16, 2020 following negotiations with the Oak Park Classified Association (OPCA)?

BACKGROUND: Staff is recommending that the Board approve this Addendum that will delay the implementation and extend the effective date of the Catastrophic Leave Program and Catastrophic Leave Bank until July 1, 2022 and be effective through June 30, 2024. The delay would in implementation is due to the uncertainties we have been experiencing due to COVID-19. Both parties agree that we would like the program to begin at a later date.

FISCAL IMPACT: There is no direct fiscal impact to the General Fund resulting from this MOU.

BOARD POLICY: N/A

GOAL: N/A

ALTERNATIVES:

1. Approve an MOU with OPCA which serves as an Addendum to the MOU on Catastrophic Leave Program and Catastrophic Leave Bank.
2. Do not approve the MOU

RECOMMENDATION: Alternative No. 1

Prepared by: Stewart McGugan, Assistant Superintendent, Human Resources

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

Memorandum of Understanding Between Oak Park Unified School District And Oak Park Classified Association February 17, 2022

This Memorandum of Understanding ("MOU") regarding the catastrophic leave program is made and entered into between the Oak Park Unified School District ("District") and the Oak Park Classified Association ("OPCA") (referred to collectively as "the Parties") on February 17, 2022.

13.16 Catastrophic Leave Program & Catastrophic Leave Bank

- 13.6.1 A "catastrophic illness" or "injury" shall be defined as an illness or injury that is expected to incapacitate the employee for an extended period of time. Key to this definition is that taking time off from work creates a hardship for the employee because they have exhausted all of their sick leave and all other fully paid time off.
- 13.6.2 The intent of this particular leave is to provide unit members economic relief for devastating health circumstances per injury or illness. Catastrophic leave may not be used for:
1. Elective surgery,
 2. Personal necessity leave,
 3. Normal pregnancy,
 4. Substance abuse rehabilitation,
 5. Bereavement,
 6. Chronic illness or conditions, or
 7. Any leave for which the member has applied for workers' compensation.
- 13.6.3 Between July 1 and September 30 of the 2022-2023 school year, there shall be an open enrollment period during which any classified employee with no fewer than eleven (11) accumulated sick days for a full-time employee, or the equivalent to eleven (11) accumulated sick days' worth of hours for a part-time employee, based on the Full-Time Equivalent (FTE) of their position, may choose to join the Catastrophic Leave Bank by donating one (1) day of sick leave for a full-time employee, or the equivalent to one (1) day's worth in hours for a part-time employee, based on the FTE of their position to the Catastrophic Leave Bank.

During the term of this MOU, new unit members may donate one (1) day of sick leave to the Catastrophic Leave Bank for a full-time employee, or the equivalent to one (1) day's worth in hours for a part-time employee, based on the FTE of their position in order to participate in the Catastrophic Leave Bank and to be eligible for requesting days under the Catastrophic Leave Bank language.

The written authorization of the donation shall acknowledge that the donor understands that any and all donated sick days are irrevocable, will not be available for certification to

CalPERS, and can result in a reduction of service credit that would otherwise be available.

- 13.6.4 A classified employee who is a member of the Catastrophic Leave Bank may request up to twenty (20) additional days of sick leave for a full-time employee or the equivalent to twenty (20) day's worth in hours for a part-time employee, based on the Full Time Equivalent (FTE) of their position from the Catastrophic Bank in any twelve (12) month period as a result of catastrophic illness or injury. Catastrophic leave is not applicable to injuries/illnesses covered by Worker's Compensation.
- 13.6.5 The Catastrophic Leave Bank member is required to submit a physician's verification to Human Resources which clearly sets forth the diagnosis, prognosis, and expected length of absence.
- 13.6.6 The Assistant Superintendent of Human Resources shall determine if the illness or injury meets the appropriate criteria. Determining criteria includes, but is not limited to, situations which are incapacitating, disabling, and lengthy both in terms of illness/injury and/or recuperation. If the Assistant Superintendent determines that the illness/injury does not meet the appropriate criteria, then the parties shall arrange for a meeting of a Catastrophic Review Committee. This Committee shall consist of two (2) representatives appointed by the Association, and two (2) members appointed by the Superintendent or their designee. If the Committee cannot come to a consensus on the determination, then the final decision will be issued by the Superintendent.
- 13.6.7 In the event that the parties terminate this MOU, the remaining time donated to the bank shall be returned to the members who donated to the bank on a prorated basis determined by the amount of time donated and the total amount remaining in the bank.

This MOU shall become effective on the date of its execution and be effective through June 30, 2024, unless extended by mutual agreement by both parties.

This MOU is non-precedential, will not bind the Parties in any future action, whether under similar circumstances or not, and cannot be introduced in any grievance, arbitration, complaint, administrative or legal proceeding as evidence of past practice or intent of the parties or meaning or application of the collective bargaining agreement.

Approved:

_____ Jeff Davis, Ed.D, Superintendent Oak Park Unified School District	_____ Date:	_____ Virginia Standring President Oak Park Classified Association	_____ Date:
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TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
**SUBJECT: B.5.a. APPROVE AMENDMENT TO ADMINISTRATIVE REGULATION
3515.6 CRIMINAL BACKGROUND CHECKS FOR CONTRACTORS**

ACTION

ISSUE: Should the Board of Education approve amendment to Administrative Regulation 3515.6 – Criminal Background Checks for Contractors?

BACKGROUND: Administrative Regulation 3515.6 updated to reflect NEW LAW (AB 130, 2021) which requires any entity, including a sole proprietor, that has a contract with a district to ensure that employees who interact with students outside of the immediate supervision and control of the student's parent/guardian or school staff have a valid criminal records summary and to immediately provide any subsequent arrest and conviction information received pursuant to the subsequent arrest service. Regulation also updated to delete the list of service providers as the services in Items #1-5 are no longer listed in law and the services in Item #6 regarding the construction, reconstruction, rehabilitation, or repair of a school facility are considered in another portion of the regulation, delete material regarding an exception for employees with limited contact with students as it is no longer provided for in law, generalize information regarding steps that may be taken to protect the safety of students who may come in contact with employees of contracting entities. Administrative Regulation 3515.6 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Administrative Regulation 3515.6 – Criminal Background Checks for Contractors as first and final reading.
2. Approve amendment to Administrative Regulation 3515.6 – Criminal Background Checks for Contractors as first reading.
3. Do not approve amendment to Administrative Regulation 3515.6 – Criminal Background Checks for Contractors.

RECOMMENDATION: Approval of 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3515.6(a)

Criminal Background Checks For Contractors

~~Whenever~~ Except in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable, any entity contracting with the district ~~contracts for school services that may require the entity's employees to interact with students, outside of the immediate supervision and classroom janitorial, control of parents/guardians or school site administrative, school site grounds and landscape maintenance, student transportation, and school site food-related services, the Superintendent or designee~~ staff, shall ~~ensure that the contracting entity certifies in writing~~ certify to the district that ~~any~~ each of its employees who may ~~come into contact with students have not~~ interact with students has a valid criminal records summary as described in Education Code 44237 and that neither the entity nor any of those employees has been convicted of a violent or serious felony as defined in Education Code 45122.1, ~~unless the employee has~~. Such contracting entity shall also be required to immediately provide the district with any subsequent arrest and conviction information received ~~a certificate of rehabilitation and a pardon~~, pursuant to the subsequent arrest service. (Education Code 44237, 45125.1)

~~(cf. 3540—Transportation)
(cf. 3551—Food Service Operations/Cafeteria Fund)
(cf. 3600—Consultants)
(cf. 7140—Architectural and Engineering Services)~~

On a case-by-case basis, the Superintendent or designee may ~~also require a contracting entity providing school site services, other than those listed above, to comply with these requirements. (Education Code 45125.1)~~ These requirements shall not apply if the require any entity with which the district has a contract to comply with these same requirements. (Education Code 45125.1)

For an individual who is operating as the sole proprietor of an entity, the Superintendent or designee shall treat the individual as an employee of the entity and shall prepare and submit the individual's fingerprints to the Department of Justice (DOJ). (Education Code 45125.1)

Any contracting entity's employee who has been convicted of a violent or serious felony, as defined in Education Code 45122.1, shall not be permitted to interact with students unless a certificate of rehabilitation and pardon pursuant to Penal Code 4852.01-4852.22 has been submitted to the Superintendent or designee. ~~determines that the contracting entity is providing services in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable~~ (Education Code 45125.1)

~~In addition, these requirements shall not apply if the Superintendent or designee determines that the employees of the contracting entity will have limited contact with students. In determining whether a contract employee has limited contact with students, the Superintendent or designee~~

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AR 3515.6(b)

~~shall consider the totality of the circumstances, including the following factors: (Education Code 45125.1)~~

- ~~— 1. The length of time the contractors will be on school grounds~~
- ~~— 2. Whether students will be in proximity with the site where the contractors will be working~~
- ~~— 3. Whether the contractors will be working by themselves or with others~~

~~Upon a determination that an employee shall have limited contact with students, the Superintendent or designee shall take appropriate steps to protect the safety of any student who may come in contact with this employee. (Education Code 45125.1)~~

~~These steps may include, but not be limited to, ensuring that the employee is working during non-school hours, providing for regular patrols or supervision of the site from district security or personnel, ensuring that the employee is not working alone when students are present, limiting the employee's access to school grounds and/or providing the employee with a visible means of identification.~~

Other Facility Contractors

~~When the district contracts for~~ The Superintendent or designee may determine that criminal background checks will not be required if the contract is for the construction, reconstruction, rehabilitation, or repair of a school facility ~~where the employees of the entity will have contact, other than limited contact with students, the Superintendent or designee shall ensure the safety of students by utilizing~~ and the contracting entity is providing services in an emergency or exceptional situation, or the district uses one or more of the following methods: ~~to ensure student safety:~~ (Education Code 45125.2)

1. The installation of a physical barrier at the worksite to limit contact with students;
- ~~1.~~ 2. Continual supervision and monitoring of all employees of the entity by an employee of the entity whom ~~the Department of Justice~~ DOJ has ascertained has not been convicted of a violent or serious felony;

~~The supervising employee may submit his/her fingerprints to the Department of Justice pursuant to Education Code 45125.1.~~

3. Surveillance of employees of the entity by school personnel.

~~These requirements shall not apply if the Superintendent or designee determines that the~~

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

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~~contracting entity is providing construction, reconstruction, rehabilitation or repair services in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed to make school facilities safe and habitable. (Education Code 45125.2)~~

The Superintendent or designee may take appropriate steps to protect the safety of any students who may come in contact with employees of contracting entities, including, but not limited to, ensuring that the employees of such entities perform work during nonschool hours, do not work alone when students are present, have limited access to school grounds, are provided with a visible means of identification, and/or that there are regular patrols or supervision of the site from district security or personnel.

