

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #1043

DATE: September 14, 2021

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

Allen Rosen, President
Drew Hazelton, Vice President
Derek Ross, Clerk
Denise Helfstein, Member
Tina Wang, 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

9/10/2021

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 September 14, 2021. 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, October 19, 2021

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.

9/10/2021

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #1043
September 14, 2021**

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: Campus Supervisor, College and Career Center Technician Part-time, Department Clerk Part-time, Extended Care Site Leader, Food Services Assistants I, Health Services Assistant I Subs, Instructional Assistants I – Literacy and Numeracy, Instructional Assistant I Computer Lab, Instructional Assistants I Grade Level, Instructional Assistant I Literacy, Instructional Assistant II Special Ed, Instructional Assistant III Behavior, Instructional Assistant III ELL, Instructional Assistant III Art, Accounting Assistant II, Guest Teachers, Guest Interim Administrator

C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case

D. CONFERENCE WITH LABOR NEGOTIATORS: Government Code 54957.6
Agency designated representatives: Adam Rauch and Stewart McGugan
Employee organization: Oak Park Teachers Association

E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Directors

F. SUPERINTENDENT'S GOALS

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

9/10/2021

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. Update on COVID-19 Impact on Oak Park USD Schools
6. Instructional Technology Update

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 August 17, 2021 and Special Meeting held August 23, 2021](#)

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

b. [Approve Public Employee/Employment Changes 01CL25195-01CL25286 & 01CE10989-01CE11088](#)

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

c. [Ratify Purchase Orders - August 1 – August 31, 2021](#)

Board Policy 3300 requires Board approval of Purchase Orders

d. [Approve Resolution #2021-14, Establishing the GANN Appropriation Limit for Fiscal Years 2020-2021 and 2021-2022](#)

Ed Code 1629 and Ed Code 42132 requires Board adoption of a resolution establishing GANN appropriations limit

e. [Approve Notice of Completion Measure S Project 21-01S Field Turf Replacement and Upgrades at Oak View High School](#)

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

ACTION

2. BUSINESS SERVICES

a. [Approve District of Choice Reporting Requirement](#)

Board Approval required for District of Choice Program Reporting Requirements

b. [Approve Unaudited Actual Revenues and Expenditures Report for Fiscal Year 2020-21](#)

Board is asked to review Unaudited Actual Revenues and Expenditures

c. [Approve Spending Plan for 2021-22 Education Protection Account Funds](#)

Proposition 30 requires Board approval for spending plan for Education Protection Account Funds

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

Staff will provide information on facility use by organizations and the current policies and practices associated being followed

3. CURRICULUM AND INSTRUCTION

a. Public Hearing and Approval of Resolution #2021-15, Regarding Sufficiency of Textbooks and Instructional Materials for 2021-2022

Education Code 60119 requires a Public Hearing and Board approval regarding sufficiency of textbooks and instructional materials annually in order to receive funding for mandated costs

b. Approve K-12 Strong Workforce Program Memorandum of Understanding with Ventura County Office of Education

Ventura County Office of Education, and the OPUSD will work together to meet the deliverables of CDE's Career Technical Education Incentive Grant

c. Quarterly Report on the Number of Students Earning a D or F Grade at Secondary Schools and Update on AB 104

The Board will receive a report on the academic supports being offered to students who earned a D/F Grade at the end of 2020-2021 school year

d. Quarterly Update on the Expanded Learning Opportunities Plan and LCAP

The Board will receive an update from staff on the approved Expanded Learning Opportunities Plan and LCAP

4. HUMAN RESOURCES

a. Approve Annual Teacher Assignment Report for 2021-2022

Under provisions of SB 435, Board approval required for Annual Teacher Assignment Report

b. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates to Taking Temperature and Health Screening for the 2021-2022 School Year

Board approval required for Memoranda of Understanding with collective bargaining units

c. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates as Relates Allowing Classified Staff to Volunteer to Work in Child Nutrition Services

Board approval required for Memoranda of Understanding with collective bargaining units

d. Approve Revised Title, Job Description and Department Change for the Classified Position of Student Data Systems Specialist

Board approval required for moving a position from one department to another and revising the job description

e. Establish New Classified Service Position of Department Secretary in the Technology Services Department and Approve Associated Job Description

Board approval required for a establishing new classified position

5. BOARD POLICIES

a. Approve Amendment to Board Policy 1313 Civility

Board policy addresses the importance of civility to the effective operation of the district, including its role in creating a positive school climate and enabling a focus on student well-being, learning, and achievement. Policy includes First Amendment free speech considerations, behavior that constitutes civil behavior, practices that promote civil behavior, and authorization to educate or provide information to students, staff, parents/guardians, and community members to assist in the recognition, development, and demonstration of civil behavior. Policy also includes material regarding behavior that is disruptive, hinders the orderly conduct of district operations or programs, or creates an unsafe learning or working environment, as well as the prohibition of, and consequences for, behavior which is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence.

b. Approve Amendment to Board Policy 3452 Student Activity Funds

Board updated to clarify that the policy does not apply to school-connected organizations that are not composed entirely of students or subject to the board's control and regulation. Section on

"Fundraising" adds a reference to policy that addresses online fundraising, and addresses fundraising events that involve the sale of foods and/or beverages. Section on "Management and Reporting of Funds" updated to reflect Governmental Accounting Standards Board (GASB) Statement 84, which provides that, if the district has administrative or direct financial involvement with the student organization's assets, as defined, the student activity fund may be considered a governmental fund subject to specific accounting and financial reporting requirements.

c. Approve Amendment to Board Policy and Administrative Regulation 3511.1 Integrated Waste Management

Policy updated to reflect current legal requirements for recycling waste which are based on specified thresholds of waste generation and are detailed in the accompanying administrative regulation, add district goal to develop strategies for recycling organic waste, and more directly link waste management to education goals. Regulation updated to add new section on "Recycling" which contains (1) material formerly in item #2 above, (2) new material reflecting a determination by the California Department of Resources Recycling and Recovery (CalRecycle) regarding the level of statewide disposal of organic waste which triggered a requirement for any facility generating two or more cubic yards of solid waste per week to meet specific requirements pertaining to the recycling of organic waste, and (3) new material reflecting legal requirements to provide recycling bins or containers in a facility that generates four or more cubic yards of solid waste or two or more cubic yards of organic waste per week.

d. Approve Amendment to Board Policy 3600 Consultants

Policy updated to reflect NEW LAW (AB 2257, 2020) which recodifies the three-part test established in Dynamex Operations West, Inc. v. Superior Court of Los Angeles to determine whether a person providing services for remuneration should be classified as an employee or an independent contractor, and NEW LAWS (AB 2257 and AB 323, 2020) which establish exceptions to the use of the three-part test. Requirement to afford equal opportunity for contracts revised to add ethnicity and reflect NEW LAW (AB 3364, 2020) which changes the term "military and veteran status" to "veteran or military status."

e. Approve Amendment to Board Policy 7210 Facilities Financing

Board Policy updated to add state facilities funding from the Leroy F. Greene School Facilities Act as a method of funding facilities and to reflect NEW LAW (SB 820, 2020) which requires filing the audit of completed facilities projects with the California State Controller. Policy also adds the requirement to comply with law and board policy regarding debt issuance and management.

VII. INFORMATION ITEMS

- 1. Monthly Cash Flow Report**
- 2. Monthly Measure S Status Report**
- 3. Monthly General Fund Budget Report**

VIII. FUTURE AGENDA ITEMS

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

IX. OPEN DISCUSSION

X. ADJOURNMENT:

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

MINUTES OF REGULAR BOARD MEETING 8-17-2021 #1041
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 5:03 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. Allen Rosen, President, Mr. Drew Hazelton, Vice President, Mr. Derek Ross, Clerk, and Mrs. Denise Helfstein, Member, Mrs. Tina Wang, Member.

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent of Business Services, Mrs. Susan Roberts, Director of Pupil Services, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

BOARD ABSENT

None

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President, Allen Rosen reported that in Closed Session the Board would be discussing:

1. **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
2. **PUBLIC EMPLOYEE EMPLOYMENT:** Clerical Subs, Food Services Assistants I, Assistant Computer Technician, ESY Instructional Assistant III Behavior, Summer School Campus Supervisor, Summer School Site Leader, Extended Care Assistant Site Leader, Student Services Assistant I, Instructional Assistant I – PE, Instructional Assistants I L & N, Walk-On-Coach, Department Clerk College/Career Center, Preschool Extended Care Assistant, Instructional Assistant III – Behavior, Elementary Teachers Temp, OPHS Counselor, ASL Teacher Temp, MCMS Science Teacher, .5 FTE OPIS Teachers Temp , Summer School Remediation Teachers
3. **SUPERINTENDENT’S GOALS**
4. **CONFERENCE WITH LEGAL COUNSEL— PENDING LITIGATION:** Government Code Section 54956(a) & (d)(i)
5. **CONFERENCE WITH LEGAL COUNSEL— PENDING LITIGATION:** Government Code Section 54956(a) & (d)(i)

6. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case

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

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 6:14 p.m.

BOARD PRESENT

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

BOARD ABSENT

None

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Jay Greenlinger, Director of Curriculum and Instruction, Mr. Brad Benioff, Director of Student Support and School Safety, Mr. Brendan Callahan, Director of Bond Program, Sustainability, Maintenance and Operations, Mrs. Susan Roberts, Director of Pupil Services, Mrs. Sara Ahl, Director of Extended Care Program, Mrs. Allie LeVine, District Nurse, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

FLAG SALUTE

Allen Rosen led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President Mr. Allen Rosen reported that the Board took the following action in closed session:

For III.D. The Board voted unanimously to accept the settlement agreement for a special education student. The District will pay a total of \$27,000.00 to settle this case.

For III.E. The Board voted unanimously to accept the settlement agreement for a special education student. The District will pay a total of \$22,175.00 to settle this case.

The Board took no other action in closed session

ADOPTION OF AGENDA

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

PUBLIC SPEAKERS

There were 8 public speakers/comments submitted at this meeting on the Agenda item VI.A.3

Return to School Update and Q&A with Ventura County Public Health. These comments were read/spoken at the time the agenda item was called.

OPEN COMMUNICATIONS/PRESENTATIONS

REPORT FROM BOARD MEMBERS

Board Member Tina Wang stated that it was wonderful to be back. Tina toured all the campus last week on the first day of school and thanked Dr. Davis and the Cabinet and the staff on hard work for a successful reopening. Tina reported that she attended the Fire Safety Town Hall organized by Supervisor Linda Parks, at the town hall students from OPHS Wildfire Prevention Club also spoke and did an outstanding job. Tina volunteered for the OPHS form day and thanked Helen Tesoro and the PFA for helping the school set-up the forms days for students.

Board Member Derek Ross congratulated Dr. Davis and thanked him for his leadership. Derek thanked the students, staff for their hardwork and shared that he was looking forward to a wonderful year and seeing our students thrive.

Board Member Drew Hazelton welcomed Dr. Davis. Drew thanked the staff and Dr. Davis for the welcome back events. Drew reported that he walked the High School Turf Field, and he was very happy to see the work was complete and that the football team was able to begin practicing. Drew thanked the community of Oak Park for passing the Measure S Bond which funded this project. Drew thanked the staff who have worked countless hours to open our schools it has been exciting but really challenging. Drew thanked the parents and the community.

Denise Helfstein echoed everything that her fellow board members have shared. Denise thanked the staff for their hardwork during these challenging times with the full reopening of our schools. Denise shared that she toured the campuses on the first day along with Allen, Tina, Dr. Davis and the County Superintendent Dr. Morales. Denise thanked the staff for our transparent communication and the back-to-school resource guide and website. Denise thanked the families for their partnership.

Board President, Allen Rosen reported that he toured the school sites with Dr. Morales and Dr. Davis on the first day of school. Allen thanked the staff and teachers, administrative team to work to keep our school open. Allen stated to all constituents please contact us and let us know if you have any questions or concerns.

Mr. Allen Rosen introduced Nikita Manyak as the new student board member. Nikita shared that she is a senior at Oak Park High School and is a member of the Associate Student Body and Advanced Peer Counseling. Nikita shared that in speaking with her fellow students on campus they feel a happy to be back and feel safer being able to see the COVID Dashboard and receive communications about the cases and safety protocols. Students are happy to be back at school and expressed her thanks on behalf of all the students and herself to. Be able to enjoy a school year in person.

RETURN TO SCHOOL UPDATE AND Q&A WITH VENTURA COUNTY PUBLIC HEALTH

There were eight public speakers on this item. Six speakers submitted comments via the online form and Board President Allen Rosen read those comments aloud. Two speakers addressed the Board in-person. Dr. Jeff Davis, Superintendent, Mr. Brad Benioff, Director of Student Support and School Safety shared updates on COVID cases and class closures, they highlighted the protocols and the work our staff has been doing to test, contact trace, and notify classes, and the school. Mr. Benioff also outlined the protocols for updating the COVID Dashboard, staff vaccinations and testing. Amanda Johnson, and Luka Viera from VCPH attended the meeting via zoom and provided an overview of quarantine guidance, case rates, school decision tree for class and campus closures. Board recommended that signage related to COVID-19 symptoms be added to the active screening protocols. The Board asked for an update from the

school sites regarding their preparation and planning going forward to ensure that sufficient PPE supplies are available at all school sites and that this is communicated to the families.

Student Board Member, Nikita Manyak left the meeting at 7:42 pm.

REMARKS FROM THE SUPERINTENDENT

Superintendent Dr. Jeff Davis thanked teachers and staff and the school sites for the first seven days of schools. Dr. Davis reported that he is looking forward to meeting with OPHS Journalism students from the Talon. Dr. Davis thanked the staff with the temperature screening at schools. Activities are starting at the high school with athletics starting up with the first football game this Friday.

There were no reports from the Oak Park Education Foundation and the Oak Park Municipal Advisory Council as the representatives had to leave before the item was called.

FACILITIES REPORT – SUMMER WORK UPDATE

Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations along with his team members, Jim Craft, Miguel Tabares, Chris Walthall, and Candelario Garcia provided an update on the work done at district sites during the summer.

B.1. CONSENT AGENDA

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

- a. [Approve Minutes of Regular Board Meeting June 22, 2021 and Special Meetings held on July 6, 2021, July 25, 2021, and Board Retreat held on July 25, 2021](#)
- b. [Approve Public Employee/Employment Changes 01CL25117-01CL25194 & 01CE10887-01CE10988](#)
- c. [Ratify Purchase Orders - June 1 – July 31, 2021](#)
- d. [Approve Quarterly Report on Williams Uniform Complaints – July 2021](#)
- e. [Approve Renewal Agreement with Interquest Detection Canines for Drugs Detection Services at Secondary Schools](#)
- f. [Approve Renewal of Contract for Non Public School Placement and Residential Services for Special Education Student #1 - 2021-2022](#)
- g. [Authorization for Use of Cooperative Purchasing Contracts by the Student Nutrition Services Department During Fiscal Year 2021-22, Per PCC 20118](#)
[Approve Student Teaching Clinical Affiliation Agreement with Emerson College May 24, 2021 – May 27, 2022](#)

B2. BUSINESS SERVICES

- a. [Award Bid and Approve Proposal for Grass Moving Services](#)
On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education awarded the Bid and approved Proposal for Grass Moving Services. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0. The board asked staff to explore if we could get the Enhanced Landscape to do a multi-year agreement and analyze based on their performance before we
- a. [Ratify Agreement with Paper.co for Online Tutoring Services for Students in Grades K-12](#)
On motion of Tina Wang, seconded by Denise Helfstein, the Board of Education ratified the agreement with Paper.co for Online Tutoring Services for Students in Grades K-12. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0. The Board asked how this service is being message out to students, parents and teachers. Dr. Jay Greenlinger shared that at this time Ellen Chevalier is sharing the tools with the teachers and then we will

be messaging to parents and students. Board asked for an update on the usage when the report is done next month on the ELO plan.

B3. HUMAN RESOURCES

- a. [Approve 2021-2022 Declaration of Need for Fully Qualified Educators](#)
On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the 2021-2022 Declaration of Need for Fully Qualified Educators. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- b. [Approve Provisional Internship Permit \(PIP\) Request for Certificated Employee](#)
On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved the Provisional Internship Permit (PIP) Request for Certificated Employee. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- c. [Ratify Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 \(C\) & \(D\)](#)
On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education ratified the Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 (C) & (D). Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- d. [Approve Variable Term Waiver Request for 2021-2022 School Year](#)
On motion of Tina Wang, seconded by Denise Helfstein, the Board of Education approved the Variable Term Waiver Request for 2021-2022 School Year. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

B4. BOARD

- a. [Approve Proposed Board Meeting Schedule for the 2021-2022 School Year](#)
On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the Proposed Board Meeting Schedule for the 2021-2022 School Year. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- b. [Approve Board Goals for 2021-2022](#)
On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved the Board Goals for 2021-2022. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.
- c. [Approve Revised 2021 Governance Handbook](#)
On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Revised 2021 Governance Handbook. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.
- d. [Review, Amend, and Approve 2021-2022 Moral Imperatives and District Goals](#)
On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved the 2021-2022 Moral Imperatives and District Goals with the recommended language revisions to Goal 1.a., 2.d. and removing Goal 6.a to the OPUSD goals. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

B5. BOARD POLICIES

- a. [Approve Adoption of New Board Policy 3110 Transfer of Funds and Deletion of Administrative Regulation 3110 Transfer of Funds](#)
- b. [Approve Amendment to Board Policy and Administrative Regulation 3230 Federal Grant Funds](#)
- c. [Approve Amendment to Administrative Regulation 3311.2 Lease-Leaseback Contracts](#)
- d. [Approve Amendment to Administrative Regulation 3311.3 Design-Build Contracts](#)
- e. [Approve Amendment to Administrative Regulation 3320 Claims and Actions Against the District](#)

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved policies listed under B.5.a through B.5.e as first and final reading as one item. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

f. [Review Recently Amended Board Policies and Administrative Regulation 5141.31 Immunizations, Deleted Board Policy 6157 Distance Learning, and Board Policy and Administrative Regulation 6158 Independent Study](#)

The Board reviewed the policies that were recently approved at the July 25, 2021 Special Meeting.

VIII. FUTURE AGENDA ITEMS

The Board would like to have a standing item on COVID update. The board also recommended bringing back student presentation/recognition at future meetings beginning in October and also presenting Partners in Education Awards. The Board also discussed possible dates for a special board meeting and asked Ragini to send out dates to the Board via email.

On motion of Tina Wang, seconded by Denise Helfstein, there being no further business before this Board, the Regular meeting held on August 17, 2021 is declared adjourned at 9:45 p.m.

Date	President of the Board
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Date	Clerk or Secretary of the Board
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**MINUTES OF SPECIAL BOARD MEETING
BOARD OF EDUCATION**

8-23-2021 #1042

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the special meeting to order at 5:35 p.m. On March 17, 2020, Gov. Newsom issued Executive Order N-29-20 that, in part, authorized governing boards to hold public meetings via teleconference. Governing boards must still provide advanced notice of each public meeting in accordance with the Brown Act and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe the meeting and/or to address the governing board.

FLAG SALUTE

Allen Rosen led the Pledge of Allegiance to the Flag.

BOARD PRESENT

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

BOARD ABSENT

None

STAFF PRESENT

Dr. Jeff Davis, Superintendent and Mr. Stew McGugan, Assistant Superintendent, Human Resources, Mr. Adam Rauch, Assistant Superintendent Business Services, Dr. Jay Greenlinger, Director of Curriculum and Instruction, Mr. Jay Fernow, Legal Counsel, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

ADOPTION OF AGENDA

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

PUBLIC COMMENTS

None

OPEN SESSION

A. ACTION

1. [Approve Staff Development Agreement with Columbia University's Reading and Writing Project Network, LLC.](#)

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the Staff Development Agreement with Columbia University's Reading and Writing Project Network, LLC. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**B. RECESS TO CLOSED SESSION FOR DISCUSSION AND/OR ACTION ON THE
FOLLOWING ITEMS AT 5:53 pm:**

- A. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6
Agency designated representatives: Adam Rauch and Stewart McGugan
Employee organizations: Oak Park Teachers Association & Oak Park Classified Association

B. SUPERINTENDENT GOALS

There being no further business before this Board, the Special meeting held on August 23, 2021 is declared adjourned at 9:47 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: SEPTEMBER 14, 2021
SUBJECT: B.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CLASSIFIED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO HIRE

Number	Name	Position	Start Date	Fund	Salary	Site
CL25195	Carmen Roman	Campus Supervision	8/12/2021	General	\$16.75	MCMS
CL25196	Tim O'Neill	Campus Supervision	8/12/2021	General	\$16.75	OPHS
CL25197	Daryl Gray	Campus Supervision	9/7/2021	General	\$16.75	OPHS
CL25198	Isabel Thurman	Campus Supervision	8/16/2021	General	\$19.92	ROES
CL25199	Lauren Walbeck	Campus Supervision	8/12/2021	General	\$16.75	ROES
CL25200	Aditi Sengupta	Campus Supervision	8/12/2021	General	\$18.79	ROES
CL25201	Crystal Dimond	Campus Supervision	9/7/2021	General	\$17.72	BES
CL25202	Lynn Pedroza	Campus Supervision	9/7/2021	General	\$17.72	OHES
CL25203	Tarek Abed	Campus Supervision	9/3/2021	General	\$17.72	BES
CL25204	Sangeeta Yadav	Campus Supervision	9/3/2021	General	\$17.72	BES
CL25205	Trisha Webb	Campus Supervision	9/7/2021	General	\$17.72	OHES
CL25206	Sabrina Ornelas	College/Career Center Technician Part Time	8/16/2021	ELO	\$18.73	OPHS
CL25207	Kyle Schmidt	Department Clerk P/T	9/3/2021	ELO	\$22.28	MCMS
CL25208	Rebecca Sixbey	Extended Care Assistant Site Leader	8/23/2021	Fund 120	\$20.04	BES/Club
CL25209	Aurelia Reyfa	Food Service Assistant I	8/26/2021	Fund 130	\$16.75	OPHS
CL25210	Maria Flores	Food Service Assistant I	8/23/2021	Fund 130	\$19.92	BES
CL25211	Shelly Resnick	Health Services Assistant I SUB	8/23/2021	ELO/COVID	\$22.28	DO
CL25212	Gail Baltaxe	Health Services Assistant I SUB	8/23/2021	ELO/COVID	\$22.28	DO
CL25213	Debbie Morrissey	Instructional Assistant I - Literacy & Numeracy Temp	8/9/2021	ELO	\$20.57	ROES
CL25214	Colleen Lam-Duong	Instructional Assistant I - Literacy & Numeracy Temp	8/9/2021	ELO	\$17.31	OHES
CL25215	Gavin Nealon	Instructional Assistant I - Literacy & Numeracy Temp	8/23/2021	ELO	\$18.31	BES
CL25216	Justin Tolchinsky	Instructional Assistant I Computer Lab	9/7/2021	PTA	\$16.36	OHES
CL25217	Olivia Kepler	Instructional Assistant I Grade Lvl	8/16/2021	ELO	\$17.31	OPIS
CL25218	Kimberly Chadwick	Instructional Assistant I Grade Lvl	8/25/2021	ELO	\$20.57	OPIS
CL25219	Karissa Leopold	Instructional Assistant I Grade Lvl	9/7/2021	ELO	\$16.36	OVHS
CL25220	Colin Buchanan	Instructional Assistant I Literacy	8/12/2021	ELO	\$17.31	OHES
CL25221	Danielle Hazelwood	Instructional Assistant II - Sp Ed	8/9/2021	Special Ed	\$22.28	OHES
CL25222	Bryan Arauzo	Instructional Assistant III - Behavior	8/23/2021	Special Ed	\$21.06	OHES
CL25223	Rachel Goldwater	Instructional Assistant III - ELL	8/16/2021	General	\$24.98	OPHS

TO: MEMBERS, BOARD OF EDUCATION

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DATE: SEPTEMBER 14, 2021

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

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL25224	Holly Stuczynski	Instructional Assistant III - Art	9/20/2021	OPEF	\$23.89	Elm Sites
CL25225	Vanessa Flores	Accounting Assistant II	9/13/2021	General	\$21.49	DO
CL25226	Linda Roberts	ASB Books	8/9/2021	OVHS Discretionary	\$500.00	OVHS
CL25227	Linda Roberts	WebMaster	8/9/2021	OVHS Discretionary	\$200.00	OVHS
CL25228	Linda Roberts	OSB Books	8/9/2021	OPIS Discretionary	\$500.00	OPIS
CL25229	Jen Burstein	WebMaster	8/9/2021	OPIS Discretionary	\$500.00	OPIS
CL25230	Ellyn Schneider	Drama Director	8/9/2021	CTE	\$1,725.70	OPHS
CL25231	Ellyn Schneider	Thespian Director	8/9/2021	CTE	\$1,725.70	OPHS
CL25232	Ellyn Schneider	Student Production Director	8/9/2021	CTE	\$1,725.70	OPHS
CL25233	Kim Randall	PSAT Coordinator	8/9/2021	PSAT	\$410.00	OPHS
CL25234	Julie Prince	College/Career Center WebMaster	8/9/2021	Site	\$450.00	OPHS
CL25235	Sue Dermott	National Honor Society Advisor	8/9/2021	Site	\$750.00	OPHS
CL25236	Tianna Sondergroth	Varsity Head Cheer Coach	8/9/2021	Site	\$3,000.00	OPHS
CL25237	Tianna Sondergroth	JV Head Cheer Coach	8/9/2021	Site	\$2,000.00	OPHS
CL25238	Samone Rankins	Assistant Cheer Coach	8/9/2021	ASB Donation	\$2,000.00	OPHS
CL25239	Donn James	Girls Varsity Head Golf Coach	8/9/2021	Site	\$2,500.00	OPHS
CL25240	Carl Joyce	Girls Varsity Head Tinnis Coach	8/9/2021	Site	\$2,500.00	OPHS
CL25241	Carl Joyce	Girls JV Head Tennis Coach	8/9/2021	Site	\$1,500.00	OPHS
CL25242	Eric Varney	Boys Varsity Head Beach Volleybal Coach	8/9/2021	Site	\$3,000.00	OPHS
CL25243	Scott Kevorken	Boys JV Head Beach Volley Ball Coach	8/9/2021	Site	\$2,000.00	OPHS
CL25244	Carin Chapin	Assistant Cross Country Coach	8/9/2021	Site	\$2,500.00	OPHS
CL25245	Larry O'Shea	Assistant Cross Country Coach	8/9/2021	Site	\$2,500.00	OPHS
CL25246	Greg Parrone	Assistant Cross Country Coach	8/9/2021	Site	\$2,500.00	OPHS
CL25247	Scott Shulze	Assistant Cross Country Coach	8/9/2021	Site	\$2,500.00	OPHS
CL25248	Shey Philmore	Girls Head Coach Volleyball Coach	8/9/2021	Site	\$3,000.00	OPHS
CL25249	Sierra Cavalleri	Girls JV Head Volleyball Coach	8/9/2021	Site	\$2,000.00	OPHS
CL25250	Shey Philmore	Girls Frosh Head Volleyball Coach	8/9/2021	Site	\$1,500.00	OPHS
CL25251	Sierra Cavalleri	Girls Varsity Assistant Volleyball Coach	8/9/2021	ASB Donation	\$1,400.00	OPHS
CL25252	Stacey Johnson	Varsity Head Dance Coach	8/9/2021	Site	\$3,000.00	OPHS
CL25253	Destiny Ridge	Varsity Assistant Dance Coach	8/9/2021	ASB Donation	\$2,000.00	OPHS

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AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL25254	Esteban Mendez	Assistant Football Coach	8/9/2021	ASB Donation	\$1,200.00	OPHS
CL25255	Nick Paul	Assistant Football Coach	8/9/2021	Site	\$1,500.00	OPHS
CL25256	Mike Puopolo	Assistant Football Coach	8/9/2021	ASB Donation	\$1,800.00	OPHS
CL25257	Kyle Shorten	Assistant Football Coach	8/9/2021	ASB Donation	\$1,600.00	OPHS
CL25258	Michael Thompson	Assistant Football Coach	8/9/2021	ASB Donation	\$1,000.00	OPHS
CL25259	Dave Gold	JV Head Football Coach	8/9/2021	Site	\$1,500.00	OPHS
CL25260	Eleazar Anzoleaga	Assistant Football Coach	8/9/2021	ASB Donation	\$1,600.00	OPHS
CL25261	Taylor Espinoza	Varsity Assistant Football Coach	8/9/2021	Site	\$3,500.00	OPHS
CL25262	Marty Freel	Assistant Football Coach	8/9/2021	ASB Donation	\$1,600.00	OPHS
CL25263	David Garcia	Assistant Football Coach	8/9/2021	ASB Donation	\$400.00	OPHS
CL25264	Pat Henggeler	Assistant Football Coach	8/9/2021	ASB Donation	\$1,000.00	OPHS
CL25265	Mark Jacobs	Assistant Football Coach	8/9/2021	ASB Donation	\$1,250.00	OPHS
CL25266	Maggie Rojas	Measure S Account-Ability Program	7/1/2021	Fund 211	\$6,500.00	DO
CL25267	Amy Alameida	School Psych Intern	8/9/2021	SPED	\$5,000.00	MCMS/OPHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Salary	Site
CL25268	Sheryl Lee	Decrease in hrs. to 15 hrs./wk.	8/17/2021	Fund 130	\$19.92	OPHS
CL25269	Danielle White	Decrease in hrs. to 23 hrs./Wk. IA III Behavior	8/9/2021	Special Ed	\$21.26	BES
CL25270	Geo Franco	Site Change frm ROES to OHES IA III Behavior	8/9/2021	Special Ed	\$21.26	OHES
CL25271	Brittney Hanan	Extended Care Assistant Site Leader - Set Up Time	7/26/2021	Fund 120	\$20.04	Club/ROES
CL25272	Selina Gutierrez	Extended Care Assistant Site Leader - Set Up Time	7/26/2021	Fund 120	\$20.04	Club/MCMS
CL25273	Shannon Neville	Extended Care Assistant Site Leader - Set Up Time	7/26/2021	Fund 120	\$21.26	Club/OHES
CL25274	Ashley Palmieri	Extended Care Site Leader - Set Up Time	7/26/2021	Fund 120	\$24.50	Club/ROES
CL25275	Bryce Phillips	Extended Care Site Leader - Set Up Time	7/26/2021	Fund 120	\$24.50	Club/OHES
CL25276	Morgan Weiss	Extended Care Site Leader - Set Up Time	7/26/2021	Fund 120	\$25.91	Club/MCMS
CL25277	Traci Woo	Extended Care Site Leader - Set Up Time	7/26/2021	Fund 120	\$23.16	Club/BES
CL25278	Rachel Lopez	Department Secretary Food Service from IA II SpEd	9/1/2021	Fund 130	\$23.16	DO
CL25279	Stacy McClamma	IA III Ell to IA III Music	9/20/2021	OPEF	\$23.89	Elm Sites
CL25280	Stephanie Sandler	Data Systems Specialists to IA I Computer Lab	10/1/2021	PFA	\$20.57	ROES
CL25281	Rachel Yakir	Food Service Assistant I LOA Medical	9/8/2021	Fund 130	\$19.92	MCMS
CL25282	Ryan Mayhew	Behaviorist CFRA Leave	9/22/2021	Special Ed	\$59.35	DO

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SEPARATION

Number	Name	Position	Effective Date	Separation Type	Salary	Site
CL25283	Kimberly Sandlin	Instructional Assistant I L & N	8/11/2021	Resignation	\$18.31	BES
CL25284	Suzanne Garay	Food Service Assistant I	8/11/2021	Resignation	\$16.75	BES
CL25285	Julie Lewis	Instructional Assistant I Literacy	8/11/2021	Resignation	\$20.57	MCMS
CL25286	Shelly Resnick	Instructional Assistant II SpEd	8/13/2021	Resignation	\$22.28	BES

Prepared by:
Stew McGugan Assistant Superintendent /Human Resources

Respectfully Submitted,

Jeff Davis, Ed.D
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
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	
01CE10989	Sharon Michaels	Guest Teacher	8/24/2021	General	DO	
01CE10990	Terri Linville	Guest Teacher	8/27/2021	General	DO	
01CE10991	Lizette Strom	Guest Teacher	8/27/2021	General	DO	
01CE10992	Marsha Rybin	Guest Interim Administrator	9/1/2021	General	MCMS	
01CE10993	Doris Lasiter	Guest Interim Administrator	9/1/2021	General	MCMS	
01CE10994	Simone Cohen	Guest Teacher	8/20/2021	General	ROES	
01CE10995	Allison Gerin	Guest Teacher for Sara Lipkin only	8/31/2021	General	BES	
01CE10996	Sara Lipkin	Guest Teacher for Allison Gerin only	8/31/2021	General	BES	

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE10997	Kim Annino	Consultant Coordinator Induction Program	08/09/2021	Title II	\$3,000.00	BES
01CE10998	Kim Villalpando	Induction Mentor	08/09/2021	Title II	\$1,500.00	OPHS
01CE10999	Carrie Jones	Induction Mentor	08/09/2021	Title II	\$1,500.00	MCMS
01CE11000	Lacey Concepcion	Induction Mentor	08/09/2021	Title II	\$1,500.00	ROES
01CE11001	Tess Kokiousis	Induction Mentor	08/09/2021	Title II	\$1,500.00	OPHS
01CE11002	Susan Allen	Induction Mentor	08/09/2021	Title II	\$1,500.00	OVHS
01CE11003	Diane Farlow	Induction Mentor	08/09/2021	Title II	\$1,500.00	BES
01CE11004	Kathryn Klamecki	Assistant Athletic Director	08/09/2021	Site	\$4,000.00	OPHS
01CE11005	Lacey Concepcion	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11006	Marjorie Cohen	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11007	Julie Matthews	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11008	Julie Matthews	Teacher In Charge	08/09/2021	Site	\$1,250.00	ROES
01CE11009	Ryan Bodily	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11010	Lynnae Gaeta	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11011	Nicole LoBianco	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11012	Nicole LoBianco	Sunshine Coordinator	08/09/2021	Site	\$145.00	ROES
01CE11013	Robbin Lund	Leadership Team	08/09/2021	Site	\$200.00	ROES
01CE11014	Jamie Brown	Emergency Coordinator	08/09/2021	Site	\$400.00	ROES
01CE11015	Chris Amaral	Student Council	08/09/2021	Site	\$1,000.00	ROES
01CE11016	Elisa Duffy	SST Coordinator	08/09/2021	Site	\$800.00	ROES
01CE11017	Amy Kobayashi	Supervising Teacher - Virtual	08/09/2021	ELO	\$4,600.00	OPIS
01CE11018	Amy Kobayashi	OSB Advisor (3rd - 7th)	08/20/2021	Site	\$1,250.00	OPIS
01CE11019	Kate Thompson	OSB Advisor (8th - 12th)	08/20/2021	Site	\$1,250.00	OPIS
01CE11020	Kate Thompson	Social Studies Instructional Workshop	08/20/2021	Site	\$1,200.00	OPIS
01CE11021	Katie White-Lague	English Instructional Workshop	08/20/2021	Site	\$1,200.00	OPIS
01CE11022	James Barnett	Math Lab (High School)	08/09/2021	Site	\$1,200.00	OPIS
01CE11023	James Barnett	Math Curriculum Advisor	08/20/2021	Site	\$400.00	OPIS
01CE11024	KC Kelem	Science Wet Lab	08/20/2021	Site	\$1,500.00	OPIS
01CE11025	Jeremy Rogers	Naviance	08/20/2021	Site	\$200.00	OPIS
01CE11026	Samantha Lyons	Field Trips	08/20/2021	Site	\$500.00	OPIS