Legal Reference:

~~EDUCATION CODE~~

~~41302.5 School districts, definition~~

~~45122.1 Classified employees, conviction of a violent or serious felony~~

~~45125.1 Criminal background checks for contractors~~

~~45125.2 Criminal background checks for construction~~

~~PENAL CODE~~

~~667.5 Prior prison terms, enhancement of prison terms~~

~~1192.7 Plea bargaining limitation~~

Adopted: 4-18-00

Amended: 9-17-02, 3-15-2022

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.5.b. APPROVE AMENDMENT TO BOARD POLICY 3516.5 EMERGENCY SCHEDULES

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy 3516.5 – Emergency Schedule?

BACKGROUND: Board Policy 3516.5 updated to reflect NEW LAW (AB 130, 2021) requiring districts applying to the Superintendent of Public Instruction to obtain apportionment credit for days and minutes lost due to emergency closure after September 1, 2021 to certify in an affidavit that the district has a plan for offering independent study within 10 days of school closure to impacted students. Policy also updated to reflect requirement that the plan for independent study address the establishment, within a reasonable time, of independent study master agreements and require the reopening in person once allowable under direction from the city or county health officer. Board Policy 3516.5 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy 3516.5 – Emergency Schedule as first and final reading.
2. Approve amendment to Board Policy 3516.5 – Emergency Schedule as first reading.
3. Do not approve amendment to Board Policy 3516.5 – Emergency Schedule.

RECOMMENDATION: Approval of 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3516.5(a)

Emergency Schedules

In order to provide for the safety of students and staff, the Governing Board authorizes the Superintendent or designee to close a school site, ~~to~~ change the regular school day schedule, or ~~to~~ take any necessary action when ~~adverse~~ hazardous environmental or weather conditions or other emergencies warrant.

~~(cf. 0450—Comprehensive Safety Plan)~~

~~(cf. 4157/4257/4357—Employee Safety)~~

~~(cf. 5142—Safety)~~

~~(cf. 6112—School Day)~~

When an emergency condition causes a school closure, reduction in attendance, or change in schedule pursuant to Education Code 41422 or 46392, thereby preventing the district from complying with the minimum number of instructional days or minutes required by law, the Superintendent or designee shall complete and submit to the Superintendent of Public Instruction (SPI) the necessary forms and/or affidavits for obtaining apportionment credit for the days of the closure, reduction in attendance, or change in schedule. The Superintendent or designee shall submit other relevant district records as may be required.

For school closures due to emergency events occurring after September 1, 2021, the Superintendent or designee shall develop a plan for offering independent study within 10 days of school closure to any student impacted by the emergency condition. The plan shall also address the establishment, within a reasonable time, of independent study master agreements as specified in BP 6158 - Independent Study. The plan shall require reopening in person as soon as possible once allowable under the direction from the city or county health officer. The Superintendent or designee shall certify that the district has a plan for independent study in the affidavit submitted to the SPI pursuant to Education Code 46392. (Education Code 46393)

The Superintendent or designee shall establish a system for informing students and parents/guardians when school buses are not operating as scheduled, the school day schedule is changed, or the school is closed. The district's notification system shall include, but is not limited to, notifying local television and radio stations, posting on district web site(s), sending email and text messages, and/or making telephone calls.

~~In event that students arrive at school when~~ Whenever the school day schedule changes ~~or the schedule changes~~ after students have arrived at school ~~has begun~~, the Superintendent or designee shall ensure that ~~supervision is provided~~ students are supervised in accordance with the procedures specified in the district's emergency and disaster preparedness plan.

~~(cf. 3516—Emergencies and Disaster Preparedness Plan)~~

~~(cf. 3516.1—Fire Drills and Fires)~~

~~(cf. 3516.2—Bomb Threats)~~

~~(cf. 3516.3—Earthquake Emergency Procedure System)~~

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BP 3516.5(b)

The Superintendent or designee may provide a means to ~~compensate for~~ **make up** lost instructional time later during the year. Students and parents/guardians shall receive timely ~~advanced~~ notice **in advance** of any resulting changes in the school calendar or school day schedule.

~~(cf. 6111 - School Calendar)~~

Legal Reference:

~~EDUCATION CODE~~

~~41422 Schools not maintained for 175 days~~

~~46010 Total days of attendance~~

~~46100-46192 Attendance; maximum credit; minimum day~~

~~46390 Calculation of ADA in emergency~~

~~46392 Decreased attendance in emergency situation~~

~~VEHICLE CODE~~

~~34501.6 School buses; reduced visibility~~

Adopted: 9-17-02

Amended: 2-17-04, **3-15-2022**

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
**SUBJECT: B.5.c. APPROVE AMENDMENT TO BOARD POLICY AND
ADMINISTRATIVE REGULATION 6112 SCHOOL DAY**

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy and Administrative Regulation 6112 School Day?

BACKGROUND: Board Policy 6112 updated to reflect clarification in the California Department of Education's Frequently Asked Questions about Independent Study that minimum school day requirements for regular school attendance apply to traditional independent study programs. Regulation updated to reflect NEW LAW (AB 131, 2021) which exempts activities related to the Expanded Learning Opportunity program from the calculation of the maximum school day for kindergarten and transitional kindergarten. Regulation also updated to specify when the school day may begin for students in middle and high schools, and to move material to enhance clarity. Board Policy 6112 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy and Administrative Regulation 6112 School Day as first and final reading.
2. Approve amendment to Board Policy Board Policy and Administrative Regulation 6112 School Day as first reading.
3. Do not approve amendment to Board Policy and Administrative Regulation 6112 School Day.

RECOMMENDATION: Approval of 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6112(a)

School Day

The Governing Board shall fix the length of the school day ~~subject to the provisions of~~ in accordance with law. (Education Code 46100)

(cf. 6111 - School Calendar)

~~The length of the school day shall apply equally to students with disabilities unless otherwise~~
At each school, the length of the school day shall be the same for all students, except as otherwise permitted by law. For any student with a disability, the length of the school day shall be as specified in the student's individualized education program or Section 504 plan.

(cf. 6159—Individualized Education Program)

(cf. 6164.6—Identification and Education Under Section 504)

The daily schedule for elementary school shall include at least one ~~daily~~ period of recess of at least 20 minutes, ~~in length in order to provide students during which students shall be provided supervised opportunities to engage in with~~ unstructured ~~but supervised opportunities for~~ physical activity.

(cf. 5030—Student Wellness)

(cf. 6142.7—Physical Education and Activity)

In establishing the daily instructional calendar for each secondary school, the Superintendent or designee shall give consideration to course requirements and curricular demands, availability of school facilities, ~~the age and attention span of students,~~ and applicable legal requirements.

The Board encourages flexibility in scheduling so as to provide longer time blocks or class periods when appropriate and desirable to support student learning, provide more intensive study of core academic subjects or extended exploration of complex topics, and reduce transition time between classes.

Prior to implementing a block ~~or alternative schedule program in which~~ that will allow secondary students to attend school ~~class~~ for fewer school days than the total number of days for which the school is in session, the Board shall consult in good faith, in an effort to reach agreement with the certificated and classified employees of the school ~~in a good faith effort to reach agreement and shall also consult with~~ parents/guardians of the students who would be affected by the change, and the community at large. Such consultation shall include at least one public hearing for which the Board shall ~~has given~~ adequate notice to the employees and to the parents/guardians of affected students. (Education Code 46162)

(cf. 9320—Meetings and Notice)

~~Legal Reference:~~

~~EDUCATION CODE~~

~~8970-8974 Early primary program, including extended day kindergarten~~

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Series 6000

Instruction

BP 6112(b)

~~37202 Equal time in all schools~~
~~37670 Year-round schools~~
~~46010 Total days of attendance~~
~~46100 Length of schoolday~~
~~46110-46119 Kindergarten and elementary schools (day of attendance)~~
~~46140-46147 Junior high school and high school (day of attendance)~~
~~46160-46162 Alternative schedule—junior high and high school~~
~~46170 Minimum day—continuation schools~~
~~46180 Opportunity schools (minimum day)~~
~~46190-46192 Adult school (day of attendance)~~
~~46200-46206 Incentives for longer instructional day and year~~
~~48200 Compulsory attendance for minimum school day~~
~~48663 Community day school, minimum school day~~
~~48800-48802 Concurrent enrollment at community college~~
~~51222 Physical education, instructional minutes~~
~~51760-517695 Work experience education~~
~~52325 Regional occupational center, minimum day~~
~~Management Resources:~~
~~NATIONAL ASSOCIATION FOR SPORT AND PHYSICAL EDUCATION POSITION STATEMENTS~~
~~Recess for Elementary School Students, 2006~~
~~STATE BOARD OF EDUCATION POLICY STATEMENTS~~
~~99-03 Physical Education (PE) Requirements for Block Schedules, July 2006~~
~~U.S. DEPARTMENT OF EDUCATION PUBLICATIONS~~
~~Extending Learning Time for Disadvantaged Students, August 1995~~
~~NATIONAL EDUCATION COMMISSION ON TIME AND LEARNING PUBLICATIONS~~
~~Prisoners of Time, April 1994~~
~~WEB SITES~~
~~U.S. Department of Education: <http://www.ed.gov>~~
~~California Department of Education: <http://www.cde.ca.gov>~~
~~National Association for Sport and Physical Education: <http://www.aahperd.org/naspe>~~
~~State Board of Education:~~
~~<http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp>><http://www.cde.ca.gov>><http://www.cde.ca.gov/re/lr/wr/waiverpolicies.asp>~~
~~U.S. Department of Education: <http://www.ed.gov>~~
~~WestEd: <http://www.wested.org>~~

Adopted: 4-26-78

Amended: 4-14-82, 6-19-84, 7-21-87, 9-17-02, 12-10-13, 3-15-2022

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 6000

Instruction

AR 6112(a)

School Day

Kindergarten/Transitional Kindergarten

Kindergarten and transitional kindergarten (TK) classes in district schools may be maintained for different lengths of time, either at the same or different school sites. (Education Code 37202)

~~Except as otherwise permitted by law, the~~ The average school day ~~established~~ for kindergarten and TK students shall be at least three hours, including recesses but excluding noon intermissions, ~~If fewer than 40 students are enrolled in kindergarten classes, the district may request approval of the Superintendent of Public Instruction to maintain two kindergarten classes of 150 minutes each.~~ (Education Code 46114, 46115, 46117, 46119)

In any school day, kindergarten and/or TK students shall not be kept in school for ~~but no~~ longer than four hours, excluding recesses ~~except where the school is operating an early primary program pursuant to Education Code 8970-8974 or an expanded learning opportunity program pursuant to Education Code 46120.~~ (Education Code 46111, 46114, 46115, ~~46120~~46117)

In any district school operating an early primary program pursuant to Education Code 8970-8974, the kindergarten school day may exceed four hours, excluding recess, if both of the following conditions are met: (Education Code 8973)

1. The Governing Board has declared that the extended-day kindergarten program does not exceed the length of the primary school day.
2. The extended-day kindergarten program includes ample opportunity for both active and quiet activities within an integrated, experiential and developmentally appropriate educational program.

~~Under an extended day kindergarten program, R~~ecess may be counted as instructional minutes for purposes of determining the maximum school day if it occurs under teacher supervision.

The Superintendent or designee shall annually report to the California Department of Education as to whether the district's kindergarten and TK programs are offered full day, part day, or both. (Education Code 48003)

Grades 1-8

Except as otherwise provided by law, the school day for elementary and middle school students shall be:

1. At least 230 minutes for students in grades 1-3, unless the Board has prescribed a shorter school day because of lack of school facilities requiring double sessions, in which case the minimum school day shall be 200 minutes (Education Code 46112)

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Instruction

AR 6112(b)

2. At least 240 minutes for students in grades 4-8 (Education Code 46113, 46142)

In determining the number of minutes for purposes of compliance with the minimum school day for students in grades 1-8, both noon intermissions and recesses shall be excluded. (Education Code 46115)

The school day for a middle school shall begin no earlier than 8:00 a.m. (Education Code 46148)
~~The above minimum days do not apply to situations in grades 1 through 3 in which the Board has prescribed a shorter school day because of lack of school facilities requiring double sessions. (Education Code 46112, 46113)~~

Grades 9-12

The school day for a high school shall begin no earlier than 8:30 a.m. (Education Code 46148)

The school day for students in grades 9-12, including students in the traditional independent study program, shall be at least 240 minutes. (Education Code 46141-46142~~7~~)

However, the school day may be less than 240 minutes when authorized by law. Oak Park High Block Schedule will offer an average of 240 instructional minutes over a block cycle with no day below 180 minutes.

Programs that have a minimum school day of 180 minutes include, but are not necessarily limited to:

1. Continuation high school or classes (Education Code 46141, 46170)

~~(cf. 6184—Continuation Education)~~

~~(cf. 6178.2—Regional Occupational Center/Program)~~

2. Work experience education program approved pursuant to Education Code 51760-51769.5 (Education Code 46141, 46144)

A student in grade 12 who is enrolled in work experience education and is in the his/her last semester or quarter before graduation may, upon written request by the student's parent/guardian or the student, if 18 years of age or over, be permitted to attend school for less than 180 minutes per school day if he/she would complete all requirements for graduation would be completed, except physical education courses, in less than 180 minutes each day. (Education Code 46147)

~~(cf. 6178.1—Work-Based Learning)~~

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Instruction

AR 6112(c)

3. Concurrent enrollment in a community college pursuant to Education Code 48800-48802 or, for students in grades 11-12, part-time enrollment in classes of the California State University or University of California, provided academic credit will be awarded upon satisfactory completion of enrolled courses (Education Code 46146)

~~(cf. 6172.1—Concurrent Enrollment in College Classes)~~

4. An early college high school or middle college high school, provided the students are enrolled in community college or college classes in accordance with item #3 above (Education Code 46141, 46146.5)
5. Special day or Saturday vocational training program conducted under a federally approved plan for career technical education (Education Code 46141, 46144)

~~(cf. 6178—Career Technical Education)~~

6. Adult education classes (Education Code 46190)

~~(cf. 6200—Adult Education)~~

Students in grade 12 shall be enrolled in at least five courses each semester or the equivalent number of courses each quarter. This requirement shall not apply to students enrolled in regional occupational centers or programs, courses at accredited postsecondary institutions, independent study, special education programs in which the student's individualized education program establishes a different number of courses, continuation education classes, work experience education programs, or any other course of study authorized by the Board that is equivalent to the approved high school course of study. (Education Code 46145)

~~(cf. 6158—Independent Study)~~

~~(cf. 6159—Individualized Education Program)~~

Alternative Block Schedule for Secondary Schools

In order to establish a block or other alternative schedule or to accommodate career technical education and regional occupational center/program courses, the district may authorize students to attend fewer than the total number of days in which school is in session provided that students attend classes for at least 1,200 minutes during any five school day period or 2,400 minutes during any 10 school day period. (Education Code 46160)

Adopted: 9-17-02,

Amended: 11-14-17, 3-15-2022

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.5.d. APPROVE AMENDMENT TO BOARD POLICY 6120 RESPONSE TO INSTRUCTION

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy 6120 – Response to Instruction?

BACKGROUND: Board Policy 6120 updated to emphasize the importance of learning and behavioral outcomes and progress monitoring as it relates to response to instruction and intervention (RtI2), reference multi-tiered system of supports (MTSS) and the integration of RtI2 into such frameworks, expand the list of individuals that may be included in designing the district's RtI2 system, add the examination of student social-emotional well-being as one of the bases for design, provide more detail regarding strategies and interventions including ten core components of the RtI2 model identified by the California Department of Education, and that RtI2 may be utilized as one component when considering the referral of a student for evaluation for special education or other services. Board Policy 6120 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy 6120 – Response to Instruction as first and final reading.
2. Approve amendment to Board Policy 6120 – Response to Instruction as first reading.
3. Do not approve amendment to Board Policy 6120 – Response to Instruction.

RECOMMENDATION: Approval of 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6120(a)

Response To Instruction And Intervention

The Governing Board desires to ~~provide~~improve learning and behavioral outcomes for all students by providing a high-quality, data-driven educational program ~~to meet~~that meets the learning and behavioral needs of each student and ~~to help reduce~~reduces disparities in achievement among subgroups of students. - Students who are not making academic progress pursuant to district measures of performance and/or are struggling behaviorally shall receive intensive instruction and intervention supports designed to meet ~~their~~individual learning needs-, with progress monitored.

~~(cf. 0000—Vision)~~

~~(cf. 0200—Goals for the School District)~~

~~(cf. 6000—Concepts and Roles)~~

~~(cf. 6011—Academic Standards)~~

The Superintendent or designee shall convene a team ~~of~~that may include, as appropriate, staff with knowledge of curriculum and instruction, student services, special education, and instructional and behavioral support, certificated personnel, other district staff, and parents/guardians, ~~as appropriate~~, to assist in designing the district's Response to Instruction and Intervention (RtI²) system, based on an examination of indicators of district and schoolwide student achievement ~~and social-emotional well-being~~.

~~(cf. 0500—Accountability)~~

~~(cf. 0520.1—High Priority Schools Grant Program)~~

~~(cf. 0520.2—Title I Program Improvement Schools)~~

~~(cf. 0520.3—Title I Program Improvement Districts)~~

~~(cf. 4115—Evaluation/Supervision)~~

~~(cf. 5123—Promotion/Acceleration/Retention)~~

~~(cf. 5147—Dropout Prevention)~~

~~(cf. 5149—At-Risk Students)~~

~~(cf. 6171—Title I Programs)~~

~~(cf. 6174—Education for English Language Learners)~~

~~(cf. 6179—Supplemental Instruction)~~

The district's RtI²- system shall include instructional strategies and interventions with demonstrated effectiveness and ~~shall~~be aligned with the district curriculum and assessments. The Superintendent or designee may conduct ongoing screening to determine student needs, analyze data, identify interventions for students not making adequate academic progress, monitor the effectiveness of the interventions, and adjust interventions according to efficacy.

~~(cf. 6141—Curriculum Development and Evaluation)~~

~~(cf. 6142.91—Reading/Language Arts Instruction)~~

~~(cf. 6142.93—Mathematics Instruction)~~

~~(cf. 6162.5—Student Assessment)~~

~~(cf. 6162.51—Standardized Testing and Reporting Program)~~

~~(cf. 6162.52—High School Exit Examination)~~

~~(cf. 6190—Evaluation Instructional Program)~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6120(b)

The district's RtI² system shall include research-based, standards-based, culturally relevant instruction for students in the general education program; universal screening and continuous classroom monitoring to determine students' needs and to identify those students who are not making progress; criteria for determining the types and levels of interventions to be provided; and subsequent monitoring of student progress to determine the effectiveness of the intervention and to make changes as needed.

~~When data from the RtI2 system indicate that a student may have a specific learning disability, the student may be referred for evaluation for special education or other services.~~

~~(cf. 6164.4—Identification and Evaluation of Individuals for Special Education)~~

~~(cf. 6164.5—Student Success Teams)~~

~~(cf. 6164.6—Identification and Evaluation Under Section 504)~~

~~The district shall provide staff~~ Additionally, the districts RtI² system shall provide for:

1. High-quality classroom instruction
2. High expectations
3. Assessments and data collection
4. Problem-solving systems approach
5. Research-based interventions
6. Positive behavioral support
7. Fidelity of program implementation
- ~~1-8.~~ Staff development ~~to teachers regarding~~ and collaboration, which may include training in the use of assessments, data analysis, ~~and~~ research-based instructional practices and strategies. ~~In addition, the district's RtI2 system shall~~ and emphasize a collaborative approach of professional learning communities among teachers within and across grade spans.
- ~~2-9.~~ Staff Parent/guardian and family involvement, including collaboration and engagement

The Superintendent or designee shall ensure that parents/guardians are involved at all stages of the instructional ~~and~~, intervention, and progress monitoring process. - Parents/guardians shall be kept informed of ~~their child's progress and provided information regarding~~ the services that have and will be provided, the strategies being

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6120(c)

used to increase the student's rate of learning, and information about the supports provided to improve behavioral difficulties, and the performance data that has and will be collected.

10. Consideration of further evaluation utilizing RtI² data

The RtI² system may be utilized as one component when considering the referral of a student for evaluation for special education or other services.

~~(cf. 5020—Parent Rights and Responsibilities)~~

~~(cf. 6020—Parent Involvement)~~

Legal Reference:

~~EDUCATION CODE~~

~~56329—Assessment, written notice to parent~~

~~56333–56338—Eligibility for specific learning disabilities~~

~~56500–56509—Procedural safeguards~~

~~UNITED STATES CODE, TITLE 20~~

~~1400–1482—Individuals with Disabilities Education Act, especially:~~

~~1416—Monitoring, technical assistance, and enforcement~~

~~6316—School improvement~~

~~6318—Parent involvement~~

~~6319—Highly qualified teachers~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~300.307—Specific learning disabilities~~

~~300.309—Determining the existence of specific learning disabilities~~

~~300.311—Specific documentation for eligibility determination~~

Management Resources:

~~CALIFORNIA DEPARTMENT OF EDUCATION CORRESPONDENCE~~

~~Response to Instruction and Intervention, 2008~~

~~WEB SITES~~

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

~~California Department of Education: <http://www.cde.ca.gov>~~

~~U.S. Department of Education: <http://www.ed.gov>~~

Adopted: 11-17-09

Amended: 3-15-2022

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
**SUBJECT: B.5.e. APPROVE AMENDMENT TO BOARD POLICY AND
ADMINISTRATIVE REGULATION 6162.51 STATE ACADEMIC
ACHIEVEMENT TESTS**

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests?