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CONSENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE11027	Danny O'Brien	High School Science Dry Lab	08/20/2021	Site	\$750.00	OPIS
01CE11028	Danny O'Brien	High School Academic Lab	08/20/2021	Site	\$1,200.00	OPIS
01CE11029	Lori Glazer	Middle School Math Lab	08/20/2021	Site	\$1,200.00	OPIS
01CE11030	Ty De Long	Rosetta Stone	08/20/2021	Site	\$100.00	OPIS
01CE11031	Jessica Wall	Literary Magazine Advisor	08/09/2021	Site	\$1,200.00	OPHS
01CE11032	Caitlin McCranie	Journalism Advisor	08/09/2021	PFA	\$1,200.00	OPHS
01CE11033	Sheri Rote	Beginning Peer Counseling	08/09/2021	PFA	\$700.00	OPHS
01CE11034	Allan Prescott	Robotics Club	08/09/2021	PFA	\$500.00	OPHS
01CE11035	Allan Prescott	Robotics Club	08/09/2021	CTE	\$500.00	OPHS
01CE11036	Victor Anderson	Mock Trial Advisor	08/09/2021	PFA	\$1,200.00	OPHS
01CE11037	Cathy Lory	CSF Advisor	08/09/2021	Site	\$750.00	OPHS
01CE11038	Cathy Lory	Honors Culmination	08/09/2021	Site	\$100.00	OPHS
01CE11039	Heidi Cissell	Choir (Fall)	08/09/2021	Site	\$1,350.00	OPHS
01CE11040	Heidi Cissell	Musical Director (Fall)	08/09/2021	CTE	\$1,708.14	OPHS
01CE11041	Heidi Cissell	Student Government	08/09/2021	Site	\$1,344.00	OPHS
01CE11042	Russ Peters	G-9 Tech	08/09/2021	CTEIG	\$1,000.00	OPHS
01CE11043	Michael Winkler	FBLA Advisor	08/09/2021	CTEIG	\$1,000.00	OPHS
01CE11044	Zach Borquez	Drama Technical Advisor (Fall)	08/09/2021	CTE	\$1,708.14	OPHS
01CE11045	Zach Borquez	Band Coach (Fall)	08/09/2021	Site	\$1,350.00	OPHS
01CE11046	Zach Borquez	Pavilion Tech	08/09/2021	CTE	\$1,700.00	OPHS
01CE11047	Elayne Roesner	Jazz Band Coach	08/09/2021	ASB	\$5,000.00	OPHS
01CE11048	Kathie Rohlf	Graduation Slide Show Coordinator	08/09/2021	ASB	\$500.00	OPHS
01CE11049	Casey Webb	Varsity Head Coach Football	08/09/2021	Site	\$4,000.00	OPHS
01CE11050	Erik Amerikaner	Department Chair (CTE/TECH)	08/09/2021	Site	\$4,000.00	OPHS
01CE11051	Zach Borquez	Department Chair (VPA)	08/09/2021	Site	\$4,000.00	OPHS
01CE11052	Kathy Bowman	Department Chair (English)	08/09/2021	Site	\$5,000.00	OPHS
01CE11053	Maryannick Bovard	Department Chair (World Language)	08/09/2021	Site	\$4,000.00	OPHS
01CE11054	Kim Galbreath	Department Chair (Social Science)	08/09/2021	Site	\$5,000.00	OPHS
01CE11055	Rebecca Custodio	Department Chair (SPED)	08/09/2021	Site	\$4,000.00	OPHS
01CE11056	Cathy Lory	Department Chair (Math)	08/09/2021	Site	\$5,000.00	OPHS
01CE11057	Aaron Shaw	Department Chair (PE)	08/09/2021	Site	\$4,000.00	OPHS
01CE11058	Winnie Sloan	Department Chair (Science)	08/09/2021	Site	\$5,000.00	OPHS
01CE11059	Tim Chevalier	ASB Class Advisor	08/09/2021	ASB	\$500.00	OPHS
01CE11060	DJ Cook	ASB Class Advisor	08/09/2021	ASB	\$500.00	OPHS
01CE11061	Kellie Gross	ASB Class Advisor	08/09/2021	ASB	\$500.00	OPHS
01CE11062	Tess Kokiousis	ASB Class Advisor	08/09/2021	ASB	\$500.00	OPHS
01CE11063	Francisco Henning	Model UN Advisor	08/09/2021	PFA	\$600.00	OPHS
01CE11064	Anna Mendez	Model UN Advisor	08/09/2021	PFA	\$600.00	OPHS
01CE11065	Kim Connelly	Math Intervention	08/09/2021	ELO Strat. 2	\$10,000.00	OPHS
01CE11066	Amy Sinnamon	Math Intervention	08/09/2021	ELO Strat. 2	\$10,000.00	OPHS
01CE11067	Tim Chevalier	Athletic Director	08/09/2021	Site	\$4,000.00	OPHS
01CE11068	Brenda Pasqua	Athletic Trainer	08/09/2021	Site	\$13,200.00	OPHS

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CONSENT

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE11069	Susan Allen	Research and Online List Creation	08/09/2021	CSI	\$1,500.00	OVHS
01CE11070	Susan Allen	Yearbook	08/09/2021	Site	\$500.00	OVHS
01CE11071	Susan Allen	Newsletter	08/09/2021	Site	\$500.00	OVHS
01CE11072	Susan Allen	Support Services	08/09/2021	Site	\$100.00	OVHS
01CE11073	Susan Allen	Scholarship Coordinator	08/09/2021	Site	\$100.00	OVHS
01CE11074	Susan Allen	SRI	08/09/2021	Site	\$50.00	OVHS
01CE11075	Jeremy Rogers	Teen Issue Groups	08/09/2021	ELO	\$500.00	OVHS
01CE11076	Jeremy Rogers	Naviance	08/09/2021	Site	\$200.00	OVHS
01CE11077	KC Kelem	Support Services	08/09/2021	Donations	\$100.00	OVHS
01CE11078	Samantha Spitzer	Support Services	08/09/2021	Site	\$100.00	OVHS
01CE11079	Samantha Spitzer	ASB	08/09/2021	Site	\$200.00	OVHS

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Site
01CE11080	Kathryn Wilsker	Maternity Leave	08/27/2021	General	MCMS
01CE11081	Stephanie Ceballos-Perez	Maternity Leave	07/01/2021	General	MCMS
01CE11082	Stephanie Ceballos-Perez	CFRA/Baby Bonding	08/26/2021	General	MCMS
01CE11083	Jared Weintraub	Paternity Leave	08/23/2021	General	OPHS
01CE11084	Samantha Gottlieb	CFRA/Baby Bonding	09/08/2021	General	MCMS
01CE11085	Casey Jo Webb	CFRA/Baby Bonding	09/08/2021	General	BES
01CE11086	Ilana Sweet	Increase 0.5 - 0.7 FTE	08/09/2021	General	OPIS
01CE11087	Ilana Sweet	Increase 0.7 - 0.8 FTE	08/30/2021	General	OPIS
01CE11088	Katie White-Lague	Increase 0.5 - 0.6 FTE	08/30/2021	General	OPIS

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: SEPTEMBER 14, 2021
SUBJECT: B.1.c. RATIFY PURCHASE ORDERS – AUGUST 1 THROUGH AUGUST 31, 2021

CONSENT

ISSUE: Shall the Board ratify the following purchase orders issued for the period August 1 through August 31, 2021?

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 August 1 through August 31, 2021.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-4100	Approved Textbooks and Core Cu				
P22-00113	HEINEMANN	005	21/22 BES Unit of Study	010-4100	688.97
P22-00114	HEINEMANN	005	21/22 OHES Unit of Study	010-4100	1,301.27
P22-00115	HEINEMANN	005	21/22 ROES Units of Study	010-4100	4,680.23
P22-00116	Follett School Solutions, Inc.	005	21/22 Elem and Middle School Library Resource	010-4100	4,264.40
P22-00143	Learning Without Tears	005	21/22 OPIS DK Order	010-4100	55.57
P22-00152	Hayden-Mcneil Publishing, Inc.	005	21/22 Additional OPHS Science Notebooks	010-4100	1,217.29
P22-00171	Vernier Software & Technology	005	21/22 OPHS Science Progm	010-4100	1,956.24
P22-00175	Houghton Mifflin Harcourt	005	21/22 OPIS Go Math Online	010-4100	1,160.51
P22-00176	The Prophet Corp. Db a Gopher S port	005	21/22 MCMS PE Supplies	010-4100	3,533.36
P22-00177	McGraw-Hill School Education H oldings, LLC	005	21/22 OPHS AP Biology SE	010-4100	1,644.26
Total:010-4100 Approved Textbooks and Core Cu					20,502.10
010-4200	Other Books and Reference Mate				
P22-00169	Perma-Bound	005	ROES & OHES Replacement books	010-4200	1,126.71
P22-00184	McGraw-Hill School Education H oldings, LLC	005	BES Number Worlds TE	010-4200	2,260.98
P22-00185	McGraw-Hill School Education H oldings, LLC	005	ROES Number Worlds TE	010-4200	2,260.98
Total:010-4200 Other Books and Reference Mate					5,648.67
010-4330	Other Materials and Supplies N				
B22-00059	School Specialty, LLC	012	PFA: Art Supplies	010-4330	700.00
B22-00147	Office Depot Customer Service Center	004	2021-2022 Office Supplies for District Office	010-4330	3,500.00
B22-00154	Southwest School Supply	010	School Supplies for 2021-2022 School Year	010-4330	8,000.00
B22-00155	Office Depot Customer Service Center	010	School Supplies for 2021-2022 School Year	010-4330	1,000.00
B22-00158	Brian Hoover	010	Maintenance and Supplies for Fish Tank	010-4330	1,200.00
B22-00159	Agoura Lock Technologies, Inc.	004	2021/2022 Locksmith Services	010-4330	2,500.00
B22-00160	Agoura Wholesale Electric Corp	004	2021/2022 Electric/Lighting Supplies for M & O	010-4330	2,000.00
B22-00163	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	010-4330	11,100.00
B22-00165	Office Depot Customer Service Center	023	Supplies for school year	010-4330	950.00
B22-00166	Discount School Supply	023	Misc. Art supplies	010-4330	500.00
B22-00169	Home Depot	004	2021/2022 Maintenance Supplies & Tools as needed	010-4330	12,000.00
B22-00170	R P Barricade, Inc.	004	2021/2022 Supplies as needed for M & O use DW	010-4330	500.00
P22-00117	Barnes And Noble Bookstores	005	OVHS Graphic Novels	010-4330	4,012.34

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P22-00119	Infobase Holdings, Inc DBA Infobase	005	OVHS ENCYCLOPEDIA	010-4330	274.16
P22-00124	Realityworks, Inc.	005	21/22 OVHS Child Development Class Supplies	010-4330	8,002.51
P22-00126	C & L Supply Company	010	Custodial Supplies for OHES	010-4330	786.01
P22-00127	Southwest School Supply	013	Wheels for desk/oth/disc	010-4330	1,222.65
P22-00138	DIY Home Center	004	Custodial Supplies and Materials DW	010-4330	1,000.00
P22-00140	Prestwick House, Inc.	005	21/22 OVHS Student Books	010-4330	3,698.84
P22-00146	Stephanie Boss dba Sales Media Inc	012	ELO: Tee shirts	010-4330	868.73
P22-00147	SHI International	005	21/2022 Adobe License Renewal	010-4330	5,000.00
P22-00150	Office Depot Customer Service Center	000	2021/22 - Pupil Services Office Supplies	010-4330	2,400.00
P22-00151	Sparkletts	000	2021/22 - Water Service / Pupil Services	010-4330	250.00
P22-00156	Southwest School Supply	004	White Board Replacements	010-4330	944.87
P22-00167	REC Solar Commercial Corp	004	Solar Panel Rewiring @OPHS	010-4330	16,053.73
P22-00174	Waxie's Enterprises, LLC dba WA XIE Sanitary Supply	004	2021/22 Custodial Supplies Districtwide	010-4330	20,000.00
P22-00180	Uline	000	Outdoor Tables for Oak Park High School	010-4330	739.23
P22-00181	Concepts School & Office Furn	004	Ergonomic Chairs for Staff per Assessments	010-4330	1,664.63
P22-00183	J.R. Associates	004	Choir Masks	010-4330	1,562.50

Total:010-4330 Other Materials and Supplies N **112,430.20**

010-4410 Equipment New Non-Capitalized

T22-00012	Apple Computer, Inc. Ms198-3ED	007	COVID Staff Laptops	010-4410	15,052.86
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Total:010-4410 Equipment New Non-Capitalized **15,052.86**

010-5200 Travel and Conference

B22-00163	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	010-5200	800.00
P22-00121	Ventura County Schools	004	2022/21 VCSSFA Risk Mgt Training	010-5200	1,300.00
P22-00149	VCOE	000	2021/22 - VCOE Workshops - SpEd	010-5200	2,400.00

Total:010-5200 Travel and Conference **4,500.00**

010-5300 Dues and Memberships

B22-00163	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	010-5300	500.00
DIR22-00003	Accrediting Commission For Schools/Wasc	024	WASC Annual Membership & Visit	010-5300	2,080.00
P22-00136	Accrediting Commission For Schools/Wasc	015	WASC Annual Membership 2021-2022	010-5300	1,100.00
P22-00153	California School Boards Assn	002	CSBA Membership Dues 2021-22 Education Alliance	010-5300	11,844.00

Total:010-5300 Dues and Memberships **15,524.00**

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-5510	Gas Utility Service				
B22-00145	Southern California Gas Co.	004	2021/2022 Gas Utility Svs District-Wide	010-5510	22,000.00
Total:010-5510 Gas Utility Service					22,000.00
010-5520	Electric Utility Service				
B22-00146	So Cal Edison	004	2021/2022 Electrical Utility Svs District-Wide	010-5520	100,000.00
Total:010-5520 Electric Utility Service					100,000.00
010-5540	Water Utility Service				
B22-00150	Triunfo Cty San Dist	004	2021-2022 Water Utility	010-5540	203,500.00
Total:010-5540 Water Utility Service					203,500.00
010-5560	Trash / Sewer Services				
B22-00151	Triunfo Cty San Dist	004	2021 - 2022 Sewer Service Annual Fee	010-5560	140,000.00
Total:010-5560 Trash / Sewer Services					140,000.00
010-5600	Rents, Leases, and Repairs				
B22-00156	Document Systems	010	Staples, Color Copies and Maintenance for RICOH	010-5600	1,500.00
B22-00157	KYOCERA Document Solutions West LLC	010	Maintenance and Supplies for RISO Machine	010-5600	1,000.00
B22-00161	Crowder Backflow Services, Inc	004	2021/2022 Backflow Services DW	010-5600	550.00
B22-00164	Roadside Lumber & Hardware,	004	2021/2022 Playground Sand for elementary schools	010-5600	1,072.55
P22-00137	Rose Brand Wipers Inc dba Rose Brand	004	Drapes and side curtains for MPR @ROES	010-5600	2,387.60
P22-00142	LRW Enterprises dba The Groutsmith	004	Grout and Seal Men/Womens restroom @DO	010-5600	600.00
P22-00154	Reliable Floor Coverings, Inc	004	Base cove for R2 office walls	010-5600	100.08
P22-00158	Enhanced Landscape Mgmt, Inc	000	Weed Abatement OPHS field area	010-5600	3,220.00
P22-00172	Richard Smith dba Conejo Emergency Plumbing	004	Replace broken clean out in lunch area @MCMS	010-5600	265.00
P22-00178	Southern California Flagpole Company, Inc.	004	Repair Aluminum Flag at Medea Creek Middle School	010-5600	825.38
P22-00179	Southern California Flagpole Company, Inc.	004	Repair Aluminum Flag at Red Oak Elementary School	010-5600	801.24
Total:010-5600 Rents, Leases, and Repairs					12,321.85
010-5820	Other Operating Expense				
B22-00144	School Services of California	004	2021 - 2022 Fiscal & Mandate Information Services	010-5820	4,080.00
B22-00148	Ventura County office of Education	004	2021-2022 Escape Finance/Payroll/Personnel	010-5820	51,849.00
B22-00149	Jackie MacDonald DBA JM Enterprise	004	2021 - 2022 Recycled Paper	010-5820	22,000.00

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
B22-00152	Better World Club	004	2021-22 Renewal of Vehicle Roadside Assistance	010-5820	675.00
B22-00153	Document Systems	004	2020- 2021 Color Copies and Staples	010-5820	4,000.00
B22-00162	Axiom	004	2019-20 SARC Preparation Services	010-5820	5,407.50
B22-00163	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	010-5820	2,100.00
B22-00167	VENTURA COUNTY STAR	006	2021-2022 Employment Ads	010-5820	26,920.00
B22-00171	Alexander Tseitlin	013	Independent Band Coach/Opima	010-5820	10,000.00
B22-00172	Keila Marroquin	006	ASL Interpreter for Julie Cho	010-5820	1,000.00
B22-00173	Theresa-Jasmine Kolkebeck	006	ASL Interpreter for Julie Cho	010-5820	1,000.00
B22-00174	Allisun Kale	006	ASL Interpreter for Julie Cho	010-5820	3,000.00
P22-00112	Time of Your Life Ent.	005	21/22 MCMS 7th Grade Welcome Back Event	010-5820	1,000.00
P22-00120	Farzad Haghnegahdar dba Arcade Game Rental	005	Welcome Back Event	010-5820	1,068.78
P22-00123	San Joaquin County Office of Education	006	Employment Opportunities via EdJoin 2021-2022	010-5820	1,093.50
P22-00129	Shred Cource Inc	004	Shredding Services 2021/2022	010-5820	3,500.00
P22-00132	Us Bank Trust Nat'l Assn.	004	Admin Fees 2009 GOB Election 2008 Series A	010-5820	847.00
P22-00133	Us Bank Trust Nat'l Assn.	004	Admin Fees 2009 GOB Election 2006 Series B	010-5820	847.00
P22-00134	California School Boards Assn	002	CSBA GAMUT Online(Policy Service) 2021-22	010-5820	2,810.00
P22-00135	California School Boards Assn	002	CSBA Board Self-Evaluation Survey 2021	010-5820	200.00
P22-00139	Accrediting Commission For Schools/Wasc	013	Membership Fee/Oth Exp/Disc	010-5820	1,100.00
P22-00141	Zachary Ryan Jaeger dba Zachary Ryan Design	004	District Drone Video & Photos for Website	010-5820	1,750.00
P22-00144	E3 Diagnostics	000	Earscan Calibration Service - District Nurse	010-5820	214.50
P22-00145	Island Packers Cruises	010	5th Grade Field trip to Santa Cruz Island	010-5820	5,400.00
P22-00148	G&T Electronics & Accessories DBA G&T Uniforms & Apparel	005	OPHS Lanyards	010-5820	804.38
P22-00157	U.S. Bank Trust Nat'l Assn.	004	Admin Fees GOB Election 2016 GOB Series A	010-5820	800.00
P22-00160	Las Virgenes School Dist	000	2021/22 - SpEd / LVUSD DIS Services for OPUSD	010-5820	130,000.00
P22-00163	VCOE	000	SpEd / Physical Therapy Services 2021/22	010-5820	5,000.00
P22-00164	AML Global American Language Services	000	2021/22 - SpEd Interpretation Services	010-5820	5,000.00
P22-00165	Special Education Services	000	Settlement Agreement - Attorney Fees	010-5820	6,000.00

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P22-00166	Special Education Services	000	Settlement Agreement Reimbursement	010-5820	11,500.00
P22-00168	Tamar Apelian, Psy.D.	000	Settlement - Independent Evaluation	010-5820	6,000.00
P22-00173	Westlake Speech Therapy Inc	000	Speech/Language Assess & Services - ESY 2021	010-5820	7,700.00
P22-00187	Leader Private Security, Inc.	004	Securty Officers for Culmination & Graduation	010-5820	2,808.00
T22-00011	ParentSquare Inc.	007	Parent Square Annual Subscription	010-5820	20,756.79
T22-00013	Liminex, Inc. dba GoGuardian	007	GoGuardian License CB Mgmt	010-5820	28,302.00
Total:010-5820 Other Operating Expense					376,533.45
010-5900	Telephone and Communications				
B22-00168	AT & T Mobility	004	Open PO for 2021/22 Cell Phones Svs	010-5900	6,280.00
B22-00175	UPS Freight	004	Shipping Services for COVID-19 Tests	010-5900	500.00
P22-00159	AT&T-CalNet 3	004	Districtwide Fax/Alarm telephone charges 2021/2022	010-5900	15,000.00
Total:010-5900 Telephone and Communications					21,780.00
010-7141	Excess Costs payments to Other				
P22-00161	VCOE	000	2021/22 - VCOE Excess Cost (Tuition)	010-7141	228,000.00
Total:010-7141 Excess Costs payments to Other					228,000.00
010-7142	Excess Costs payments to Count				
P22-00162	VCOE	000	2021/22 - VCOE Excess Cost Transportation	010-7142	106,665.00
Total:010-7142 Excess Costs payments to Count					106,665.00
010-9510	Prior Year Liability - Clear				
P22-00125	Shred Cource Inc	004	Shredding Services June 2021	010-9510	435.00
Total:010-9510 Prior Year Liability - Clear					435.00
130-4330	Other Materials and Supplies N				
B22-00163	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	130-4330	250.00
FS22-00011	P&R Paper Supply Company, Inc.	025	Paper, Plastic & Cleaning Supplies	130-4330	18,000.00
Total:130-4330 Other Materials and Supplies N					18,250.00
130-4700	Food Purchases				
FS22-00001	The Berry Man, Inc.	025	Fresh Produce	130-4700	3,000.00
FS22-00002	Tony's Fine Foods	025	Poultry & Natural Foods	130-4700	30,000.00
FS22-00003	Jordanos	025	Groceries	130-4700	20,000.00
FS22-00004	Sysco Ventura, Inc.	025	Groceries	130-4700	20,000.00
FS22-00005	Sunrise Produce Company	025	Fresh Produce	130-4700	18,000.00
FS22-00006	United Natural Foods, Inc	025	Natural Foods	130-4700	15,000.00

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
FS22-00009	Challenge Dairy Products, Inc.	025	Dairy, Eggs, Juice & Canned Tomatoes	130-4700	35,000.00
FS22-00010	Gold Star Foods	025	USDA Foods & Groceries	130-4700	40,000.00
FS22-00016	D'Amore's Pizza Connection	025	Ready Made Pizza and Pasta	130-4700	10,000.00
Total:130-4700 Food Purchases					191,000.00
130-5600	Rents, Leases, and Repairs				
FS22-00008	Cold Tech Refrigeration	025	Repairs: Refrigeration	130-5600	4,000.00
FS22-00013	Marx Bros. Fire Extinguisher	025	Maintenance: Fire System	130-5600	560.00
FS22-00014	Advanced Sanitation	025	Maintenance: Grease Traps	130-5600	1,600.00
Total:130-5600 Rents, Leases, and Repairs					6,160.00
130-5820	Other Operating Expense				
B22-00163	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	130-5820	250.00
FS22-00007	Ventura County Environmental Health Division	025	Fees: Annual Health Permits	130-5820	2,400.00
FS22-00012	Gold Star Foods	025	Fees: Brown Box & Storage	130-5820	800.00
FS22-00015	San Mateo-Foster-Super Co-Op	025	Fees: Super Co-Op Annual Membership Contribution	130-5820	96.23
Total:130-5820 Other Operating Expense					3,546.23
211-5820	Other Operating Expense				
P22-00130	Luxury Flush, LLC	004	Proj 21-01S Porta Johns lower softball field @OPHS	211-5820	874.00
P22-00186	Barnhart Balfour Beatty, Inc Balfour Beatty Construction	004	Const. Mgmt. Svcs. July 1-31 #39000	211-5820	3,660.00
Total:211-5820 Other Operating Expense					4,534.00
211-6209	Main Construction-Buildings				
P22-00155	S & H Enterprises, Inc. DBA Nationwide Lifts	004	Proj 17-35S Wheelchair lift replacement @MCMS	211-6209	22,627.50
Total:211-6209 Main Construction-Buildings					22,627.50
211-6250	Architect/Engineering Services				
P22-00182	Lucci & Associates, Inc.	004	Proj 19-17S Elect Eng Svcs Emergency Gen @DO	211-6250	13,650.00
Total:211-6250 Architect/Engineering Services					13,650.00
211-6274	Other Construction				
P22-00122	Sunbelt Rentals, Inc	004	Proj 18-21S Equipment Rental New Furniture MCMS	211-6274	786.91
P22-00128	Signature Signs	004	Proj 21-01S Plaque for New Turf Field @OPHS	211-6274	5,095.65
Total:211-6274 Other Construction					5,882.56
Total Number of POs			126	Total	1,650,543.42

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	104	1,384,893.13
	Total Fiscal Year 2022		1,384,893.13
130	Cafeteria Fund	17	218,956.23
	Total Fiscal Year 2022		218,956.23
211	Measure S Facilities & Tech	6	46,694.06
	Total Fiscal Year 2022		46,694.06
	Total		1,650,543.42

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Includes Purchase Orders dated 08/01/2021 - 08/31/2021

PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
010-4100	Approved Textbooks and Core Cu			
P22-00051	4,282.28	010-4100	General Fund/Approved Textbooks and Core Cu	758.60
P22-00098	862.20	010-4100	General Fund/Approved Textbooks and Core Cu	248.39
Total:010-4100 Approved Textbooks and Core Cu				1,006.99
010-4330	Other Materials and Supplies N			
B22-00081	25,000.00	010-4330	General Fund/Other Materials and Supplies N	10,000.00
B22-00085	13,994.04	010-4330	General Fund/Other Materials and Supplies N	5.11-
B22-00095	1,000.00	010-4330	General Fund/Other Materials and Supplies N	500.00
B22-00122	4,400.00	010-4330	General Fund/Other Materials and Supplies N	2,400.00
P22-00075	88.83	010-4330	General Fund/Other Materials and Supplies N	20.19
TB22-00001	30,000.00	010-4330	General Fund/Other Materials and Supplies N	21,688.27
Total:010-4330 Other Materials and Supplies N				34,603.35
010-5450	Other Insurance			
P22-00063	593,477.00	010-5450	General Fund/Other Insurance	2,297.00
Total:010-5450 Other Insurance				2,297.00
010-5600	Rents, Leases, and Repairs			
B22-00010	4,500.00	010-5600	General Fund/Rents, Leases, and Repairs	2,000.00
P22-00108	4,148.81	010-5600	General Fund/Rents, Leases, and Repairs	198.81
Total:010-5600 Rents, Leases, and Repairs				2,198.81
010-5820	Other Operating Expense			
T22-00006	17,304.11	010-5820	General Fund/Other Operating Expense	.00
Total:010-5820 Other Operating Expense				.00
211-4410	Equipment New Non-Capitalized			
B22-00085	13,994.04	211-4410	Measure S Facilities & Tech/Equipment New Non-Capitalized	.85-
Total:211-4410 Equipment New Non-Capitalized				.85-
211-6209	Main Construction-Buildings			
P21-00374	1,086,488.74	211-6209	Measure S Facilities & Tech/Main Construction-Buildings	21,348.74
Total:211-6209 Main Construction-Buildings				21,348.74
Total PO Changes				61,454.04

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TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: B.1.d. APPROVE RESOLUTION NO. 2021-14 ESTABLISHING THE GANN APPROPRIATION LIMIT FOR FISCAL YEARS 2020-21 AND 2021-22

CONSENT

ISSUE: Shall the Board adopt Resolution No. 2021-14 establishing the Oak Park Unified School District Gann Appropriation Limit for fiscal years 2020-21 and 2021-22?

BACKGROUND: The Gann Initiative (Proposition 4, 1979) created a constitutional requirement for school districts to annually adopt a resolution identifying its estimated appropriations limit for the current year and its actual appropriations limit for the preceding year by September 15, per Ed Code 1629 and Ed Code 42132. In compliance with this requirement, OPUSD Resolution No. 2021-14 establishes the District's revised actual Gann Limit for the 2020-21 fiscal year and its projected Gann Limit for the 2021-22 fiscal year. The resolution accompanies this report for the Board's review and action.

The 2021-22 Gann Appropriation Limit is based on current budget estimates for 2021-22 tax proceeds. This calculation complies with the requirements of SB98 and AB198. The completed appropriation limit forms are included in the District's Unaudited Actuals and will be submitted to the State Department of Education and approved by the State Board of Education.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy 3460 Financial Reports and Accountability - On or before September 15, the Board shall adopt a resolution identifying, pursuant to Government Code 7900-7914, the district's estimated appropriations limit for the current fiscal year and the actual appropriations limit for the preceding fiscal year.

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

ALTERNATIVES:

1. Adopt Resolution No. 2021-14, establishing the District's Gann Appropriation Limit for fiscal years 2020-21 and 2021-22.
2. Do not adopt Resolution No. 2021-14.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Jeff Davis Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Adopt Resolution No. 2021-14, establishing the District's Gann

Appropriation Limit for fiscal years 2020-21 and 2021-22

Page 2

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

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

Oak Park Unified School District

RESOLUTION NO. 2021-14

**RESOLUTION OF THE BOARD OF EDUCATION
OF THE OAK PARK UNIFIED SCHOOL DISTRICT
ESTABLISHING THE “GANN” APPROPRIATION LIMIT
FOR FISCAL YEARS 2020-21 AND 2021-22**

WHEREAS, in November of 1979, the California electorate did adopt Proposition 4, commonly called the Gann Amendment, which added Article XIII-B to the California Constitution; and,

WHEREAS, the provisions of that Article establish maximum appropriation limitations, commonly called “Gann Limits,” for public agencies, including school districts; and,

WHEREAS, the District must establish a revised Gann limit for the 2020-21 fiscal year and a projected Gann Limit for the 2021-22 fiscal year in accordance with the provisions of Article XIII-B and applicable statutory law;

NOW, THEREFORE, BE IT RESOLVED that this Board does provide public notice that the attached calculations and documentation of the Gann limits for the 2020-21 and 2021-22 fiscal years are made in accord with applicable constitutional and statutory law;

AND BE IT FURTHER RESOLVED that this Board does hereby declare that the appropriations in the Budget for the 2020-21 and 2021-22 fiscal years do not exceed the limitations imposed by Proposition 4;

AND BE IT FURTHER RESOLVED that the Superintendent provides copies of this resolution along with the appropriate attachments to interested citizens of this district.

I, the undersigned, Secretary to the Board of Education of the Oak Park Unified School District, do hereby certify the foregoing to be true and correct copy of a resolution by the governing board of the aforesaid school district at a meeting held on the 14th day of September 2021.

Jeff Davis, Ed.D.
District Superintendent and
Secretary to the Board of Education

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
A. PRIOR YEAR DATA (2019-20 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	2019-20 Actual			2020-21 Actual		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	34,723,732.63		34,723,732.63			36,018,927.86
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	4,379.33		4,379.33			4,379.33
ADJUSTMENTS TO PRIOR YEAR LIMIT	Adjustments to 2019-20			Adjustments to 2020-21		
3. District Lapses, Reorganizations and Other Transfers						
4. Temporary Voter Approved Increases						
5. Less: Lapses of Voter Approved Increases						
6. TOTAL ADJUSTMENTS TO PRIOR YEAR LIMIT (Lines A3 plus A4 minus A5)		0.00				0.00
7. ADJUSTMENTS TO PRIOR YEAR ADA (Only for district lapses, reorganizations and other transfers, and only if adjustments to the appropriations limit are entered in Line A3 above)						
B. CURRENT YEAR GANN ADA (2020-21 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	2020-21 P2 Report			2021-22 P2 Estimate		
1. Total K-12 ADA (Form A, Line A6)	4,379.33		4,379.33	4,182.38		4,182.38
2. Total Charter Schools ADA (Form A, Line C9)	0.00		0.00	0.00		0.00
3. TOTAL CURRENT YEAR P2 ADA (Line B1 plus B2)			4,379.33			4,182.38
C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED	2020-21 Actual			2021-22 Budget		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	77,892.25		77,892.25	75,171.00		75,171.00
2. Timber Yield Tax (Object 8022)	0.00		0.00	0.00		0.00
3. Other Subventions/In-Lieu Taxes (Object 8029)	0.00		0.00	0.00		0.00
4. Secured Roll Taxes (Object 8041)	12,102,271.00		12,102,271.00	11,400,720.00		11,400,720.00
5. Unsecured Roll Taxes (Object 8042)	359,254.17		359,254.17	359,254.00		359,254.00
6. Prior Years' Taxes (Object 8043)	32,198.86		32,198.86	32,199.00		32,199.00
7. Supplemental Taxes (Object 8044)	245,882.68		245,882.68	140,153.00		140,153.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	91,768.89		91,768.89	337,351.00		337,351.00
9. Penalties and Int. from Delinquent Taxes (Object 8048)	0.00		0.00	0.00		0.00
10. Other In-Lieu Taxes (Object 8082)	0.00		0.00	0.00		0.00
11. Comm. Redevelopment Funds (objects 8047 & 8625)	0.00		0.00	0.00		0.00
12. Parcel Taxes (Object 8621)	711.03		711.03	0.00		0.00
13. Other Non-Ad Valorem Taxes (Object 8622) (Taxes only)	0.00		0.00	0.00		0.00
14. Penalties and Int. from Delinquent Non-LCFF Taxes (Object 8629) (Only those for the above taxes)	0.00		0.00	0.00		0.00
15. Transfers to Charter Schools in Lieu of Property Taxes (Object 8096)						
16. TOTAL TAXES AND SUBVENTIONS (Lines C1 through C15)	12,909,978.88	0.00	12,909,978.88	12,344,848.00	0.00	12,344,848.00
OTHER LOCAL REVENUES (Funds 01, 09, and 62)						
17. To General Fund from Bond Interest and Redemption Fund (Excess debt service taxes) (Object 8914)	0.00		0.00	0.00		0.00
18. TOTAL LOCAL PROCEEDS OF TAXES (Lines C16 plus C17)	12,909,978.88	0.00	12,909,978.88	12,344,848.00	0.00	12,344,848.00

	2020-21 Calculations			2021-22 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
EXCLUDED APPROPRIATIONS						
19. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			442,782.70			468,498.25
OTHER EXCLUSIONS						
20. Americans with Disabilities Act						
21. Unreimbursed Court Mandated Desegregation Costs						
22. Other Unfunded Court-ordered or Federal Mandates						
23. TOTAL EXCLUSIONS (Lines C19 through C22)			442,782.70			468,498.25
STATE AID RECEIVED (Funds 01, 09, and 62)						
24. LCFF - CY (objects 8011 and 8012)	26,532,745.00		26,532,745.00	28,455,009.00		28,455,009.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	882.00		882.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	26,533,627.00	0.00	26,533,627.00	28,455,009.00	0.00	28,455,009.00
DATA FOR INTEREST CALCULATION						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	50,309,223.45		50,309,223.45	49,082,331.00		49,082,331.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	53,753.93		53,753.93	0.00		0.00
D. APPROPRIATIONS LIMIT CALCULATIONS						
PRELIMINARY APPROPRIATIONS LIMIT						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			34,723,732.63			36,018,927.86
2. Inflation Adjustment			1.0373			1.0573
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			1.0000			0.9550
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			36,018,927.86			36,369,085.87
APPROPRIATIONS SUBJECT TO THE LIMIT						
5. Local Revenues Excluding Interest (Line C18)			12,909,978.88			12,344,848.00
6. Preliminary State Aid Calculation						
a. Minimum State Aid in Local Limit (Greater of \$120 times Line B3 or \$2,400; but not greater than Line C26 or less than zero)			525,519.60			501,885.60
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			23,551,731.68			24,492,736.12
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			23,551,731.68			24,492,736.12
7. Local Revenues in Proceeds of Taxes						
a. Interest Counting in Local Limit (Line C28 divided by [Lines C27 minus C28] times [Lines D5 plus D6c])			38,999.94			0.00
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			12,948,978.82			12,344,848.00
8. State Aid in Proceeds of Taxes (Greater of Line D6a, or Lines D4 minus D7b plus C23; but not greater than Line C26 or less than zero)			23,512,731.74			24,492,736.12
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			12,948,978.82			
b. State Subventions (Line D8)			23,512,731.74			
c. Less: Excluded Appropriations (Line C23)			442,782.70			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			36,018,927.86			

California Dept of Education
SACS Financial Reporting Software - 2021.2.0
File: gann-d (Rev 05/19/2020) Page 3 of 3 Printed: 9/1/2021 2:23 PM

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

**SUBJECT: B.I.e. APPROVE NOTICE OF COMPLETION FOR MEASURE S PROJECT 21-01S
FIELD TURF REPLACEMENT AND FIELD UPGRADES AT OAK PARK
HIGH SCHOOL CONTRACTED WITH HELLAS CONSTRUCTION, INC.**

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for the service contract for Project 21-01S, Field Turf Replacement and Field Upgrades at Oak Park High School, contracted with Hellas Construction, Inc.?

BACKGROUND: On February 16, 2021, the Board of Education authorized the award of a service contract for Measure S Project 21-01S, Field Turf Replacement and Field Upgrades at Oak Park High School, contracted with Hellas Construction, Inc., of Austin, Texas.

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

BOARD POLICY: Pursuant to Administrative Regulation 3460 Financial Reports and Accountability- When the notice of completion for the project has been filed, all outstanding invoices, claims, and change orders have been satisfied, and the facility is currently in use by the district.