BACKGROUND: Board Policy 6162.51 updated for minor language revisions related to student group. Regulation updates information regarding administration of the California Assessment of Student Performance and Progress, including provisions that: (1) the district may administer the California Science Test (CAST) in any of grades 10-12, (2) the California Alternate Assessments in science should be administered to students with significant cognitive disabilities who are unable to take the CAST with accommodations. Regulation also adds optional language regarding the use of Smarter Balanced interim and formative assessments to provide timely feedback regarding students' progress and assist teachers in continually adjusting instruction to improve learning. Testing windows and testing variations updated to reflect current state regulations, as renumbered. Board Policy 6162.51 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests as first and final reading.
2. Approve amendment to Board Policy Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests as first reading.
3. Do not approve amendment to Board Policy and Administrative Regulation 6162.51 State Academic Achievement Tests.

RECOMMENDATION: Approval of 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6162.51(a)

State Academic Achievement Tests

The Governing Board recognizes that state achievement test results provide an indication of student progress in achieving state academic standards and may be used to promote high-quality teaching and learning. The Superintendent or designee shall administer mandatory student assessments within the California Assessment of Student Performance and Progress (CAASPP) as required by law and in accordance with Board policy and administrative regulation.

~~(cf. 6011—Academic Standards)~~
~~(cf. 6162.5—Student Assessment)~~
~~(cf. 6162.54—Test Integrity/Test Preparation)~~
~~(cf. 9321—Closed Session Purposes and Agendas)~~
~~(cf. 9321.1—Closed Session Actions and Reports)~~

The Board strongly encourages all students at the applicable grade levels to participate in the state assessments in order to maximize the usefulness of the data and enable the district to meet participation levels required for state and federal accountability systems. The Superintendent or designee shall notify students and parents/guardians about the importance of these assessments and shall develop strategies to encourage student participation. Students shall be exempted from participation only in accordance with law and administrative regulation.

~~(cf. 0520.2—Title I Program Improvement Schools)~~
~~(cf. 0520.3—Title I Program Improvement Districts)~~

The Board shall annually examine state assessment results by school, grade level, and student ~~sub~~group as one measure of the district's progress in attaining its student achievement goals and shall revise the local control and accountability plan and other district or school plans as necessary to improve student achievement for underperforming student groups.

~~(cf. 0460—Local Control and Accountability Plan)~~
~~(cf. 0500—Accountability)~~

Legal Reference:

~~EDUCATION CODE~~

~~49076—Student records; access~~
~~51041—Evaluation of educational program~~
~~52052—Academic Performance Index; numerically significant student subgroups~~
~~52060–52077—Local control and accountability plan~~
~~56345—Individualized education program, contents~~
~~60600–60630—Assessment of academic achievement~~
~~60640–60649—California Assessment of Student Performance and Progress~~
~~60660–60663—Electronic learning assessment resources~~
~~60810—Assessment of language development~~
~~99300–99301—Early Assessment Program~~

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BP 6162.51(b)

~~850-864 State assessments~~

~~UNITED STATES CODE, TITLE 20~~

~~1412 Participation of students with disabilities in state assessments~~

~~6311 Adequate yearly progress~~

~~CODE OF FEDERAL REGULATIONS, TITLE 34~~

~~200.1 Standards and assessment~~

~~Management Resources:~~

~~CSBA PUBLICATIONS~~

~~Supporting Student Achievement: Student Assessment System in Flux, Governance Brief, June 2013~~

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Assembly Bill 484 Questions and Answers~~

~~CALIFORNIA STATE UNIVERSITY PUBLICATIONS~~

~~The Early Assessment Program: Handbook for School Site Leaders, 2008~~

~~SMARTER-BALANCED ASSESSMENT CONSORTIUM PUBLICATIONS~~

~~Usability, Accessibility, and Accommodations Guidelines, September 2013~~

~~U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS~~

~~The Use of Tests as Part of High-Stakes Decision-Making for Students: A Resource Guide for Educators and Policy-Makers, December 2000~~

~~WEB SITES~~

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

~~California Department of Education, Testing and Accountability: <http://www.cde.ca.gov/ta>~~

~~California Learning Resources Network: <http://clrn.org>~~

~~California State University, Early Assessment Program: <http://www.calstate.edu/eap>~~

~~Smarter Balanced Assessment Consortium: <http://www.smarterbalanced.org>~~

~~U.S. Department of Education, Office for Civil Rights: <http://www.ed.gov/about/offices/list/ocr>~~

Adopted: 4-8-14

Amended: 3-15-2022

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

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AR 6162.51(a)

State Academic Achievement Tests

The Superintendent or designee shall administer the California Assessment of Student Performance and Progress (CAASPP) to all district students at applicable grade levels, except those students exempted by law.

In addition, the Superintendent or designee shall arrange for the testing of students in any alternative education program or program conducted off campus, including, but not limited to, non-classroom based programs, continuation schools, independent study, community day schools, county community schools, juvenile court schools, or nonpublic, nonsectarian schools. No test shall be administered in a home or hospital except by a test administrator or test examiner. (5 CCR 851)

On or before July 1 of each year, the Superintendent or designee shall identify any district school(s) with students who are unable to access the computer-based assessment of a CAASPP test and shall report the number of such students to the test contractor. If available, a paper and pencil version of the assessment may be administered to such students. (5 CCR 853, 857)

On or before July 1 of each year, the Superintendent or designee shall designate a district coordinator who shall oversee all matters related to the testing program and serve as the district representative and liaison with the test contractor and the California Department of Education (CDE).- The Superintendent or designee shall also designate a coordinator for each test site.- The duties of the district and site test coordinators shall include those specified in 5 CCR 857-858. (5 CCR 857-858)

The Superintendent or designee also shall appoint trained test administrator(s) to administer the CAASPP achievement tests and test examiner(s) to administer the California Alternate Assessments. -A test examiner shall be a certificated or licensed employee or contractor of the district or county office of education. (5 CCR 850)

~~(cf. 4112.2—Certification)~~

~~(cf. 4113—Assignment)~~

As appropriate, the Superintendent or designee shall assign a specially trained district employee to serve as a test proctor to assist the test examiner; a specially trained district employee, or other person supervised by a district employee, to serve as a translator to translate the test directions into a student's primary language; and a district employee to serve as a scribe to transcribe a student's responses to the format required by the test. -A student's parent/guardian or sibling shall not be eligible to be that student's translator or scribe. (5 CCR 850)

All test administrators, test examiners, proctors, translators, scribes, district and site test coordinators, and other persons having access to any of the CAASPP achievement tests and corresponding test materials, assessment technology platform, or tests administered pursuant to

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AR 6162.51(b)

Education Code 60640 shall acknowledge the limited purpose of their access to the achievement tests by signing a test security affidavit. In addition, all district and site test coordinators shall sign a test security agreement before receiving any CAASPP achievement tests and corresponding test materials. The test security affidavit and test security agreement shall be those set forth in 5 CCR 859. (5 CCR 850, 859)

Tests Included in the State Assessment System

The district shall administer the following CAASPP assessments: (Education Code 60640; 5 CCR 851.5)

1. Smarter Balanced summative assessments~~1. The CAASPP achievement tests~~ for English language arts and mathematics in grades 3-8 and 11, except that:

(cf. 6142.91 - Reading/Language Arts Instruction)

(cf. 6142.92 - Mathematics Instruction)

- a. Recently arrived English learners, defined pursuant to Education Code 60603 as English learners who are in their first 12 months of attending a school in the United States, shall be exempted from taking the English language arts assessment to the extent allowed by federal law. A recently arrived English learner may be administered the test upon request by ~~his/her~~the student's parent/guardian.

(cf. 6174 – Education for English Language Learners)

- b. Students with disabilities who are unable to participate in the English language arts and mathematics assessments, even with the resources described in the section “Testing Variations” below, shall be provided an alternate test when designated in ~~accordance with~~their individualized education program (IEP), as provided in item #3 below.

~~*(cf. 6159 – Individualized Education Program)*~~

~~*(cf. 6164.6 – Identification and Education Under Section 504)*~~

2. The California Science ~~assessments~~Test (CAST) at grades 5, 8, and ~~once in grades~~ 10-12

However, students with disabilities who are unable to participate in the ~~science assessments~~CAST, even with the resources described in the "Testing Variations" section below, shall be provided an alternate test when designated in their IEP, as provided in item #3 below.

~~*(cf. 6142.93 – Science Instruction)*~~

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AR 6162.51(c)

3. ~~For students with~~ The California Alternate Assessments (CAA) in English language arts, mathematics, ~~and science~~ for students with significant cognitive disabilities who are unable to take the tests specified in items #1-2 above, even with appropriate accommodations or other testing resources, and who have an IEP that designates the use of alternate tests at the applicable grade levels:
 - a. ~~For the science assessment, either the California Modified Assessment or, for students with significant cognitive disabilities, the California Alternate Performance Assessment or California Modified Assessment.~~

In addition, the Superintendent or designee may administer a ~~primary language assessment~~ **California Spanish Assessment (CSA)** to English learners. Administration of this test shall not replace the administration of the above tests, administered in English, to English learners. (Education Code 60640)

The ~~primary language assessment~~ **CSA** also may be used to assess students in a dual language immersion program who are not limited English proficient or who are redesignated fluent English proficient, subject to approval by the ~~California Department of Education (CDE)~~ of an agreement between the district and the state testing contractor. (Education Code 60640)

Throughout the school year, schools may use Smarter Balanced interim assessments and formative assessment tools at any grade level to provide timely feedback regarding students' progress toward mastery of the skills measured by the summative assessments in English language arts and mathematics and to assist teachers in continually adjusting instruction to improve learning. The Superintendent or designee may determine the timing and frequency of the administration of such assessments.

Exemptions

Each year the Superintendent or designee shall notify parents/guardians of their child's participation in the CAASPP and of the provisions of Education Code 60615 related to exemptions from testing. (5 CCR 852)

~~(cf. 5145.6—Parental Notifications)~~

~~A~~ **P**arents/guardians may annually submit to the school a written request to excuse ~~his/her~~ **their** child from any or all parts of the CAASPP assessments for the school year, and such a request shall be granted by the Superintendent or designee. However, district employees shall not solicit or encourage any exemption request on behalf of any student or group of students. (Education Code 60615; 5 CCR 852)

If a parent/guardian submits an exemption request after testing has begun, any test(s) completed before the request is submitted will be scored and the results reported to the parent/guardian and included in the student's records. (5 CCR 852)

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AR 6162.51(d)

Testing Period

The Superintendent or designee shall establish testing days for district students within the following available testing windows: (5 CCR 855)

1. ~~Assessments in English language arts and mathematics~~ Unless otherwise specified in state regulations, assessments shall be administered between the date on which at least 66 percent of the school's or track's annual instructional days ~~for grades 3-8, or at least 80 percent of the annual instructional days for grade 11,~~ have been completed, but no earlier than the second Tuesday in January, and the last day of instruction for the regular annual calendar of the school or track, but no later than July 15 or, if July 15 is not a weekday, then the next weekday following July 15.
2. ~~All~~ The CAA for science ~~assessments, including CAPA and CMA,~~ shall be administered during an available testing window of 25 instructional days that includes 12 instructional days before and after completion of 85 percent of annually beginning on a date in September as determined by CDE through the school's or track's last day of instruction for the regular annual instructional days. Beginning in calendar of the 2016-17 school year, the CAA shall be administered during or track, but no later than July 15 or, if July 15 is not a weekday, then the available testing windows specified in item #1, next weekday following July 15.
3. ~~The primary language assessment~~ The CSA shall be administered to English learners within the testing window specified in item #21.

Within the above testing windows, the Superintendent or designee may designate one testing period for each school or track or, if a school has multiple tracks, a selected testing period for each track. The district shall not exceed six selected testing periods within the available testing window. The testing period shall be no fewer than 25 consecutive instructional days and may be extended up to an additional 10 consecutive instructional days if still within the available testing window set forth in items #1-42 above. (5 CCR 855)

Students who are absent during testing shall be provided an opportunity to take the tests within the testing window.

Testing Variations

All CAASPP ~~achievement tests and the primary language test~~ shall be administered in accordance with the manuals or other instructions provided by the test contractor or CDE except that, as appropriate, the following testing variations may be used: (5 CCR 850, 853-~~853.88~~54.4)

1. Universal tools specified in 5 CCR ~~853.58~~54.1-54.4 may be used with any student.

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2. Designated supports specified in 5 CCR ~~853.5~~ and, if an English learner, in 5 CCR ~~853.7, 854.1-854.4~~ may be used with a student for whom the need has been indicated by an educator or team of educators, with parent/guardian and student input as appropriate, or for whom the need is specified in the student's IEP or Section 504 plan.

3. Accommodations specified in 5 CCR ~~853.5~~ 854.1-854.4 may be used with a student with disabilities when included in the student's IEP or Section 504 plan as resources that are regularly used in the classroom for the student's instruction and/or assessment(s). Such accommodations shall be either utilized in the assessment environment or consist of changes in procedures or materials that increase equitable access during the assessment.

4. An unlisted resource that has not been specifically identified as an approved universal tool, designated support, or accommodation may be used with a student who has an IEP or Section 504 plan provided that the resource is one that is regularly used ~~by a student~~ in the classroom for instruction and/or assessment and ~~the~~ CDE has approved its use. At least 10 business days prior to the student's first day of CAASPP testing, the district or school site test coordinator may electronically submit a ~~written~~ request to ~~the~~ CDE for approval to use that unlisted resource during that year. If ~~the~~ CDE determines that the unlisted resource changes the construct being measured, the unlisted resource may nevertheless be used with the student in order to generate an individual score report even though the student shall not be counted in the participation rate for accountability measures. (5 CCR ~~853.8~~ 854.9)

In the administration of the CAA to a student with significant cognitive disabilities, the student may have all instructional supports that may be used in daily instruction or assessment, including language and physical supports, with the exception of any inappropriate test practices listed in test administration manuals. (5 CCR 850, ~~853.6~~ 854.5)

Report of Test Results

For any state assessments that produce valid individual student results, the Superintendent or designee shall forward or transmit the student's test results to ~~his/her~~ the student's parents/guardians within 20 working days from ~~the~~ receipt of the results from the test contractor or, if the district receives the results from the contractor after the last day of instruction for the school year, then within the first 20 working days of the next school year. ~~The~~ report shall include a clear explanation of the purpose of the test, the student's score, and its intended use by the district. An individual student's scores shall also be reported to ~~his/her~~ the school and teacher(s) and shall be included in ~~his/her~~ the student record. (Education Code 60641; 5 CCR 863)

~~(cf. 5125—Student Records)~~

With parent/guardian consent, the Superintendent or designee may release a student's test results

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to a postsecondary educational institution for the purposes of credit, placement, determination of readiness for college-level coursework, or admission. (Education Code 60641)

The Superintendent or designee shall present districtwide, school-level, and grade-level results to the Governing Board at a regularly scheduled meeting. The Board shall not receive individual students' scores or the relative position of any individual student. (Education Code 49076, 60641)

Adopted: 2-14

Amended: 8-16, [3-15-2022](#)

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.5.f. APPROVE AMENDMENT TO BOARD POLICY AND ADMINISTRATIVE REGULATION 6164.5 STUDENT SUCCESS TEAMS ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy and Administrative Regulation 6164.5 Student Success Teams?

BACKGROUND: Board Policy 6164.5 updated to reference that the student success team (SST) process is not required by law and that the policy reflects best practices, clarify those who are encouraged to collaborate in SSTs, include social and emotional difficulties when evaluating the strengths and needs of students and establishing interventions, emphasize the importance of each student maximizing their potential, specify who may refer students to SSTs, add types of materials appropriate for collection, analysis and review by the SST, provide for the development of a plan to support the student and adjustments to such plan, reflect that the SST process shall not delay or deny a referral for evaluation for eligibility for special education, reference MTSS and the integration of SSTs with such supports, and add staff development which may be provided to strengthen the effectiveness of SSTs. Regulation updated to reference that the SST process is not required by law and that the regulation reflects best practices, emphasize the importance of school counselors in the SST membership, provide that the makeup of each individual SST is at the district's discretion, reference the ability of districts to appoint a districtwide or schoolwide SST coordinator, identify teachers specifically as school staff with whom consultation may occur, add types of materials appropriate for collection to inform SST members, and add the development of a plan, and adjustments to the plan and related interventions, as one of the SST responsibilities. Board Policy 6164.5 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy and Administrative Regulation 6164.5 Student Success Teams as first and final reading.
2. Approve amendment to Board Policy Board Policy and Administrative Regulation 6164.5 Student Success Teams as first reading.
3. Do not approve amendment to Board Policy and Administrative Regulation 6164.5 Student Success Teams.

RECOMMENDATION: Approval of 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.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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BP 6164.5(a)

Student Success Teams

The Governing Board encourages the collaboration of parents/guardians, ~~teachers, resource personnel~~certificated and classified staff, administrators ~~and students~~, and/or the student, as appropriate, in evaluating the strengths and needs of students having academic, attendance, social, emotional, or behavioral difficulties and in identifying strategies and programs that may assist ~~thesuch~~ students ~~— in maximizing their potential~~. The Superintendent or designee shall establish student success teams (SST) as needed to address individual ~~students'~~student needs.

~~(cf. 5113.1—Truancy)~~

~~(cf. 5147—Dropout Prevention)~~

~~(cf. 5149—At Risk Students)~~

The Superintendent or designee shall establish and maintain a process for initiating ~~referrals~~the referral of students to ~~the student success team~~. SSTs, which may include referral by district staff, parents/guardians, and/or agency representatives. The Superintendent or designee may also establish and maintain a process for responding to SST referrals, which may include a determination by the district as to whether an SST shall be convened for an individual student.

Each ~~student success team~~SST may collect and analyze relevant student data, as appropriate. The SST may also review the student's educational history, work samples, strengths and areas for growth, and identify available resources and strategies.

Each SST shall develop a plan to support the student which incorporates intervention strategies ~~to assist the student~~—. Such strategies may include changes in program placement or instructional methods, recommendation of supplemental educational services, parent involvement strategies, social, emotional and/or behavioral interventions, discipline, referrals to other agencies or resources, and/or other appropriate interventions.

~~(cf. 1020—Youth Services)~~

~~(cf. 5123—Promotion/Acceleration/Retention)~~

~~(cf. 5141.3—Health Examinations)~~

~~(cf. 5141.6—Student Health and Social Services)~~

~~(cf. 5144—Discipline)~~

~~(cf. 5146—Married/Pregnant/Parenting Students)~~

~~(cf. 6020—Parent Involvement)~~

~~(cf. 6158—Independent Study)~~

~~(cf. 6159—Individualized Education Program)~~

~~(cf. 6159.4—Behavioral Interventions for Special Education Students)~~

~~(cf. 6164.2—Guidance/Counseling Services)~~

~~(cf. 6171—Title I Programs)~~

~~(cf. 6172—Gifted and Talented Student Program)~~

~~(cf. 6174—Education for English Language Learners)~~

~~(cf. 6175—Migrant Education Program)~~

~~(cf. 6176—Weekend/Saturday Classes)~~

~~(cf. 6177—Summer School)~~

~~(cf. 6178—Vocational Education)~~

~~(cf. 6178.1—Work Experience Education)~~

~~(cf. 6179—Supplemental Instruction)~~

~~(cf. 6181—Alternative Schools)~~

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BP 6164.5(b)

~~(cf. 6182—Opportunity School/Class/Program)~~
~~(cf. 6183—Home and Hospital Instruction)~~
~~(cf. 6184—Continuation Education)~~

The ~~student success team~~SST shall monitor the student's progress, evaluate the extent to which the recommended strategies have been implemented, ~~and develop additional interventions as needed.~~ make adjustments to the plan, and develop additional interventions as needed.

The SST process shall not delay or deny a referral for evaluation for eligibility for special education, ~~as may be required under state or federal law.~~

The Superintendent or designee may integrate SSTs into the district's multi-tiered system of support, including identification of students who need additional support, the level(s) of support, appropriate interventions, monitoring of progress, and whether the goal of intervention has been met.

To strengthen the effectiveness of SSTs, the Superintendent or designee may provide staff development in the identification of students who may need additional support, implementation of measurable and targeted interventions, and monitoring of progress and goal attainment.