GOAL: In support of OPUSD Goal 5e: Continue to ensure that District-wide athletics, arts, enrichment, and extracurricular activities complement the academic mission of our schools. Identify and address upgrades/improvements to our athletic fields and the Pavilion. Evaluate and improve equitable access to all school facilities.

ALTERNATIVES:

1. Approve the Notice of Completion for the service contract for Project 21-01S, Field Turf Replacement and Field Upgrades at Oak Park High School, contracted with Hellas Construction, Inc., of Austin, Texas.
2. Do not approve the Notice of Completion.

RECOMMENDATION: Alternative No. 1

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

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Approve the Notice of Completion for the service contract for Project 21-01S,
Field Turf Replacement and Field Upgrades at Oak Park High School

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

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

That on or about February 16, 2021 the said Oak Park Unified School District of Ventura County entered into a contract with Hellas Construction, Inc., of Austin, Texas, for Project 21-01S, Field Turf Replacement and Field Upgrades at Oak Park High School on certain real property hereinbefore described: that said building and improvements were actually completed on September 14, 2021; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Jeff Davis, Ed.D., Superintendent, Secretary to the Oak Park
Unified School District Board of Trustees

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

Jeff Davis, Ed.D., Superintendent

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)



Project Status

Budget, Commitments, Expenditures, Construction, Funding

Oak Park High School - 21-01S Turf Replacement and Upgrades OPHS (OPHS - 21-01S)

Summary Status

Description	Budgeted	Committed	Expended
Site Cost	-	-	-
Soft Cost	2,499	2,499	2,499
Hard Cost	1,098,105	1,098,105	1,093,010
Contingency	17,793	-	-
Total	1,118,397	1,100,604	1,095,509
Budgeted Hard Cost 98.2%			

Budget Status

Initial Amount	1,118,397
Approved Changes	-
Pending Changes	-
Total	1,118,397
Budgeted Contingency 1.6%	

Committed Status

Initial Contracted AMT	1,078,382
Contract Changes	22,223 2.0%
Total	1,100,604
Budget Committed 98.4%	

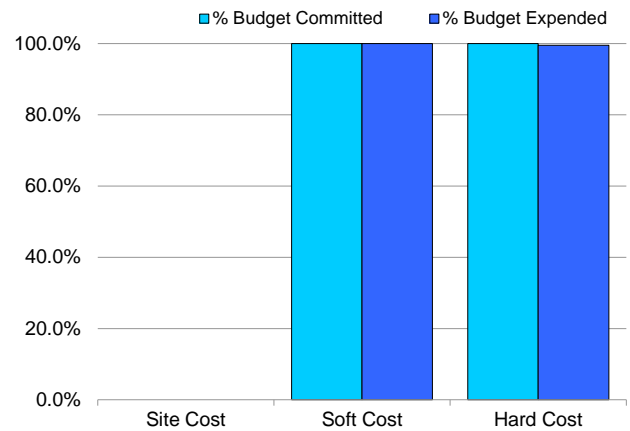
Expenditure Status

Paid	902,754
In Process for PMT	192,754
Total	1,095,509
Budget Expended 98.0%	

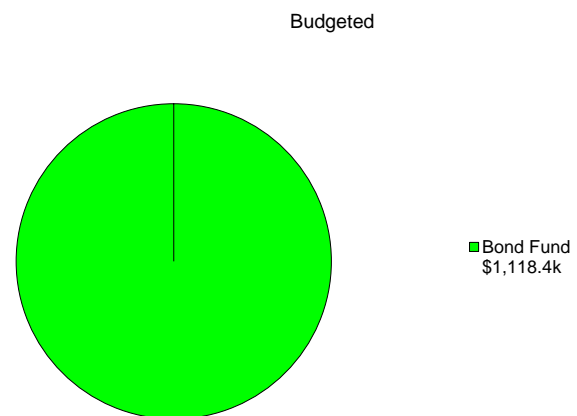
Construction Contract Status

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

Progress



Funding Sources





Budget Status Report
Budget versus Commitments and Expenditures

Oak Park High School - 21-01S Turf Replacement and Upgrades OPHS

	Budget	Commitments				Expenditures			
Expense Category/Object Code	Total Budget	Initial AMT	Change AMT	Total Commitments	% Budget Committed	Paid	In Process for PMT	Total Expenditures	% Budget Spent
B - Planning									
6256 - Contracted Services	2,499	2,499	-	2,499	100.0%	2,499	-	2,499	100.0%
	2,499	2,499	-	2,499	100.0%	2,499	-	2,499	100.0%
C - Construction									
6209 - Main Construction Contractor	1,086,489	1,065,140	21,349	1,086,489	100.0%	893,734	192,754	1,086,489	100.0%
6274 - Other Costs - Construction	11,617	10,743	874	11,617	100.0%	6,521	-	6,521	56.1%
	1,098,105	1,075,883	22,223	1,098,105	100.0%	900,255	192,754	1,093,010	99.5%
G - Project Contingency									
6299 - Project Contingency	17,793								
	17,793								
Totals	1,118,397	1,078,382	22,223	1,100,604	98.4%	902,754	192,754	1,095,509	98.0%

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: B.2.a. APPROVE DISTRICT OF CHOICE REPORTING REQUIREMENTS

ACTION

ISSUE: The board will receive a report from staff related to the mandated reporting requirements set forth in Education Code 48313 for all District of Choice districts.

BACKGROUND: Education Code 48313 establishes specific reporting requirements for all districts accepting students through the District of Choice program. This annual report summarizes the students enrolled into Oak Park for the current school year of 2021-22. This report is due to adjoining districts and other agencies prior to October 15 of each school year. Following the board's review and approval this information will be disseminated to local adjoining districts, the County Office of Education, the State Superintendent of Instruction and the Department of Finance prior to October 15, 2021. The Education Code requires that the report show the number of requests into the district, the number granted, denied or withdrawn (and the reasons for denials), the number of pupils transferred into and out of the district under the DOC program, the race, ethnicity, gender, self-reported socioeconomic status, eligibility for free or reduced-price meals and the school district of residence of the transfers. The report shall also reflect the number of pupils who are classified as English learners or identified as individuals with exceptional needs. In addition to the data included in this report, the district is required to submit to adjoining districts information regarding the district's status as a school district of choice for the 2021-2022 school year. This information will be included in the cover letter that accompanies the annual report to all districts. The report for 2021-22 is included for the Board's review.

FISCAL IMPACT: The annual reporting requirement has no direct fiscal impact on the district's annual budget. However, if a District of Choice fails to report the required data, the State Superintendent shall withhold from the district's apportionment an amount attributable to the average daily attendance of all pupils enrolled through the school district of choice in the previous year. These funds are withheld until the school district reports the data.

BOARD POLICY: Pursuant to Board Policy 5117 Interdistrict Attendance - The Superintendent or designee shall keep an accounting of all requests for admittance and a record of their disposition and report to the Board, at a regularly scheduled meeting.

GOAL: In support of OPUSD Goal #6a - Continue to explore ways to attract and retain students from Oak Park to address the trend of declining enrollment.

BOARD MEETING, SEPTEMBER 14, 2021

Approve District of Choice Reporting Requirements

Page 2

ALTERNATIVES:

1. Approve the District of Choice Summary Report to adjoining districts
2. Do not approve the District of Choice Summary Report to adjoining districts.

RECOMMENDATION: Alternative #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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

District	DOC Applied	DOC Accepted	DOC Denied 1* 2*		**DOC Withdrawn	***DOC No Show	DOC Attending	EC46600 Applied	EC46600 Accepted	EC46600 Denied	EC46600 Attending	#Total transfers into OPUSD	Female	Male	EL	SP Needs	Free/ Reduced	Asian Ind	Asian	Pacific Isla	Filipino	Hispanic	Afric Amer	White	New Inters out of OPUSD^
CVUSD	106	106	0	0	35	20	51	67	66	1	55	106	56	50	2	1	4	15	18	0	2	17	2	52	24
LVUSD	108	108	0	0	29	12	67	30	30	0	23	90	46	44	1	2	0	12	14	0	1	6	0	57	34
LAUSD	263	263	0	0	84	64	115	22	22	0	20	135	69	66	2	2	2	6	17	0	4	20	1	87	0
MUSD	15	15	0	0	3	8	4	9	9	0	7	11	6	5	0	0	1	4	1	0	0	2	0	4	4
SVUSD	56	56	0	0	23	11	22	14	14	0	13	35	15	20	0	1	0	7	3	1	1	3	1	19	1
Other	29	29	0	0	9	14	6	13	13	0	12	18	8	10	0	0	0	3	2	0	0	2	1	10	1
	577	577	0	0	183	129	265	155	154	1	130	395	200	195	5	6	7	47	55	1	8	50	5	229	64
*Reasons:												(265 new students attending thru DOC and 130 attending thru 46600 for 2021-22)													
1 - No space due to established enrollment cap																									
2 - Denial for Other Reasons																									
3 - Not eligible due to 3% or 10% cap restriction from district of residence - No School District Applicable																									
** Withdrawn prior to May 1, 2021																									
*** No Show or withdrawn after May 1, 2021																									
# Total transfers into OPUSD - This number reflects all new District of Choice transfers, employment related transfers and EC 46600 transfers enrolled into Oak Park for school year 2021-22																									
^ Out of OPUSD - Number reflects the students in 20/21 school year who have transferred out of OPUSD under all types of transfers and includes students who moved to OP, but chose to stay at their previous schools.																									
There are no students from Oak Park transferring out to other districts under the District of Choice option.																									

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
**SUBJECT: B.2.b. APPROVE UNAUDITED ACTUAL REVENUES AND EXPENDITURES
REPORT FOR FISCAL YEAR 2020-21**

ACTION

ISSUE: Shall the Board review and accept the unaudited actuals of revenues and expenditures for fiscal year 2020-21?

BACKGROUND: On September 3, 2021 Oak Park Unified School District closed the financial records for the 2020-21 fiscal year. As outlined in Education Code 42100, the district must report its financial records in the format prescribed by the Superintendent of Public Instruction. The concluding financial report of the fiscal year, the Unaudited Actual Financial Report must be submitted to the Ventura County Office of Education no later than September 15 of each year. The District's independent auditor has until January 31 (Extended for FY 20/21) to review the unaudited actuals for completeness, accuracy, and federal and state compliance. The District has ended the 2020-21 fiscal year with an unrestricted General Fund ending balance that is sufficient to meet the Designated Amount for Economic Uncertainties required by Education Code. The 2020-21 Unaudited Actuals Report may be accessed at the following link:
<https://bit.ly/3jGw0Jz>

FISCAL IMPACT: None; annual reporting mandated by Education Code 42100.

BOARD POLICY: Pursuant to Board Policy 3460 Financial Reports and Accountability - On or before September 15, the Board shall approve and file with the County Superintendent a statement of the district's unaudited actual receipts and expenditures for the preceding fiscal year.

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

ALTERNATIVES:

1. Accept the unaudited actual revenues, expenditures, and fund balances report for fiscal year 2020-21 as presented.
2. Do not accept the 2020-21 year-end actuals 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 OF EDUCATION MEETING, SEPTEMBER 14, 2021

Accept the unaudited actual revenues, expenditures, and fund balances
report for fiscal year 2020-21

Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.2.c. APPROVE SPENDING PLAN FOR 2021-22 EDUCATION PROTECTION ACCOUNT FUNDS

ACTION

ISSUE: Shall the Board review and discuss the proposed spending plan for the 2021-22 Education Protection Account funds as required by Propositions 30 and 55?

BACKGROUND: In November 2012, California voters approved Proposition 30, which established the Education Protection Account (EPA). All temporary tax revenues collected from Proposition 30 over the next 7 years for income tax and 4 years for sales tax, are collected into the Education Protection Account and distributed to K-12 and Higher Education. Proposition 55, approved by California voters in 2016, continued the tax rates for this purpose through 2030.

There are several requirements for local spending determination, disclosure, and reporting on the use of the EPA funds. The governing board must determine the use of the EPA funds in an open session of a public meeting. The EPA funds must be accounted for separately and not used for administrative costs. Additionally, Districts are required to annually report on their website an accounting of the EPA funds received and how those funds were spent.

The proposed OPUSD spending plan for the 2021-22 Education Protection Account accompanies this report for the Board's information and review.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to Board Policy 3100 Budget - The district budget shall guide decisions and actions throughout the year and shall serve as a tool for monitoring the fiscal health of the district.

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

ALTERNATIVES:

1. Approve the proposed 2021-22 EPA Spending Plan as presented.
2. After discussion, direct the Administration to make specified revisions to the proposed 2021-22 EPA Spending Plan.

RECOMMENDATION: Alternative No.1

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION, SEPTEMBER 14, 2021

Approve Spending Plan for 2021-2022 Education Protection Account Funds

Page 2

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

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

Model OB22-01 Projected Budget 2021-22

Fiscal Year 2021/22

Fund 010 General Fund

Revenue	Description	Amount	Percentage of Sources
8000	Revenue	8,697,692	100.00%
Total Revenue		8,697,692	100.00%

Expenditure	Description	Amount	Percentage of Sources
1000 Certificated Salaries			
1100	Teachers' Salaries	8,697,692	100.00%
Total 1000		8,697,692	100.00%
Total Expenditure		8,697,692	100.00%

Starting Balance	0
+ Revenues	8,697,692
- Expenditures	8,697,692
- Budgeted Reserves & Fund Bal	0
= Unappropriated Balance	0

Starting Balance	0
+ Total Revenues	8,697,692
= Total Sources	8,697,692

Expenditure	Description	Amount	Percentage of Sources
1000	Certificated Salaries	8,697,692	100.00%
2000			%
3000			%
4000			%
5000			%
6000			%
7000			%
- Total Expenditures		8,697,692	100.00%
- Total Budgeted Reserves and Fund Balance		0	.00%
= Unappropriated Balance		0	.00%

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.2.d. DISCUSSION AND REVIEW OF DISTRICT FACILITY USE POLICIES AND PRACTICES

DISCUSSION/INFORMATION

ISSUE: Shall the Board discuss and review District Facility Use Policies and Practices?

BACKGROUND: Per Education Code 38134, *the governing board of a school district shall authorize the use of school facilities or grounds under its control by a nonprofit organization, or by a club or an association organized to promote youth and school activities.*

On February 19, 2019, the board approved the amended Use of School Facilities policy (BP 1330). This policy provides the necessary procedures for individuals and organizations to use district facilities. Included in this policy is a Facility Use Fee Schedule. This fee schedule outlines three rates of pay which include Free, Direct, and Fair Rental and the standards to determine which rate apply.

For the purpose of this meeting, the Board has an opportunity to discuss and review the Use of School Facilities policy and practices and determine if further amendments to this policy are necessary. Included for review are the relevant Board Policy, Administrative Regulation, and Exhibit.

FISCAL IMPACT: None at this time. For discussion only.

BOARD POLICY: Pursuant to Board Policy 1330 Use of School Facilities - The Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

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

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

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1330(a)

Use Of School Facilities

The Governing Board believes that school facilities and grounds are a vital community resource which should be used to foster community involvement and development. Therefore, the Board authorizes the use of school facilities by district residents and community groups for purposes specified in the Civic Center Act, to the extent that such use does not interfere with school activities or other school-related uses.

(cf. 1400 - Relations Between Other Governmental Agencies and the Schools)
(cf. 6145.5 - Student Organizations and Equal Access)

The Superintendent or designee shall give priority to school-related activities in the use of school facilities and grounds. Other uses authorized under the Civic Center Act shall be on a first-come, first-served basis.

For the effective management and control of school facilities and grounds, the Superintendent or designee shall maintain procedures and regulations that: (Education Code 38133)

1. Aid, encourage, and assist groups desiring to use school facilities for approved activities
2. Preserve order in school facilities and on school grounds and protect school facilities, designating a person to supervise this task, if necessary

(cf. 0450 - Comprehensive School Safety Plan)
(cf. 3516 - Emergencies and Disaster Preparedness Plan)

3. Ensure that the use of school facilities or grounds is not inconsistent with their use for school purposes and does not interfere with the regular conduct of school work

Subject to prior approval by the Board, the Superintendent or designee may grant the use of school facilities or grounds on those days on which district schools are closed. (Education Code 37220)

(cf. 6115 - Ceremonies and Observances)

There shall be no advertising on school facilities and grounds except as allowed by district policy specified in BP 1325 - Advertising and Promotion.

(cf. 1325 - Advertising and Promotion)

As necessary to ensure efficient use of school facilities, the Superintendent or designee may, with

OAK PARK UNIFIED SCHOOL DISTRICT

BOARD POLICY

Series 1000

Community Relations

BP 1330(b)

the Board's approval, enter into an agreement for the joint use of any school facilities or grounds. The Board shall approve any such agreement only if it determines that it is in the best interest of the district and the community.

(cf. 1330.1 - Joint Use Agreements)

Fees

The Board shall adopt a comprehensive schedule of fees to be charged for community use of school facilities and grounds, including, but not limited to, the multipurpose room(s), playing or athletic field(s), track and field venue(s), tennis court(s), and outdoor basketball court(s). The schedule of fees shall be prepared in accordance with 5 CCR 14037-14041. (5 CCR 14041)

(cf. 9320 - Meetings and Notices)

The Board authorizes the use of school facilities or grounds, without charge, by nonprofit organizations and by clubs or associations organized to promote youth and school activities, including, but not limited to, Girl Scouts, Boy Scouts, Camp Fire USA, YMCA, parent-teacher associations, school-community advisory councils, and recreational youth sports leagues that charge participants no more than an average of \$60 per month. Other groups that request the use of school facilities under the Civic Center Act shall be charged an amount not exceeding direct costs determined in accordance with 5 CCR 14037-14041. (Education Code 38134)

Additionally, when any use of school facilities or grounds is for religious services, the district shall charge an amount at least equal to the district's direct costs. (Education Code 38134)

Groups shall be charged fair rental value when using school facilities or grounds for entertainment or meetings where admission is charged or contributions solicited and net receipts are not to be expended for charitable purposes or for the welfare of the district's students. (Education Code 38134)

Calculating Direct Costs

Direct costs to be charged for community use of each, or each type of, school facility or grounds shall be calculated in accordance with 5 CCR 14038 and may reflect the community's proportionate share of the following costs: (Education Code 38134; 5 CCR 14038-14041)

1. Capital direct costs calculated in accordance with 5 CCR 14039, including the estimated costs of maintenance, repair, restoration, and refurbishment of non-classroom space

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

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Community Relations

BP 1330(c)

2. Operational direct costs calculated in accordance with 5 CCR 14040, including estimated costs of supplies, utilities, janitorial services, other services performed by district employees and/or contracted workers, and salaries and benefits paid to district employees directly associated with the administration of the Civic Center Act to operate and maintain school facilities and grounds

Direct cost fees shall not be discounted to any group or organization except when the discount is specifically authorized in the adopted fee schedule. (5 CCR 14041)

Expending Funds Collected as Capital Direct Costs

Any funds collected as capital direct costs shall be deposited into a special fund to be used only for capital maintenance, repair, restoration, and refurbishment of school facilities and grounds. (5 CCR 14042)

Use of School Facility as Polling Place

The Board may authorize the use of school buildings as polling places on any election day, and may also authorize the use of school buildings, without cost, for the storage of voting machines and other vote-tabulating devices. However, if a city or county elections official specifically requests the use of a school building as a polling place, the Board shall allow its use for such purpose. If school will be in session, the Superintendent or designee shall identify to elections officials the specific areas of the school buildings not occupied by school activities that will be allowed for use as polling places. (Elections Code 12283)

(cf. 6111 - School Calendar)

When a school is used as a polling place, the Superintendent or designee shall provide the elections official a site with an adequate amount of space that will allow the precinct board to perform its duties in a manner that will not impede, interfere, or interrupt the normal process of voting and shall make a telephone line for Internet access available for use by local elections officials if so requested. He/she shall make a reasonable effort to ensure that the site is accessible to persons with disabilities. (Elections Code 12283)

The Superintendent or designee shall establish procedures to ensure student safety and minimize disruptions whenever school is in session while the facilities are being used as a polling place.

(cf. 3515.2 - Disruptions)

Legal Reference:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 1000

Community Relations

BP 1330(d)

EDUCATION CODE

10900-10914.5 Community recreation programs

32282 School safety plan

37220 School holidays

38130-38138 Civic Center Act, use of school property for public purposes

BUSINESS AND PROFESSIONS CODE

25608 Alcoholic beverage on school premises

ELECTIONS CODE

12283 Polling places: schools

GOVERNMENT CODE

54950-54963 The Ralph M. Brown Act

MILITARY AND VETERANS CODE

1800 Definitions

CODE OF REGULATIONS, TITLE 5

14037-14042 Proportionate direct costs for use of school facilities and grounds

UNITED STATES CODE, TITLE 20

7905 Equal access to public school facilities

COURT DECISIONS

Good News Club v. Milford Central School, (2001) 533 U.S. 98

Lamb's Chapel v. Center Moriches Union Free School District, (1993) 508 U.S. 384

Cole v. Richardson, (1972) 405 U.S. 676

Connell v. Higgenbotham, (1971) 403 U.S. 207

ACLU v. Board of Education of Los Angeles, (1961) 55 Cal .2d 167

Ellis v. Board of Education, (1945) 27 Cal.2d 322

ATTORNEY GENERAL OPINIONS

82 Ops.Cal.Atty.Gen. 90 (1999)

79 Ops.Cal.Atty.Gen. 248 (1996)

Management Resources:

CSBA PUBLICATIONS

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, February 2010

Building Healthy Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009

WEB SITES

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

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

Adopted: 2-22-78

Amended: 10-4-83, 12-17-85, 5-15-90, 4-2-91, 9-26-95, 9-17-02, 11-18-03, 10-16-12, 8-20-13, 10-21-14, 2-19-19

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1330(a)

Use Of School Facilities

Application for Use of Facilities

Any person applying for the use of any school facilities or grounds on behalf of any society, group, or organization shall present written authorization from the group or organization to make the application.

Persons or organizations applying for the use of school facilities or grounds shall submit a facilities use statement indicating that they uphold the state and federal constitutions and do not intend to use school premises or facilities to commit unlawful acts.

Civic Center Use

Subject to district policies and regulations, school facilities and grounds shall be available to citizens and community groups as a civic center for the following purposes: (Education Code 32282, 38131)

1. Public, literary, scientific, recreational, educational, or public agency meetings
2. The discussion of matters of general or public interest
3. The conduct of religious services for temporary periods, on a one-time or renewable basis, by any church or religious organization
4. Child care programs to provide supervision and activities for children of preschool and elementary school age

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 5148.3 - Preschool/Early Childhood Education)

5. The administration of examinations for the selection of personnel or the instruction of precinct board members by public agencies
6. Supervised recreational activities, including, but not limited to, sports league activities that are arranged for and supervised by entities, including religious organizations or churches, and in which youth may participate regardless of religious belief or denomination

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1330(b)

7. A community youth center
8. Mass care and welfare shelters during disasters or other emergencies affecting the public health and welfare

(cf. 0450 - Comprehensive Safety Plan)

(cf. 3516 - Emergencies and Disaster Preparedness Plan)

9. A ceremony, patriotic celebration, or related educational assembly conducted by a veterans' organization

A veterans' organization means the American Legion, Veterans of Foreign Wars, Disabled American Veterans, United Spanish War Veterans, Grand Army of the Republic, or other duly recognized organization of honorably discharged soldiers, sailors, or marines of the United States, or any of their territories. (Military and Veterans Code 1800)

10. Other purposes deemed appropriate by the Governing Board

Restrictions

School facilities or grounds shall not be used for any of the following activities:

1. Any use by an individual or group for the commission of any crime or any act prohibited by law
2. Any use which is inconsistent with the use of school facilities for school purposes or which interferes with the regular conduct of school or school work
3. Any use which involves the possession, consumption, or sale of drugs or any restricted substances, including tobacco

(cf. 3513.3 - Tobacco-Free Schools)

4. Any use which involves the possession, consumption, or sale of alcoholic beverages.

Any such use of school facilities shall be subject to any limitations that may be necessary to reduce risks to the district and ensure the safety of participants, as determined by the Superintendent or designee. Applicable limitations shall be clearly stated in the facility use agreement to be signed by the user's representative.

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 1000

Community Relations

AR 1330(c)

The district may exclude certain school facilities from nonschool use for safety or security reasons.

Damage and Liability

Groups, organizations, or persons using school facilities or grounds shall be liable for any property damage caused by the activity. The district may charge the amount necessary to repair the damages and may deny the group further use of school facilities or grounds. (Education Code 38134)

Any group or organization using school facilities or grounds shall be liable for any injuries resulting from its negligence during the use of district facilities or grounds. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. (Education Code 38134)

Groups or organizations shall provide the district with evidence of insurance against claims arising out of the group's own negligence when using school facilities. (Education Code 38134)

As permitted, the Superintendent or designee may require a hold harmless agreement and indemnification when warranted by the type of activity or the specific facilities being used.

Adopted: 2-22-78

Amended: 9-17-02, 11-06, 9-09, 4-13, 4-15, 2-19-19

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 1000

Community Relations

E 1330 (a)

PRIORITY OF USE

School functions shall take precedence over events of outside organizations. The following categories establish the priority of use and are the basis for fees:

1. School district activities and programs directly related to the educational program.
2. Organizations sponsored by the district, such as ASB, booster clubs, parent-teacher groups, and employee organizations.
3. Activities designed to serve the youth of the district, such as non-profit youth athletic organization.
4. Activities designed to service the adults of the district, such as senior citizen, civic, and homeowner groups or adult activities.
5. Groups charging fees for activities where the money collected is not used for the direct benefit of the children of the district or a recognized charity.
6. Commercial groups or other profit-making organizations.

APPLICATION FOR USE

Application forms for facility use may be obtained at the school site of the proposed use. Applications, if approved, shall be valid for a period not to exceed one school year (July 1 – June 30). Applications for use in a specific school year will not be accepted for processing before January 1 of the preceding school year.

The completed application forms must be submitted to the office of the site requested. The site administrator shall be responsible for approval of any facility use request at his/her location, and shall sign the request form to indicate his/her approval or disapproval of the request, and will forward the use request to the District's business office for processing.

PAYMENT OF FEES AND APPROVAL OF USE

Upon approval of use by the site administrator, fees will be assigned by the business office in accordance with Board-approved rates. The applicant shall be invoiced for the proposed use, and all fees must be paid in full at least 15 days prior to the use. Failure to pay fees will result in the

OAK PARK UNIFIED SCHOOL DISTRICT
EXHIBIT

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Community Relations

E 1330 (b)

denial of the facility use request. Upon receipt of full payment, the business office shall notify the applicant of the approval of its facility use request.

Approved facility use permits are authorized solely for use by the original applicant. Subletting of an approved use of District facilities is strictly prohibited and shall result in the immediate cancellation of the permit.

FACILITY USE FEE SCHEDULE

Effective July 1, 2018, rates for use of District facilities shall be charged as indicated below. Rates indicated are hourly, and all facility uses require a 2-hour minimum except as noted.

FACILITY DESCRIPTION	Free	Direct	Fair Rental
Standard K-12 Classroom	0	20.50	30.75
Elementary Multipurpose Room	0	36.00	56.50
MCMS Multipurpose Room/Gymnasium	0	41.00	61.75
OPHS Multipurpose Room (3-HR)	0	56.50	87.25
OPHS Gymnasium (3-HR)	0	56.50	87.25
Cafeteria*	0	53.50	82.25
Lunch Area	0	15.50	25.75
Restrooms*	0	10.75	15.50
Playfields	0	25.75	41.00
Playgrounds	0	10.25	15.50
Tennis Courts	0	12.50	31.50
Softball Field	0	25.75	41.00
Baseball Field	0	25.75	41.00
Stadium Bleachers	0	72.00	107.75
Stadium Field	0	77.00	118.00
Stadium Lights*	0	102.75	154.00
Film Production (per day)			2,365.00
Parking Lot Rental*	0	25.75	51.25
Custodial Services Personnel	0	41.00	61.25
Food Services Personnel	0	41.00	61.25
Utilities Fee (per day)	0	15.50	25.75
Processing Fee	0	15.50	15.50

**May require an additional charge for employee services.*

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 1000

Community Relations

E 1330 (c)

DETERMINATION OF FEES

Free Use – The Board may authorize the use of school facilities or grounds without charge by nonprofit organizations, clubs, or associations organized to promote youth and school activities. These groups include, but are not limited to, Girl Scouts, Boy Scouts, Camp Fire, Inc., parent-teacher associations, school-community advisory councils. Facilities may also be used for fundraising activities by free use groups when the net receipts are used for the welfare of the district's students or to support district needs.

Direct Cost Fees – Activities other than those specified for free use or fair rental value fee shall be charged a fee not to exceed direct costs to the district. The following activities shall be charged direct costs: activities of recreational youth groups that arranges for and supervises sports league activities; activities of religious groups for temporary periods; and activities not previously identified which do not fall within the free use or fair rental value classifications

Fair Rental Value Fees – Groups which use school facilities or grounds for the following activities shall be charged fair rental value: entertainment or meetings where admission is charged or contributions solicited and the net receipts are not to be expended for charitable purposes or for the welfare of the district's students; any commercial use by profit-making organizations.

INSURANCE

A Certificate of Insurance and Endorsement verifying public liability and property damage insurance shall be presented before permission is granted for use of OPUSD facilities. For any recreational use, or for any use for which a fair rental fee is charged, the amount of insurance shall be \$1,000,000. For all other uses, the amount of insurance shall be \$500,000 against a claim of personal injury and \$100,000 against a claim of property damage. Insurance shall name Oak Park Unified School District as an additional insured on a separate endorsement and shall be senior to any other insurance carried by the District.

RESPONSIBILITY

Groups shall be responsible for the condition in which they leave the facilities. If school property is damaged or abused beyond normal wear, the costs of repair or replacement shall be paid for by the organization involved. Organizations not complying with all rules and regulations will be denied further use of school facilities

RESTROOM FACILITIES

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 1000

Community Relations

E 1330 (d)

Any use of facilities exceeding 4 hours per day shall also require the use of restroom facilities at the established rate, including the cost of custodial services. For long term uses, such as seasonal use by youth athletic organizations, restroom keys may be checked out as authorized by this policy. The user group will also be charged the established rate for custodial services to clean the restrooms. Alternatively, the user group may, at its sole expense and responsibility, and with the District's permission, provide portable toilet facilities for the duration of the authorized use.

ISSUANCE OF KEYS FOR FACILITIES

Upon request, and with the approval of both the school site administration and the business office, building and gate keys may be issued to responsible user groups. Organizations approved for use of a specific facility may check out a door key upon receipt of a \$1,000.00 refundable security deposit. Groups approved for use of a playfield, athletic field, or parking lot use may check out a gate key upon receipt of a \$100.00 refundable security deposit. The business office will issue all approved keys and collect the required security deposits.

Any loss of keys shall result in the forfeiture of the user's security deposit and may result in the cancellation of the user's permit.

The user group shall be solely responsible to unlock and relock doors and gates under its use. Failure to properly secure doors and gates after any use may result in forfeiture of the user's security deposit and cancellation of the user's permit. The user shall be held financially responsible for school property that is damaged due to the user's failure to secure the facilities.

USE OF CAFETERIA FACILITIES

School and Parent-Teacher Organization Functions Use of the cafeteria facilities for school activities or by parent-teacher organizations are to be arranged through the school office and coordinated with the Director of Child Nutrition Services. A food service employee will be on duty for the duration of the event to supervise the use of equipment and to ensure that proper sanitation procedures are followed.

User Group Functions Use of the cafeteria facilities for outside user groups are to be arranged through the school office and the Director of Child Nutrition Services. A food service employee shall be on duty for the duration of the entire event. The primary responsibility of the employee shall be to supervise the proper and safe use of equipment and to ensure that proper food preparation and sanitation procedures are followed. The employee will serve as a working supervisor, assisting the user group in preparation and cleaning.

OAK PARK UNIFIED SCHOOL DISTRICT

EXHIBIT

Series 1000

Community Relations

E 1330 (d)

Users will adhere to all rules and regulations of the Child Nutrition Services department as related to equipment and health and safety. Only adults are permitted to work in the kitchen service and preparation areas.

The user groups shall supply its own food and supplies for its event. No food or supplies belonging to the cafeteria shall be used, borrowed, or handled by the user group.

All equipment pots, pans, and utensils used shall be left clean and returned to their respective storage areas. Dishes, pots, pans, and utensils shall not be removed from the kitchen without the permission of the food service employee in charge.

All counters shall be cleaned to their original condition and floors shall be swept. The user group will be charged the established rate for custodial services to mop and sanitize the floor.

The organization shall be financially responsible for any breakage, damage or missing equipment. Any damage or missing equipment or supplies will be billed to the organization.

In the event of disputes regarding the use of equipment, the condition of the kitchen, or proper procedures, the Director of Child Nutrition Services shall make the final decision.

Adopted: 9-21-10

Amended: 10-16-12, 2-19-19

TO: BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

**SUBJECT: B.3.a PUBLIC HEARING AND APPROVAL OF RESOLUTION #2021-15
REGARDING SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL
MATERIALS FOR 2021-2022**

PUBLIC HEARING/ACTION

ISSUE: Shall the Board of Education approve Resolution #2021-15 assuring sufficient core textbooks and instructional materials for students in 2021-2022?

BACKGROUND: Education Code 60119 requires that districts and the governing Board, in order to receive textbook and instructional materials funding from the state, hold a public hearing regarding the sufficiency of core textbooks and instructional materials in the district. The hearing must be held on or before the end of the eighth week from the first day students attend school for that year.

During the 2021-2022 school year, the district has followed the state curriculum framework guidelines and complied with all associated recommendations. The District has also purchased additional textbooks to accommodate growth or replacement needs for increased enrollment.

Textbook selection has become a key component of districtwide curriculum committee work including thoughtful scrutiny related to academic standards and rigorous criteria. The District Curriculum Department and Curriculum Council reviews the three-to-five-year curriculum plan and implementation process including textbook adoptions to ensure quality, coherence, and access. District and site funds augment state textbook funds to supplement core needs. A list of adopted textbooks is included for the Board and Public reference.

It has been determined that in 2021-2022, as in years past, the Oak Park Unified School District has provided sufficient core textbooks and instructional materials necessary for appropriate grade level instruction. This determination meets specific requirements of Education Code 60119.

FISCAL IMPACT: None – “Sufficient textbooks or instructional materials,” as defined in Education Code 60119, means that each student in the district, including each English learner, has a standards-aligned textbook and/or instructional materials, which may include materials in a digital format under specified conditions, to use in class or to take home.

BOARD POLICY: Pursuant to Board Policy BP6161.1 Selection and Evaluation of Instructional Materials - The Board shall annually conduct one or more public hearings on the sufficiency of the district's instructional materials, including textbooks.

GOALS In support of OPUSD Goal 3c. Provide curriculum information, and clearly delineated standards and expectations on our website.

BOARD MEETING, SEPTEMBER 14, 2021

Approve Resolution #2021-15 assuring sufficient core textbooks
and instructional materials for students in 2021-2022

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- ALTERNATIVES:**
1. Approve Resolution #2021-15 as presented enabling the district to access state funding for textbooks and instructional materials for 2021-2022.
 2. Do not approve Resolution #2021-15 as presented.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Jeff Davis Ed.D.,
Superintendent

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

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

**OAK PARK UNIFIED SCHOOL DISTRICT
RESOLUTION #2021-15
REGARDING SUFFICIENCY OF INSTRUCTIONAL MATERIALS**

Whereas, the Governing Board of the Oak Park Unified School District in order to comply with the requirements of Education Code 60119, held a public hearing on September 14, 2021 which is on or before the eighth week of school (between the first day that students attend school and the end of the eighth week from that day) and which did not take place during or immediately following school hours, and;

Whereas, the Board provided at least 10 days' notice of the public hearing by posting it in at least three public places within the district stating the time, place, and purpose of the hearing, and;

Whereas, the Board encouraged participation by parents/guardians, teachers, members of the community, and bargaining unit leaders in the public hearing, and;

Whereas, information provided at the public hearing detailed the extent to which sufficient textbooks or other instructional materials were provided to all students, including English learners, in the Oak Park Unified School District, and;

Whereas, the definition of "sufficient textbooks or instructional materials" means that each student, including each English learner, has a standards-aligned textbook or instructional materials to use in class and to take home, which may include materials in a digital format but shall not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage, and;

Whereas, textbooks or instructional materials in core curriculum subjects should be aligned with state academic content standards and/or the Common Core State Standards adopted by the State Board of Education;

Whereas, sufficient standards-aligned textbooks or other instructional materials that are consistent with the cycles and content of the curriculum frameworks were provided to each student, including each English learner, in the following subjects: Mathematics, Science, History-social science, English language arts, World language, Health;

Whereas, laboratory science equipment was available for science laboratory classes offered in grades 9-12, inclusive;

THEREFORE, IT IS RESOLVED that for the 2021-2022 school year, the Oak Park Unified School District has provided each student with sufficient standards-aligned textbooks or instructional materials that are consistent with the cycles and content of the curriculum frameworks.