Legal Reference:

~~EDUCATION CODE~~

~~8800-8807—Healthy Start support services for children~~

~~41505-41508 Pupil Retention Block Grant~~

~~48260-48273—Truancy~~

~~48400-48454—Continuation education~~

~~49600-49604—Educational counseling~~

~~51745-51749.3—Independent study programs~~

~~52200-52212—Gifted and talented student programs~~

~~54400-54425—Programs for disadvantaged children~~

~~54440-54445—Migrant children~~

~~WELFARE AND INSTITUTIONS CODE~~

~~4343-4352.5—Primary interventions program, mental health~~

~~18986.40-18986.46—Interagency children's services~~

Management Resources:

~~CDE PUBLICATIONS~~

~~SB-65 School-Based Pupil Motivation and Maintenance Program Guidelines (2000-01 Edition), 2000~~

~~Student Success Teams: Supporting Teachers in General Education, 1997~~

~~CALIFORNIA DROPOUT PREVENTION NETWORK PUBLICATIONS~~

~~SST: Student Success Teams, 2000~~

~~WEB SITES~~

~~California Department of Education: <http://www.cde.ca.gov/spbranch/ssp>~~

~~California Dropout Prevention Network: <http://www.edualliance.org/cdpn>~~

~~National Dropout Prevention Center: <http://www.dropoutprevention.org>~~

Adopted: 9-17-02

Amended: 3-15-2022

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ADMINISTRATIVE REGULATION**

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AR 6164.5(a)

Student Success Teams

Team Membership

Members of individual student success teams (SST) may include:

1. The principal or designee
2. One or more of the student's classroom teachers or former teachers
3. The student's parents/guardians
4. The student if appropriate
5. School Counselor(s)
6. Resource personnel or specialists, such as a school ~~counselor~~, psychologist, nurse, outreach consultant, special education resource ~~person, categorically funded staff~~ person, department chairperson, speech and language specialist, reading specialist, social worker, probation officer, community resource representative, mental health worker-, and/or other person(s) relevant to the student's situation, as determined by the district

~~(cf. 0420.3 – School-Based Student Motivation~~

The makeup of each individual SST is at the district's discretion, and ~~Maintenance Program)~~ may not include participation from individuals in each of the categories listed above.

Team Responsibilities

The principal or designee shall:

1. Schedule meetings and establish meeting procedures
2. Contact parents/guardians and other team members regarding team meetings
3. Consult with appropriate school staff, including teachers and/or district resource personnel
4. Arrange for observation of the student ~~in the problem situation~~ as needed
5. Collect any additional background information necessary to inform team members about the student's strengths and needs, such as relevant student data, educational history, and work samples, as appropriate

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6. Help the student and parents/guardians prepare for the meeting
7. Facilitate the team meetings
8. Develop a plan to support the student which incorporates intervention strategies
9. Ensure that the student's progress is monitored ~~and~~, that follow-up meetings are regularly scheduled, and that adjustments are made to the plan and related interventions as necessary

Adopted: 9-17-02

Amended: 3-15-2022

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: MARCH 15, 2022
SUBJECT: B.5.g. APPROVE AMENDMENT TO BOARD BYLAW 9320 MEETINGS AND NOTICES

ACTION

ISSUE: Should the Board of Education approve amendment to Board Bylaw 9320 – Meetings and Notices?

BACKGROUND: Board Bylaw 9320 updated to clarify that it is discussion among themselves, via technology, of a majority of the governing board regarding an item within the subject matter jurisdiction of the board that can result in a violation of the Brown Act, and that agenda materials are required to be made available for public inspection at the time the materials are distributed to all or a majority of the board when agenda materials relating to an open session of a regular meeting are distributed to the board less than 72 hours before the meeting. Bylaw also updated to add a new section "Teleconferencing During a Proclaimed State of Emergency" which reflects NEW LAW (AB 361, 2021) that (1) authorizes boards, until January 1, 2024, to conduct board meetings by teleconference, as specified, without meeting certain requirements otherwise required of teleconference meetings when holding a board meeting during a proclaimed state of emergency when state or local officials have imposed or recommend measures to promote social distancing; to determine whether, as a result of an emergency, meeting in person would present imminent risks to the health or safety of attendees; or when it has been determined, as a result of an emergency, that meeting in person would present imminent risks to the health or safety of attendees, (2) includes that the district may, in its discretion, provide a physical location from which the public may attend or comment and, (3) provides that the board may continue to conduct meetings by teleconference during proclaimed states of emergency by a majority vote finding within 30 days after teleconferencing for the first time and every 30 days thereafter that either the state of emergency continues to directly impact the ability of the board to meet safely in person or that state or local officials continue to impose or recommend measures to promote social distancing. Board Bylaw 9320 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Bylaw 9320 – Meetings and Notices as first and final reading.
2. Approve amendment to Board Bylaw 9320 – Meetings and Notices as first reading.
3. Do not approve amendment to Board Bylaw 9320 – Meetings and Notices.

RECOMMENDATION: Approval of Alternative #1.

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, MARCH 15, 2022

Approve amendment to Board Bylaw 9320 – Meetings and Notices

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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 BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9320(a)

Meetings And Notices

Meetings of the Governing Board are conducted for the purpose of accomplishing district business. - In accordance with state open meeting laws (Brown Act), the Board shall hold its meetings in public and shall conduct closed sessions during such meetings only as authorized by law. -To encourage community involvement in the schools, Board meetings shall provide opportunities for questions and comments by members of the public. -All meetings shall be conducted in accordance with law and the Board's bylaws, policies, and administrative regulations.

~~(cf. 9321—Closed Session)~~

~~(cf. 9322—Agenda/Meeting Materials)~~

~~(cf. 9323—Meeting Conduct)~~

A Board meeting exists whenever a majority of Board members gather at the same time and location, including teleconference location [as permitted by Government Code 54953](#), to hear, discuss, deliberate, or take action upon any item within the subject matter jurisdiction of the Board or district. - (Government Code 54952.2)

A majority of the Board shall not, outside of an authorized meeting, use a series of communications of any kind, directly or through intermediaries, including social media and other electronic communications, to discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the Board. - (Government Code 54952.2)

However, an employee or district official may engage in separate conversations [or communications](#) with Board members in order to answer questions or provide information regarding an item within the subject matter jurisdiction of the Board, as long as that employee or district official does not communicate the comments or position of any Board members to other Board members. - (Government Code 54952.2)

~~(cf. 9012—Board Member Electronic Communications)~~

In order to help ensure the participation of individuals with disabilities at Board meetings, the Superintendent or designee shall provide appropriate disability-related accommodations or modifications upon request in accordance with the Americans with Disabilities Act. - (Government Code 54953.2, 54954.1, 54954.2)

Regular Meetings

The Board shall hold one regular meeting each month. Regular meetings shall be held at 5:00 p.m. for Closed Session and 6:00 p.m. for Open session on the 3rd Tuesday of the month

At least 72 hours prior to a regular meeting, the agenda shall be posted at one or more locations freely accessible to members of the public and on the district's ~~Internet~~ web site. - (Government Code 54954.2)

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(cf. 1113—District and School Web Sites)

Whenever agenda materials relating to an open session of a regular meeting are distributed to the Board less than 72 hours before the meeting, the Superintendent or designee shall make the materials available for public inspection at a public office or location designated for that purpose: ~~at the time the materials are distributed to all or a majority of the Board.~~ (Government Code 54957.5)

(cf. 1340—Access to District Records)

Special Meetings

Special meetings of the Board may be called at any time by the presiding officer or a majority of the Board members. -However, a special meeting shall not be called regarding the salary, salary schedule, or other compensation of the Superintendent, assistant superintendent, or other management employee as described in Government Code 3511.1. - (Government Code 54956)

(cf. 2121—Superintendent's Contract)

Written notice of special meetings shall be delivered personally or by any other means to all Board members and the local media who have requested such notice in writing. -The notice also shall be posted on the district's ~~Internet~~ web site. -The notice shall be received at least 24 hours before the time of the meeting. -The notice shall also be posted at least 24 hours before the meeting in a location freely accessible to the public. -The notice shall specify the time and location of the meeting and the business to be transacted or discussed. -No other business shall be considered at this meeting. - (Education Code 35144; Government Code 54956)

Any Board member may waive the 24-hour written notice requirement prior to the time of the meeting by filing a written waiver of notice with the clerk or secretary of the Board or by being present at the meeting at the time it convenes. ~~+~~ (Education Code 35144; Government Code 54956)

Every notice of a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that has been described in the meeting notice, before or during the item's consideration. - (Government Code 54954.3)

Emergency Meetings

In the case of an- emergency situation- for which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board may hold an emergency meeting without complying with the 24-hour notice and/or 24-hour posting requirement for special meetings pursuant to Government Code 54956. -The Board shall comply with all other requirements for special meetings during an emergency meeting. -(Government Code 54956.5)

An emergency situation means either of the following: (Government Code 54956.5)

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1. An emergency, which shall be defined as a work stoppage, crippling activity, or other activity that severely impairs public health and/or safety as determined by a majority of the members of the Board

~~(cf. 4141.6/4241.6—Concerted Action/Work Stoppage)~~

2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist ~~aet~~activity~~act~~, or threatened terrorist ~~aet~~activity~~act~~ that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health and/or safety as determined by a majority of the members of the Board

~~(cf. 3516—Emergencies and Disaster Preparedness Plan)~~

Except in the case of a dire emergency, the Board president or designee shall give notice of the emergency meeting by telephone at least one hour before the meeting to the local media that have requested notice of special meetings. All telephone numbers provided by the media in the most recent request for notification must be exhausted. -If telephone services are not functioning, the notice requirement of one hour is waived and, as soon after the meeting as possible, the Board shall notify those media representatives of the meeting and shall describe the purpose of the meeting and any action taken by the Board. -In the case of a dire emergency, the Board president or designee shall give such notice at or near the time notification is given to the other members of the Board about the meeting. - (Government Code 54956.5)

The minutes of the meeting, a list of persons the Board president or designee notified or attempted to notify, a copy of the roll call vote, and any actions taken at the meeting shall be posted for at least 10 days in a public place as soon after the meeting as possible. - (Government Code 54956.5)

Adjourned/Continued Meetings

The Board may adjourn/continue any regular or special meeting to a later time and location that shall be specified in the order of adjournment. -Less than a quorum of the Board may adjourn such a meeting. If no Board members are present, the secretary or the clerk may declare the meeting adjourned to a later time and ~~place~~ and shall give notice in the same manner required for special meetings. (Government Code 54955)

Within 24 hours after the time of adjournment, a copy of the order or notice of adjournment/continuance shall be conspicuously posted on or near the door of the place where the meeting was held. - (Government Code 54955)

Study Sessions, Retreats, Public Forums, and Discussion Meetings

The Board may occasionally convene a study session or public forum to study an issue in more detail or to receive information from staff or feedback from members of the public.

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The Board may also convene a retreat or discussion meeting to discuss Board roles and relationships.

~~(cf. 2000—Concepts and Roles)~~
~~(cf. 2111—Superintendent Governance Standards)~~
~~(cf. 9000—Role of the Board)~~
~~(cf. 9005—Governance Standards)~~
~~(cf. 9400—Board Self-Evaluation)~~

Public notice shall be given in accordance with law when a quorum of the Board is attending a study session, retreat, public forum, or discussion meeting. -All such meetings shall comply with the Brown Act and shall be held in open session and within district boundaries. -Action items shall not be included on the agenda for these meetings.

Other Gatherings

Attendance by a majority of Board members at any of the following events is not subject to the Brown Act provided that a majority of the Board members do not discuss specific district business among themselves other than as part of the scheduled program: (Government Code 54952.2)

1. A conference or similar public gathering open to the public that involves a discussion of issues of general interest to the public or to school board members
2. An open, publicized meeting organized by a person or organization other than the district to address a topic of local community concern
3. An open and noticed meeting of another body of the district
4. An open and noticed meeting of a legislative body of another local agency
5. A purely social or ceremonial occasion
6. An open and noticed meeting of a standing committee of the Board, provided that the Board members who are not members of the standing committee attend only as observers

~~(cf. 9130—Board Committees)~~

Individual contacts or conversations between a Board member and any other person are not subject to the Brown Act. - (Government Code 54952.2)

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Location of Meetings

Meetings shall not be held in a facility that prohibits the admittance of any person on the basis of ancestry or any characteristic listed in Government Code 11135. - In addition, meetings shall not be held in a facility which is inaccessible to individuals with disabilities or where members of the public must make a payment or purchase in order to be admitted. - (Government Code 54961)

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

Meetings shall be held within district boundaries, except to do any of the following: (Government Code 54954)

1. Comply with state or federal law or court order or attend a judicial or administrative proceeding to which the district is a party
2. Inspect real or personal property which cannot conveniently be brought into the district, provided that the topic of the meeting is limited to items directly related to the property
3. Participate in meetings or discussions of multiagency significance, provided these meetings are held within one of the other agencies' boundaries, with all participating agencies giving the notice required by law
4. Meet in the closest meeting facility if the district has no meeting facility within its boundaries or if its principal office is located outside the district
5. Meet with elected or appointed state or federal officials when a local meeting would be impractical, solely to discuss legislative or regulatory issues affecting the district over which the state or federal officials have jurisdiction
6. Meet in or near a facility owned by the district but located outside the district, provided the meeting agenda is limited to items directly related to that facility
7. Visit the office of the district's legal counsel for a closed session on pending litigation, when doing so would reduce legal fees or costs
8. Attend conferences on nonadversarial collective bargaining techniques

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9. Interview residents of another district regarding the Board's potential employment of an applicant for Superintendent of the district

10. Interview a potential employee from another district

Meetings exempted from the boundary requirements, as specified in items #1-10 above, shall still be subject to the notice and open meeting requirements for regular and special meetings when a quorum of the Board attends the meeting.

If a fire, flood, earthquake, or other emergency renders the regular meeting place unsafe, meetings shall be held for the duration of the emergency at a location designated by the Board president or designee, who shall so inform all news media who have requested notice of special meetings by the most rapid available means of communication. - (Government Code 54954)

Teleconferencing

A teleconference is a meeting of the Board in which Board members are in different locations, connected by electronic means through audio and/or video. (Government Code 54953)

The Board may use teleconferences for all purposes in connection with any meeting within the Board's subject matter jurisdiction. -All votes taken during a teleconference meeting shall be by roll call. (Government Code 54953)

During the teleconference, at least a quorum of the members of the Board shall participate from locations within district boundaries. - (Government Code 54953)

Agendas shall be posted at all teleconference locations and shall list all teleconference locations whenever they are posted elsewhere. -Additional teleconference locations may be provided to the public. (Government Code 54953)

All teleconference locations shall be accessible to the public.- All teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the Board, including the right of the public to address the Board directly at each teleconference location. - (Government Code 54953)

Teleconferencing During a Proclaimed State of Emergency

The Board may conduct Board meetings by teleconference without posting agendas at all teleconference locations, identifying teleconference locations in meeting notices and agendas, allowing public access to each teleconference location, providing an opportunity for members of the public to address the Board directly at each teleconference location, and ensuring that at least a quorum of the Board participate from locations within district boundaries, during a proclaimed

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state of emergency pursuant to Government Code 8625-8629 in any of the following circumstances: (Government Code 54953)

~~All Board policies, administrative regulations, and bylaws shall apply equally to meetings that are teleconferenced. The Superintendent or designee shall facilitate public participation in the meeting at each teleconference location.~~

1. State or local officials have imposed or recommended measures to promote social distancing
2. For the purpose of determining, by majority vote, whether as the result of the emergency meeting in person would present imminent risks to the health or safety of attendees
3. When it has been determined, by majority vote as described in Item #2 above, that as a result of the emergency meeting in person would present imminent risks to the health or safety of attendees

To conduct a teleconference meeting for these purposes the following requirements shall be satisfied: (Government Code 54953)

1. The notice and agenda shall be given and posted as otherwise required by the Brown Act
2. The notice and agenda of the meeting shall specify the means by which members of the public may access the meeting and offer public comments, including via a call-in or internet-based service option

Members of the public may be required to register to log in to a meeting when making public comments through an internet web site or other online platform that is operated by a third-party and not under the control of the Board.

3. Members of the public shall be allowed to access the meeting, and the agenda shall provide an opportunity for members of the public to address the Board directly pursuant to Government Code 54954.3
4. Members of the public shall not be required to submit public comments in advance of a Board meeting and shall be provided an opportunity to address the Board and offer comments in real time
- 1.5. Public comment periods shall not be closed until the timed public comment period, if such is offered by the Board, has elapsed or, if not timed, until a reasonable amount of

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time per agenda item has been allowed

6. If during a Board meeting a disruption occurs which prevents the district from broadcasting the meeting to members of the public or for members of the public to offer public comments, the Board shall take no further action on any agenda item until public access via the call-in or internet-based service option to the meeting is restored

The district may, in its discretion, provide a physical location from which the public may attend or comment. (Government Code 54953)

The Board may continue to conduct meetings by teleconference, as specified above for teleconferencing during proclaimed states of emergency, by a majority vote finding within 30 days after teleconferencing for the first time, and every 30 days thereafter, that either: (Government Code 54953)

1. The state of emergency continues to directly impact the ability of the Board to meet safely in person
- ~~1.~~2. State or local officials continue to impose or recommend measures to promote social distancing

Legal Reference:

EDUCATION CODE

~~35140 Time and place of meetings~~
~~35143 Annual organizational meeting, date, and notice~~
~~35144 Special meeting~~
~~35145 Public meetings~~
~~35145.5 Agenda; public participation; regulations~~
~~35146 Closed sessions in connection with a student~~
~~35147 Open meeting law exceptions and applications~~

GOVERNMENT CODE

~~3511.1 Local agency executives~~
~~11135 State programs and activities; prohibition of discrimination~~
~~54950-54963 The Ralph M. Brown Act, especially:~~
~~54953 Meetings to be open and public; attendance~~
~~54954 Time and place of regular meetings~~
~~54954.2 Agenda posting requirements, board actions~~
~~54956 Special meetings; call; notice~~
~~54956.5 Emergency meetings~~

UNITED STATES CODE, TITLE 42

~~12101-12213 Americans with Disabilities Act~~

CODE OF FEDERAL REGULATIONS, TITLE 28

~~35.160 Effective communications for individuals with disabilities~~
~~36.303 Auxiliary aids and services for individuals with disabilities~~

COURT DECISIONS

~~Garnier v. Poway Unified School District, No. 17-cv-2215-W (JLB), 2019 WL 4736208 (S.D. Cal. September 26, 2019)~~

~~Knight First Amendment Institute at Columbia University v. Trump, 928 F.3d 226 (2019)~~

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Wolfe v. City of Fremont, (2006) 144 Cal.App. 4th 54433

ATTORNEY GENERAL OPINIONS

88 Ops. Cal. Atty. Gen. 218 (2005)

84 Ops. Cal. Atty. Gen. 181 (2001)

84 Ops. Cal. Atty. Gen. 30 (2001)

79 Ops. Cal. Atty. Gen. 69 (1996)

78 Ops. Cal. Atty. Gen. 327 (1995)

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, rev. 2019

INSTITUTE FOR LOCAL GOVERNMENT PUBLICATIONS

The ABCs of Open Government Laws

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, 2nd Ed., 2010

WEB SITES

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

CSBA, GAMUT Meetings: <http://www.esba.org/ProductsAndServices/AllServices/GamutMeetingsPolicy>

California Attorney General's Office: <http://oag.ca.gov/home>

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

League of California Cities: <http://www.cacities.org>

Adopted: 10-19-77

Amended: 9-7-93, 3-12-02, 9-17-02, 4-19-05, 12-12-06, 9-16-08, 4-21-09, 5-15-12, 2-16-21,
3-15-22

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

SUBJECT: VII.1. MONTHLY MEASURE S BOND PROJECT STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on the progress of authorized Measure S bond projects through February 28, 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

School/Project Name	Budget		Expenditures
	Initial Budget	Total Budget	Total Expenditures
Measure S Management			
Measure S General Architecture Planning Services	155,160	155,160	155,160
Measure S District Salaries (3) (4)	1,000,000	1,281,190	1,287,002
17-58S General Planning & Architectural Services (1) (3) (4)	90,821	120,221	101,952
Measure S Program Direct Software, Equipment & Su (1) (4)	251,000	251,050	225,392
Measure S General CM Services-Balfour Beatty	900,000	474,563	389,693
	2,396,981	2,282,184	2,159,199
Brookside Elementary School			
17-32S Security Fencing	99,940	58,490	58,490
17-42S Modernization Campus Wide	10,000	10,000	10,000
17-47S Administration Building DSA Cert. (1) (3) (4)	1,302,493	1,390,256	1,285,364
18-11S Design HVAC System Upgrade, BLDG 200 & 300	3,400	3,400	3,400
18-18S Classroom Replacement(4) Phase 1 (1) (2) (3)	3,648,750	3,648,750	328,652
19-28S Extend Shared Wall Room 216	11,200	11,200	11,200
19-30S Extend Height of Playground Fence	25,034	25,034	25,034
20-17S Remove and Replace Foundation on Portable C (1)	46,571	47,783	46,099
20-16S Innovation Lab BES (1) (3)	47,200	47,200	47,200
	5,194,587	5,242,112	1,815,438
District Office			
19-17S District Office Emergency Generator (1) (3)	79,275	74,060	41,476
19-21S Upper Field Chain Link Fencing and Gates	12,416	12,416	12,416
	91,691	86,476	53,892
District Wide			
17-49S Security Badge System Upgrade	9,586	9,586	9,586
17-01S Solar Project	7,000,000	7,120,121	7,120,121
17-33S Ext. Campus Surveillance Cameras @ 6 Si	344,563	374,597	374,597
17-39S Landscape Improvements	19,000	19,000	19,000
18-22S Security Upgrades - PA System	14,669	14,669	14,669
18-26S Collaborative Furniture	200,000	184,588	184,588
18-38S Extended Care Facility Furniture & Equipmen	100,000	12,319	12,319
18-33S Solar Installation Maintenance Contract (1) (3)	256,055	256,055	183,157
19-08S DW Arch Svcs for DSA Certific (1) (2)	195,035	34,203	34,203
19-10S Collaborative Furniture	200,000	200,000	195,708
19-22S King James Court Debris Clearance	15,700	15,700	15,700
19-31S Security Raptor Software Districtwide	45,710	45,367	45,367
20-04S Collaborative Furniture (1) (3)	102,376	102,376	66,573
20-10S Exterior Repairs to Portables at BES/MCMS	59,834	61,034	61,034
20-21S Outdoor Furniture Purchases DW (1) (3)	107,636	107,636	106,359
20-23S HVAC Upgrades Districtwide (1)	355,176	366,354	222,416
	9,025,340	8,923,606	8,665,397
Medea Creek Middle School			
17-23S Roof Replacement	83,000	60,316	60,316
17-24S HVAC Replacement	276,810	331,787	331,787
17-36S Modernization Campus Wide	5,058	10,000	10,000
17-35S Kitchen Improvements (2) (3)	1,506,394	1,506,394	1,585,940
18-03S Security Fencing Parking Lot	42,630	42,630	42,630
18-07S Sidewalk and Handrail Installation, Buildin	26,937	26,937	26,937
18-21S Classroom Replacement (1) (2) (3)	4,919,008	5,464,303	5,048,593
18-25S MPR High Roof Replacement	160,135	160,135	165,457
18-36S Library Wall Removal	3,500	3,500	3,500
18-39S Counseling Office Improvements & Additions	28,350	32,109	35,459