PASSED and ADOPTED this 14th day of September 2021 at a meeting, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

Allen Rosen, President, Board of Education

Jeff Davis, Ed.D., Superintendent

ELEMENTARY BOOK LIST

Course/Subject	Book Title	ISBN #	Publisher	Grade	Year Adopted
A Discovery Kinder	Writing Journal	9781939814562	Handwriting without tears	DK	
A Discovery Kinder	Handwriting without Tears/ Letters & Numbers for Me	1503421LV5	Handwriting without tears	DK	
A Discovery Kinder	Handwriting without Tears/ My Book Code		Handwriting without tears	DK	
A Discovery Kinder	Pencils for Little Hands (PEN)		Handwriting without tears	DK	
A Discovery Kinder	Flip Crayons (FC)		Handwriting without tears	DK	
A Discovery Kinder	Bridges in Mathematics Kindergarten Package #BKDP		Bridges in Mathematics	DK	
A Discovery Kinder	Math see Leslie eMail Math Their Way	020186150X	Pearson Education	DK	
English/Language Arts	Units of Study for Teaching Reading, Grade K with Trade Pack	9780325074641	Heinemann	K	2017
English/Language Arts	Units of Study for Teaching Reading, Grade K without Trade Pack	9780325076935	Heinemann	K	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade K	9780325077239	Heinemann	K	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade K with Trade Pack	9780325047539	Heinemann	K	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade K	9780325047089	Heinemann	K	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade K	9780325047447	Heinemann	K	2017
English/Language Arts	TCRWP Classroom Library Kindergarten SKU E10553	9780325089171	Heinemann	K	2017
English/Language Arts	Units of Study in Phonics, Grade K SKU E10553	9780325105536	Heinemann	K	2018
English/Language Arts	Units of Study in Phonics Resource Pack, Grade K SKU E10868	9780325108681	Heinemann	K	2018
English/Language Arts	Show and Tell: From Labels to Pattern Books, Grade K . SKU E10582	9780325105826	Heinemann	K	2018
English/Language Arts	Units of Study Writing Grade K, with W/TB & Sticky Notes	9780325089539	Heinemann	K	2018
Health	CA Harcourt Health & Fitness Learning System Grade K	153411430	Harcourt	K	2004
Health	CA Harcourt Health & Fitness Grade K Activity Book	9780153390661	Harcourt	K	2004
History/Social Science	CA Big Book Reflections Homework & Practice Book Grade K	9780153414664	Harcourt Publishers	K	2005
History/Social Science	CA Big Book Reflections Kindergarten Program	153441356	Harcourt Publishers	K	2005
History/Social Science	CA Big Book Reflections Kindergarten Program		Harcourt Publishers	K	2005
Mathematics	Mathematics Student Edition, Level K (Consumable)	618081747	Houghton Mifflin	K	2001
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade K	9780544378018	Houghton Mifflin	K	2014
Mathematics	Hybrid Classroom Package Includes the following items:		Houghton Mifflin	K	2014
Mathematics	Go Math! California Student Edition Multivolume Grade K 2015 (Qty: 30)	9780544273429	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade K (Qty:30)	9780547677255	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade K (Qty:30)	9780544251816	Houghton Mifflin	K	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade K 2015 (Qty:30)	9780544307650	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade K (Qty:1)	9780544212893	Houghton Mifflin	K	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade K (Qty:1)	9780544446397	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade K (Qty:1)	9780544213029	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade K (Qty:1)	9780544213128	Houghton Mifflin	K	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade K (Qty:1)	9780547712840	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade K (Qty:1)	9780547698595	Houghton Mifflin	K	2014
Mathematics	Math Expressions Differentiated Instruction Cards Kit GRK (per classroom)	9780547862125	Houghton Mifflin	K	2014
Mathematics	HMH MX MANIP & MATL KIT GRK (per classroom)	9780547836386	Houghton Mifflin	K	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade K	9780547731759	Houghton Mifflin	K	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade K	9780544264557	Houghton Mifflin	K	2014
Mathematics	Deanna Jump for Math Guiding Kinders: Math Units COMPLETE BUNDLE Units 110		Teachers Pay Teachers	K	
History/Social Science	California Studies Weekly - K, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	24730076	Studies Weekly (Their P/N CA0K)	K	
English/Language Arts	Units of Study for Teaching Reading, Grade 1 with Trade Pack	9780325074658	Heinemann	1	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 1 without Trade Pack	9780325076942	Heinemann	1	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 1	9780325077246	Heinemann	1	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 1 with Trade Pack	9780325047546	Heinemann	1	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 1	9780325047096	Heinemann	1	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 1	9780325047454	Heinemann	1	2017
English/Language Arts	TCRWP Classroom Library Grade 1	9780325089195	Heinemann	1	2017
English/Language Arts	Units of Study in Phonics, Grade 1 SKU E10554	9780325105543	Heinemann	1	2017
English/Language Arts	Units of Study in Phonics Resource Pack, SKU E10869	9780325108698	Heinemann	1	2017
English/Language Arts	Calkins Units of Study 1st Grade in Writing with Tradebooks and Sticky Notes Item: E08954	9780325089546	Heinemann	1	2018
Health	CA Harcourt Health & Fitness Learning System Grade 1	153414227	Harcourt	1	2004
Health	CA Harcourt Health & Fitness Grade 1	153375248	Harcourt	1	2004
Health	CA Harcourt Health & Fitness Grade 1 Activity Book	9780153390678	Harcourt	1	2004
History/Social Science	CA A Child's View Homework & Practice Grade 1	153414677	Harcourt Publishers	1	2005
History/Social Science	CA A Child's View Soft Big Book Collection Grade 1	153384980	Harcourt Publishers	1	2005
History/Social Science	CA A Child's View Grade 1	153384980	Harcourt Publishers	1	2005
History/Social Science	California Studies Weekly - 1, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	24731064	Studies Weekly (Their P/N CA01)	1	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 1	9780544378049	Houghton Mifflin	1	2014
Mathematics	Hybrid Classroom Package Includes the following items:		Houghton Mifflin	1	2014
Mathematics	Go Math! California Student Edition Multivolume Grade 1 2015 (Qty: 30) a la carte item	9780544273245	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 1 (Qty:30)	9780547677930	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 1 (Qty:30)	9780544251823	Houghton Mifflin	1	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade 1 2015 (Qty:30)	9780544307667	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 1 (Qty:1)	9780544212909	Houghton Mifflin	1	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 1 (Qty:1)	9780544446403	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 1 (Qty:1)	9780544213036	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 1 (Qty:1)	9780544213159	Houghton Mifflin	1	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 1 (Qty:1)	9780547712871	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 1 (Qty:1)	9780547719160	Houghton Mifflin	1	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 1	9780547732527	Houghton Mifflin	1	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 1	9780544257122	Houghton Mifflin	1	2014
English/Language Arts	Units of Study for Teaching Reading, Grade 2 with Trade Pack	9780325074665	Heinemann	2	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 2 without Trade Pack	9780325076959	Heinemann	2	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 2	9780325077253	Heinemann	2	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 2 with Trade Pack	9780325047553	Heinemann	2	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 2	9780325047102	Heinemann	2	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 2	9780325047461	Heinemann	2	2017
English/Language Arts	TCRWP Classroom Library Grade 2	9780325089218	Heinemann	2	2017
English/Language Arts	Calkins Units of Study in Writing Grade 2 with Trade Books and Sticky Notes Item: E08955	9780325089553	Heinemann	2	2018
English/Language Arts	Calkins RWW units of Study Phonics Grade 2 Item: E10555	9780325105550	Heinemann	2	2018
English/Language Arts	Calkins RWW Units of Study Phonics Grade 2 Resource Pack Item: E10927	9780325109275	Heinemann	2	2018
English/Language Arts	Calkins TCRWP Classroom Grade 2, on level library Item: E08921	9780325089218	Heinemann	2	2018
English/Language Arts	The How-To Guide for Nonfiction Writing, Grade 2	9780325089010	Heinemann	2	2019
English/Language Arts	Calkins TCRWP Classroom Grade 2, on level library Item: E08921	9780325089218	Heinemann	2	2019
English/Language Arts	Level N Shelf, Grade 2	9780325090894	Heinemann	2	
Health	CA Harcourt Health & Fitness Learning System Grade 2	153414235	Harcourt	2	2004
Health	CA Harcourt Health & Fitness Grade 2	153375256	Harcourt	2	2004
Health	CA Harcourt Health & Fitness Grade 2 Activity Book	9780153390685	Harcourt	2	2004
History/Social Science	CA People We Know Homework & Practice Grade 2	9780153414688	Harcourt Publishers	2	2005
History/Social Science	CA People We Know Grade 2	153384999	Harcourt Publishers	2	2005
History/Social Science	California Studies Weekly - 2, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	24731080	Studies Weekly (Their P/N CA02)	2	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 2	9780544378209	Houghton Mifflin	2	2014

Mathematics	Hybrid Classroom Package Includes the following items:	Houghton Mifflin	2	2014
Mathematics	Go Math! California Student Edition Multivolume Grade 2 2015 (Qty: 30) a la carte items	9780544273252 Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math CA Practice Workbook Grade 2 a la carte item	9780544230903 Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 2 (Qty:30)	9780547680811 Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 2 (Qty:30)	9780544251830 Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 2 (Qty:1)	9780544212916 Houghton Mifflin	2	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 2 (Qty:1)	9780544446632 Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 2 (Qty:1)	9780544213050 Houghton Mifflin	2	2014
Mathematics	Units of Study for Teaching Reading, Grade 2 with Trade Pack	9780325100464 Heinemann	2	2017
Mathematics	Units of Study for Teaching Reading, Grade 2 without Trade Pack	9780325103164 Heinemann	2	2017
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 2 (Qty:1)	9780547715452 Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 2 (Qty:1)	9780547719191 Houghton Mifflin	2	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 2	9780547732428 Houghton Mifflin	2	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 2	9780544264205 Houghton Mifflin	2	2014
English/Language Arts	Charlotte's Web	439701872 Scholastic	3	
English/Language Arts	Units of Study for Teaching Reading, Grade 3 with Trade Pack	9780325074672 Heinemann	3	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 3 without Trade Pack	9780325076966 Heinemann	3	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 3	9780325077260 Heinemann	3	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 3 with Trade Pack	9780325047560 Heinemann	3	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 3	9780325047119 Heinemann	3	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 3	9780325047478 Heinemann	3	2017
English/Language Arts	TCRWP Classroom Library Grade 3	9780325089232 Heinemann	3	2017
English/Language Arts	Fountas & Pinnell LLI Red Pack Grade 3 Item: E09931	9780325099316 Heinemann	3	2018
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 3 with Trade Book Pack	9780325089560 Heinemann	3	
English/Language Arts	Animals Shelf, Grade 3, Below Benchmark	9780325091143 Heinemann	3	
English/Language Arts	Mystery: Foundational Skills in Disguise with Trade Pack	9780325089003 Heinemann	3	
Health	Health 2004 Grade 3 Health California Pupils Edition	9780022806026 Macmillan/McGrawHill	3	2004
Health	CA Health & Wellness Grade 3	22806024 Macmillan/McGrawHill	3	2004
History/Social Science	CA Our Communities Homework & Practice Grade 3	153414782 Harcourt Publishers	3	2005
History/Social Science	CA Our Communities Grade 3	153385014 Harcourt Publishers	3	2005
History/Social Science	California Studies Weekly - 3, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	1540112X Studies Weekly (Their P/N CA03)	3	
Social Studies	Badger Claws	9780996405805 VCOE Pub	3	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 3	9780544378230 Houghton Mifflin	3	2014
Mathematics	Hybrid Classroom Package Includes the following items:	Houghton Mifflin	3	2014
Mathematics	Go Math! California Student Edition Multivolume Grade 3 2015 (Qty: 30) a la carte items	9780544273269 Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 3 (Qty:30)	9780547678122 Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 3	9780544251847 Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 3 (Qty:1)	9780544212947 Houghton Mifflin	3	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 3 (Qty:1)	9780544446649 Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 3 (Qty:1)	9780544213067 Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 3 (Qty:1)	9780544213227 Houghton Mifflin	3	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 3 (Qty:1)	9780547713403 Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 3 (Qty:1)	97805477220012 Houghton Mifflin	3	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 3	9780547731797 Houghton Mifflin	3	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 3	9780544264212 Houghton Mifflin	3	2014
Mathematics	Go Math! California Standards Practice Book for home or School	9780544230910 Houghton Mifflin	3	2014
English/Language Arts	Units of Study for Teaching Reading, Grade 4 with Trade Pack	9780325074689 Heinemann	4	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 4 without Trade Pack	9780325076973 Heinemann	4	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 4	9780325077277 Heinemann	4	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 4 with Trade Pack	9780325047577 Heinemann	4	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 4	9780325047126 Heinemann	4	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 4	9780325047485 Heinemann	4	2017
English/Language Arts	TCRWP Classroom Library Grade 4	9780325089256 Heinemann	4	2017
English/Language Arts	Fountas & Pinnell LLI Gold Pack Grade 4	9780325099552 Heinemann	4	2018
Health	Health 2004 Grade 5 Health California Pupils Edition	9780022806040 Macmillan/McGrawHill	4	2004
Health	CA Health & Wellness Grade 4	22806032 Macmillan/McGrawHill	4	2004
History/Social Science	CA A Changing State Homework & Practice Grade 4	153414790 Harcourt Publishers	4	2005
History/Social Science	CA A Changing State Grade 4	153385022 Harcourt Publishers	4	2005
History/Social Science	California Studies Weekly - 4, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	15301273 Studies Weekly (Their P/N CA04)	4	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 4	9780544378261 Houghton Mifflin	4	2014
Mathematics	Hybrid Classroom Package Includes the following items:	Houghton Mifflin	4	2014
Mathematics	Go Math! California Student Edition Multivolume Grade 4 2015 (Qty: 30) a la carte items	9780544273368 Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 4 (Qty:30)	9780547679433 Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 4	9780544251878 Houghton Mifflin	4	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade 4 2015 (Qty:3	9780544307698 Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 4 (Qty:1)	9780544212961 Houghton Mifflin	4	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 4 (Qty:1)	9780544446656 Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 4 (Qty:1)	9780544213074 Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 4 (Qty:1)	9780544213258 Houghton Mifflin	4	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 4 (Qty:1)	9780547713274 Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 4 (Qty:1)	9780547719443 Houghton Mifflin	4	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 4	9780547732602 Houghton Mifflin	4	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 4	9780544264229 Houghton Mifflin	4	2014
English/Language Arts	Units of Study for Teaching Reading, Grade 5 with Trade Pack	9780325074696 Heinemann	5	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 5 without Trade Pack	9780325076980 Heinemann	5	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 5	9780325077284 Heinemann	5	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 5 with Trade Pack	9780325047584 Heinemann	5	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 5	9780325047133 Heinemann	5	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 5	9780325047492 Heinemann	5	2017
English/Language Arts	TCRWP Classroom Library Grade 5	9780325089270 Heinemann	5	2017
English/Language Arts	Units of Study Writing, Grade 5 with W/TB & Sticky Notes	9780325089584 Heinemann	5	2018
English/Language Arts	Clements Literary Essay Grade 5 with Trade Pack Item: E08898	9780325088983 Heinemann	5	2018
Health	CA Health & Wellness Grade 5	22806040 Macmillan/McGrawHill	5	2004
History/Social Science	WE THE PEOPLE	0898182455 Center for Civic Ed	5	
History/Social Science	CA The US Making a New Nation Homework & Practice Grade 5	153414804 Harcourt Publishers	5	2005
History/Social Science	CA The United States: Making a New Nation Grade 5	153385030 Harcourt Publishers	5	2005
History/Social Science	Theres an Owl in the Shower	590065343 Perma Bound	5	
History/Social Science	Dear Austin, Letters from the Underground Railroad	375803564 Perma Bound	5	
History/Social Science	Phantom Tollbooth	394815009 Perma Bound	5	
History/Social Science	California Studies Weekly - 5, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	24728136 Studies Weekly (Their P/N CA05)	5	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 5	9780544378292 Houghton Mifflin	5	2014
Mathematics	Go Math! California Student Edition Multivolume Grade 5 2015 (Qty: 30) a la carte items	9780544273405 Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 5 (Qty:30)	9780547677224 Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 5	9780544251892 Houghton Mifflin	5	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade 5 2015 (Qty:3	9780544307803 Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 5 (Qty:1)	9780544212978 Houghton Mifflin	5	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 5 (Qty:1)	9780544446670 Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 5 (Qty:1)	9780544213098 Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 5 (Qty:1)	9780544213289 Houghton Mifflin	5	2014

Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 5 (Qty:1)	9780547713205	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Teacher Edition Grade 5 (Qty:1)	9780544251960	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 5 (Qty:1)	9780547720494	Houghton Mifflin	5	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 5	9780547732442	Houghton Mifflin	5	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 5	9780544264236	Houghton Mifflin	5	2014
English/Language Arts	Units of Study for Teaching Reading, Grades K–5 Bundle with Trade Packs	9780325053769	Heinemann	K5	2017
English/Language Arts	Units of Study for Teaching Reading Bundle, Grades K–5 without Trade Packs	9780325077291	Heinemann	K5	2017
English/Language Arts	UOS in Opinion, Information, and Narrative Writing, Grades K–5 Bundle w/Trade Packs	9780325047621	Heinemann	K5	2017
English/Language Arts	UOS in Opinion, Information, and Narrative Writing, Grades K–5 Bundle w/o Trade Packs	9780325047171	Heinemann	K5	2017
English/Language Arts	Writing Pathways, Grades K–8	9780325057309	Heinemann	K5	2017
English/Language Arts	The Art of Teaching Writing, Grades K–5	9780435088095	Heinemann	K5	2017
English/Language Arts	Pathways to the Common Core, Grades K–12	9780325043555	Heinemann	K5	2017
English/Language Arts	A Principal's Guide to Leadership in the Teaching of Writing + DVD, Grades K–5	9780325022512	Heinemann	K5	2017
English/Language Arts	One to One, Grades K–3	9780325007885	Heinemann	K5	2017
English/Language Arts	Living Between the Lines, Grades K–5	9780435085384	Heinemann	K5	2017
English/Language Arts	Lessons from a Child, Grades K–5	9780435082062	Heinemann	K5	2017
English/Language Arts	Up Close, Grades K–2 DVD	9780325008608	Heinemann	K5	2017
English/Language Arts	Big Lessons from Small Writers, Grades K–2 DVD	9780325007489	Heinemann	K5	2017
English/Language Arts	Units of Study in Argument, Information, and Narrative Writing, Grades 6–8 Bundle	9780325053752	Heinemann		2017
English/Language Arts	Bookshelf Calkins/CLIB Extra Weather SH Level 4 Below Item: E09030	9780325090306	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Interpret Book CL SH 4-6 Item: E09040	9780325090405	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Westward Expansion SH 4-6 Item: E09041	9780325090412	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level C Shelf 1 Item: E09056	9780325090566	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level D Shelf 1 Item: E09057	9780325090573	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level E Shelf 1 Item: E09058	9780325090580	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level G Shelf 1 Item: E09060	9780325090603	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level H Shelf 1 Item: E09061	9780325090610	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level I Shelf 1 Item: E09062	9780325090627	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level H Shelf 2 Item: E09083	9780325090832	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level 1 Shelf 2 Item: E09084	9780325090849	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level J Shelf 2 Item: E09085	9780325090856	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Read Aloud Shelf 2 Item: E09092	9780325090924	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Animals SH Grade 3 Below Item: E09114	9780325091143	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Fantasy SciFi Shelf 5 Item: E09142	9780325091426	Heinemann	K5	2018
English/Language Arts	Calkins Up the Ladder, Grades 3-6 Item: E09658	9780325096582	Heinemann		2018
English/Language Arts	TCRWP Classroom Libraries Tools & Resources K-2	9780325090009	Heinemann	K-2	2018

Middle School Book List					
Course/Subject	Book Title	ISBN #	Publisher		
English/Language Arts	A Christmas Carol	9781496503787			
English/Language Arts	A Long Walk to Water, by Linda Sue Park hardcover	9780547577319			
English/Language Arts	Chains - Author: Laurie Halse Anderson	9781416905851			
English/Language Arts	Grade 6 – The Giver	9780544336261	Houghton Mifflin		
English/Language Arts	Grade 6 – Ulysses	590425994	Scholastic		
English/Language Arts	Grade 7 – Anne Frank: The Diary of a Young Girl	553296981			
English/Language Arts	Grade 8 – Tom Sawyer	9781580495967			
English/Language Arts	PETER PAN	9781593082130			
English/Language Arts	Peter Pan, by J.M. Barrie	9780847965281	Perma-Bound		
English/Language Arts	Social Issues Book Clubs with Trade Pack	9780325099231	<u>Heinemann</u>		
English/Language Arts	The Alchemist, by Paulo Coelho	978-0-605-94138-0	Perma-Bound		
English/Language Arts	Refugee By Alan Gratz	9780545880831	Scholastic, Inc.		
English/Language Arts	I Will Always Write Back by Caitlin Alifirenka, Liz Welch and Martin Ganda	9780316241311	Little, Brown Books for Young Readers		
English/Language Arts	Counting by 7s by Holly Goldberg Sloan	9780803738553	Penguin Young Readers Group		
English/Language Arts	A Wrinkle in Time by Madeleine L' Engle	9780374308032	Feiwel & Friends		
English/Language Arts	My Brother Sam is Dead by Collier, James Lincoln & Christopher		Perma-Bound		
English/Language Arts	Sophia's War: A Tale of the Revolution by Avi		Perma-Bound		
English/Language Arts	Fever, 1793				
English/Language Arts	Forge				
English/Language Arts	True Confessions of Charlotte Doyle				
English/Language Arts	Superman				
English/Language Arts	Batman				
English/Language Arts	Wonder Woman				
English/Language Arts	Runaways				
Health	Positive Prevention Plus/Store -High School Sexual Health Education Workbook - English				
Health	Positive Prevention Plus/Store -High School Sexual Health Education Workbook				
Health	HSSH Activity Cards and Condom Tokens - Poor Richards Press - Positive Prevention Plus				
Health	HSSH Workbook - English - Poor Richards Press - Positive Prevention Plus				
Language, Foreign	Spanish - Desucbre 2017 Level 1 Student Ed hardcover w/ 6yr license	9781680045383	Vista Higher Learning		
Language, Foreign	Spanish 1 - Descubre Level 1 - Paper only	9781680043198	Vista Higher Learning		
Language, Foreign	Spanish 1 - Descubre Level 1 - SuperSite Premium Bundle, 6-year License	9781680045383	Vista Higher Learning		
Mathematics	Core Connections Course 2	9781603280846	CPM		
Mathematics	Algebra Connections	9781931287470	CPM		
Mathematics	Core Connections Course 3	9781603280914	CPM		
Mathematics	CMP3 Math Project 3 + 6Yrs Licience on Realize	9780328935628	Pearson		
Mathematics	CMP3 Math (Project 3(CMP3) 6th gr Resource Pkg	9780328964864	Pearson		
Mathematics	Connected Mathematics	9780328900619	Pearson		
Mathematics	Geometry Concepts, Skills, & Problem Solving Skills Practice Book	9780078773464	Glencoe		
Mathematics	Geometry Concepts, Skills, & Problem Solving Practice Book	9780078773471	Glencoe		
Mathematics	Geometry Concepts, Skills, & Problem Solving	9780078778544	Glencoe		
Mathematics	Geometry Geometry Common Core ebook bundle with 8year license	9780021412303	McGraw Hill		
Mathematics	Geometry, Student Edition (MERRILL GEOMETRY)	9780076639298	Mc Graw Hill		
Mathematics	CPM	9781603281607	Pilot		
Mathematics	CPM	9781603282215	Pilot		
Mathematics SpEd	TransMath Level 1 Developing Number Sense	346853	Voyager Sporis		
Mathematics SpEd	TransMath Level 2 Making Sense of Rational Numbers	346861	Voyager Sporis		
Mathematics SpEd	TransMath Level 3 Understanding Algebraic Expressions Digital	348349	Voyager Sporis		
Mathematics SpEd	TransMath Level 3 Understanding Algebraic Expressions	346870	Voyager Sporis		
Science	STEMscopes				
Computer Applications	EduTyping keyboaring curriculum license renewal (105 - 110 licenses)				

HIGH SCHOOL BOOK LIST		
Course/Subject	Book Title	ISBN #
Computers	AP Computer Science Fundamentals of JAVA: AP Computer Science Resource CDROM Cengage Learn	538744936
Computers	Computer Literacy A+ Certification McGraw Hill 2000	72122688
Computers	Computer Literacy – Computer Concepts: Systems, Applications and Design, 3rd Edition SouthWestern 1	538676078

Computers	Computer Literacy – Technology for Productivity and Decision Making SouthWestern 1996c	538649860
Computers	Computer Programming – Introduction to Computer Science Using C++ SouthWestern 1998c	538676000
Computers	Learn to Program With Visual Basics	1590591518
Computers/CTE	Fundamentals of Java	538744928
Driver Education	Driver Education – Sportsmanlike Driving McGraw Hill 1987c	9780070013384
English/Language Arts	A Lesson Before Dying	375702709
English/Language Arts	A long Walk to Water	547577311
English/Language Arts	A Midsummer Night's Dream	9780486270678
English/Language Arts	A Portrait of the Artist as a Young Man	
English/Language Arts	A Prayer for Owen Meany	345361792
English/Language Arts	A Separate Peace	553250523
English/Language Arts	A Streetcar Named Desire	811216020
English/Language Arts	A Tale of Two Cities	
English/Language Arts	Adventures of Huckleberry Finn, The	9780553210798
English/Language Arts	All Quiet on the Western Front	449213943
English/Language Arts	Animal Farm	451526341
English/Language Arts	Around the World in Eighty Days	486411117
English/Language Arts	Beloved	9780307264886
English/Language Arts	Beowulf	9781417666379
English/Language Arts	Billy Budd	9780780796218
English/Language Arts	Blind Side, The	9780393061239
English/Language Arts	Brave New World	6092987
English/Language Arts	Breakfast of Champions	9780385334204
English/Language Arts	Call It Courage	689713916
English/Language Arts	Call of the Wild, The	1402714556
English/Language Arts	Candide	140440046
English/Language Arts	Carmen	844211834
English/Language Arts	Catch 22	671502336
English/Language Arts	Catcher in the Rye, The	241900972
English/Language Arts	Crime and Punishment	
English/Language Arts	Crucible, The	140481389
English/Language Arts	Curious Incident of the Dog in the Nighttime, The	9781400032716
English/Language Arts	Dandelion Wine	553277537
English/Language Arts	Death of a Salesman	141180978
English/Language Arts	Desire Under the Elms	
English/Language Arts	English I – Gold Prentice Hall 1989c	136985564
English/Language Arts	English II & II H – Platinum Prentice Hall 1989c Prentice Hall Literature: Platinum	136985807
English/Language Arts	English III & III H – American Experience Prentice Hall 1989c	136986145
English/Language Arts	English IV AP – Literature Intro to Reading & Writing Pearson Education 2001 c	130184012
English/Language Arts	Ethan Frome	684825910
English/Language Arts	Everything's an Argument (ISBN 978-1-319-01632-6) 20 copies	9781319016326
English/Language Arts	Everything's an Argument High School Version ISBN# 9781680043235 / 1319016324	9781680043235
English/Language Arts	Fahrenheit 451	345342968
English/Language Arts	First Men in the Moon	486414183
English/Language Arts	Frankenstein	82112 (Alternate ISBN: 978-0-393-92793-1)
English/Language Arts	Friday Night Lights	9780306809903
English/Language Arts	Fried Green Tomatoes at the Whistle Stop Café	449911357
English/Language Arts	Girl, Interrupted Random House	679746048
English/Language Arts	Glass Menagerie	On-Line
English/Language Arts	Gracefully Grayson	1423185277
English/Language Arts	Grapes of Wrath, The	140186409
English/Language Arts	Great Expectations	1593081626
English/Language Arts	Great Gatsby, The	20199600
English/Language Arts	Great Gatsby, The	684801523
English/Language Arts	Gulliver's Travels	451527321
English/Language Arts	Hamlet	074347712X
English/Language Arts	Hamlet No Fear Shakespeare	1586638440
English/Language Arts	Hamlet Shakespeare	140714057
English/Language Arts	Heart is a Lonely Hunter, The	553239112
English/Language Arts	Heart of Darkness	9780140281637
English/Language Arts	Hiroshima Hersey (Vintage edition	679721037
English/Language Arts	Hitchhikers Guide to the Galaxy, The	345391802
English/Language Arts	Holes	9780374332662
English/Language Arts	House on Mango Street, The	679734775
English/Language Arts	Iceman Cometh, The	300117434
English/Language Arts	Importance of Being Earnest, The	140436065
English/Language Arts	Interference, The (A play) by Lynda Radley	978-08222-3680-1
English/Language Arts	Into the Wild Novels - hardcover	9780679428503
English/Language Arts	Into the Wild Novels - paperback	9780385486804
English/Language Arts	Invention of Wings, The	9780670024780
English/Language Arts	Invisible Man, The	486270718
English/Language Arts	Island of Dr. Moreau	486290271
English/Language Arts	Journalism – Scholastic Journalism C, Dow Tate Sherry & Taylor	813827515
English/Language Arts	Journey to the Center of the Earth	486440885
English/Language Arts	Joy Luck Club, The	804106304
English/Language Arts	Julius Caesar	9780743482745
English/Language Arts	Julius Caesar	743482743
English/Language Arts	King Lear	140714146
English/Language Arts	Lathe of Heaven, The	380013207
English/Language Arts	Lord of the Flies	399501487
English/Language Arts	MacBeth Shakespeare	671722751
English/Language Arts	Maltese Falcon, The	679722645
English/Language Arts	Metamorphosis, The	553210424
English/Language Arts	Miraculous Journey of Edward Tulane, The	9780763643676
English/Language Arts	Miraculous Journey of Edward Tulane, The	9781435244849
English/Language Arts	Moby Dick	
English/Language Arts	Murder on the Orient Express Agatha Christie	9780062073501
English/Language Arts	Mythology Back Bay Books	316341517
English/Language Arts	Mythology by Edith Hamilton	
English/Language Arts	Night	374399972
English/Language Arts	Of Mice and Men	140177396
English/Language Arts	Of Mice and Men	055327824X
English/Language Arts	Old Man and the Sea, The	684718057
English/Language Arts	One Flew Over the Cuckoo's Nest	451163966
English/Language Arts	Othello No Fear Shakespeare	1586638521
English/Language Arts	Othello Spark Publishing 2003c cloth (1586638521 Trade Paper)	141140050X
English/Language Arts	Our Town	
English/Language Arts	Outliers Malcolm Gladwell	978-0316017930
English/Language Arts	Outsiders, The	440967694

English/Language Arts	Outsiders, The	9780140385724
English/Language Arts	Pearl, The	553239740
English/Language Arts	Peter Pan	9780553211788
English/Language Arts	Points of View	9780451628725
English/Language Arts	Points of View (Revised and Updated)	451628721
English/Language Arts	Points of View 1995 Short Story Collection	
English/Language Arts	Points of View: An Anthology of SS –(H) (Moffett, ed.) PermaBound	
English/Language Arts	Portrait of the Artist As a Young Man, A	451530152
English/Language Arts	Power of Myth, The	385418868
English/Language Arts	Pride and Prejudice	1593083246
English/Language Arts	Prince, The	937832383
English/Language Arts	Red Badge of Courage, The	679783202
English/Language Arts	Return of the Native, The	037575718X
English/Language Arts	Reviving Ophelia	9780756984809
English/Language Arts	Robinson Crusoe	393964523
English/Language Arts	Rockin' in Time	013022636X
English/Language Arts	Rosencrantz and Guildenstern are Dead	
English/Language Arts	Scarlet Letter, The	142437263
English/Language Arts	Seven Habits of Highly Effective People, The	743269519
English/Language Arts	Shoeless Joe	9780395957738
English/Language Arts	Siddhartha	1570627215
English/Language Arts	Sir Gawain & The Green Knight (2008)	9780393334159
English/Language Arts	Slaughter House Five	440180295
English/Language Arts	Soloist, The	9780425226001
English/Language Arts	Sophie's World	
English/Language Arts	Sound and the Fury, The	679732241
English/Language Arts	Spoon River Anthology by Edgar Lee Master	
English/Language Arts	Stranger, The	679720200
English/Language Arts	Summer of my German Soldier, The	553245651
English/Language Arts	Sun also Rises	684800713
English/Language Arts	Tale of Two Cities, The	451530578
English/Language Arts	Taming of the Shrew, The	553213067
English/Language Arts	Tempest, The	048640658X
English/Language Arts	The Bible	
English/Language Arts	The Hobbit – J.R.R. Tolkien	978-0618260300
English/Language Arts	The Once and Future King	978-0441627400
English/Language Arts	The One and Only Ivan	61992275
English/Language Arts	The Strange Case of Dr. Jekyll and Mr. Hyde by Robert Louis Stevenson	9781945644139
English/Language Arts	Their Eyes Were Watching God	60916508
English/Language Arts	Things Fall Apart	385474547
English/Language Arts	Time Machine	486284727
English/Language Arts	To Kill a Mockingbird	446310786
English/Language Arts	Tooth and Nail	
English/Language Arts	Tooth and Nail A Novel Approach to the New SAT	156013827
English/Language Arts	Tragedy of Prince Hamlet	
English/Language Arts	Tragedy of Romeo and Juliet	671722859
English/Language Arts	Twelve Angry Men	
English/Language Arts	Twenty Thousand Leagues Under the Sea	486448495
English/Language Arts	Two Years Before the Mast	
English/Language Arts	Walden Thoreau	
English/Language Arts	War of the Worlds	486295060
English/Language Arts	Who's Afraid of Virginia Woolf? Penguin Group 2006c	451218590
English/Language Arts	Wonder Hard Cover	9780375869020
English/Language Arts	Wonder paperback not available until 2017 will need to order the hard cover	9780552565974
English/Language Arts	Wooden: A Lifetime of Observations & Reflections on and off the Court	9780809230419
English/Language Arts	Wuthering Heights	978-1853260018
English/Writing Class	Associated Press Stylebook 2018 (updated each year, so ISBN # changes each year)	9780917360671 (2018)
English/Writing Class	Inside Reporting Author: Tim Harrower, Publisher: Mc Graw Hill	9780073526171
English/Writing Class	Out on the Wire Author: Jessica Abel, Publisher Broadway / Crown Publishing	9780385348430
English/Writing Class	American Earth: Environmental Writing Since Thoreau	9781598530209
English/Writing Class	Eating Animals	9780316069885
English/Writing Class	Coming of Age at the End of Nature: A Generation Faces Living on a Changed Planet	
Health	Health Making Life Choices	538429852
Health	Health: Making Life Choices New McGraw Hill	9780078800436
Health	HSSH Activity Cards and Condom Tokens - Poor Richards Press - Positive Prevention Plus	
Health	HSSH Workbook - English - Poor Richards Press - Positive Prevention Plus	
Health	Positive Prevention Plus/Store -High School Sexual Health Education Workbook	
History/Social Science	A Short History of the American Nation (Red)	65007433
History/Social Science	American Government – Magruder's American Government Prentice Hall 2006c	9780131335790
History/Social Science	American Government Institutions & Policies	9781285195094
History/Social Science	American Pageant	618479406
History/Social Science	Economics AP – edaptex 6 year license Krugmans Macroeconomics for AP, 2e (package)	1319033644
History/Social Science	Economics AP – Krugman's Macroeconomics ISBN# 1464122180	9781464122187
History/Social Science	Economics AP – Krugman's Macroeconomics + Strive for a 5 Print AP,2e (Package)	1319053319
History/Social Science	Economics AP – Krugman's Macroeconomics Exam View	1464155755
History/Social Science	Economics CP – Economics, Principles & Practices Glencoe/ McGraw Hill 2005c	78606934
History/Social Science	Economics Exam View Krugmans Macroeconomics for AP, 2e	1464155755
History/Social Science	European History AP – Study Guide/Map Supplement for the Western Experience (Vol II) McGraw Hill	007325083X
History/Social Science	European History AP – The Western Experience 9th Edition Glencoe/McGraw Hill 2005c	9780073385532
History/Social Science	Geography – World Geography Glencoe/McGraw Hill 2005c	78606993
History/Social Science	Pacemaker American Government	130236179
History/Social Science	Pacemaker United States History	130244104
History/Social Science	Pacemaker World History	130238287
History/Social Science	Psychology AP - Launch Pad for Myers' Psychology for the AP Course (Six-Use Online)	9781319191986 / 1319191983
History/Social Science	Psychology AP - Myers' Psychology for the AP Course	9781319070502 / 1319070507
History/Social Science	ExamView Assessment Suite for Myers' Psychology for the AP Course (No cost when text book purchase	9781319070632 / 1319070639
History/Social Science	Psychology CP – Understanding Psychology 2003c Kasschav Glencoe	78285712
History/Social Science	Psychology ISBN 0-7167-2830-3	71672303
History/Social Science	Sociology American Pop Music Crossroads of the Multicultural Roots Prentice Hall	131930737
History/Social Science	Sociology Sociology and You Glencoe/McGrawHill 2003c	78285763
History/Social Science	U.S. History – America: Pathways to the PresentSurvey Edition Prentice Hall 2006 c	131335081
History/Social Science	U.S. History AP – A Short History of the American Nation 6th Edition Harper Collins 1991	65007417
History/Social Science	U.S. History AP – A Short History of the American Nation 6th Edition Harper Collins 1991	65007425
History/Social Science	U.S. History AP American Pageant 16th edition epack Print and Digital	9781337227469
History/Social Science	U.S. History AP American Pageant 16th edition Print only	9781337090155
History/Social Science	U.S. History AP – Historical Viewpoints Vol 1 6th Ed. Harper Collins 1991 c	60422807
History/Social Science	U.S. History AP – Historical Viewpoints Vol II 6th Ed. Harper Collins 1991 c	60422815
History/Social Science	U.S. History AP – The American Pageant13th Edition 2006c McDougal Littell/Houghton Mifflin	618642234
History/Social Science	U.S. History AP– American Issues Random House 1988c Charles Dollari, editor	676356079

History/Social Science	Western Experience, The	72883693
History/Social Science	Western Tradition, The	669394432
History/Social Science	World Geography ISBN 0-07-860699-3	78606993
History/Social Science	World History Connections to Today Modern Era 2005c Prentice Hall	131283340
Language, Foreign	Allons audela!	9780133179538
Language, Foreign	American Sign Language I Master ASL Level 1	1881133206
Language, Foreign	American Sign Language II Dawnsign Press Signing Naturally 1	1581211317
Language, Foreign	American Sign Language II Dawnsign Press Signing Naturally 2	9781581211313
Language, Foreign	American Sign Language II Dawnsign Press Signing Naturally 2 TE & Video wkbk	9780581211290
Language, Foreign	An Introduction to Chinese: Introductory Level Ni (Hoa)	9780887273636
Language, Foreign	C'est Comme Ca	669198056
Language, Foreign	Chinese I I love Learning Chinese Vol 1 Peking University Press	9787301080023
Language, Foreign	Chinese I NiHao Level 1 Traditional Senseio 2002c	887273637
Language, Foreign	Chinese II Integrated Chinese Level 1 Part 1 2nd Edition, Simplified Version	9780887275333
Language, Foreign	Chinese III Integrated Chinese Level 1 Part 2 Audio CD Character Workbook	
Language, Foreign	Chinese III Integrated Chinese Level 1 Part 2 Simplified Version	9780887275326
Language, Foreign	Chinese III Integrated Chinese Level 1 Part 2 Workbook	9780887274787
Language, Foreign	Contes Et Legendes De France	844212105
Language, Foreign	Deaf Like Me	930323114
Language, Foreign	Desucbre 2017 Level 1 Student Ed hardcover w/ 6yr license	9781680045383
Language, Foreign	Desucbre 2017 Level 2 Student Ed hardcover w/ 6yr license	9781680046830
Language, Foreign	Desucbre 2017 Level 3 Student Ed hardcover w/ 6yr license	9781680047349
Language, Foreign	Discovering French Today - Level 2 (Holt McDougal)	
Language, Foreign	Discovering French Today - Level 2 DIGITAL BUNDLE (Holt McDougal)	
Language, Foreign	Dos Noveles Picarescas	844273031
Language, Foreign	En Bonne Forme	618012419
Language, Foreign	I Love Learning Chinese Volume 1 w/CD 9787301080023 or 267?	9787301080026? 23?
Language, Foreign	I Love Learning Chinese Volume 2	9787301122778
Language, Foreign	I Love Learning Chinese Volume 3	9787301143919
Language, Foreign	I Love Learning Chinese Volume 4	9787301170472
Language, Foreign	I Love Learning Chinese Volume 4 Book F 2010	9787301122778
Language, Foreign	I love learning Chinese ISBN 978-7-301-08002-6	9787301080026
Language, Foreign	Integrated Chinese Level 1 Part 1	887275338
Language, Foreign	Integrated Chinese Level 1 Part 2	088727532X
Language, Foreign	Integrated Chinese Level 2 Part 1	9780887276804
Language, Foreign	Integrated Chinese Level 2 Part 2	9780887276897
Language, Foreign	Le Petit Prince	156013983
Language, Foreign	Signing Naturally Level 3	9781581211351
Language, Foreign	Signing Naturally Level Units 1-6	9781581212105
Language, Foreign	Signing Naturally Level Units 7-12	9781581212211
Language, Foreign	Spanish 1 Descubre Level 1 Paper only	9781680043198
Language, Foreign	Spanish 1 Descubre Level 1 SuperSite Premium Bundle, 6year License	9781680045383
Language, Foreign	Spanish 2 Descubre Level 2 Paper only	9781680043228
Language, Foreign	Spanish 2 Descubre Level 2 SuperSite Premium Bundle, 6year License	9781680046830
Language, Foreign	Spanish 3 Descubre Level 3 Paper only	9781680043235
Language, Foreign	Spanish 3 Descubre Level 3 SuperSite Premium Bundle, 6year License	9781680047349
Language, Foreign	Spanish IV – Cassette Gil Blas De Santillana Product #71047	
Language, Foreign	Spanish IV – Cassette Lazarillo DeCormes Product #73031	
Language, Foreign	Spanish IV – Cassette Product #70717	
Language, Foreign	Spanish IV – Das Novelas Picarescas Product #73031	
Language, Foreign	Spanish IV – Don Quijote De La Mancha Product #71705	
Language, Foreign	Spanish IV En Contacto – 1992c	
Language, Foreign	Spanish IV – Graded Spanish Reader	669043818
Language, Foreign	Spanish IV – La Gitanilla Cassette Product #72648	
Language, Foreign	Spanish IV – La Gitanilla Product #73671	
Language, Foreign	Spanish IV – Literatura Moderna Hisanica 1988c	
Mathematics	Accounting I & II – Century 21 Accounting General Journal Cengage Learning 2009c	538447567
Mathematics	Advanced Mathematical Concepts	78682274
Mathematics	Algebra I	76639231
Mathematics	Algebra I 8year epack bundle	21318034
Mathematics	Algebra I Paper only	9780076639236
Mathematics	Algebra II	76639908
Mathematics	Algebra II 8year epack bundle	21304815
Mathematics	Algebra II Paper only	9780076639908
Mathematics	Business Math	9780538448734
Mathematics	Calculus Early Transcendentals	9780471482383
Mathematics	Calculus AP Calculus of Single Variable, Early Transcendental Functions, 6th Edition Paper only	9781285775913
Mathematics	Calculus AP Calculus of Single Variable, Early Transcendental Functions, AP 6th Edition epack	9781305335066
Mathematics	Calculus of a Single Variable, Early Transcendental Functions, AP 6th Edition	9781305335066
Mathematics	Calculus of Single Variable	1285060334
Mathematics	Financial Math Business Math, 17th Edition Cengage Learning	538448733
Mathematics	Finite Math – Finite Mathematics: An Applied Approach 11th Edition Sullivan	9780470458273
Mathematics	Finite Math – Finite Mathematics: An Applied Approach 11Th Edition Sullivan Student Solution Manual	9780470458280
Mathematics	Finite Mathematics An Applied Approach	471328995
Mathematics	Foundations in Personal Finance	9781936948123
Mathematics	Geometry Common Core ebook bundle with 8year license	21454779
Mathematics	Geometry Common Core Paper only	76639290
Mathematics	Geometry Concepts and Applications	78618215
Mathematics	Pacemaker Algebra I	130236381
Mathematics	Pacemaker Economics	130236136
Mathematics	Pacemaker Geometry	130238376
Mathematics	PreCalculus With Limits: A Graphing Approach 6th Edition	9781305335363
Mathematics	Precalculus With Limits	061839480X
Mathematics	Precalculus with Limits, 6th Edition epack	9781305335363
Mathematics	Precalculus with Limits, 6th Edition Paper only	9781111427641
Mathematics	Statistics CP Understanding Basic Statistics 6th Edition by Brase/Brase Student Solution Manual	1111990107
Mathematics	Statistics CP Understanding Basic Statistics 6th Edition by Brase/Brase	1111827028
Mathematics	Understanding Basic Statistics AP	618333592
Mathematics	Understanding Basic Statistics	9781111827021
Science	Active Chemistry - It's About Time Herff Jones	9781585914517
Science	Biology McGrawHill Education 12th edition	9780078024269
Science	Biology CP Biology 2007; Glencoe McGraw Hill 2007c	78695104
Science	Biology, 12th Edition ebook bundle	9780078024269
Science	Biology, 12th Edition Paper only	9780076739936
Science	Chemistry AP The Central Science 10th Edition; Pearson Prentice Hall 2006c	9780131937192
Science	Chemistry: A Molecular Approach (NASTA Edition), 3rd Edition	9780133099942
Science	Glencoe Chemistry Matters and Change	78772370
Science	Global Science 9Th Grade Earth Science; Holt Rinehart Winston 2007c (0030922070)	30922070
Science	Human Anatomy and Physiology	9780805395693

Science	Inquiry into Life (Bi. H)	72986751
Science	Inquiry Into Life Mader 12th edition Glencoe McGraw Hill 2008c	73309338
Science	Environment: The Science Behind the Stories Plus Mastering Environmental Science with Pearson eText—Access Card Package (Withgott & Laposata)	
Science	Living in the Environment (Miller)	495015989
Science	Pacemaker Biology	130240443
Science	Physics Principles with applications 6th edition; Pearson Prentice Hall (Giancoli) 2005c	131846612
Science	Zumdahl Introductory Chemistry: A Foundation, 5th Ed; McDougal Littell 2004c	618304991
Science	Spiral Bound 100 set SLN (Lab Notebooks)	9781930882744
Visual & Performing Arts	Architecture: Drafting and Design	70283184
Visual & Performing Arts	Electronic Commerce	9780538469241
Visual & Performing Arts	Experience Clay	9781615280308
Visual & Performing Arts	Modern Woodworking	1566376181
Visual & Performing Arts	Technical Theater	1581153449
Visual & Performing Arts	Tonal Harmony	9780073401355

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

**SUBJECT: B.3.b. APPROVE K-12 STRONG WORKFORCE PROGRAM
MEMORANDUM OF UNDERSTANDING WITH VENTURA
COUNTY OF EDUCATION**

ACTION

ISSUE: Shall the Board approve the K-12 Strong Workforce Program Memorandum of Understanding (MOU) with Ventura County Office of Education (VCOE)?

BACKGROUND: Oak Park Unified School District participates as a consortium member in the Strong Workforce Program, the newest iteration of CTE funding. The K-12 Strong Workforce Program is designed to help Local Educational Agencies in creating, improving, and expanding CTE courses. The draft Memorandum of Understanding has been included for the Board's information.

FISCAL IMPACT: This MOU provides \$48,000 in funding directed at CTE Pathways.

BOARD POLICY: Pursuant to Board Policy 6030 Integrated Academic and Vocational Instruction - For assistance in planning, curriculum development and staff training, the district shall call upon parents/guardians, staff, and representatives of business, labor organizations, community agencies, employment training programs and/or institutions of higher education.

GOALS: In support of OPUSD Goal 3g. Increase the number of CTE courses offered and the number of Career Pathway completers.

In support of LCAP Goal 4.6 Continue to develop Career Technical Education (CTE) Pathways.

ALTERNATIVES: 1. Approve the K-12 Strong Workforce Program MOU?
2. Do not approve the K-12 Strong Workforce Program MOU?

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, SEPTEMBER 14, 2021

Approve the K-12 Strong Workforce Program MOU

Page 2

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

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

MEMORANDUM

To: Jay Greenlinger, Ed.D.
Date: August 6, 2021

RE: MOU Agreement between Ventura County Office of Education and
Oak Park Unified School District for K12 Strong Workforce Program, Career
Education.

Enclosed please find two copies of the agreement between Ventura County Office of Education and Oak Park Unified School District

Please do the following:

- Sign both copies.
- Retain one copy for your files.
- Return one signed copy to me.

If you have any questions, please feel free to contact Laurie Arnold or Angel Moreno at 805-437-1426.

Thank you,

Mrs. Angel Moreno,
Administrative Assistant II
Career Education Center-VCOE
465 Horizon Circle • Camarillo, CA 93010
Phone (805) 437-1426
amoreno@vcoe.org



C22-00028

v. 012126

Memorandum of Understanding

***OAK PARK UNIFIED SCHOOL DISTRICT
And
VENTURA COUNTY OFFICE OF EDUCATION***

K12 Strong Workforce Program - July 2021

This service contract sets forth the terms and conditions under which the VENTURA COUNTY OFFICE OF EDUCATION (hereafter referred to as VCOE), serving as the fiscal agent, and OAK PARK UNIFIED SCHOOL DISTRICT serving as the local educational agency (hereafter referred to as LEA District), will work together to meet the deliverables of the **K12 Strong Workforce Program** (hereafter referred to as SWP), a program administered by the California Community Colleges Chancellor's Office (hereafter referred to as CCCCCO).

SWP is a program established by the California legislature as an ongoing statewide funding opportunity. It is designed to support K-12 Local Education Agencies (LEAs) in creating, supporting, and/or expanding Career Technical Education (CTE) courses, course sequences, programs of study, and pathways for students transitioning from secondary education to postsecondary education to living-wage employment.

As a partner in this project the LEA District agrees to meet and adhere to the requirements of the SWP, as outlined below. Further, LEA District agrees to meet and adhere to the obligations of the **STEM PIPELINE TO ENGINEERING & MANUFACTURING** grant work plan, as outlined in this document.

(I) LEA District Responsibilities

The LEA District assumes the following responsibilities:

- Districts shall collect and report Career Technical Education data to the California Department of Education. The statewide tracking systems used includes California Longitudinal Pupil Achievement Data System (CALPADS).
- All SWP expenditures must be coded with goal code of 3800 (CTE) or 6000 (ROP).
- LEA may take a maximum of 4% administrative indirect costs for the term of the grant.
- All funds must be expended by June 30, 2023.
- Funds must be held in separate accounts from other K12 Strong Workforce Program grant funds.
- Identify CTE specific work in the Local Control and Accountability Plan (LCAP).
- Maintain and provide supporting documentation for all expenditures related to grant activities.
- Maintain all records for five years upon completion of the project.
- Solicit prior approval for expenditures in excess of \$5,000. Route approval requests through VCOE for approval. Purchases in excess of \$5,000 that are not approved will be the responsibility of the LEA.
- LEA District must meet the CTE Program Requirements minimum standards for **STEM PIPELINE TO ENGINEERING & MANUFACTURING** LEA District CTE programs.

1. Offer high-quality curriculum and instruction aligned with the California Career Technical Education Model Curriculum Standards, including, but not limited to, providing a coherent sequence of CTE courses that enable pupils to transition to postsecondary education or training programs that lead to a career pathway or attain employment upon graduation from high school.
 2. Provide pupils with quality career exploration and guidance.
 3. Provide pupil services, including, but not limited to, counseling and leadership development.
 4. Provide opportunities for students to participate in afterschool, extended-day, and out-of-school internships, competitions, and other work-based learning opportunities.
 5. Leads to an industry-recognized credential or certificate, appropriate postsecondary training or employment, or a postsecondary degree.
 6. Is staffed by skilled teachers or faculty and provides professional development opportunities for those teachers or faculty members.
 7. Reports data that can be used by policymakers, LEA's, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluation progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.
- Meet reporting requirements, to include:
 - Annual reporting as required by the California Department of Education (CDE). LEA districts shall submit the required end-of-the-year files to California Department of Education by November 1, immediately following the fiscal year for which data are being reported;
 - Sign an MOU with Cal-PASS Plus to facilitate the sharing of data with the Cal-PASS Plus data system (if not already done so); maintain a current MOU with Cal-PASS Plus throughout the life of the term of this contract; and beginning in 2021-2022, upload end-of-year data files, as applicable and required by K12 SWP, into the Cal-PASS Plus system annually by November 1.
 - Report data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluate program in closing equity gaps in program access and completion, and earnings of underserved demographic groups.
 - Participate in grant work plan activities: Provide career exploration activities targeted at grade 7 and grade 8 students. Engage in middle school STEM career exploration through activities in career elective, wheel exploration, science and math classes, and/or extended day activities. With identified funds, provide supplies for middle school career exploration such as filament for additive manufacturing activities and other consumables for project-based STEM activities to include for Robotics team expanded day activities.
 - Participate in grant work plan activities: Target pathways as identified in section **(VI) Work Plan** shall participate in/pathway funding provided for:
 - Collaboration activities between K12 and community college partners, planning time, meetings, program visits to align programs. Substitutes/hourly pay for professional development/ curriculum development/ conferences/ training/ student field trip activities
 - Industry standard equipment and supplies for STEM Pipeline pathway courses to develop knowledge and skills to be successful in target college STEM pipeline programs and/or prepare students for the workforce;
 - Certification opportunities to include as *NIMS Level 1 Measurements, Material, and Safety; IT Fundamentals; Network Security (and/or) Security + ; SP2 Safety Training*; and/or *OSHA 10*;
 - Industry standard software to include AutoCAD, Solidworks, 3D StudioMax
 - Transportation costs associated with field trips to community college programs, career exploration activities such as SeaGlide Competition, and industry sites such as Naval Bridge Fathomwerx.

- Participate in grant work plan activities: High school teachers in funded pathways shall participate in professional development (PD) activities and incorporate curriculum in pathway courses.
 - PD activities on Project Management curriculum
 - PD meetings and activities with community college partners to become familiar with curriculum and program outcomes, for vertical alignment efforts; participate in collaboration activities between K12 and community college partners, planning time, meetings, program visits to align programs.
- Participate in grant work plan activities: Activities may include field trips, student events, CTE data analysis workshops (i.e. VCOE Counselor Corner, Inquiry & Implementation), and additional professional development.
- Participate in grant work plan activities: Funds are provided in support of hourly pay or advisor stipend: **STEM Pipeline Liaison**. Develop community college Program **STEM Pipeline Liaison** at each partner agency high school site with one or more target pathways to support postsecondary transition and completion activities. Liaison shall be an identified person such as a lead pathway teacher, counselor, or college and career center technician, serving as the Point of Contact (POC) for the community college program on the high school site. Liaison shall participate in CATEMA training, support site pathway teachers with CATEMA access and ensuring articulation items are completed for students to receive college credit; promote community college programs on the high school campus to include oversight of marketing materials and resources, liaise with community college representatives to provide guest speaker opportunities at high school and to arrange high school field trips to community college programs.
- Participate in grant work plan activities: Conduct activities to target **STEM Pipeline community college programs** including Moorpark College programs Computer Network Systems Engineering, Engineering, Biomedical Device Manufacturing, and the Mechatronics and Electronics Technician programs currently under development; and Ventura College Manufacturing and Drafting programs.
- Provide program and fiscal information to VCOE in support of SWP program and fiscal reporting requirements, when requested by VCOE. Such program and fiscal information shall be disaggregated specifically for terms of this STEM PIPELINE TO ENGINEERING & MANUFACTURING, SWP grant work plan, separate from other K12 Strong Workforce Program grant funds and activities.
- Expend funds in accordance with Attachment A: *Appendix C: Guidelines, Definitions, and Allowable Expenditures*; and in accordance with the work plan items outlined in this MOU.

(II) VCOE Responsibilities

VCOE assumes the following responsibilities:

- Reporting Requirements: VCOE shall complete program and fiscal reporting requirements related to the SWP.
- Facilitate pre-approval of expenditures in excess of \$5000, upon request of LEA district.
- Provide professional development activities for pathway teachers.
- Provide programmatic guidance and support to carry out the SWP work plan activities.

(III) Term

The term of this MOU is **July 1, 2021 – June 30, 2023**, subject to all terms and conditions set forth herein.

(IV) Funding: Pass Through Funding to Districts

Upon execution of this MOU, in a timely manner VCOE shall release 70% of funding for STEM PIPELINE TO ENGINEERING & MANUFACTURING outlined in section (VI) *Work Plan* below; the remaining 30% of funds shall be released to LEA district upon receipt of full funding from the CCCCCO.

(V) Course Sections

Grant-funded pathway courses shall be provided to complement and complete district pathways and provided to school sites as outlined in section **(VI) *Work Plan*** below. LEA District is responsible for supervision of courses, safe and appropriate facilities, course supplies and equipment, working conditions of teachers, student records, and ensuring the course is a part of the school program, for sections of courses funded by the grant. Teachers of grant-funded sections shall participate in all grant-related professional development activities to ensure the SWP work plans are carried out.

Teachers of grant funded sections may be employed by VCOE or employed by LEA District, as identified in section **(VI) *Work Plan***.

For teachers employed by VCOE:

VCOE shall make all reasonable efforts to fill positions in support of course needs with specified instructor as outlined in section **(IV) *Work Plan***; LEA District shall hold harmless VCOE for inability to provide course instructor as specified. VCOE shall conduct annual evaluation activities for teachers employed by VCOE.

LEA District will provide substitute teachers for all absences of contracted teachers and may invoice VCOE the cost of substitutes, for substitute costs related to sick days and contract-related leaves; LEA District will incur the cost of substitutes for travel, conference, and professional development activities and may use pathway funds in support of these expenses.

For teachers employed by LEA District:

- a. VCOE agrees to pay LEA District the amount equivalent to the staffing cost for the course section, said section not to exceed 180 hours per school year, in two installments. Final invoicing will be the actual cost incurred.
- b. LEA District will provide substitute teachers for all absences of contracted teachers and may include substitute costs in invoicing, for substitute costs related to sick days and contract-related leaves; LEA District will incur the cost of substitutes for travel, conference, and professional development activities and may use pathway funds in support of these expenses.
- c. LEA District reserves the right to amend course day/time as outlined on Attachment B with an equivalent course day/time; courses shall not exceed 180 hours per school year, and/or shall not exceed 20% of a standard FTE teaching assignment.
- d. VCOE will reimburse LEA District for services provided. LEA District may invoice semi-annually, a mid-year estimate and end of year actual; or, may elect to invoice at the end of the year after all actual costs are calculated.
- e. LEA District and VCOE each participate in the Ventura County School Self-Funding Authority (VCSSFA), and therefore collectively self-insure for workers' compensation, general liability, and property coverage under the VCSSFA self-insurance programs.

(VI) Work Plan: STEM PIPELINE TO ENGINEERING & MANUFACTURING

Grant funds are provided for grant activities. Funds shall be expended in accordance with work plan details described herein.

Pass Through Funding to Districts

H.S. Pathways	M.S. Career Exploration	STEM Night	Community College Program STEM Pipeline Liaison	MS Girls	Total
\$33,000.00	\$7,500.00	\$5,000.00	\$2,500.00	\$0.00	\$48,000.00

1. High School Pathways: Funds shall be expended for:
 - **(1000/3000)** Collaboration activities between K12 and community college partners, planning time, meetings, program visits to align programs. Substitutes/hourly pay for professional development/ curriculum development/ conferences/ training/ student field trip activities;
 - **(4000)** Industry standard equipment/supplies for STEM Pipeline pathway courses to develop knowledge and skills to be successful in target college STEM pipeline programs and/or prepare students for workforce;
 - **(5000)** Certification opportunities to include as *NIMS Level 1 Measurements, Material, and Safety; IT Fundamentals; Network Security (and/or) Security + ; SP2 Safety Training*; and/or *OSHA 10*;
 - **(5000)** Industry standard software to include AutoCAD, Solidworks, 3D StudioMax
 - **(5000)** Transportation costs associated with field trips to community college programs, career exploration activities such as SeaGlide Competition, and industry sites such as Naval Bridge Fathomwerx.
2. Middle School Career Exploration: Funds shall be expended to engage in middle school STEM career exploration through activities in career elective, wheel exploration, science and math classes, and/or extended day activities. Provide supplies for middle school career exploration such as filament for additive manufacturing activities and other consumables for project-based STEM activities to include for Robotics team expanded day activities.
3. STEM Night: Plan and execute STEM Night at high school sites, to include planning time for pathway teachers, supplies for engagement activities, marketing materials, interpreters and marketing material in Spanish for Spanish-speaking families, to engage middle school students and their families.
4. Community College Program STEM Pipeline Liaison: A liaison shall be assigned at each partner high school with one or more target pathways, by LEA District, to support postsecondary transition and completion activities. This shall be an identified person such as a lead pathway teacher, counselor, or college and career center technician, serving as the Point of Contact (POC) for the community college program on the high school site. Liaison shall participate in CATEMA training, support site pathway teachers with CATEMA access and ensuring articulation items are completed for students to receive college credit; promote community college programs on the high school campus to include oversight of marketing materials and resources, liaise with community college representatives to provide guest speaker opportunities at high school and to arrange high school field trips to community college programs.

(VII) Termination due to Cessation of State Funding

VCOE shall have the right to terminate this Contract upon three (3) days written notice in the event that the receipt by VCOE of funds from the State government for this program is reduced, suspended or eliminated for any reason. The LEA District hereby expressly waives any and all claims against VCOE for damages arising from the termination, suspension or reduction of the funds provided by the State government to VCOE for the program under which this Service Contract is made, or of the portion thereby delegated by this Service Contract.

(VIII) Indemnification and Hold Harmless

VCOE and LEA District each recognizes and accepts that the other party is a public agency and is self-insured for workers' compensation coverage. VCOE and LEA District each participate in the Ventura County Schools Self-Funding Authority (VCSSFA), and therefore collectively self-insure for general liability, and property coverage under the VCSSFA self-insurance programs.

VCOE and LEA District each participate in the VCSSFA, and therefore collectively indemnify and defend the other for general liability coverage under the VCSSFA self-insurance program.

(IX) Notices

Any amendments or changes to this service contract should be submitted in writing and addressed to the following:

TO VCOE:

LISA CLINE
EXECUTIVE DIRECTOR, INTERNAL BUSINESS SERVICES
VENTURA COUNTY OFFICE OF EDUCATION
5189 VERDUGO WAY
CAMARILLO, CA 93010
(805) 383-1942

TO OPUSD:

JEFF DAVIS, ED.D.
SUPERINTENDENT
OAK PARK UNIFIED SCHOOL DISTRICT
5801 CONIFER STREET
OAK PARK, CA 91377
(818) 735-3200

Either party may, by giving written notice in accordance with this paragraph, change the names or addresses of the persons or departments designated for receipt of future notices. When addressed in accordance with this paragraph and deposited in the United States mail, postage prepaid, notices will be deemed given on the third day following such deposit in the United States mail. In all other instances, notices will be deemed given at the time of actual delivery.

Compliance with Laws

Each party to this contract will comply with all applicable laws.

Construction of Covenants and Conditions

Each term and each provision of this contract will be construed to be both a covenant and a condition.

CONTACT PAGE

VCOE

PROJECT DIRECTOR

Laurel Arnold
Executive Director, Career Education
465 Horizon Circle
Camarillo, CA 93010
Phone: (805) 437-1421
Email: larnold@vcoe.org

BUSINESS OFFICE

Cynthia Bridges
Assistant Director, Budget & Accounting
5189 Verdugo Way
Camarillo, CA 93012
Phone: (805) 383-1933
Email: cbridges@vcoe.org

IN WITNESS WHERE OF the parties hereto have executed this Contract.

SIGNATURES

Jeff Davis, Ed.D., Superintendent
OAK PARK UNIFIED SCHOOL DISTRICT

Date

Lisa Cline

Lisa Cline, Executive Director, Internal Business Services
VENTURA COUNTY OFFICE OF EDUCATION

8-4-21

Date

N/A

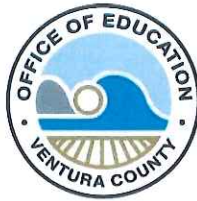
Dr. César Morales, Superintendent
VENTURA COUNTY OFFICE OF EDUCATION

Date

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ENCUMBERED

08042021 de



Memorandum of Understanding

***OAK PARK UNIFIED SCHOOL DISTRICT
And
VENTURA COUNTY OFFICE OF EDUCATION***

K12 Strong Workforce Program - July 2021

This service contract sets forth the terms and conditions under which the VENTURA COUNTY OFFICE OF EDUCATION (hereafter referred to as VCOE), serving as the fiscal agent, and OAK PARK UNIFIED SCHOOL DISTRICT serving as the local educational agency (hereafter referred to as LEA District), will work together to meet the deliverables of the **K12 Strong Workforce Program** (hereafter referred to as **SWP**), a program administered by the California Community Colleges Chancellor's Office (hereafter referred to as CCCCO).

SWP is a program established by the California legislature as an ongoing statewide funding opportunity. It is designed to support K-12 Local Education Agencies (LEAs) in creating, supporting, and/or expanding Career Technical Education (CTE) courses, course sequences, programs of study, and pathways for students transitioning from secondary education to postsecondary education to living-wage employment.

As a partner in this project the LEA District agrees to meet and adhere to the requirements of the SWP, as outlined below. Further, LEA District agrees to meet and adhere to the obligations of the **STEM PIPELINE TO ENGINEERING & MANUFACTURING** grant work plan, as outlined in this document.

(I) LEA District Responsibilities

The LEA District assumes the following responsibilities:

- Districts shall collect and report Career Technical Education data to the California Department of Education. The statewide tracking systems used includes California Longitudinal Pupil Achievement Data System (CALPADS).
- All SWP expenditures must be coded with goal code of 3800 (CTE) or 6000 (ROP).
- LEA may take a maximum of 4% administrative indirect costs for the term of the grant.
- All funds must be expended by June 30, 2023.
- Funds must be held in separate accounts from other K12 Strong Workforce Program grant funds.
- Identify CTE specific work in the Local Control and Accountability Plan (LCAP).
- Maintain and provide supporting documentation for all expenditures related to grant activities.
- Maintain all records for five years upon completion of the project.
- Solicit prior approval for expenditures in excess of \$5,000. Route approval requests through VCOE for approval. Purchases in excess of \$5,000 that are not approved will be the responsibility of the LEA.
- LEA District must meet the CTE Program Requirements minimum standards for **STEM PIPELINE TO ENGINEERING & MANUFACTURING** LEA District CTE programs.

1. Offer high-quality curriculum and instruction aligned with the California Career Technical Education Model Curriculum Standards, including, but not limited to, providing a coherent sequence of CTE courses that enable pupils to transition to postsecondary education or training programs that lead to a career pathway or attain employment upon graduation from high school.
 2. Provide pupils with quality career exploration and guidance.
 3. Provide pupil services, including, but not limited to, counseling and leadership development.
 4. Provide opportunities for students to participate in afterschool, extended-day, and out-of-school internships, competitions, and other work-based learning opportunities.
 5. Leads to an industry-recognized credential or certificate, appropriate postsecondary training or employment, or a postsecondary degree.
 6. Is staffed by skilled teachers or faculty and provides professional development opportunities for those teachers or faculty members.
 7. Reports data that can be used by policymakers, LEA's, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluation progress in closing equity gaps in program access and completion, and earnings of underserved demographic groups.
- Meet reporting requirements, to include:
 - Annual reporting as required by the California Department of Education (CDE). LEA districts shall submit the required end-of-the-year files to California Department of Education by November 1, immediately following the fiscal year for which data are being reported;
 - Sign an MOU with Cal-PASS Plus to facilitate the sharing of data with the Cal-PASS Plus data system (if not already done so); maintain a current MOU with Cal-PASS Plus throughout the life of the term of this contract; and beginning in 2021-2022, upload end-of-year data files, as applicable and required by K12 SWP, into the Cal-PASS Plus system annually by November 1.
 - Report data that can be used by policymakers, LEAs, community college districts, and their regional partners to support and evaluate the program, including, to the extent possible, demographic data used to evaluate program in closing equity gaps in program access and completion, and earnings of underserved demographic groups.
 - Participate in grant work plan activities: Provide career exploration activities targeted at grade 7 and grade 8 students. Engage in middle school STEM career exploration through activities in career elective, wheel exploration, science and math classes, and/or extended day activities. With identified funds, provide supplies for middle school career exploration such as filament for additive manufacturing activities and other consumables for project-based STEM activities to include for Robotics team expanded day activities.
 - Participate in grant work plan activities: Target pathways as identified in section (VI) **Work Plan** shall participate in/pathway funding provided for:
 - Collaboration activities between K12 and community college partners, planning time, meetings, program visits to align programs. Substitutes/hourly pay for professional development/ curriculum development/ conferences/ training/ student field trip activities
 - Industry standard equipment and supplies for STEM Pipeline pathway courses to develop knowledge and skills to be successful in target college STEM pipeline programs and/or prepare students for the workforce;
 - Certification opportunities to include as *NIMS Level 1 Measurements, Material, and Safety; IT Fundamentals; Network Security (and/or) Security + ; SP2 Safety Training*; and/or *OSHA 10*;
 - Industry standard software to include AutoCAD, Solidworks, 3D StudioMax
 - Transportation costs associated with field trips to community college programs, career exploration activities such as SeaGlide Competition, and industry sites such as Naval Bridge Fathomwerx.

- Participate in grant work plan activities: High school teachers in funded pathways shall participate in professional development (PD) activities and incorporate curriculum in pathway courses.
 - PD activities on Project Management curriculum
 - PD meetings and activities with community college partners to become familiar with curriculum and program outcomes, for vertical alignment efforts; participate in collaboration activities between K12 and community college partners, planning time, meetings, program visits to align programs.
- Participate in grant work plan activities: Activities may include field trips, student events, CTE data analysis workshops (i.e. VCOE Counselor Corner, Inquiry & Implementation), and additional professional development.
- Participate in grant work plan activities: Funds are provided in support of hourly pay or advisor stipend: **STEM Pipeline Liaison.** Develop community college Program **STEM Pipeline Liaison** at each partner agency high school site with one or more target pathways to support postsecondary transition and completion activities. Liaison shall be an identified person such as a lead pathway teacher, counselor, or college and career center technician, serving as the Point of Contact (POC) for the community college program on the high school site. Liaison shall participate in CATEMA training, support site pathway teachers with CATEMA access and ensuring articulation items are completed for students to receive college credit; promote community college programs on the high school campus to include oversight of marketing materials and resources, liaise with community college representatives to provide guest speaker opportunities at high school and to arrange high school field trips to community college programs.
- Participate in grant work plan activities: Conduct activities to target **STEM Pipeline community college programs** including Moorpark College programs Computer Network Systems Engineering, Engineering, Biomedical Device Manufacturing, and the Mechatronics and Electronics Technician programs currently under development; and Ventura College Manufacturing and Drafting programs.
- Provide program and fiscal information to VCOE in support of SWP program and fiscal reporting requirements, when requested by VCOE. Such program and fiscal information shall be disaggregated specifically for terms of this STEM PIPELINE TO ENGINEERING & MANUFACTURING, SWP grant work plan, separate from other K12 Strong Workforce Program grant funds and activities.
- Expend funds in accordance with Attachment A: *Appendix C: Guidelines, Definitions, and Allowable Expenditures*; and in accordance with the work plan items outlined in this MOU.

(II) VCOE Responsibilities

VCOE assumes the following responsibilities:

- Reporting Requirements: VCOE shall complete program and fiscal reporting requirements related to the SWP.
- Facilitate pre-approval of expenditures in excess of \$5000, upon request of LEA district.
- Provide professional development activities for pathway teachers.
- Provide programmatic guidance and support to carry out the SWP work plan activities.

(III) Term

The term of this MOU is **July 1, 2021 – June 30, 2023**, subject to all terms and conditions set forth herein.

(IV) Funding: Pass Through Funding to Districts

Upon execution of this MOU, in a timely manner VCOE shall release 70% of funding for STEM PIPELINE TO ENGINEERING & MANUFACTURING outlined in section **(VI) Work Plan** below; the remaining 30% of funds shall be released to LEA district upon receipt of full funding from the CCCCCO.