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget		Expenditures
	Initial Budget	Total Budget	Total Expenditures
18-40S Safety/Security Gates	89,827	89,827	89,827
18-45S ORCA Food Waste Recycling Pilot Program	61,844	61,844	45,633
18-48S EV Charging Station	17,794	17,794	17,794
19-05S Trellis Removal at MCMS	23,000	75,609	75,609
19-15S Shade Sails at MCMS	55,850	60,845	60,845
20-12S Renovate Lobby MCMS (1) (4)	19,808	20,707	20,707
21-02S Entry Way Sign at Medea Creek Middle School	14,900	14,900	14,900
	7,334,845	7,979,637	7,635,934
Oak Hills Elementary School			
17-25S HVAC Replacement	143,189	139,837	133,652
17-38S Modernization Campus Wide	15,000	15,000	15,000
17-32S Security Fencing	50,000	48,845	48,845
19-09S/18-19S Add Modular Classrooms (1) (2)	358,700	468,217	215,220
19-02S Area Drain Improvements Rooms 8-11	13,640	12,400	12,400
19-12F OHES Running Track	25,084	29,555	29,555
19-13S OHES Fencing @ Park (3)	135,042	135,042	120,517
19-20S Kindergarten Flooring Classrooms	19,223	19,223	19,223
19-29S Extend Wall Between Conf/Copy Room	11,732	11,732	11,732
20-03S Innovation Lab OHES (1)	65,731	66,848	65,156
	837,340	946,698	671,300
Oak Park High School			
17-34S Security Lighting at Cul De Sac	376,862	283,134	283,134
17-28S Roof Replacement	125,000	54,705	54,705
17-27S HVAC Replacement	96,219	97,230	97,230
17-32S Security Fencing (Ornamental @ Stadium)	249,060	198,834	139,864
17-57S Safety Lighting	30,000	24,891	-
18-01S Football Field Fencing	56,370	56,370	56,370
18-02S Fencing Girls Varsity Softball Field	42,885	42,885	42,855
18-24S Safety Security Fencing @ Library & Gates	52,800	52,800	62,010
18-23S OPHS Stadium Safety Rail Repair	20,650	23,450	23,450
18-46S OPHS Stairs & Sidewalk-Athletic Facilities	117,838	122,083	122,083
19-19S Art Court Phase II (1)	235,127	235,127	237,820
19-23S Tennis Court Resurfacing	44,084	44,084	44,084
19-27S Repair Wood Columns @OPHS	19,655	19,655	19,655
20-05S Basketball Courts Resurfacing OPHS	20,052	20,052	20,052
20-22S Economizers OPHS F Bldg. HVAC's (1) (4)	25,756	25,756	25,756
21-01S Turf Replacement and Upgrades OPHS (3)	1,118,397	1,118,397	1,100,604
	2,630,755	2,419,453	2,329,672
Oak View High School			
19-26S Reno Bldg Ext at OVHS (1) (4)	176,514	176,514	164,514
	176,514	176,514	164,514
Red Oak Elementary School			
17-37S Modernization Campus Wide	10,000	10,000	10,000
17-32S Security Fencing	5,400	3,860	3,860
18-20S Modular Classroom Replacement (1) (3)	6,663,709	6,748,109	503,094
19-01S MPR Structural Repairs	37,849	34,408	34,408
19-14S ROES Phase 1 Safety/Security Fencing	148,440	130,400	130,400
19-16S ROES Phase 2 Safety/Security Fencing	75,873	75,873	69,615
20-11S Restroom Upgrades at ROES (1)	86,466	90,639	90,639
20-13S Paint Admin Interior	17,601	17,601	18,265
20-14S Flooring for Admin + 7 Classrooms	49,125	49,125	49,125



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget		Expenditures
	Initial Budget	Total Budget	Total Expenditures
20-15S Innovation Lab at ROES (1)	44,065	44,065	44,065
20-18S Renovate Exteriors of Buildings B & C @ROES (1) (3)	105,853	105,853	50,519
	7,244,380	7,309,932	1,003,991
TECH			
17-50S Next Gen CR/Flat Panel SMRT Display Pilot	35,000	36,532	48,120
18-12S Network File Server Refresh	125,000	125,000	124,500
18-13S Purchase Staff Computers & Spare Device	55,000	55,000	37,272
18-14S Chromebook 1-to-1 Take Home Pilot 6 Grade	263,923	341,257	210,136
18-35S BES Chromebooks for Gr5	18,000	17,206	17,206
18-30S MCMS Library Computer Lab Refresh	47,000	47,000	37,106
18-31F 3-D Printers	31,500	31,500	26,882
18-28S DW Chromebook Refresh	250,000	250,000	209,943
18-29S Flat Panel Displays @ MCMS & OPHS	36,100	36,100	31,124
18-42S MCMS Computer on Wheels Laptops for Art Cla	30,000	18,981	18,981
18-43S DW Virtual Reality Pilot Program	6,000	6,000	5,148
18-44S I-Pad Refresh of K-2 Totes	325,000	325,000	302,138
18-49F iMacs for Tech Lab MCMS	10,000	10,000	8,052
19-03S Replace Smartboard Projectors	24,000	24,000	21,081
19-04S District Refresh & Spare Computer Equipment	50,000	50,000	53,415
19-06S Promethean Smart Board Replacement at OHES	82,409	81,229	81,229
19-07F Chromebook 1:1 Take Home Prgrm Grds 5-12 (1) (3)	670,000	854,877	732,904
19-11S Ipad Air Refresh Part 2	243,400	251,335	251,335
19-24S Additional Security Cameras DW Phase 4	38,029	38,029	38,029
20-01S Next Generation MacBook Pro Pilot Program (1)	20,451	20,451	8,576
20-02S Interactive Flat Panel Displays for Element	15,000	15,000	-
20-08S Apple iPad Air Refresh (1)	34,544	34,544	34,544
20-09S District Network Firewall Refresh (1)	285,524	285,524	285,524
20-19S Staff Laptop Refresh (1)	198,069	226,985	207,402
20-20S Chromebook 1:1 Program (1)	361,738	361,738	361,738
20-24S Oak Park High School Engineering Workstation (1)	69,534	69,534	69,534
20-25S Apple iPad Air Refresh Wave 3 (1) (3)	33,030	33,030	795
20-26S MCMS Computer Lab Refresh (3)	95,000	95,000	79,214
21-03S Core Network Switch Replacement & Service C (1) (3)	74,146	74,146	-
21-05S Smartboard Replacement DW (1)	209,356	209,356	209,356
21-04S Network Access Appliance (3)	23,000	23,000	-
	3,759,753	4,047,354	3,511,283
Totals	38,692,186	39,413,966	28,010,620

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: MARCH 15, 2022

SUBJECT: VII.2. MONTH 6 ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 6 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 6: January 10, 2022 - February 4, 2022				YTD: August 9, 2021 - February 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	85.32	88.88%	K	96.00	87.59	91.24%
1	105.00	96.84	92.23%	1	105.00	93.74	89.28%
2	73.00	67.16	92.00%	2	73.00	68.08	93.26%
3	81.00	72.79	89.86%	3	81.00	76.96	95.01%
4	104.00	95.32	91.65%	4	104.00	98.58	94.79%
5	89.00	81.84	91.96%	5	89.00	85.16	95.69%
SDC			0.00%	SDC			0.00%
Total	548.00	499.27	91.11%	Total	548.00	510.11	93.09%
OHES				OHES			
K	95.00	87.31	91.91%	K	95.00	90.48	95.24%
1	77.00	74.63	96.92%	1	77.00	73.98	96.08%
2	64.00	62.00	96.88%	2	64.00	60.13	93.95%
3	77.00	73.21	95.08%	3	77.00	73.61	95.60%
4	76.00	73.47	96.67%	4	76.00	71.76	94.42%
5	87.00	82.05	94.31%	5	87.00	81.16	93.29%
SDC			0.00%	SDC			0.00%
Total	476.00	452.67	95.10%	Total	476.00	451.12	94.77%
ROES				ROES			
K	103.00	99.84	96.93%	K	103.00	99.68	96.78%
1	83.00	80.53	97.02%	1	83.00	78.99	95.17%
2	98.00	95.21	97.15%	2	98.00	95.91	97.87%
3	108.00	104.21	96.49%	3	108.00	105.83	97.99%
4	93.00	91.00	97.85%	4	93.00	91.07	97.92%
5	88.00	86.42	98.20%	5	88.00	85.54	97.20%
SDC			0.00%	SDC			0.00%
Total	573.00	557.21	97.24%	Total	573.00	557.02	97.21%
MCMS				MCMS			
6	356.00	336.78	94.60%	6	356.00	342.62	96.24%
7	310.00	293.28	94.61%	7	310.00	305.79	98.64%
8	358.00	339.61	94.86%	8	358.00	347.07	96.95%
SDC			0.00%	SDC			0.00%
Total	1,024.00	969.67	94.69%	Total	1024.00	995.48	97.21%
OPHS				OPHS			
9	374.00	348.67	93.23%	9	374.00	365.55	97.74%
10	375.00	347.50	92.67%	10	375.00	359.82	95.95%
11	343.00	315.61	92.01%	11	343.00	326.16	95.09%
12	374.00	342.17	91.49%	12	374.00	353.65	94.56%
SDC			0.00%	SDC			0.00%
Total	1,466.00	1353.95	92.36%	Total	1466.00	1405.18	95.85%
OVHS				OVHS			
Total	35.00	29.33	83.80%	Total	40.00	28.87	72.18%
OPIS				OPIS			
Total	232.00	226.57	97.66%	Total	232.00	227.58	98.09%
Other**				Other***			
Total	1.00	0.11	11.00%	Total	1.00	0.69	69.00%
Total	4,355.00	4,088.78	93.89%	Total	4,360.00	4,176.05	95.78%