(V) Course Sections

Grant-funded pathway courses shall be provided to complement and complete district pathways and provided to school sites as outlined in section **(VI) *Work Plan*** below. LEA District is responsible for supervision of courses, safe and appropriate facilities, course supplies and equipment, working conditions of teachers, student records, and ensuring the course is a part of the school program, for sections of courses funded by the grant. Teachers of grant-funded sections shall participate in all grant-related professional development activities to ensure the SWP work plans are carried out.

Teachers of grant funded sections may be employed by VCOE or employed by LEA District, as identified in section **(VI) *Work Plan***.

For teachers employed by VCOE:

VCOE shall make all reasonable efforts to fill positions in support of course needs with specified instructor as outlined in section **(IV) *Work Plan***; LEA District shall hold harmless VCOE for inability to provide course instructor as specified. VCOE shall conduct annual evaluation activities for teachers employed by VCOE.

LEA District will provide substitute teachers for all absences of contracted teachers and may invoice VCOE the cost of substitutes, for substitute costs related to sick days and contract-related leaves; LEA District will incur the cost of substitutes for travel, conference, and professional development activities and may use pathway funds in support of these expenses.

For teachers employed by LEA District:

- a. VCOE agrees to pay LEA District the amount equivalent to the staffing cost for the course section, said section not to exceed 180 hours per school year, in two installments. Final invoicing will be the actual cost incurred.
- b. LEA District will provide substitute teachers for all absences of contracted teachers and may include substitute costs in invoicing, for substitute costs related to sick days and contract-related leaves; LEA District will incur the cost of substitutes for travel, conference, and professional development activities and may use pathway funds in support of these expenses.
- c. LEA District reserves the right to amend course day/time as outlined on Attachment B with an equivalent course day/time; courses shall not exceed 180 hours per school year, and/or shall not exceed 20% of a standard FTE teaching assignment.
- d. VCOE will reimburse LEA District for services provided. LEA District may invoice semi-annually, a mid-year estimate and end of year actual; or, may elect to invoice at the end of the year after all actual costs are calculated.
- e. LEA District and VCOE each participate in the Ventura County School Self-Funding Authority (VCSSFA), and therefore collectively self-insure for workers' compensation, general liability, and property coverage under the VCSSFA self-insurance programs.

(VI) Work Plan: STEM PIPELINE TO ENGINEERING & MANUFACTURING

Grant funds are provided for grant activities. Funds shall be expended in accordance with work plan details described herein.

Pass Through Funding to Districts

H.S. Pathways	M.S. Career Exploration	STEM Night	Community College Program STEM Pipeline Liaison	MS Girls	Total
\$33,000.00	\$7,500.00	\$5,000.00	\$2,500.00	\$0.00	\$48,000.00

1. High School Pathways: Funds shall be expended for:
 - **(1000/3000)** Collaboration activities between K12 and community college partners, planning time, meetings, program visits to align programs. Substitutes/hourly pay for professional development/ curriculum development/ conferences/ training/ student field trip activities;
 - **(4000)** Industry standard equipment/supplies for STEM Pipeline pathway courses to develop knowledge and skills to be successful in target college STEM pipeline programs and/or prepare students for workforce;
 - **(5000)** Certification opportunities to include as *NIMS Level 1 Measurements, Material, and Safety; IT Fundamentals; Network Security (and/or) Security + ; SP2 Safety Training*; and/or *OSHA 10*;
 - **(5000)** Industry standard software to include AutoCAD, Solidworks, 3D StudioMax
 - **(5000)** Transportation costs associated with field trips to community college programs, career exploration activities such as SeaGlide Competition, and industry sites such as Naval Bridge Fathomwerx.
2. Middle School Career Exploration: Funds shall be expended to engage in middle school STEM career exploration through activities in career elective, wheel exploration, science and math classes, and/or extended day activities. Provide supplies for middle school career exploration such as filament for additive manufacturing activities and other consumables for project-based STEM activities to include for Robotics team expanded day activities.
3. STEM Night: Plan and execute STEM Night at high school sites, to include planning time for pathway teachers, supplies for engagement activities, marketing materials, interpreters and marketing material in Spanish for Spanish-speaking families, to engage middle school students and their families.
4. Community College Program STEM Pipeline Liaison: A liaison shall be assigned at each partner high school with one or more target pathways, by LEA District, to support postsecondary transition and completion activities. This shall be an identified person such as a lead pathway teacher, counselor, or college and career center technician, serving as the Point of Contact (POC) for the community college program on the high school site. Liaison shall participate in CATEMA training, support site pathway teachers with CATEMA access and ensuring articulation items are completed for students to receive college credit; promote community college programs on the high school campus to include oversight of marketing materials and resources, liaise with community college representatives to provide guest speaker opportunities at high school and to arrange high school field trips to community college programs.

(VII) Termination due to Cessation of State Funding

VCOE shall have the right to terminate this Contract upon three (3) days written notice in the event that the receipt by VCOE of funds from the State government for this program is reduced, suspended or eliminated for any reason. The LEA District hereby expressly waives any and all claims against VCOE for damages arising from the termination, suspension or reduction of the funds provided by the State government to VCOE for the program under which this Service Contract is made, or of the portion thereby delegated by this Service Contract.

(VIII) Indemnification and Hold Harmless

VCOE and LEA District each recognizes and accepts that the other party is a public agency and is self-insured for workers' compensation coverage. VCOE and LEA District each participate in the Ventura County Schools Self-Funding Authority (VCSSFA), and therefore collectively self-insure for general liability, and property coverage under the VCSSFA self-insurance programs.

VCOE and LEA District each participate in the VCSSFA, and therefore collectively indemnify and defend the other for general liability coverage under the VCSSFA self-insurance program.

(IX) Notices

Any amendments or changes to this service contract should be submitted in writing and addressed to the following:

TO VCOE:

LISA CLINE
EXECUTIVE DIRECTOR, INTERNAL BUSINESS SERVICES
VENTURA COUNTY OFFICE OF EDUCATION
5189 VERDUGO WAY
CAMARILLO, CA 93010
(805) 383-1942

TO OPUSD:

JEFF DAVIS, ED.D.
SUPERINTENDENT
OAK PARK UNIFIED SCHOOL DISTRICT
5801 CONIFER STREET
OAK PARK, CA 91377
(818) 735-3200

Either party may, by giving written notice in accordance with this paragraph, change the names or addresses of the persons or departments designated for receipt of future notices. When addressed in accordance with this paragraph and deposited in the United States mail, postage prepaid, notices will be deemed given on the third day following such deposit in the United States mail. In all other instances, notices will be deemed given at the time of actual delivery.

Compliance with Laws

Each party to this contract will comply with all applicable laws.

Construction of Covenants and Conditions

Each term and each provision of this contract will be construed to be both a covenant and a condition.

CONTACT PAGE

VCOE

PROJECT DIRECTOR

Laurel Arnold
Executive Director, Career Education
465 Horizon Circle
Camarillo, CA 93010
Phone: (805) 437-1421
Email: larnold@vcoe.org

BUSINESS OFFICE

Cynthia Bridges
Assistant Director, Budget & Accounting
5189 Verdugo Way
Camarillo, CA 93012
Phone: (805) 383-1933
Email: cbridges@vcoe.org

IN WITNESS WHERE OF the parties hereto have executed this Contract.

SIGNATURES

Jeff Davis, Ed.D., Superintendent
OAK PARK UNIFIED SCHOOL DISTRICT

Date

Lisa Cline

8-4-21

Lisa Cline, Executive Director, Internal Business Services
VENTURA COUNTY OFFICE OF EDUCATION

Date

N/A

Dr. César Morales, Superintendent
VENTURA COUNTY OFFICE OF EDUCATION

Date

010-5100-6388-0-3800-1000-000-320-1935-0

ENCUMBERED

08042021 *de*

\$48,000 ⁸⁰_____

Appendix C: Guidelines, Definitions, and Allowable Expenditures

Guidelines, Definitions, and Allowable Expenditures

Determining if a Cost is Allowable

All allowable costs must meet three primary criteria: (1) Substantiate that the cost was necessary and reasonable for proper and effective administration of the allocations; (2) The cost must be allocable to the funding source activities; and (3) The cost must not be a general expense required to carry out the fiscal agent's overall responsibilities (not supplanting). However, even if the costs meet the prior three criteria, the costs must be approved within the statement of work/budget of the individual fiscal agent; otherwise, they are not allowable within that year without changes to the statement of work/budget. In addition, the Regional Consortium has the discretion to impose special conditions beyond the funding source that would also determine allowability of cost.

While the proposed cost is allowable under the funding source, is it also *reasonable*?

A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances pre-vailing at the time the decision was made to incur the cost.

Systems that can guide this definition are necessary for the performance of the grant; following sound business practices (procurement processes, follow state and local laws, follow the terms of the grant); use of fair market prices; acting with prudence under the circumstances; and having no significant deviation from established prices.

What are the guidelines of *allocable*?

Allocable is defined by the dictionary as capable of being allocated or assigned. A cost is considered allocable to a particular funding source/program to the extent it actually benefits the objectives of that program. You can only charge in proportion to the value received by the funding source/program. An example would be that a Project Director works 80% on the funded program (only 80% of the salary and benefits can be charged in the grant application). Beyond this definition, allocable also means that the cost must be related to the statement of work/budget that have been approved by the Consortium.

What is *supplanting*?

Strong Workforce K12 funds must supplement and not supplant state or local funds. Funding may not result in a decrease in state or local funding that would have been available to conduct the activity had these funds not been received. Strong Workforce K12 funds may not free up state or local dollars for other purposes but should create or augment programs to an extent not possible without Strong Workforce K12 dollars. You must be able to demonstrate that Strong Workforce K12 funds are added to the amount of state and local funds that would, in absence of Strong Workforce K12 funds, be made available for uses specified in your plan. Allocation recipients and sub-recipients must use grant funds to provide extra goods, services, materials, staff coordination positions, etc. that would not otherwise be purchased with state, local, or other non-Strong Workforce K12 funds.

Allowable General Costs

There are permissible activities within K12 Strong Workforce Program funds. In addition, there are criteria for what can be funded while doing those activities. The following table is a synopsis of rules to determining allowability of costs.

Allowable	Allowable with Prior Approval	Unallowable
		Advertising and Public Relations
		Alcoholic Beverages

Allowable	Allowable with Prior Approval	Unallowable
		Alumni Activities
		Audit Costs
		Bad Debts
		Commencement and Convocation Costs
	Communication Costs (telephone, telegrams, postage, messenger)	
Compensation for Personnel Services (salary, wages, fringe benefits)		
		Contingencies
		Contributions or Donations Given or Paid Out (cash, property, services)
		Entertainment Costs ¹
Equipment ² (low value assets with a value greater than \$250 - \$4,999)		Equipment ²
		Fines and Penalties ³
		Fundraising and Investment Costs
		Gifts of Public Funds are never allowed (memorabilia, honoraria, gifts, souvenirs, etc.) ⁴
		Goods & Services for Personal Use
		Improvements ⁵
Indirect or Administrative Expenditures (rate approved by the Chancellor's Office)		
		Lobbying

Allowable	Allowable with Prior Approval	Unallowable
		Losses on Other Sponsored Agreements or Contracts
Materials & Supply Costs (only those actually used for performance of sponsored agreement)	-	-
Meetings and Conferences ⁶	-	-
	Memberships ⁷	-
Professional and Consultant Services	-	-
		Proposal Costs
Publication and Printing Costs (printing and publication costs related only to funded project activities)	-	-
Maintenance & Repair Costs ⁸ (keeping in efficient operating condition)	-	Maintenance & Repair Costs ⁸ (construction, remodeling, increasing value)
-	-	Student Expenses, Activities or Direct Services
-	-	Selling and Marketing ⁹
Travel ¹⁰	Out-of-State Travel ¹⁰	Out-of-Country Travel ¹⁰

¹ **Entertainment Costs:** Costs of entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) are unallowable.

² **Equipment:** For the purposes of the K-12 SWP, equipment includes low value assets of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost that equals or exceeds the lesser of the capitalization level established by the institution for financial statement purpose. Equipment with a value higher \$5,000 must obtain prior approval before purchase from the Regional Consortia. Any equipment requested within the K12 SWP grant will be closely scrutinized to determine purchases meet the intent of the funding and show long-term sustainability.

General Purpose Equipment – General purpose equipment furnishings, modular offices, telephone, networks, information technology equipment systems, air conditioning equipment,

reproduction and printing equipment, motor vehicles, etc. are unallowable unless the awarding agency approves them in advance.

³ Fines and Penalties: Costs resulting from violations of, or failure of the institution to comply with, Federal, State, and local or foreign laws and regulations are unallowable, except when incurred as a result of compliance with specific provisions of the sponsored agreement, or instructions in writing from the authorized official of the sponsoring agency authorizing in advance such payments.

⁴ Gifts of Public Funds: If it looks like a gift, it is. You are not allowed to purchase pencils, pens, mouse pads, t-shirts, etc. and give them out (under the marketing banner). This would still be considered a gift of public funds. Awards and honorarium would also be considered a gift of public funds and not allowed.

⁵ Improvements: Improvements for land, buildings, or equipment that materially increases their value or useful life are unallowable as a direct cost.

⁶ Meetings and Conferences: Costs of meetings and conferences, the primary purpose of which is the dissemination of technical information, are allowable. This includes costs of meals, transportation, rental of facilities, and other items incidental to such meetings or conferences. Be aware not to cross over into entertainment costs. Must obtain prior approval from the Regional Consortium.

NOTE: Food is only allowed at meetings that require a working breakfast, lunch, or dinner and disseminate technical information to participants. The meeting must have an agenda that shows a working meal; must have a sign-in sheet for participants; and cannot go over the fiscal agent's per diem guidelines for food purchases.

⁷ Memberships: Only institutional memberships are allowed (not individual memberships). If the K12 SWP applicant requests any (institutional) membership costs, the application must justify why the statement of work cannot be accomplished without paying for such membership(s). Grantee must demonstrate how they will sustain the membership beyond the term of the grant. Business, technical, and professional organization or periodical memberships are allowed. Civic or community, or country club or social or dining club memberships are not allowed.

⁸ Maintenance and Repairs: Activities such as construction and remodeling, which increase the value of an asset or appreciably extend its useful life, are not allowed unless authorized by the funding source. Maintenance of equipment that neither adds to the permanent value of the property nor appreciably prolongs its intended life, but keeps it in an efficient operating condition, is allowable.

⁹ Selling and Marketing: Cost of selling and marketing any products or services of the institution are unallowable.

¹⁰ Travel: Only travel necessary for the project is allowed. Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business for the grant. Such costs will be based on the fiscal agent's per diem rates. These costs shall be considered reasonable and allowable only to the extent such costs do not exceed charges normally allowed by the institution in its regular operations as the result of the institution's written travel policy.

OUT-OF-STATE TRAVEL: Out-of-state travel will be closely scrutinized and must be disclosed in the Budget summary. After the application is fully executed, any further out-of-state travel requires prior approval of the Regional Consortia by submitting the necessary (as determined by the Regional Consortia) documentation for approval. The Regional Consortium reserve the right to limit out-of-state travel.

OUT-OF-COUNTRY TRAVEL: Out-of-country travel will not be allowable via this funding source.

Cost must be necessary, reasonable, allocable, and not supplanting, and any additional cost restrictions listed in the RFA would supersede allowable costs within this summary.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: B.3.c. QUARTERLY REPORT ON NUMBER OF STUDENTS EARNING A D/F GRADE AT SECONDARY SCHOOLS AND AB 104

INFORMATION/DISCUSSION

ISSUE: Shall the Board receive a quarterly report on the number of students earning a D/F Grade in Secondary Schools and AB 104?

BACKGROUND: In the 2020-21 school year, the Curriculum and Instruction department led the collection and analysis of D/F grades at Medea Creek Middle School and Oak Park High School. The Board will receive information on strategies implemented to support students who have earned D/F grades, or who may be at risk of earning D/F grades. Assembly Bill (AB) 104 provides options for students and parents/guardians to address learning recovery needs. Opportunity to Change Grades to Pass No/Pass, students who were enrolled in high school during the 2020-21 school year may apply to have one or more letter grades replaced with a Pass/No Pass grade.

FISCAL IMPACT: None

BOARD POLICY: Pursuant to BP 5121 Grades/Evaluation of Student Achievement - The Governing Board believes that grades serve a valuable instructional purpose by helping students and parents/guardians understand performance expectations and identifying the student's areas of strength and those areas needing improvement.

GOAL: In support of OPUSD Goal 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.

LCAP Action 1.6- Continue the development of Multi-Tiered Systems of Support at all grade levels.

LCAP Action 1.19 Monitor D/F lists at MCMS and OPHS

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

Respectfully submitted,

Jeff Davis Ed.D.,
Superintendent

Student Grades & AB 104 Update

Dr. Jay Greenlinger, Director of Curriculum and Instruction
Ellen Chevalier, Coordinator of Instructional Programs

September 14, 2021



AB 104 Update



- 22 students total = 46 total marks changed

6	5	11
10th Grade	11th Grade	12th Grade



- No marks change requests
- (4) 5th-year seniors opted to graduate under the state graduation requirements
- 1 student retained in 10th grade



OPHS Marks Changed to Pass - 33

Math - 10	Science - 13	History/ Social Science - 3	Other Departments - 7
Algebra 1A (CP) S1 - 1 Algebra 1A (CP) S2 - 2	Foundations of Science-C (CP) S1 - 2 Foundations of Science-C (CP) S2 - 1 Foundations of Science-P (CP) SS1 - 1	Health (CP) - 2	Computer Programming (CP) S2 - 1
Geometry (CP) S1 - 2 Geometry (CP) S2 - 2 Geometry (CP) SS2 - 1	Biology (CP) S1 - 1 Biology (CP) S2 - 1	World Geography (CP) S2 - 1	Digital Electronics (H) S1 - 1 Digital Electronics (H) S2 - 2
Algebra II (CP) S2 - 1	Chemistry (CP) S1 - 1 Chemistry (CP) S2 - 2 Chemistry (H) S2 - 2 AP Chemistry S1 - 2		Video Production I/II (CP) - 1
Math Analysis (CP) S2 - 1			PE 9 Fall - 1 PE 9 Spring - 1



OPHS Marks Changed to No Pass - 13

Math & Science	English	History/ Social Science	Other Departments
Geometry (CP) S2 - 2	English I (CP) S1 - 1 English I (CP) S2 - 1	World Geography (CP) S2 - 1	ROP Game Design (CP) S2 - 1
Foundations of Science-P (CP) S1 - 1 Foundations of Science-C (CP) S2 - 1	English III (CP) S2 - 1	US History (CP) S2 - 1	American Sign Language I (CP) S2 - 2
Biology (CP) S2 - 1			



Academic Supports

- Fastbridge/Intervention underway at BES, OHES, ROES, MCMS, and OPIS
- PAPER Tutoring service launched- 320+ student users so far
- Departments planning for skill review, reteaching
- Up the Ladder- elementary writing review units of study

Next Up

- After school on-campus tutoring
- Hire hourly intervention teachers



TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: B.3.d. QUARTERLY UPDATE ON THE EXPANDED LEARNING OPPORTUNITIES PLAN AND LCAP

INFORMATION/DISCUSSION

ISSUE: Shall the Board receive an update on the Expanded Learning Opportunities Plan and Local Control and Accountability Plan (LCAP)?

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 August 30, 2022 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

Based on feedback from parent, staff, and student surveys, many feel that due to Distance Learning, there may be impacts to the pace of student learning. Ongoing data analysis supports these claims. The strategies outlined in the plan are focused on assessing these needs and intervening through targeted, research-supported methods. Supporting classroom instruction for younger students includes extensive aide support in classrooms and increased intervention support for students with identified learning gaps. AB 86 requires the school district to expend at least 10% of ELO funds (\$268,951) on paraprofessional (instructional aide) support. At the secondary level, ELO funds will be used to build a supportive MTSS program that addresses student learning needs. At all levels, there is a great focus on social-emotional supports for students, staff, and parents. Lastly, funds have been identified to support outdoor and hands-on learning, both of which contribute to academic success, social-emotional wellness, and school connectedness.

The Board will receive the first quarterly update on programs funded by the ELO. The ELO plan approved by the Board at its May 18, 2021 meeting can be found at this link - <https://bit.ly/3k15laz>

FISCAL IMPACT: None

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Quarterly update on the Expanded Learning Opportunities Plan and LCAP

Page 2

BOARD POLICY: Pursuant to Board Policy 0460 Local Control and Accountability Plan – The Superintendent or designee shall report to the Board, at least annually in accordance with the timeline and indicators established by the Superintendent and the Board, regarding the district’s progress toward attaining each goal identified in the LCAP.

GOAL: In support of the following 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.
- #6c. Develop and deliver quarterly progress reports on LCAP and ELO fund usage.

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

Respectfully submitted,

Jeff Davis Ed.D.,
Superintendent

Expanded Learning Opportunities (ELO) & Local Control Accountability Plan (LCAP) Quarterly Update

Dr. Jay Greenlinger, Director of Curriculum and Instruction
Ellen Chevalier, Coordinator of Instructional Programs

September 14, 2021



Summer Elementary

- 150 students attended week-long intensive remediation
 - Focused on foundational literacy and numeracy skills
 - Gathered differentiated data for each child to personalize learning in small groups
 - Teachers centered instruction around a variety of themes: Olympics, book studies, "SSSS" (Super Secret School Skills), Idioms and more.
- 2-hour "Super Time" with games, activities, and crafts
- Many students attended Remediation (AM), Super Time, and then OPEF Enrichment (PM)



Summer School

In-Person OPHS Program

- English, Algebra 1, FOS

OPEF Summer Program

- 33 remedial students - \$16,875
 - Geometry CP (18), World Geography (9*), Health (5*), World History (2)
 - *1 student enrolled in both World Geography and Health
- Instructional Assistant (IA) hired for online Geometry CP
 - Facilitated small groups, provided accommodations for assessments



Welcome Back Activities

Elementary

- WOLF team building- 3 hours for each elementary grade (Cooperation & Communication, Trust & Support, Bonding & Friendship)
- School tours prior to first day of school

Middle

- Where Everyone Belongs (WEB) at MCMS
- 6th and 7th grade orientation at MCMS
- Club Week
- Developing Intramural Sports League

High School

- 9th & 10th Orientation - school tours, Q & A with upperclassmen, and pizza
- Great Lawn Activities (sponsored by ASB), Ping Pong tables
- Increased Advanced Peer Counseling Programs (new student lunch)
- Club Week



Multi-Tiered System of Supports (MTSS)

Elementary - Fastbridge (Math and Reading) Universal Screening, Fastbridge Data Meetings this week (review results from Fastbridge screening with grade level teams to determine students needing skills intervention), Intervention begins next week

Middle School - Math Intervention Planning, Positive Behavior Interventions and Supports (PBIS), Fastbridge Universal Screening (Math), Fastbridge Data Meetings

High School - Site wide discussion on grading, recalibrating social and academic expectations, 7th period support





Activity from August 1 - September 9, 2021

364	199	357
Students w/Activity	Sessions	Essays

Next Steps



Training teachers, advertise on social media, promote at ES



PAPER

School	Students w/Activity	Sessions/Essays
BES	3	3/0
OHES	7	15/2
ROES	4	5/0
MCMS	320	134/336
OPHS	25	29/16
OPIS	5	12/3
OVHS	0	0/0



"Today in class, we reviewed the feedback my students received. I am **thoroughly impressed** and so were the students. Besides suggesting they fix typical grammar errors, what I like is how they actually highlighted certain passages in their writing and told them to support it with evidence. They told them to include quotes to support the theme. They told students they lacked a conclusion. I also liked how they always found a positive in their writing. **I know my students are really looking forward to using this tutoring service this year as am I.**"

- Alison Stein, *7th-grade Humanities teacher*



Budget Update

Summer Programs	Budget	Expenses
OPHS Summer School Scholarships	\$5,000	\$16,875
Intensive Elementary Remediation	\$95,000	\$50,489
OPHS Remedial Summer School	\$40,000	\$42,525
Summer School Support Period	\$2,000	\$1,800
Summer School Counselor	\$1,500	\$2,216



Budget Update Continued

Other Programs	Budget	Expenses
IXL	\$30,000	\$30,000
ALEKS	\$27,746	\$27,746
Welcome Back Activities	\$15,000	\$57,000
MTSS Intervention Materials	\$15,000	\$6,022 (will increase once interventions begin)
Paper Online Tutoring	\$159,750	\$159,750



ELO Next Steps

- K-5 Intervention begins soon
- Library supports and increased library hours
- Develop MTSS/Interventions at MCMS and OPIS
- Curtis Center PD Days (secondary math)
- Continue hiring open support positions



LCAP Update on Goals and Metrics

- Goal 1
 - CAASPP data available internally, will be publicly available in "Late Fall"
 - AP Testing data: 438 students, 902 tests, 82.4% pass rate
- Goal 2
 - Application process for committee membership 102 applicants (11 students, 67 parents, 24 staff)
- Goal 3
 - MCMS Intramural sports starting (soccer)



Update on Goals and Actions

Goal 1, Action 6- Two teachers splitting Math Intervention development at MCMS. Met with MTSS team twice since start of school. Fastbridge universal screening completed for ELA K-5 and Math K-8

Goal 1, Action 9 and Goal 3, Action 3- Purchased pickleball and badminton nets for OPHS and MCMS to enhance PE programs

Goal 1, Action 10- Hired Music and Art instructors for elementary, beginning late September

Goal 1, Action 14- SART meeting scheduled 9/21 for 3 students

Goal 1, Action 15- Rosetta Stone deployed for all ELL students

Goal 1, Action 16- ELL Staff meeting 8/25, 9/29



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 _____, seconded by _____, the Board of Education:

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

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: SEPTEMBER 14, 2021
SUBJECT: B.4.b. APPROVE MEMORANDUM OF UNDERSTANDING WITH OAK PARK CLASSIFIED ASSOCIATION AS RELATES TO TAKING HEALTH SCREENING AND TAKING TEMPERATURE OF STAFF, STUDENTS, AND VISITORS

ACTION

ISSUE: Shall the Board approve Memorandum of Understanding (MOU) between Oak Park Unified School District (OPUSD) and the Oak Park Classified Association (OPCA) as relates to Taking Temperature and Health Screening of Staff, Students, and Visitors signed by OPCA on August 12, 2021?

BACKGROUND: Staff is recommending that the Board approve this MOU as relates to taking temperature and conducting health screening of staff and students on campus. Campus Supervisors and Instructional Assistants will conduct daily temperature health screening of students as part of their regular duties. This MOU will be in effect until June 30, 2022. The MOU is included for the Board's review.

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

BOARD POLICY: Pursuant to Board Policy 5141.22 – Infectious Diseases - The Governing Board desires to protect students from risks posed by exposure to infectious diseases while providing a high-quality education for all students. Students and staff shall observe universal precautions in order to prevent exposure to bloodborne pathogens and to prevent the spread of infectious diseases.

GOAL: In support of OPUSD Goal #1a - Promote, adhere to, and whenever possible exceed state and county health guidelines to ensure a safe environment for all students, teachers, staff, and families.

ALTERNATIVES:

1. Approve the Memorandum of Understanding between OPUSD and OPCA as relates to Taking Temperature and Health Screening of Staff, Students, and Visitors.
2. Do not approve the Memorandum of Understanding.

RECOMMENDATION: Alternative No. 1

Prepared by: Stew McGugan, Assistant Superintendent, Human Resources

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Approve the Memorandum of Understanding between OPUSD and OPCA as relates to Taking Temperature and Health Screening of Staff, Students, and Visitors

Page 2

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

**Memorandum of Understanding
Between
Oak Park Unified School District
And
Oak Park Classified Association
August 12, 2021**

This Memorandum of Understanding ("MOU") between the Oak Park Unified School District ("District") and the Oak Park Classified Association ("OPCA") (referred to collectively as "the Parties") on August 12, 2021 regarding the return to work following school closures related to the Novel Coronavirus (COVID-19).

WHEREAS, the Parties recognize there is a need to ensure that students and staff can safely return to work and school in the novel Coronavirus environment;

WHEREAS, students and staff are expected to follow the most current guidelines from Ventura County Public Health. Specifically, temperature checks and screening for students will be administered daily prior to coming onto campus; Temperature checks will be administered daily for staff: and

WHEREAS, students and staff who have a temperature of 99.5 degrees Fahrenheit or greater with a no-touch thermometer will not be able to attend in-person school or remain at the school or District worksite, and will need to get a COVID-19 test showing negative before returning to in-person school or their school or District worksite.

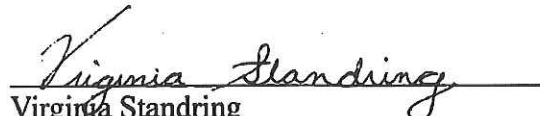
IT IS, THEREFORE, NOW AGREED BY AND BETWEEN THE PARTIES THAT:

1. Campus Supervisors, Office Staff and Instructional Assistants will conduct daily temperature health screening of students in addition to their regular duties.
2. The performance of these duties may result in a change to the starting/ending time of, or an increase in, the duty day of Campus Supervisors, Instructional Assistants, or Office Staff. These duties will not result in a reduction to the unit members' duty day.
3. The District will provide the necessary training and equipment for unit members to conduct the temperature health screening of students and staff. If conducted during off-duty time, unit members will be paid their hourly rate to attend District training.
4. The regular duties of Campus Supervisors, Instructional Assistants, or Office Staff do not include temperature health screening of students; such duties will only continue during the term of the MOU. Any additional hours unit members work as a result of this MOU, will cease at the District's sole discretion or, at the latest, at the conclusion of this MOU, and will not become a permanent part of the unit member's position or duty day.

5. This MOU shall sunset no later than June 30, 2022, unless both parties mutually agree upon an extension.

6. The provisions of this MOU shall not be modified and/or changed unless both parties mutually agree.

This MOU shall not be precedent setting nor form any basis for a past practice.


Virginia Standring
President, Oak Park Classified Association

8-12-21
Date


Dr. Jeff Davis
Superintendent, Oak Park Unified School District

8-12-2021
Date

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.4.c. APPROVE MEMORANDUM OF UNDERSTANDING WITH OAK PARK CLASSIFIED ASSOCIATION AS RELATES TO AS RELATES ALLOWING CLASSIFIED STAFF TO VOLUNTEER TO WORK IN CHILD NUTRITION SERVICES

ACTION

ISSUE: Shall the Board approve Memorandum of Understanding (MOU) between Oak Park Unified School District (OPUSD) and the Oak Park Classified Association (OPCA) as relates to Allowing Classified Staff to Volunteer to Work in Child Nutrition Services as agreed upon with OPCA on August 11, 2021?

BACKGROUND: Staff is recommending that the Board approve this MOU as relates to allowing classified staff members to volunteer to be paid to for additional hours to work in the Child Nutrient Services Department. This MOU will be in effect until June 30, 2022. The MOU is included for the Board's review.

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

BOARD POLICY: Pursuant to Board Policy 4200 – Classified Employees - Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

GOAL: In support of OPUSD Goal #1 - Return to a full-time, in-person instructional model. 2.Strengthen the Climate of Care and School Connectedness at all OPUSD schools.

ALTERNATIVES:

1. Approve the Memorandum of Understanding between OPUSD and OPCA as relates to Allowing Classified Staff to Volunteer to Work in Child Nutrition Services.
2. Do not approve the Memorandum of Understanding.

RECOMMENDATION: Alternative No. 1

Prepared by: Stew McGugan, Assistant Superintendent, Human Resources

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Approve the Memorandum of Understanding between OPUSD and OPCA as relates
to Allowing Classified Staff to Volunteer to Work in Child Nutrition
Services

Page 2

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

Memorandum of Understanding Between Oak Park Unified School District And Oak Park Classified Association August 11, 2021

This Memorandum of Understanding ("MOU") between the Oak Park Unified School District ("District") and the Oak Park Classified Association ("OPCA") (referred to collectively as "the Parties") on August 11, 2021, regarding classified staffing in the 2021-2022 school year.

WHEREAS, the Parties recognize there is a need to ensure that students are provided meals on a daily basis;

WHEREAS, the District has not been able to fully staff the Child Nutrition Services Assistant I and II positions; and

WHEREAS, staff in other classified positions may be available to work additional hours to help support the work of Child Nutrition Services.

IT IS, THEREFORE, NOW AGREED BY AND BETWEEN THE PARTIES THAT:

1. Campus Supervisors and Instructional Assistants and all other applicable bargaining unit member positions shall be offered the option to volunteer to be paid for additional hours to work in the Child Nutrition Services class. Any additional hours shall not conflict with the unit member's previously scheduled working hours. Compensation shall be at the unit member's hourly rate of pay in their current position.
2. Based on the site schedule, which will be established by the site principal, the performance of these duties may result in a change to the starting/ending time of, or an increase in, the duty day of all impacted unit member. These duties will not result in a reduction to the unit members' duty day.
3. The District will provide training and equipment for unit members to conduct the work of Child Nutrition Services. If conducted during off-duty time, unit members will be paid their hourly rate to attend District training.
4. The regular duties of other bargaining unit member positions do not include the duties of Child Nutrition Services; such duties will only continue during the term of the MOU.
5. Any additional hours unit members work as a result of this MOU will not count towards the unit member's eligibility for receipt of health benefits and the unit member's average hours worked per day. (Article 12.1.1) Additionally, any additional hours worked per this MOU will cease at the District's sole discretion or, at the latest, at the conclusion of this MOU, and will not become a permanent part of the unit member's position or duty day.

6. Any hours worked out of class by a bargaining unit member during the term of this MOU will not count towards seniority in the Child Nutrition Services class and does not count towards seniority in the employee's regular classification

7. This MOU shall sunset no later than June 30, 2022, unless both parties mutually agree upon an extension.

8. The provisions of this MOU shall not be modified and/or changed unless both parties mutually agree.

This MOU shall not be precedent setting nor form any basis for a past practice.

Virginia Standring
President, Oak Park Classified Association

Date

Dr. Jeff Davis
Superintendent, Oak Park Unified School District

Date

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.4.d. APPROVE REVISED TITLE, JOB DESCRIPTION AND DEPARTMENT CHANGE FOR THE CLASSIFIED POSITION OF STUDENT DATA SYSTEMS SPECIALIST

ACTION

ISSUE: Shall the Board approve the Revised Job Description and Department Change for the Classified Position of Student Data Systems Specialist?

BACKGROUND: Since 2010, the position of Data Systems Specialist has served as the primary data systems position along with serving as the administrative assistant to the Technology Department. Since that time, the number and scope of required reporting has increased. Similarly, a greater focus on student data and outcomes places greater work responsibilities on the data systems position. Since the Curriculum and Instruction Department now has an increased reliance on student data, it is proposed that the Student Data Systems Specialist position is moved to be under the supervision of the Director of Curriculum and Instruction, and that the administrative assistant responsibilities are removed from the job description. A copy of the proposed job description and salary schedule is included for the Board's review.

FISCAL IMPACT: The current salary range is 23 for this position and will remain the same. Funding for this position is already included in the General Fund.

BOARD POLICY: Pursuant to Board Policy 3200 Classified Personnel - Classified employees shall be assigned by their immediate supervisors with the approval of the Superintendent or designee. They shall be required to perform those duties prescribed by the Board for the position the employee holds, in accordance with applicable job descriptions and collective bargaining agreements.

GOAL: In support of the following OPUSD and LCAP 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.
#2.d. Evaluate and improve processes for student access to courses and counselors including increased academic and college counseling.
#3.d. Evaluate and align our math pathways and curriculum using student data, course enrollment data, results from the UCLA Curtis Center, staff and family feedback, and evidence-based strategies tailored to our demographics.
LCAP Goal 1 Actions 6, 11, 13, 14, 19
LCAP Goal 3 Action 7

ALTERNATIVES: 1. Approve the Revised Title, Job Description and Department Change for the Classified Position of Student Data Systems Specialist.
2. Do not approve the Revised Title, Job Description and Department Change for the Classified Position of Student Data Systems Specialist.

RECOMMENDATION: Alternative 1.

Prepared by: Dr. Jay Greenlinger, Director of Curriculum and Instruction
Stewart McGugan, Assistant Superintendent, Human Resources

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Approve Revised Title, Job Description and Department Change for the
Classified Position of Student Data Systems Specialist.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

CLASS TITLE STUDENT DATA SYSTEMS SPECIALIST

DEFINITION

This is a 12-month position, 8 hours per day. Salary Range 23

Under the supervision of the Director of Curriculum & Instruction, this position is responsible for managing and coordinating the collection and reporting of student and staff data. The Student Data Systems Specialist maintains and utilizes the student information systems for targeted data extracts, complex data manipulation and analysis, detailed report generation, and accurate and timely submissions of data and mandated reports.

As the lead student data systems analyst, this position has primary responsibility for ensuring that the Student Information System is accurate and up-to-date by coordinating the data entry practices at all sites while being the district's primary liaison with the County Office of Education's data systems team. This position ensures the Student Information System integrates with outside systems for the provision of student accounts and access to curricular programs, and prepares and executes all data and report submissions and certifications for county, state, and federal authorities.

EXAMPLE OF DUTIES

- Ensures the stability, reliability, accuracy and completeness of data, data access, and data quality across the district, providing training to users when necessary;
- Coordinates with the County Office of Education, district and site offices to maintain the District's Student Information Systems;
- Oversees integration with external data systems and applications, and prepares any related local, State, and Federal reports (such as CRDC, CBEDS, etc.);
- Manages all data submissions and reporting requirements to maintain compliance with state student and staff information system requirements (such as CALPADS);
- Prepares, maintains and produces internal reports related to students, staff, attendance, enrollment, grades, demographics and assessment services;
- Provides training, general troubleshooting, technical Help Desk, and on-site support to district users for the Student Information System;
- Oversees the creation and updating of student user accounts both within the district network and with various county, state, and external information and communication systems;
- Assists with the production of District of Choice reporting requirements;
- Assists in the evaluation and reporting of student assessment data.

EMPLOYMENT STANDARDS:

Knowledge of:

- Principles, practices, procedures and techniques involved in the collection, processing, input, verification, analysis and reporting of statistical data;
- Principles, practices and techniques used in spreadsheets and relational databases as applied to student information systems;
- Data control procedures and data entry operations;
- Report writing and statistical record-keeping techniques;

- Desktop troubleshooting and diagnostic techniques and protocols;
- Application suites for Microsoft Windows and Mac environments;
- Basic networking and file management concepts;

Ability to:

- Meet schedules and timelines;
- Establish and revise priorities as needed to accomplish assignments;
- Work independently and make decisions within the guidelines of the department administrator;
- Consistently carry out duties and data analysis/processing with particular attention to details;
- Establish and maintain cooperative and effective working relationships with others;
- Perform a variety of specialized duties involved in the computerized collection, processing, input, verification and analysis of a variety of student data;
- Manipulate spreadsheet data using advanced techniques such as filters, concatenation, vlookup, and pivot tables;
- Train others in the proper use of computer hardware, software, and peripherals;
- Work with a variety of comfort levels with technology;
- Compile and maintain accurate records and reports;
- Comfortably operate computers and related peripheral equipment;

Education and Experience

- High School diploma or equivalent a minimum requirement; college degree desirable
- Experience in public school setting desirable
- Experience with CALPADS data submission procedures highly desirable
- Experience with Q Connection Student Information System highly desirable
- Experience with Mac OS desirable
- Training and experience in personal computer operation desirable
- Troubleshooting and technology support experience desirable

WORKING CONDITIONS:

Environment

District office environment subject to frequent interruptions, demanding timelines and contact with District staff and vendors; long periods of time at computer keyboard.

Physical Abilities

Dexterity of hands and fingers to operate computer keyboards, sight to view monitors and read manuals for extended periods of time; hearing and speaking to exchange information; lifting objects up to 30 pounds; sitting, climbing, standing, bending, stooping and squatting.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.4.e. ESTABLISH NEW CLASSIFIED POSITION OF DEPARTMENT SECRETARY IN THE TECHNOLOGY SERVICES DEPARTMENT AND APPROVE ASSOCIATED JOB DESCRIPTION

ACTION

ISSUE: Shall the Board authorize the establishment of a classified support position, Department Secretary - Technology and approve accompanying job description and placement on the Classified salary schedule?

BACKGROUND: In order for the district to continue to maintain a county (and state) leading technology rich learning environment while complying with all mandated reporting requirements, two full time positions are needed instead of having the responsibilities reside in a single Data Specialist position. The executive cabinet believes that these job responsibilities can be divided between a Technology Department Secretary (12-month employee) who would handle the technology department operations tasks, while a separate position under Curriculum and Instruction of Student Data Specialist would handle all CALPADS and federal data submissions, as well as Q Student Information Systems support. A delineation of the individual responsibilities for those two positions are attached. <https://bit.ly/OPdataopsRoles> Virtually all other districts separate out the function of State (CALPADS)/Federal reporting, SIS support, and Tech department operations so OPUSD was unique in having kept them all under one position. It has become difficult to continue this practice as responsibilities have increased - both on the tech operations side (with the growth of 1:1 computing and LeaseToOwn program), and on the data reporting side. The Curriculum and Instruction Department is the primary consumer of SIS Data and is responsible for much of the increase in mandated data and report submissions to state and federal authorities, it makes sense to place the Student Data Specialist under the C&I department instead of keeping the position under the Tech Department. The Tech Department will still bear primary responsibility for creating and managing all staff accounts, which is one of the area of focus for the Department Secretary, whereas C & I will henceforth be responsible for managing the systems that provision and report out student accounts, integration of those accounts with access to third party curricular resources (including online accounts), student data, and reporting over such. The Tech Department secretary would also oversee the help desk system, assist with 1:1 program management, function as the office manager and receptionist, and help with tech department operations. A copy of the proposed job description is included for the Board's review.

FISCAL IMPACT: The recommended salary placement of the proposed position of Department Secretary is on the Classified Salary Schedule (range 16). This would replace the position of Data Systems Support Specialist (range 23) in the Technology Department.

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

BOARD OF EDUCATION MEETING, SEPTEMBER 14, 2021

Authorize the establishment of a classified support position, Department Secretary – Technology and approve accompanying job description and placement on the Classified salary schedule

Page 2

GOAL: In support of OPUSD Goal #6g - Balance an increase to our reserve for economic uncertainties with the need to provide a high-quality education for our students.

ALTERNATIVES:

1. Authorize the establishment of a classified support position, Department Secretary - Technology and approve accompanying job description and placement on the Classified salary schedule
2. Do not establish the position of Department Secretary in the Technology Department

RECOMMENDATION: Alternative 1.

Prepared by: Enoch Kwok, Director of Information Technology
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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT
CLASS TITLE
DEPARTMENT SECRETARY - TECHNOLOGY

DEFINITION

This is a 12-month position, 8 hours per day. Salary Range 16

Under the direction of the Director of Technology, organize, coordinate, and oversee the office activities of the Director; perform responsible and varied clerical and secretarial duties; establish priorities and organize workflow and provide accurate, relevant, and responsive information externally and internally.

The Department Secretary provides initial response and triages requests for assistance from staff, students, and parents while also overseeing the department's help desk ticketing system. The department secretary checks out and checks back in various types of technology equipment, handles user account creation and provisioning across a variety of systems, and provides support for the district's 1:1 computing program.

DISTINGUISHING CHARACTERISTICS

The Department Secretary coordinates and oversees the day-to-day operations of the Technology department with an emphasis on customer service while performing functions of Tech Department Assistant in managing service response, resource provisioning and allocation, and basic technical support. The Department Secretary should be well organized and adept at customer relations while also being comfortable with technology hardware and software tools.

EXAMPLE OF DUTIES

- Serves as the receptionist for the department and utilizes customer service skills to present a friendly first contact with district staff and the general public;
- Manages daily operations of the technology department including planning and organizing department activities, logistics, record keeping, scheduling and calendar management, purchase orders;
- Establishes priorities and assures the timely and accurate completion of administrative support, secretarial and clerical assignments, assists with special projects as needed;
- Administers the help desk ticketing system by receiving requests for technology assistance, triaging help requests, and dispatching tech department staff to ensure all tickets are addressed. Follows up with technicians to verify completion of all requests in a timely and efficient manner;
- Provides technology use training, basic general troubleshooting, technical Help Desk support to district users, students, and parents for hardware, peripherals, and software applications;
- Manage aspects of the district's 1:1 Chromebook (or other mobile devices) program including fielding questions from parents, communications about the Lease-To-Own (LTO) program including those for invoicing and payments, and maintaining the database of devices/students/parents participating in Parent Purchase or LTO programs;
- Oversees the creation and updating of all district user accounts both within the district network and with external systems/software/vendors and account management systems including network access (Active Directory), email (Google), and integration with third party vendor systems (such as Clever and GoGuardian), and coordinating with the County Office of Education's helpdesk when necessary to accomplish those tasks;

- Oversees the configuration, provisioning, and occasional basic training of users with regards to the district's communications systems including telephony, website editing, and community messaging systems;
- Oversees the department timeclock and helps to ensure all staff are performing efficiently at optimal levels

EMPLOYMENT STANDARDS:

Knowledge of:

- Customer service skills and desktop troubleshooting and diagnostic techniques and protocols;
- Application suites for Microsoft (Excel, Word, PowerPoint), Google (Docs, Sheets, Slides);
- Windows PC, Apple Mac, Apple iOS, Chrome computing environments;
- Basic networking and file management concepts;
- Inventory methods and practices;
- Q Student Information System and Help Desk Ticketing systems such as Incident IQ (preferable);

Ability to:

- Maintain a high level of personal organization with an attention to detail;
- Meet schedules and timelines; establish and revise priorities as needed to accomplish assignments;
- Work independently and make decisions within the guidelines of the department administrator;
- Establish and maintain cooperative and effective working relationships with others;
- Train others in the basic use of computer hardware, software, and peripherals;
- Work with a variety of customer personalities and comfort levels with technology;
- Compile and maintain accurate records and reports;
- Comfortably operate computers and related peripheral equipment;
- Learn quickly and adapt creatively while maintaining a positive attitude;
- Collaborate and work closely with technicians and student interns;

Education and Experience

- Any combination equivalent to graduation from high school and one (1) year of responsible secretarial or office management experience.
- Experience in public school setting highly desirable
- Experience in technology support highly desirable

WORKING CONDITIONS:

Environment

District office environment subject to frequent interruptions, frequent contact with District staff, community members, and vendors, and long periods of time at a computer keyboard and telephone.

Physical Abilities

Dexterity of hands and fingers to operate computer keyboards and manipulate cabling and tools, sight to view monitors and read manuals for extended periods of time; hearing and speaking to exchange information; lifting objects up to 40 pounds; sitting, climbing, standing, bending, stooping, and squatting.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.5.a. APPROVE AMENDMENT TO BOARD POLICY 1313 CIVILITY

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy 1313 – Civility?

BACKGROUND: Board Policy 1313 updated to addresses the importance of civility to the effective operation of the district, including its role in creating a positive school climate and enabling a focus on student well-being, learning, and achievement. Policy includes First Amendment free speech considerations, behavior that constitutes civil behavior, practices that promote civil behavior, and authorization to educate or provide information to students, staff, parents/guardians, and community members to assist in the recognition, development, and demonstration of civil behavior. Policy also includes material regarding behavior that is disruptive, hinders the orderly conduct of district operations or programs, or creates an unsafe learning or working environment, as well as the prohibition of, and consequences for, behavior which is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence. Board Policy 1313 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy 1313 – Civility as first and final reading.
2. Approve amendment to Board Policy 1313 – Civility as first reading.
3. Do not approve amendment to Board Policy 1313 – Civility.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**OAK PARK UNIFIED SCHOOL DISTRICT
BOARD POLICY**

Series 1000

Community Relations

BP 1313(a)

Civility Policy

The Governing Board recognizes the impact that civility has on the effective operation of the district, including its role in creating a safe and positive school climate and enabling a focus on student well-being, learning, and achievement. The Board believes that each person should be treated with dignity and respect in their interactions within the school community.

The Board understands that the First Amendment provides strong protection for speech. However, the Board expects that all speech and expression will comport with norms of civil behavior on district grounds, in district facilities, during district activities or events, and in the use of district electronic/digital systems and platforms.

Civil behavior is polite, courteous, and reasonable behavior which is respectful to others and includes integrity, honesty, acceptance, timeliness, dependability, observance of laws and rules, and effective communication.

The Board and district staff shall model civil behavior as an example of behavior that is expected throughout the district. Practices that promote civil behavior include actively listening, giving full attention to the speaker, and refraining from interruptions; welcoming and encouraging participation, input, and feedback through stakeholder engagement; promptly responding to concerns; and embracing varying and diverse viewpoints. Such practices may be incorporated into governance standards adopted by the Board or Superintendent and/or professional standards or codes of conduct for employees as specified in district policies and regulations.

Students, staff, parents/guardians, and community members should be educated in the recognition, development, and demonstration of civil behavior. The Superintendent or designee may incorporate related concepts in the curriculum, provide staff development activities, and/or communicate this policy to the school community.

Students, staff, parents/guardians, and community members shall not communicate or behave in a manner that causes disruption; hinders the orderly conduct of district

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BOARD POLICY**

Series 1000

Community Relations

BP 1313(b)

operations, the educational program, or any other district program or activity; or creates an unsafe learning or working environment. The Superintendent or designee may respond to disruptive, violent, or threatening behavior in accordance with law and as specified in BP/AR 3515.2 - Disruptions.

Behavior by students or staff that is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence, or behavior that is in any other way unlawful, is prohibited and is subject to discipline in accordance with law and as specified in district policy and regulations.

~~Members of the Oak Park Unified School District staff will treat parents and other members of the public with respect and expect the same in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school/district grounds.~~

~~This policy promotes mutual respect, civility and orderly conduct among district employees, parents and the public. This policy is not intended to deprive any person of his/her right to freedom of expression, but only to maintain, to the extent possible and reasonable, a safe, harassment-free workplace for our students and staff. In the interest of presenting district employees as positive role models to the children of this district, as well as the community, the Oak Park Unified School District encourages positive communication and discourages volatile, hostile or aggressive actions. The district seeks public cooperation with this endeavor.~~

Disruptions

~~Any individual who disrupts or threatens to disrupt school/office operations; threatens the health and safety of students or staff; willfully causes property damage; uses loud and/or offensive language which could provoke a violent reaction; harasses staff with frequent and abusive e-mails; or who has otherwise established a continued pattern of unauthorized entry on school district property, will be directed to leave school or school district property promptly by the Superintendent, principal or designee.~~

~~If any member of the public uses obscenities or speaks in a demanding, loud, insulting and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely admonish the speaker to communicate civilly. If corrective action is not taken by the abusing party, the district employee will verbally notify the abusing party that his/her participation in the meeting, conference or telephone conversation is terminated and, if the meeting or conference is on district premises, the offending person will be directed to leave promptly.~~

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~~When an individual is directed to leave under the above circumstances, the Superintendent, principal or designee shall inform the person that he/she will be guilty of a misdemeanor in accordance with Californian Education Code 44811 and Penal Codes 415.5 and 626.7 if he/she reenters any district facility within 30 days after being directed to leave, or within seven days if the person is a parent/guardian of a student attending that school. If an individual refuses to leave upon request or returns before the applicable period of time, the Superintendent, principal or designee may notify law enforcement officials.~~

~~(cf. 5131.4 Campus Disturbance)~~

~~(cf. 9323 Meeting Conduct)~~

Safety And Security

~~When violence is directed against an employee, or theft against property, employees shall promptly report the occurrence to their principal or supervisor and complete an Incident Report.~~

~~An employee whose person or property is injured or damaged by willful misconduct of a student may ask the district to pursue legal action against the student or the student's parent/guardian.~~

Documentation

~~When it is determined by staff that a member of the public is in the process of violating the provisions of this policy, an effort should be made by staff to provide a written copy of this policy, including applicable code provisions, at the time of occurrence.~~

~~Following any violation of the provisions of this policy, the employee will immediately notify his/her supervisor and provide a report of the incident on the attached form.~~

Legal Reference:

EDUCATION CODE

32210 Disturbing School

44014 Assault on personnel

44810 Person on school grounds

44811 Insult and abuses

PENAL CODE

243.5 Arrest on school grounds

413.5 Fighting on school grounds

626.8 Entry of school by person not on lawful business

627.7 Refusal to leave school grounds

Adopted: 9-19-06

Amended: 9-14-21

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.5.b. APPROVE AMENDMENT TO BOARD POLICY 3452 STUDENT ACTIVITY FUNDS

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy 3452 Student Activity Funds?

BACKGROUND: Board Policy 3452 updated to clarify that the policy does not apply to school-connected organizations that are not composed entirely of students or subject to the board's control and regulation. Section on "Fundraising" adds a reference to policy that addresses online fundraising, and addresses fundraising events that involve the sale of foods and/or beverages. Section on "Management and Reporting of Funds" updated to reflect Governmental Accounting Standards Board (GASB) Statement 84, which provides that, if the district has administrative or direct financial involvement with the student organization's assets, as defined, the student activity fund may be considered a governmental fund subject to specific accounting and financial reporting requirements. Board Policy 3452 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy 3452 Student Activity Funds as first and final reading.
2. Approve amendment to Board Policy 3452 Student Activity Funds as first reading.
3. Do not approve amendment to Board Policy 3452 Student Activity Funds.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

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Business and Non-Instructional Operations

BP 3452(a)

Student Activity Funds

The Governing Board recognizes that student organizations can provide students with an opportunity to conduct worthwhile cocurricular activities ~~beyond those provided by the district and can also help~~ while helping students learn about effective financial practices— and develop leadership and management skills. To that end, the Board may approve the formation of associated student body organizations which are composed entirely of students, operate under the oversight of the principal or other district-employed advisor, and are subject to the control and regulation of the Board. Student organizations may raise and spend funds to support activities that promote the general welfare, morale, and educational experiences of the student body.

~~(cf. 3260—Fees and Charges)~~

~~(cf. 5000—Concepts and Roles)~~

~~(cf. 6145—Extracurricular and Cocurricular Activities)~~

~~(cf. 6145.5—Student Organizations and Equal Access)~~

Fund-Raising Events

At the beginning of each school year, each principal or designee shall submit to the Superintendent or designee a list of the ~~fund-raising~~ fundraising events that each student organization proposes to hold that year. ~~In the case that an event is scheduled during the year, approval must be sought prior to its occurrence from the Superintendent or designee in a timely manner.~~ The Superintendent or designee shall review the proposed events and determine whether the events contribute to the educational experience and ~~are~~ do not ~~in~~-conflict with or detract from the school's educational program. - When reviewing proposed events, the Superintendent or designee shall consider the effects of the activities on student health and safety, evaluate the risk of liability to the district, and ensure that the proposed activities are in compliance with law, Board policy, and administrative regulation.

Fundraising events that involve the sale of food and/or beverages shall comply with applicable state and/or federal nutrition standards and BP/AR 3554 - Other Food Sales. If the fundraising event involves the sale of noncompliant food and/or beverages, it shall not take place from midnight until at least one-half hour after the end of the school day, or not be conducted on school premises.

~~(cf. 1321—Solicitation of Funds from and by Students)~~

~~(cf. 3530—Risk Management/Insurance)~~

~~(cf. 3554—Other Food Sales)~~

~~(cf. 5030—Student Wellness)~~

~~(cf. 5142—Safety)~~

~~(cf. 5143—Insurance)~~

Management and Reporting of Funds

Student ~~body~~ funds shall be managed in accordance with law, regulations, Board policies, and sound business procedures designed to encourage the largest possible educational return to students without sacrificing the ~~safety~~ security of funds.

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Business and Non-Instructional Operations

BP 3452(b)

The Superintendent or designee shall develop internal control procedures to safeguard the organization's assets, promote the success of ~~fund-raising~~ fundraising ventures, provide reliable financial information, ~~protect employees and volunteers from accusations of impropriety~~, and reduce the risk ~~and promote the detection~~ of fraud and abuse. These procedures shall detail the oversight of activities and funds including, but not limited to, the appropriate role and provision of training for staff and students, parameters for events on campus, appropriate and prohibited uses of funds, and accounting and record-keeping processes, including procedures for handling questionable expenditures.

~~(cf. 3400—Management of District Assets/Accounts)~~

The principal or designee shall be responsible for the proper conduct of all student organization financial activities. The budget adopted by the student body organization should serve as the financial plan for the school year and shall be submitted to the Superintendent or designee at the beginning of each school year. The Superintendent or designee shall ~~monitor the budget and~~ periodically review the organization's ~~general~~ use of funds to ensure compliance with the district's internal control procedures.

Funds derived from the student body shall be ~~disbursed~~ expended according to procedures established by the student organization. All ~~disbursements~~ expenditures must be approved by a Board-designated ~~employee or~~ official, the certificated employee who is the designated student organization advisor, and a student organization representative. (Education Code 48933)

When student body funds are expended for equipment, supplies, or activities that support the district's athletic program, the Superintendent or designee shall ensure that the expenditures are aligned with the district's commitment to provide equitable opportunities for males and females.

Because of the district's administrative and/or direct financial involvement in the assets of the student organization, the student activity fund shall be reported within the district's fund in accordance with Governmental Accounting Standards Board Statement 84.

The Board shall provide an annual audit of student organization accounts by a certified public accountant or licensed public accountant. ~~Auditing~~ cost shall be paid from district funds. The cost of the audit shall be paid from district funds. (Education Code 41020)

~~(cf. 3460—Financial Reports and Accountability)~~

Legal Reference:

~~EDUCATION CODE~~

~~35182.5 Non-nutritious foods and beverages, vending machines~~

~~35564 Funds, obligation of the student body~~

~~41020 Requirement for annual audit~~

~~48930-48938 Student body organization~~

~~49431 Sale of food and beverages, elementary school~~

~~49431.5 Sale of food and beverages, middle and high schools~~

~~51520 School premise, prohibited solicitations~~

~~51521 Fund-raising projects~~

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BP 3452c)

~~*CODE OF REGULATIONS, TITLE 5*~~

~~15500 Food sales, elementary schools~~

~~15501 Food sales, middle and junior high schools~~

~~*COURT DECISIONS*~~

~~Prince v. Jacoby, (2002) 303 F.3d 1074~~

~~Management Resources:~~

~~*FISCAL CRISIS MANAGEMENT & ASSISTANCE TEAM PUBLICATIONS*~~

~~Associated Study Body Accounting Manual & Desk Reference, 2005~~

~~*WEB SITES*~~

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

~~Fiscal Crisis Management & Assistance Team: <http://www.femat.org>~~

Adopted: 9-17-02

Amended: 1-20-04, 4-15-08, 9-14-21

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
**SUBJECT: B.5.c. APPROVE AMENDMENT TO BOARD POLICY AND
ADMINISTRATIVE REGULATION 3511.1 INTEGRATED WASTE
MANAGEMENT**

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy Administrative Regulation 3511.1 Integrated Waste Management?

BACKGROUND: Board Policy 3511.1 updated to reflect current legal requirements for recycling waste which are based on specified thresholds of waste generation and are detailed in the accompanying administrative regulation, add district goal to develop strategies for recycling organic waste, and more directly link waste management to education goals. Regulation updated to add new section on "Recycling" which contains (1) material formerly in item #2 above, (2) new material reflecting a determination by the California Department of Resources Recycling and Recovery (CalRecycle) regarding the level of statewide disposal of organic waste which triggered a requirement for any facility generating two or more cubic yards of solid waste per week to meet specific requirements pertaining to the recycling of organic waste, and (3) new material reflecting legal requirements to provide recycling bins or containers in a facility that generates four or more cubic yards of solid waste or two or more cubic yards of organic waste per week. Board Policy 3511.1 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy and Administrative Regulation 3511.1 Integrated Waste Management as first and final reading.
2. Approve amendment to Board Policy and Administrative Regulation 3511.1 Integrated Waste Management as first reading.
3. Do not approve amendment to Board Policy and Administrative Regulation 3511.1 Integrated Waste Management.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3511.1(a)

Integrated Waste Management

The Governing Board believes that the conservation of water, energy and other natural resources, ~~as well as~~ the protection of the environment, ~~and the implementation of an effective diversion program~~ are connected to the district's educational mission and are essential to the health and well-being of the community. The Superintendent or designee shall develop ~~and implement a cost-effective, an~~ integrated waste management program ~~to reduce waste, conserve natural resources and protect the environment. That~~ incorporates the principles of green school operations.

~~(cf. 3511—Energy and Water Conservation)~~

~~(cf. 3514—Environmental Safety)~~

~~(cf. 3514.2—Integrated Pest Management)~~

~~The program shall include specific strategies designed to help the district reduce waste generation and improve efficiency in using natural resources in all areas of its operations.~~ The district's integrated waste management program shall include strategies designed to promote waste management practices of source reduction, recycling, and composting to help the district reduce and recycle solid and organic waste, properly dispose of potentially hazardous materials, improve efficiency in the use of natural resources, and minimize the impact of such use on the environment. The program shall address all areas of the district's operations, including, but not limited to, procurement, resource utilization, and facilities management practices.

The Superintendent or designee may collaborate with city, county and state agencies ~~and other public or private agencies~~ in developing and implementing the district's integrated waste management program.

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

~~(cf. 7131—Relations With Local Agencies)~~

The Superintendent or designee shall make every effort to identify funding opportunities for the district's integrated waste management program, including applying for available grants or other cost-reducing incentives.

The Superintendent or designee ~~may~~~~shall~~ provide appropriate training opportunities to students and staff regarding the benefits and methods of conserving natural resources and ~~the manner in which integrated waste management strategies impact such efforts, protecting the environment.~~

The Superintendent or designee shall regularly monitor all aspects of the district's integrated waste management program and shall provide an update to the Board on its effectiveness as necessary.

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BP 3511.1(b)

~~(cf. 4131—Staff Development)~~
~~(cf. 4231—Staff Development)~~
~~(cf. 4331—Staff Development)~~
~~(cf. 6142.5—Environmental Education)~~
~~(cf. 6142.93—Science Instruction)~~

Legal Reference:

~~EDUCATION CODE~~

~~32370-32376 Recycling paper~~

~~33541 Environmental education~~

~~51226.4 Environmental ambassador pilot program~~

~~PUBLIC RESOURCES CODE~~

~~25410-25421 Energy conservation assistance~~

~~40050-40063 Integrated waste management act~~

~~41780 Waste diversion~~

~~42620-42622 Source reduction and recycling programs~~

~~42630-42647 School site source reduction and recycling~~

Management Resources:

~~CIWMB PUBLICATIONS~~

~~A District wide Approach to Recycling—A Guide for School Districts, Pub. # 500-94-009~~

~~Seeing Green through Waste Prevention—A Guide for School Districts, Pub. # 500-94-010~~

~~Going Beyond Recycling, Buying Recycled—A Guide for School Districts, Pub. # 322-95-001~~

~~Reusable School News~~

~~WEB SITES~~

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

~~California Integrated Waste Management Board: <http://www.ciwmb.ca.gov>~~

~~California Division of State Architect: <http://www.dsa.ca.gov>~~

~~California Energy Commission: <http://www.energy.ca.gov>~~

~~California Environmental Protection Agency: <http://www.calepa.ca.gov>~~

~~U.S. EPA: <http://www.epa.gov>~~

Adopted: 12-8-98

Amended: 9-17-02, 1-20-04, 9-14-21

OAK PARK UNIFIED SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

Series 3000

Non-Instructional Operations

AR 3511.1(a)

Integrated Waste Management

For all applicable areas of district operations, the Superintendent or designee shall design an integrated waste management program that minimizes the generation of waste, encourages the recovery and diversion of reusable materials from the waste stream, improves efficiency in the utilization of natural and material resources, and protects the environment. The program shall implement measures and/or practices to:

1. Reduce the consumption of disposable materials, increase the composting of organic materials, and fully utilize all materials prior to disposal
2. Recycle materials such as paper, glass, plastic, and aluminum
3. Prefer recycled, biodegradable, and other environmentally preferable products when procuring materials for use in district schools and buildings or contracting for the construction or modernization of any district building
4. Work with city, county, or other government agencies to locate markets for the district's reusable and recyclable materials
5. Minimize the use of nonbiodegradable materials and work with vendors and contractors to use packaging and delivery materials that generate less waste

Recycling

Any school site or district facility which generates four or more cubic yards of solid waste per week shall take at least one of the following actions: (Public Resources Code 42649.1, 42649.2)

1. Source separate recyclable materials from solid waste and subscribe to a basic level of recycling service that includes collection, self-hauling, or other arrangements for the pickup of the recyclable materials
2. Subscribe to a recycling service which may include mixed waste processing that yields diversion results comparable to source separation

Any school site or district facility which generates two or more cubic yards per week of solid waste, recyclables, and organics shall arrange for recycling services specifically for organic waste, including food waste, green waste, landscape and pruning waste, nonhazardous wood waste, and food-soiled paper waste that is mixed in with food waste. Such facilities shall take at least one of the following actions: (Public Resources Code 42649.8, 42649.81-42649.82, 42649.84)

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Series 3000

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AR 3511.1(b)

1. Source separate organic waste from other waste and subscribe to a basic level of organic waste recycling service that includes collection and recycling of organic waste
2. Recycle organic waste onsite or self-haul organic waste for recycling
3. Subscribe to an organic waste recycling service that may include mixed waste processing that specifically recycles organic waste
4. Make other arrangements to sell or donate recyclable organic waste materials

Any school site or district facility that meets the above thresholds for solid or organic waste shall place a recycling bin or container for solid or organic waste, as applicable, in areas where food or other materials are purchased at the facility for immediate consumption. The recycling bin or container shall be: (Public Resources Code 42649.2, 42649.81)

1. Adjacent to each bin or container for nonrecyclable trash, except in restrooms
2. Visible and easily accessible
3. Clearly marked with educational signage indicating appropriate items to be placed in the recycling bin or container in accordance with state law and the local jurisdiction's waste ordinances and practices

~~Waste Reduction, Recycling and Buy-Recycled Programs~~

~~In 1989, Assembly Bill 939 was passed by the State Legislature and requires that every city and county in the State of California recycles 50% of their respective solid waste by year 2000.~~

~~In December 1997, the County Board of Supervisors passed Ordinance 4155 which requires that all businesses and organizations in the unincorporated areas of the County separate from their refuse certain designated recyclables for recycling as listed on the County Public Works Agency Director's List of Commercial Recyclables.~~

~~The Board is committed to reducing the District's impact on the local environment and in preserving natural resources.~~

- ~~1. All District facilities/buildings shall implement waste reduction and recycling programs in order to achieve a minimum 50% diversion rate of the District's total waste generation.~~
- ~~2. District facilities shall purchase products that a) are designed to last long and are durable (e.g., have long warranties and available repair services), b) are repairable and have interchangeable part so that they are easy to report, c) can be easily reused or recycled, d)~~

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Series 3000

Non-Instructional Operations

AR 3511.1(c)

~~are made from recycled materials, e) do not contain toxic materials, and f) have minimal packaging, if any.~~

- ~~2. In accordance with the authority granted to the District under California law, preferential awards may be granted to other than the lowest bidder for these products bid which have utilized recycled materials. The District reserves the right to make such awards whenever economically feasible to do so.~~
- ~~3. 1. Any cost savings realized from the comprehensive waste reduction, recycling programs will be used to offset any costs associated with the maintenance and implementation of the District's waste reduction, recycling and buy recycled programs.~~

Waste Reduction Program

- ~~1. Facility waste reduction programs may include, but are not limited to, promoting zero waste lunches, procurement of products and supplies that are reusable and minimize the use of packaging materials, purchasing recharged laser and ink jet cartridges, buying in bulk, duplexing (copying on both sides), backyard composting and/or worm composting.~~

Recycling Program

- ~~1. Recycling programs shall include the separation from refuse of materials included on the County Public Works Director's List of Commercial Recyclables.~~
- ~~2. District facilities may utilize drop-off and buy back centers, independent recycling brokers, or the recycling services of a County authorized contract collector.~~
- ~~3. Each school principal within the District shall be designated as the School Recycling Coordinator and will plan, promote, and implement each school's recycling program.~~
- ~~4. Each school will encourage student participation in waste reduction and recycling through appropriate activities and instructional programs.~~
- ~~5. Representatives from each school will coordinate with the Oak Park Environmental Action Committee on a monthly basis to network, exchange information, and to better coordinate the district-wide program.~~
- ~~— The Superintendent's office will track the contracted hauler's monthly refuse recycling statements and provide feedback to each principal and the Oak Park Environmental Action Committee on the success of their individual programs~~

Buy Recycled Program

- ~~1. Recycled products shall include materials, goods, and supplies made with no less than 50% of the total weight of which consists of secondary and post-consumer waste with no less than 20% of its total weight consisting of post-consumer waste.~~
- ~~2. Durable, reusable, repairable, non-toxic, and recycled products may include, but are not limited to, office paper, writing paper, tissue and toilet paper, office supplies, laser and ink jet cartridges, playground equipment, cleaning supplies, food service supplies, and copy machines that can duplex (copy on both sides of a page).~~

Adopted: 12-8-98

Amended: 9-14-21

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.5.d. APPROVE AMENDMENT TO BOARD POLICY 3600 CONSULTANTS

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy 3600 Consultants?

BACKGROUND: Board Policy 3600 updated to reflect NEW LAW (AB 2257, 2020) which recodifies the three-part test established in Dynamex Operations West, Inc. v. Superior Court of Los Angeles to determine whether a person providing services for remuneration should be classified as an employee or an independent contractor, and NEW LAWS (AB 2257 and AB 323, 2020) which establish exceptions to the use of the three-part test. Requirement to afford equal opportunity for contracts revised to add ethnicity and reflect NEW LAW (AB 3364, 2020) which changes the term "military and veteran status" to "veteran or military status." Board Policy 3600 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy 3600 Consultants as first and final reading.
2. Approve amendment to Board Policy 3600 Consultants as first reading.
3. Do not approve amendment to Board Policy 3600 Consultants.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3600(a)

Consultants

The Governing Board authorizes the use of consultants and other independent contractors to provide expert professional advice or specialized technical or training services which are not needed on a continuing basis and which cannot be provided by district staff because of limitations of time, experience, or knowledge. Individuals, firms, or organizations employed as consultants independent contractors may assist management with decisions and/or project development related to financial, economic, accounting, engineering, legal, administrative, instructional, or other matters.

As part of the contract process, the Superintendent or designee shall determine, ~~in accordance with Internal Revenue Service guidelines,~~ that the consultant individual, firm, or organization is properly classified as an independent contractor. ~~District employees who perform extra-duty consultant services shall not be retained as independent contractors. They~~

A person providing labor or services shall be considered ~~employees for all purposes, even if an~~ employee rather than an independent contractor unless the ~~additional services are not-~~ related district is able to ~~their regular duties.~~ demonstrate that all of the following conditions have been met: (Labor Code 2775)

1. The person is free from the control and direction of the district in connection with the performance of the work.
2. The person is performing work that is outside the usual course of the district providing educational services.
3. The person is customarily engaged in an independently established trade, occupation, or business of the same nature as the work to be performed.

The determination of whether an individual acting as a sole proprietor or a firm or other business organization is an independent contractor shall be made in accordance with Labor Code 2775-2785, as applicable.

~~(cf. 4117.12/4317.12 Retirement Consultancy Contracts)~~

All consultant contracts shall be brought to the Board for approval.

~~(cf. 3312 Contracts)~~

~~The district shall not contract for consulting services that can be performed without charge by a public agency or official unless these services are unavailable from the public source for reasons beyond the district's control.~~

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Business and Non-Instructional Operations

BP 3600(b)

All qualified ~~firms or resource persons~~ independent contractors shall be accorded equal opportunity for ~~consultant~~ contracts regardless of actual or perceived race, ~~creed~~, ethnicity, color, ~~gender~~, national ~~or ethnic~~ origin, ancestry, age ~~or~~, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran or military status, sex, sexual orientation, gender, gender identity, gender expression, immigration status, or association with a person or group with one or more of these actual or perceived characteristics. (Education Code 220; Government Code 12940)

~~(cf. 3311—Bids)~~

~~(cf. 3551—Food Service Operations/Cafeteria Fund)~~

~~(cf. 4030—Nondiscrimination in Employment)~~

Independent contractors ~~applying for a consultant contract~~ shall submit a written conflict of interest statement disclosing financial interests as determined necessary by the Superintendent or designee, depending on the range of duties to be performed by the consultant. The Superintendent or designee shall consider this statement when deciding whether to recommend approval of the ~~consultant's employment~~ contract.

Any consultant hired by the district who is subject to the filing requirements in the district's conflict of interest code shall file a Statement of Economic Interests within the time period required by law. (Government Code 87302)

~~(cf. 9270—Conflict of Interest)~~

When employees of a public university, county office of education, or other public agency serve as ~~consultant~~ consultants or ~~resource persons~~ independent contractors in other capacities for the district, they shall certify as part of the ~~consultant~~ agreement that they will not receive salary or remuneration other than vacation pay from any other public agency for the specific days when they work for ~~this~~ the district.

The Board prohibits the harassment of an independent contractor by any district employee or by any other person with whom the independent contractor comes in contact during the course of employment with the district. Additionally, the Board prohibits the harassment of a district employee by an independent contractor. Any complaint of harassment shall be investigated and resolved in accordance with applicable district complaint procedures. (Government Code 12940)

Legal Reference:

EDUCATION CODE

~~10400-10407 Cooperative improvement programs~~

~~35010 Control of districts; prescription and enforcement of rules~~

~~35172(a) Promotional activities~~

~~35204 Contract with attorney~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3600(c)

~~17596 Limit on continuing contracts~~

~~44925 Part time readers employed as independent contractors~~

~~45103 Classified service in districts not incorporating the merit system~~

~~45103.5 Contracts for food service consulting services~~

~~45134-45135 Employment of retired classified employee~~

~~45256 Merit system districts; classified service; positions established for professional experts on a temporary basis~~

~~GOVERNMENT CODE~~

~~53060 Contract for special services and advice~~

~~Management Resources:~~

~~INTERNAL REVENUE SERVICE PUBLICATIONS~~

~~15 A—Employer's Supplemental Tax Guide~~

Adopted: 9-17-02

Amended: 2-17-04, 9-14-21

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: SEPTEMBER 14, 2021
SUBJECT: B.5.e. APPROVE AMENDMENT TO BOARD POLICY 7210 FACILITIES FINANCING

ACTION

ISSUE: Should the Board of Education approve amendment to Board Policy 7210 Facilities Financing?

BACKGROUND: Board Policy 7200 updated to add state facilities funding from the Leroy F. Greene School Facilities Act as a method of funding facilities and to reflect NEW LAW (SB 820, 2020) which requires filing the audit of completed facilities projects with the California State Controller. Policy also adds the requirement to comply with law and board policy regarding debt issuance and management. Board Policy 7210 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve amendment to Board Policy 7210 Facilities Financing as first and final reading.
2. Approve amendment to Board Policy 7210 Facilities Financing as first reading.
3. Do not approve amendment to Board Policy 7210 Facilities Financing.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7210(a)

Facilities Financing

~~When it is determined that school facilities must be built or expanded to accommodate a increased or projected increased enrollment, the Governing Board shall consider appropriate methods of financing for the purchase of school sites and the construction of buildings. In addition, financing may be needed.~~ The Governing Board recognizes its responsibility to identify the most cost-efficient and effective method of financing when purchasing or modifying district facilities. Financing may be necessary when it is determined that school facilities must be built or expanded to accommodate an increased or projected increased enrollment or when safety considerations and educational program improvements require the replacement, reconstruction or modernization of existing facilities.

The Superintendent or designee shall research funding alternatives and recommend to the Board the method of funding that ~~will~~^{ould} best serve district needs as identified in the district's master plan for school facilities.

Funding alternatives may include, but are not be limited to:

1. Levying developer fees pursuant to Education Code 17620 and Government Code 65995-65998
2. Forming a community facilities district pursuant to Government Code 53311-53368.3, the Mello-Roos Community Facilities Act
3. Forming a school facilities improvement district pursuant to Education Code 15300-15425
4. Issuing voter-approved general obligation bonds
5. Imposing a parcel tax pursuant to Government Code 50079
6. Using lease revenues for capital outlay purposes from surplus school property
7. Applying for state facilities funding pursuant to the Leroy F. Greene School Facilities Act (Education Code 17070.10-17079.30)

The district shall provide reports, maintain records, and provide for audits of the expenditure of state facilities funds as required by law and AR 3460 - Financial Reports and Accountability. (Education Code 41024)

As applicable, the district shall comply with BP 3470 - Debt Issuance and Management.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7210(b)

~~(cf. 7110—Facilities Master Plan)~~

Mitigation and Financing Agreements

~~Construction of new residential housing has an impact on school facilities and operations. The Board agrees that those who create impacts upon public agencies throughout the development of previously vacant land have an obligation to mitigate those impacts. The purchase of school sites and the construction of buildings may be financed by any legally provided means which the district is qualified to employ.~~

~~To mitigate the impact of residential development with the Oak Park Unified School District, the district will seek an agreement with developers that will include provisions such as donations of school sites, financial contributions, and the payment of developer fees as residences are built.~~

~~The Superintendent is directed to send copies of this Policy to the Ventura County Planning Department and the Ventura County Board of Supervisors for distribution to any developers affected by this Policy. Furniture and equipment needed for a new school shall be purchased utilizing any available state funds, school bond funds and from developer contributions.~~

Legal Reference:

EDUCATION CODE

~~15100-17059.2 School bonds, especially:~~

~~15122.5 Ballot statement~~

~~15300-15425 School facilities improvement districts~~

~~17000-17059.2 State School Building Lease-Purchase Law of 1976~~

~~17060-17066 Joint venture school facilities construction projects~~

~~17070.10-17076.10 Leroy F. Greene School Facilities Act of 1998~~

~~17085-17095 State Relocatable Classroom Law of 1979~~

~~17582 District deferred maintenance fund~~

~~17620-17626 Levies against development projects by school districts~~

~~17621 Procedures for levying fees~~

GOVERNMENT CODE

~~6061 One time notice~~

~~6066 Two weeks' notice~~

~~50075-50077 Voter approved special taxes~~

~~50079 School districts; qualified special taxes~~

~~53175-53187 Integrated Financing District Act~~

~~53311-53368.3 Mello-Roos Community Facilities Act of 1982~~

~~53753 Assessment notice and hearing requirements~~

~~53753.5 Exemptions~~

~~54954.1 Mailed notice to property owners~~

~~54954.6 New or increased tax or assessment; public meetings and hearings; notice~~

~~65864-65867 Development agreements~~

~~65970-65980.1 School facilities development project~~

~~65995-65998 Payment of fees against a development project~~

~~66000-66008 Fees for development projects~~

~~66016-66018.5 Development project fees~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7210(c)

~~66020-66025 Protests and audits~~

~~HEALTH AND SAFETY CODE~~

~~33445.5 Overcrowding of schools resulting from redevelopment~~

~~33446 School construction by redevelopment agency~~

~~CALIFORNIA CONSTITUTION~~

~~Article 13D, Sections 1-6 Assessment and property related fee reform~~

~~UNCODIFIED STATUTES~~

~~17696-17696.98 Greene-Hughes School Building Lease-Purchase Bond Law of 1986~~

~~CODE OF REGULATIONS, TITLE 2~~

~~1859-1859.106 School facility program~~

~~COURT DECISIONS~~

~~Loyola Marymount University v. Los Angeles Unified School District (1996) 45 Cal.App.4th 1256~~

~~Ehrlich v. City of Culver City (1996) 12 Cal.4th 854~~

~~Dolan v. City of Tigard (1994) 114 S.Ct. 2309~~

~~Canyon North Co. v. Conejo Valley Unified School District (1993) 19 Cal.App.4th 243, 23 Cal.Rptr.2d 495~~

~~Garlic Development Co. v. Hayward Unified School District (1992) 3 Cal.App.4th 320, 4 Cal.Rptr.2d 897~~

~~Nollan v. California Coastal Commission (1987) 107 S.Ct. 3141~~

~~ATTORNEY GENERAL OPINIONS~~

~~79 Ops.Cal.Atty.Gen. 149 (1996)~~

~~Management Resources:~~

~~WEB SITES~~

~~Department of General Services, Office of Public School Construction: <http://www.dgs.ca.gov/opsc/>~~

Adopted: 3-20-01

Amended: 9-17-02, 9-14-21

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: VII.1. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow as of August 31st of the 2021-22 fiscal year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging. Continuing its standard practice of the last several years, the Business Office has produced a monthly cash flow report as an ongoing tool to assist the both the Administration and Board in analyzing and managing the District's cash in order to remain cash-solvent.

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

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

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

[illegible]

[illegible]

Oak Park Unified 56-73874-0000000	Cashflow Report										Fund 01
	2021-22 ADOPTED BUDGET as of 8/31/2021										
	Base Year 2021-22; Actuals Through the Month of August										

	Object Range	Budget/Beg. Balance	2022 March	April	May	June	Accruals	Adjustments	TOTAL	Variance
D. BALANCE SHEET ITEMS										
Assets and Deferred Outflows										
Cash Not in Treasury	9111-9199	2,000	—	—	—	—	—	—	—	
Accounts Receivable	9200-9299	7,384,105	—	2,567	1,954	—	(1,402,965)	—	3,746,133	
Due From Other Funds	9310	0	—	—	—	—	—	—	(97,956)	
Stores	9320	0	—	—	—	—	—	—	—	
Prepaid Expenditures	9330	0	—	—	—	—	—	—	—	
Other Current Assets	9340	0	—	—	—	—	—	—	—	
Deferred Outflows of Resources	9490	0	—	—	—	—	—	—	—	
SUBTOTAL		7,386,105	—	2,567	1,954	—	(1,402,965)	—	3,648,177	
Liabilities and Deferred Inflows										
Accounts Payable	9500-9599	1,718,491	(18,906)	(152,412)	(250,531)	153,012	720,056	—	2,818,430	
Due To Other Funds	9610	0	—	—	—	—	—	—	—	
Current Loans	9640	5,910,000	—	1,330,000	—	—	—	—	5,886,028	
Unearned Revenues	9650	36,709	—	—	(36,709)	—	—	—	(36,709)	
Deferred Inflows of Resources	9690	0	—	—	—	—	—	—	—	
SUBTOTAL		7,665,200	(18,906)	1,177,588	(287,240)	153,012	720,056	—	8,667,749	
Nonoperating										
Suspense Clearing	9910	0	—	—	—	—	—	—	—	
TOTAL BALANCE SHEET ITEMS		(279,095)	18,906	(1,175,021)	289,194	(153,012)	(2,123,021)	—	(5,019,572)	
E. NET INCREASE/DECREASE (B - C + D)										
		281,607	(38,277)	2,899,581	(2,420,403)	2,873,974	(1,440,113)	—	(4,458,870)	
F. ENDING CASH (A + E)										
			1,634,085	4,533,667	2,113,263	4,987,237	—	—	—	
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS										
									3,547,124	

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: VII.2. MONTHLY MEASURE S BOND PROJECT STATUS REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on the progress of authorized Measure S bond projects through August 31, 2021?

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				Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Proposed Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
Measure S Management						-		-		
Measure S General Architecture Planning Services	155,160	-	-	155,160	155,160	-	155,160	-	Complete	CLOSED
Measure S District Salaries (3) (4)	1,000,000	281,190	-	1,281,190	1,524,130	(242,940)	1,287,002	237,128	Out to Bid	
17-58S General Planning & Architectural Services (1) (3) (4)	90,821	29,400	-	120,221	119,400	821	101,952	17,448	Complete	HED General Planning
Measure S Program Direct Software, Equipment & Su (1) (4)	251,000	50	-	251,050	211,044	40,006	210,392	652	In Design	IN PROGRESS
Measure S General CM Services-Balfour Beatty	900,000	(425,437)	-	474,563	387,853	86,710	387,853	-	In Close-Out	IN PROGRESS
	2,396,981	(114,797)	-	2,282,184	2,397,587	(115,403)	2,142,359	255,228		
Brookside Elementary School						-		-		
17-32S Security Fencing	99,940	(41,450)	-	58,490	58,490	-	58,490	-	Future	Phase-1 Complete/Phase-2 Future
17-42S Modernization Campus Wide	10,000	-	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-47S Administration Building DSA Cert. (1) (3) (4)	1,302,493	87,763	-	1,390,256	1,285,364	104,892	1,285,364	-	Future	IN PROGRESS
18-11S Design HVAC System Upgrade, BLDG 200 & 300	3,400	-	-	3,400	3,400	-	3,400	-	Complete	CLOSED
18-18S Classroom Replacement(4) Phase 1 (1) (2) (3)	3,648,750	-	-	3,648,750	328,652	3,320,098	328,652	-	In Design	IN PROGRESS
19-28S Extend Shared Wall Room 216	11,200	-	-	11,200	11,200	-	11,200	-	Complete	
19-30S Extend Height of Playground Fence	25,034	-	-	25,034	25,034	-	25,034	-	In Close-Out	
20-17S Remove and Replace Foundation on Portable C (1)	46,571	1,212	-	47,783	46,099	1,684	46,099	-	Future	
20-16S Innovation Lab BES (1) (3)	47,200	-	-	47,200	47,200	-	47,200	-	In Construction	
	5,194,587	47,525	-	5,242,112	1,815,438	3,426,673	1,815,438	-		
District Office						-		-		
19-17S District Office Emergency Generator (1) (2) (4)	65,625	-	375	66,000	14,232	51,768	14,232	-	In Design	IN DESIGN
19-21S Upper Field Chain Link Fencing and Gates	12,416	-	-	12,416	12,416	-	12,416	-	In Close-Out	
	78,041	-	375	78,416	26,648	51,768	26,648	-		
District Wide						-		-		
17-49S Security Badge System Upgrade	9,586	-	-	9,586	9,586	-	9,586	-	Complete	C APPROVED 11/21/17
17-01S Solar Project	7,000,000	120,121	-	7,120,121	7,120,121	-	7,120,121	-	Complete	NOC APPROVED 11/14/17
17-33S Ext. Campus Surveillance Cameras @ 6 Si	344,563	30,034	-	374,597	374,597	-	374,597	-	Complete	NOC APPROVED 11/14/17
17-39S Landscape Improvements	19,000	-	-	19,000	19,000	-	19,000	-	Complete	NOC APPROVED 09/15/17
18-22S Security Upgrades - PA System	14,669	-	-	14,669	14,669	-	14,669	-	Complete	CLOSED
18-26S Collaborative Furniture	200,000	(15,412)	-	184,588	184,588	-	184,588	-	Complete	CLOSED
18-38S Extended Care Facility Furniture & Equipmen	100,000	(87,681)	-	12,319	12,319	-	12,319	-	Complete	IN PROGRESS
18-33S Solar Installation Maintenance Contract (1) (3)	256,055	-	-	256,055	203,633	52,422	157,904	45,729	Future	IN PROGRESS
19-08S DW Arch Svcs for DSA Certific (1) (2)	195,035	-	(160,832)	34,203	34,203	-	34,203	-	In Close-Out	
19-10S Collaborative Furniture	200,000	-	-	200,000	196,043	3,957	195,708	335	Future	
19-22S King James Court Debris Clearance	15,700	-	-	15,700	15,700	-	15,700	-	Complete	
19-31S Security Raptor Software Districtwide	45,710	(343)	-	45,367	45,367	-	45,367	-	In Construction	
20-04S Collaborative Furniture (1) (3)	102,376	-	-	102,376	102,376	0	66,573	35,803	Future	
20-10S Exterior Repairs to Portables at BES/MCMS	59,834	1,200	-	61,034	61,034	-	61,034	-	Complete	
20-21S Outdoor Furniture Purchases DW (1) (3)	107,636	-	-	107,636	106,359	1,277	106,359	0	Future	
20-23S HVAC Upgrades Districtwide (1) (3)	302,543	-	-	302,543	323,624	(21,081)	301,864	21,760	Future	
	8,972,707	47,919	(160,832)	8,859,794	8,823,219	36,576	8,719,591	103,628		
Medea Creek Middle School						-		-		
17-23S Roof Replacement	83,000	(22,684)	-	60,316	60,316	-	60,316	-	Complete	NOC APPROVED 08/15/17
17-24S HVAC Replacement	276,810	54,977	-	331,787	331,787	0	331,787	-	Closed	NOC APPROVED 08/15/17
17-36S Modernization Campus Wide	5,058	4,942	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-35S Kitchen Improvements	1,506,394	-	-	1,506,394	1,566,445	(60,051)	1,566,150	295	Close-Out	NOC APPROVED 1/23/19
18-03S Security Fencing Parking Lot	42,630	-	-	42,630	42,630	-	42,630	-	Complete	NOC APPROVED 05/17/18
18-07S Sidewalk and Handrail Installation, Buildin	26,937	-	-	26,937	26,937	-	26,937	-	Complete	NOC APPROVED 02/20/18
18-21S Classroom Replacement (1) (3)	4,921,646	550,033	-	5,471,679	5,158,323	313,356	4,965,821	192,502	Future	IN PROGRESS
18-25S MPR High Roof Replacement	160,135	-	-	160,135	165,457	(5,322)	165,457	-	Complete	NOC APPROVED 8/12/18
18-36S Library Wall Removal	3,500	-	-	3,500	3,500	-	3,500	-	Complete	CLOSED
18-39S Counseling Office Improvements & Additions	28,350	3,759	-	32,109	35,459	(3,350)	35,459	-	In Close-Out	NOC APPROVED 04/23/19



Consolidated Budget Status Report
Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget				Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Proposed Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
18-40S Safety/Security Gates	89,827	-	-	89,827	89,827	-	89,827	-	Complete	NOC APPROVED 2/19/19
18-45S ORCA Food Waste Recycling Pilot Program	61,844	-	-	61,844	64,940	(3,096)	45,633	19,307	In Construction	MAINT IN PROGRESS
18-48S EV Charging Station	17,794	-	-	17,794	17,794	-	17,794	-	Closed	NOC APPROVED 4/23/19
19-05S Trellis Removal at MCMS	23,000	52,609	-	75,609	75,609	-	75,609	-	Complete	
19-15S Shade Sails at MCMS	55,850	4,995	-	60,845	60,845	-	60,845	-	Completion	
20-12S Renovate Lobby MCMS (1) (4)	19,808	899	-	20,707	20,707	-	20,707	-	Complete	
21-02S Entry Way Sign at Medea Creek Middle School	14,900	-	-	14,900	14,900	-	14,900	-	Complete	NOC 3/16/2021
	7,337,482	649,531	-	7,987,013	7,745,477	241,536	7,533,373	212,104		
Oak Hills Elementary School						-		-		
17-25S HVAC Replacement	143,189	(3,352)	-	139,837	133,652	6,184	133,652	-	Complete	NOC APPROVED 08/15/17
17-38S Modernization Campus Wide	15,000	-	-	15,000	15,000	-	15,000	-	Complete	NOC APPROVED 09/15/17
17-32S Security Fencing	50,000	(1,155)	-	48,845	48,845	-	48,845	-	Complete	NOC APPROVED 10/17/17
19-09S/18-19S Add Modular Classrooms (1) (2)	358,700	54,717	54,800	468,217	215,220	252,997	215,220	-	Close Out	
19-02S Area Drain Improvements Rooms 8-11	13,640	(1,240)	-	12,400	12,400	-	12,400	-	Closed	NOC Approved 5/14/19
19-12F OHES Running Track	25,084	4,471	-	29,555	29,555	-	29,555	-	Complete	NOC 9-17-2019
19-13S OHES Fencing @ Park (3)	135,042	0	-	135,042	120,691	14,351	120,517	174	Complete	
19-20S Kindergarten Flooring Classrooms	19,223	-	-	19,223	19,223	-	19,223	-	In Close-Out	
19-29S Extend Wall Between Conf/Copy Room	11,732	-	-	11,732	11,732	-	11,732	-	Complete	
20-03S Innovation Lab OHES (1)	65,731	(575)	-	65,156	65,156	-	65,156	-	In Construction	
	837,340	52,866	54,800	945,006	671,474	273,532	671,300	174		
Oak Park High School						-		-		
17-34S Security Lighting at Cul De Sac	376,862	(93,728)	-	283,134	283,134	0	283,134	-	Complete	NOC APPROVED 09/19/17
17-28S Roof Replacement	125,000	(70,295)	-	54,705	54,705	0	54,705	-	Complete	NOC APPROVED 08/15/17
17-27S HVAC Replacement	96,219	1,011	-	97,230	97,230	0	97,230	-	Complete	NOC APPROVED 08/15/17
17-32S Security Fencing (Ornamental @ Stadium)	249,060	(50,226)	-	198,834	139,864	58,970	139,864	-	Complete	NOC APPROVED 5/17/18
17-57S Safety Lighting	30,000	(5,109)	-	24,891	-	24,891	-	-	Complete	NOC APPROVED 02/20/18
18-01S Football Field Fencing	56,370	-	-	56,370	56,370	-	56,370	-	Complete	NOC APPROVED 03/20/18
18-02S Fencing Girls Varsity Softball Field	42,885	-	-	42,885	42,855	30	42,855	-	Complete	NOC APPROVED 5/17/18
18-24S Safety Security Fencing @ Library & Gates	52,800	-	-	52,800	62,010	(9,210)	62,010	-	Complete	NOC APPROVED 8/12/18
18-23S OPHS Stadium Safety Rail Repair	20,650	2,800	-	23,450	23,450	-	23,450	-	Complete	OC APPROVED 8/12/18
18-46S OPHS Stairs & Sidewalk-Athletic Facilities	117,838	4,245	-	122,083	122,083	-	122,083	-	Complete	NOC APPROVED 12/11/18
19-19S Art Court Phase II (1)	233,851	-	-	233,851	233,981	(131)	232,563	1,419	Future	
19-23S Tennis Court Resurfacing	44,084	-	-	44,084	44,084	-	44,084	-	In Close-Out	
19-27S Repair Wood Columns @OPHS	19,655	-	-	19,655	19,655	-	19,655	-	Complete	
20-05S Basketball Courts Resurfacing OPHS	20,052	-	-	20,052	20,052	-	20,052	-	Future	
20-22S Economizers OPHS F Bldg. HVAC's (1) (4)	25,756	-	-	25,756	25,756	-	25,756	-	Future	
21-01S Turf Replacement and Upgrades OPHS (3)	1,118,397	-	-	1,118,397	1,100,604	17,793	1,095,509	5,096	In Close-Out	
	2,629,479	(211,302)	-	2,418,177	2,325,833	92,343	2,319,319	6,514		
Oak View High School						-		-		
19-26S Reno Bldg Ext at OVHS (1) (4)	176,514	-	-	176,514	164,514	12,000	164,514	-	Future	
	176,514	-	-	176,514	164,514	12,000	164,514	-		
Red Oak Elementary School						-		-		
17-37S Modernization Campus Wide	10,000	-	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-32S Security Fencing	5,400	(1,540)	-	3,860	3,860	-	3,860	-	Complete	NOC APPROVED 08/15/17
18-20S Modular Classroom Replacement (1) (3) (4)	6,663,383	84,400	-	6,747,783	594,563	6,153,220	503,104	91,459	Future	IN PROGRESS
19-01S MPR Structural Repairs	37,849	(3,441)	-	34,408	34,408	-	34,408	-	Complete	NOC APPROVED 3/19/19
19-14S ROES Phase 1 Safety/Security Fencing	148,440	(18,040)	-	130,400	130,400	-	130,400	-	Complete	NOC APPROVED 10/15/2019
19-16S ROES Phase 2 Safety/Security Fencing	75,873	0	-	75,873	69,615	6,258	69,615	-	Completed	NOC APPROVED 10/15/2019
20-11S Restroom Upgrades at ROES (1) (3)	86,466	-	-	86,466	86,466	-	86,466	-	Complete	
20-13S Paint Admin Interior	17,601	-	-	17,601	17,601	-	17,601	-	Complete	
20-14S Flooring for Admin + 7 Classrooms	49,125	-	-	49,125	49,125	-	49,125	-	In Close-Out	



Consolidated Budget Status Report
Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

School/Project Name	Budget				Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Proposed Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
20-15S Innovation Lab at ROES (1)	44,065	-	-	44,065	44,065	-	44,065	-	Planning	
20-18S Renovate Exteriors of Buildings B & C @ROES (1) (3)	105,853	-	-	105,853	89,073	16,780	49,599	39,474	Future	
	7,244,054	61,379	-	7,305,433	1,129,176	6,176,258	998,243	130,932		
TECH						-		-		
17-50S Next Gen CR/Flat Panel SMRT Display Pilot	35,000	1,532	-	36,532	48,120	(11,588)	48,120	-	Complete	NOC APPROVED 02/01/18
18-12S Network File Server Refresh	125,000	-	-	125,000	124,500	500	124,500	-	In Progress	IN PROGRESS
18-13S Purchase Staff Computers & Spare Device	55,000	-	-	55,000	37,272	17,728	37,272	-	In Progress	IN PROGRESS
18-14S Chromebook 1-to-1 Take Home Pilot 6 Grade	263,923	77,334	-	341,257	218,114	123,143	210,136	7,978	In Progress	IN PROGRESS
18-35S BES Chromebooks for Gr5	18,000	(794)	-	17,206	17,206	-	17,206	-	Complete	Project complete
18-30S MCMS Library Computer Lab Refresh	47,000	-	-	47,000	37,106	9,894	37,106	-	In Progress	IN PROGRESS
18-31F 3-D Printers	31,500	-	-	31,500	26,882	4,618	26,882	-	In Progress	IN PROGRESS
18-28S DW Chromebook Refresh	250,000	-	-	250,000	209,943	40,057	209,943	-	In Progress	IN PROGRESS
18-29S Flat Panel Displays @ MCMS & OPHS	36,100	-	-	36,100	31,124	4,976	31,124	-	In Progress	IN PROGRESS
18-42S MCMS Computer on Wheels Laptops for Art Cla	30,000	(11,019)	-	18,981	18,981	-	18,981	-	Complete	PROJECT COMPLETE
18-43S DW Virtual Reality Pilot Program	6,000	-	-	6,000	5,148	852	5,148	-	In Progress	IN PROGRESS
18-44S I-Pad Refresh of K-2 Totes	325,000	-	-	325,000	302,138	22,862	302,138	-	In Progress	IN PROGRESS
18-49F iMacs for Tech Lab MCMS	10,000	-	-	10,000	20,000	(10,000)	8,052	11,948	In Progress	IN PROGRESS
19-03S Replace Smartboard Projectors	24,000	-	-	24,000	22,448	1,552	21,081	1,367	In Construction	PROJECT APPROVED 2/19/19
19-04S District Refresh & Spare Computer Equipment	50,000	-	-	50,000	53,415	(3,415)	53,415	-	In Construction	PROJECT APPROVED 2/19/19
19-06S Promethean Smart Board Replacement at OHES	82,409	(1,180)	-	81,229	81,229	-	81,229	-	In Close-Out	IN CLOSEOUT
19-07F Chromebook 1:1 Take Home Prgrm Grds 5-12	670,000	121,266	-	791,266	762,556	28,709	669,293	93,263	Out for Bid	BOARD APPROVED 5/23/19
19-11S Ipad Air Refresh Part 2	243,400	7,935	-	251,335	251,335	(0)	251,335	-	Complete	BOARD APPROVED 6-4-19
19-24S Additional Security Cameras DW Phase 4	38,029	-	-	38,029	38,029	-	38,029	-	In Close-Out	
20-01S Next Generation MacBook Pro Pilot Program (1)	20,451	-	-	20,451	20,451	-	8,576	11,875	Future	
20-02S Interactive Flat Panel Displays for Element	15,000	-	-	15,000	-	15,000	-	-	Future	
20-08S Apple iPad Air Refresh (1)	34,544	-	-	34,544	34,544	-	34,544	-	Future	
20-09S District Network Firewall Refresh (1)	285,524	-	-	285,524	285,524	-	285,524	-	Out for Bid	
20-19S Staff Laptop Refresh (1)	198,069	28,916	-	226,985	227,073	(88)	207,402	19,671	In Construction	
20-20S Chromebook 1:1 Program (1)	361,738	-	-	361,738	361,738	-	361,738	-	Future	
20-24S Oak Park High School Engineering Workstatio (1)	69,534	-	-	69,534	69,534	-	69,534	-	Future	
20-25S Apple iPad Air Refresh Wave 3 (1) (3)	33,030	-	-	33,030	33,030	-	795	32,235	Future	
20-26S MCMS Computer Lab Refresh (3)	95,000	-	-	95,000	95,000	-	79,214	15,786	Future	
21-03S Core Network Switch Replacement & Service C (1) (3)	74,146	-	-	74,146	74,146	-	-	74,146	Future	
21-05S Smartboard Replacement DW (1) (3) (4)	206,931	-	-	206,931	206,931	-	-	206,931	Future	
21-04S Network Access Appliance (3)	23,000	-	-	23,000	23,000	-	-	23,000	Future	
	3,757,328	223,990	-	3,981,318	3,736,516	244,802	3,238,316	498,199		
Totals	38,624,515	757,109	(105,657)	39,275,967	28,835,882	10,440,086	27,629,102	1,206,779		

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. JEFF DAVIS, SUPERINTENDENT

DATE: SEPTEMBER 14, 2021

SUBJECT: VII.3. MONTHLY GENERAL FUND BUDGET REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's General Fund operating budget through August 31st of the 2021-22 fiscal year?

BACKGROUND: In order to better monitor and manage its General Fund operating budget, the District set as a goal establishing a system to provide monthly progress reporting to Board of operating costs for large categories of budget expenditures. In meeting that goal, the Business Office has produced monthly budget reports from the District's financial system to serve as another tool to assist the both the Administration and Board in closely analyzing and managing the District's General Fund operating budget.

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

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

Respectfully submitted,

Jeff Davis, Ed.D.
Superintendent

Fiscal13a

Financial Statement

Fund 01		Fiscal Year 2021/22 Through July 2021				
Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rec'd
REVENUE DETAIL						
LCFF Revenue Sources						
8011-8019	LCFF State Aid	28,455,009.00	28,455,009.00	888,806.00	27,566,203.00	3.12%
8020-8079	Property Taxes	12,344,848.00	12,344,848.00	.00	12,344,848.00	0.00%
Total LCFF Revenue Sources		40,799,857.00	40,799,857.00	888,806.00	39,911,051.00	2.18%
Federal Revenues						
8100-8299	Federal Revenues	1,047,038.00	1,047,038.00	339.00	1,046,699.00	0.03%
Other State Revenues						
8300-8599	Other State Revenues	3,676,130.00	3,676,130.00	.00	3,676,130.00	0.00%
Other Local Revenue						
8600-8799	Other Local Revenues	3,559,306.00	3,559,306.00	206,186.10	3,353,119.90	5.79%
Total Year To Date Revenues		49,082,331.00	49,082,331.00	1,095,331.10	47,986,999.90	2.23%

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
EXPENDITURE DETAIL							
Certificated Salaries							
1100-1199	Certificated Teacher Salaries	18,733,533.00	18,733,533.00	17,169,333.84	1,980.00	1,562,219.16	0.01%
1160	Certificated Salaries Stipends	363,777.00	363,777.00	18,671.25	.00	345,105.75	0.00%
1200	Certificated Pupil Support Salaries	1,933,161.00	1,933,161.00	1,851,032.40	.00	82,128.60	0.00%
1260	Counselor Stipend	10,000.00	10,000.00	.00	.00	10,000.00	0.00%
1300	Certificated Supervisors' & Administrators' Salaries	2,289,350.00	2,289,350.00	2,048,176.17	294,446.90	53,273.07-	12.86%
Total Certificated Salaries		23,329,821.00	23,329,821.00	21,087,213.66	296,426.90	1,946,180.44	1.27%
Classified Salaries							
2100	Classified Instructional Salaries	2,725,271.00	2,725,271.00	2,260,397.48	.00	464,873.52	0.00%
2200	Classified Support Salaries	1,873,291.00	1,873,291.00	1,657,590.95	105,754.70	109,945.35	5.65%
2300	Classified Supervisors' & Administrators' Salaries	357,391.00	357,391.00	332,054.14	30,186.74	4,849.88-	8.45%
2400	Clerical, Technical, & Office Staff Salaries	1,983,156.00	1,983,156.00	1,757,756.60	96,979.91	128,419.49	4.89%
2900	Other Classified Salaries	711,278.00	711,278.00	556,290.30	720.00	154,267.70	0.10%
Total Classified Salaries		7,650,387.00	7,650,387.00	6,564,089.47	233,641.35	852,656.18	3.05%
Employee Benefits							
3100	State Teachers' Retirement System	3,852,851.00	3,852,851.00	3,545,189.01	41,134.84	266,527.15	1.07%
3200	Public Employees' Retirement System	1,296,835.00	1,296,835.00	1,118,310.49	49,291.18	129,233.33	3.80%
3400	Health & Welfare Benefits	4,596,961.00	4,596,961.00	4,375,390.32	.00	221,570.68	0.00%
3300-3900	All Other Statutory Costs	1,682,191.00	1,682,191.00	1,281,823.54	30,023.06	370,344.40	1.78%
Total Employee Benefits		11,428,838.00	11,428,838.00	10,320,713.36	120,449.08	987,675.56	1.05%
Books and Supplies							
4100	Approved Textbooks and Core Curricula Materials	442,681.00	442,681.00	283,640.21	50,710.31	108,330.48	11.46%
4200	Other Books and Reference Material	48,701.00	48,701.00	8,382.95	.02-	40,318.07	0.00%
4300	Materials & Supplies	937,736.00	896,834.00	293,482.41	33,435.28	569,916.31	3.73%
4400	Noncapitalized Equipment	438,549.00	440,533.00	449,104.70	14,802.48	23,374.18-	3.36%
Total Books and Supplies		1,867,667.00	1,828,749.00	1,034,610.27	98,948.05	695,190.68	5.41%
Services and Other Operating Expenditures							
5200	Travel and Conference	116,098.00	111,723.00	4,800.00	.00	106,923.00	0.00%
5300	Dues and Memberships	43,893.00	45,259.00	26,737.33	.00	18,521.67	0.00%
5400	Insurance	591,180.00	591,180.00	591,180.00	.00	.00	0.00%

5500	Operations & Housekeeping Services	646,064.00	646,064.00	41,004.53	3,995.47	601,064.00	0.62%
5600	Rentals, Leases, Repairs, & Noncapitalized Improvements	446,755.00	455,333.00	191,233.44	42,554.47	221,545.09	9.35%
5700	Transfers of Direct Costs	.00	.00	.00	.00	.00	0.00%
5800	Professional/Consulting Services & Operating Expenditures	1,789,774.00	1,824,229.00	365,044.45	60,670.31	1,398,514.24	3.33%
5899	Legal Fees	182,000.00	182,000.00	.00	.00	182,000.00	0.00%
5900	Telephone and Communications	130,733.00	134,683.00	17,750.00	200.00-	117,133.00	-0.15%
	Total Services and Other Operating Expenditures	3,946,497.00	3,990,471.00	1,237,749.75	107,020.25	2,645,701.00	2.68%
Capital Outlay							
6000	Capital Outlay	.00	5,760.00	5,759.24	.00	.76	0.00%
Tuition							
7100	Tuition	387,368.00	387,368.00	.00	2,392.00	384,976.00	0.62%
Transfers of Indirect/direct Support costs							
7350	Direct Support/Indirect Costs	147,020.00-	147,020.00-	.00	.00	147,020.00-	0.00%
Debt Service							
7438	Debt Service - Interest	8,771.00	8,771.00	.00	.00	8,771.00	0.00%
7439	Debt Service - Principal	49,300.00	49,300.00	.00	.00	49,300.00	0.00%
	Total Debt Service	58,071.00	58,071.00	.00	.00	58,071.00	0.00%
	Total Year To Date Expenditures	48,521,629.00	48,532,445.00	40,250,135.75	858,877.63	7,423,431.62	1.77%

Object	Description	Budget		Actuals To Date			
		Adopted	Revised	Encumbrance	Actual	Budget Balance	% of Budget
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
	A. Revenues	49,082,331.00	49,082,331.00		1,095,331.10	47,986,999.90	2.23%
	B. Expenditures	48,521,629.00	48,532,445.00	40,250,135.75	858,877.63	7,423,431.62	1.77%
	C. Subtotal (Revenues LESS Expense)	560,702.00	549,886.00		236,453.47	40,563,568.28	
	D. Other Financing Sources & Uses						
	Source	.00	.00		.00	.00	0.00%
	LESS Uses	.00	.00		.00	.00	0.00%
	E. Net Change in Fund Balance	560,702.00	549,886.00		236,453.47	40,563,568.28	
	F. Fund Balance						
	Beginning Balance (9791)	2,398,960.00	2,398,960.00		8,005,994.68		
	Audit Adjustments (9793)	.00	.00		.00		
	Audit Adjustments (9793)	.00	.00		.00		
	Adjusted Beginning Balance	2,398,960.00	2,398,960.00		8,005,994.68		
	G. Calculated Ending Balance	2,959,662.00	2,948,846.00		8,242,448.15		
	*Components of Ending Fund Balance						
	Legally Restricted (9740)						
	Other Designations (9780)						
	Undesig/Unapprop (9790)	2,959,662.00	2,948,846.00				
	Other				40,250,135.75		