

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #1068

**DATE:** September 13, 2022

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

Members of the public will have the right to observe the meeting in person and on [www.opusd.org/livestream](http://www.opusd.org/livestream) and offer public comment in person at the meeting.

**TIME:** 4:30 p.m. Closed Session – **Please Note Early Start**  
6:00 p.m. Open Session

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

**BOARD OF EDUCATION**

Drew Hazelton, President

Derek Ross, Vice President

Denise Helfstein, Clerk

Tina Wang, Member

Soyon Hardy, Member

Tess Leong, 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

Tammy Herzog, Assistant Superintendent, Educational Services

Enoch Kwok, Director, Educational Technology & Information Systems

Marcus Konantz, 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

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](mailto:raggarwal@opusd.org)

Welcome to a meeting of the Oak Park Unified School District Board of Education. Routine items are placed under the Consent Calendar and are approved by a single vote of the Board. When the agenda is adopted, a member of the Board may pull an item from the Consent Calendar and transfer the item to an appropriate place on the agenda for discussion.

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

### **PUBLIC COMMENTS**

The speaker cards are available in the Board Room and must be completed and handed to Ragini Aggarwal, Communications Coordinator/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)

The President of the Board will inquire if there are any public comments with respect to any item appearing on the regular meeting agenda, or on any issue within the jurisdiction of the Governing Board. Individual speakers will be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard.

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, Thursday, October 13, 2022  
Oak Park High School, Presentation Room, G9**

**AGENDA IS POSTED AT SCHOOL OFFICES & THE DISTRICT WEBSITE:**

**<https://www.oakparkusd.org/Page/10981>**

### **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.*

**OAK PARK UNIFIED SCHOOL DISTRICT  
AGENDA – REGULAR BOARD MEETING #1068  
September 13, 2022**

**CALL TO ORDER – Followed by Public Comments/4:30 p.m. – Please Note Early Start**

**CLOSED SESSION: 4:30 p.m. – Please Note Early Start**

**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](http://www.opusd.org/livestream) and offer public comment in person at the meeting.

**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. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

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

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

**C. PUBLIC EMPLOYEE EMPLOYMENT :** Instructional Assistant I - Literacy &  
Numeracy, Instructional Assistant I - Literacy & Reading, Instructional Assistants I  
Grade DK, Health Services Technician, Guest Teachers, Wellness Center Counselor

**D. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6  
Agency Designated Representatives: Adam Rauch and Stewart McGugan  
Employee Organizations: Oak Park Teachers Association and Oak Park Classified Association

**IV. CALL TO ORDER – RECONVENE IN OPEN SESSION AT: \_\_\_\_\_ p.m.**

**A. ROLL CALL**

**B. FLAG SALUTE**

**C. REPORT OF CLOSED SESSION ACTIONS TAKEN**

**D. ADOPTION OF AGENDA**

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

**VI. OPEN COMMUNICATIONS/PRESENTATIONS**

**A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS**

1. Remarks from Board Members

2. Introduction and Report from Student Board Member
3. Remarks from Superintendent
4. Report from Oak Park Education Foundation

## **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 30, 2022**

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

**b. Approve Public Employee/Employment Changes 01CL254252-01CL254263 & 01CE11921-01CE12015**

*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, 2022**

*Board Policy 3300 requires Board approval of Purchase Orders.*

**d. Approve Resolution #2022-13, Establishing the GANN Appropriation Limit for Fiscal Years 2021-2022 and 2022-2023**

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

**e. Approve Renewal of Consultant Agreement for Elementary and Middle School Garden Program**

*Board Policy 3312 requires Board approval for contracts for services*

**f. Ratify Renewal Agreement Between Ventura County Office of Education and Oak Park School District for Library Support Services**

*Board Policy 3312 requires Board approval for contracts for services*

**g. Ratify Public Works Contracts – June 14, 2022 Through July 1, 2022**

*Board Policy 3312 requires Board approval for contracts for services*

**h. Approve Out of State Travel for Certificated Employees to Attend the National Association for College Admission Counseling Conference, Houston, TX, – September 21-25, 2022**

*Board Policy 3350 requires Board approval for employees out of state travel*

## **ACTION**

### **2. EDUCATIONAL SERVICES**

**a. Public Hearing and Approval of Resolution #2022-14, Regarding Sufficiency of Textbooks and Instructional Materials for 2022-2023**

*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. Quarterly Report on the Number of Students Earning a D or F Grade at Secondary Schools**

*The Board will receive a report on the academic supports being offered to students who earned a D/F Grade at the end of 2021-2022 school year*

**c. Approve Agreement for Staff development with Columbia University's Reading and Writing Project Network, LLC.**

*Board Policy 3312 requires Board approval for contracts for services*

**d. Accept California School Dashboard Local Indicator Report**

*Districts are required to report the local indicators at a board meeting prior to the submission deadline of September 30, 2022*

**e. Approve Contract of Services for CogAT (Cognitive Abilities Test) Screening**

*Board Policy BP6172 requires the district provide all eligible students, including economically disadvantaged students, English learners, and students of varying cultural backgrounds, with full opportunities to participate in the GATE program*

**f. Ratify Career Education Center MOU with Ventura County Office of Education for 2022-2023 School Year**

*Board Policy 3312 requires Board approval for contracts for services*

**3. BUSINESS SERVICES**

**a. Authorize and Establish Budget for Measure S Project 22-12S Shade Sails for Red Oak Elementary School**

*Board approval required to approve projects funded by Measure S Bond Fund*

**b. Approve Unaudited Actual Revenues and Expenditures Report for Fiscal Year 2021-22**

*Board is asked to review Unaudited Actual Revenues and Expenditures*

**c. Approve Spending Plan for 2022-23 Education Protection Account Funds**

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

**d. Approve Resolution 2022-15 Authorizing the Sole Source Procurement of Bluepoint Alert Solutions System**

*Board approval required to approve a resolution for Sole Source Procurement*

**e. Authorize Measure S Project 22-13 S and Award of Contract for Rapid Emergency Alert System Districtwide**

*Board approval required to approve projects funded by Measure S Bond Fund and Board Policy 3312 requires Board approval for contracts for services*

**f. Approve Appointment to the Oak Park Citizens' Oversight Committee for the 2022-2024 Term.**

*Board approval required for appointments to Citizens Oversight Committee*

**4. HUMAN RESOURCES**

**a. Public Hearing and Approval of the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Classified Association**

*Board Policy 4143.1/4243.1 and Government Code 3547 requires public disclosure of all initial contract proposals between the District and the employee organizations.*

**5. BOARD POLICIES**

**a. Approve Amendment to Board Bylaw 9270 Exhibit – Conflict of Interest**

*Government Code 87306.5 states that all Conflict of Interest Codes must be reviewed and amended as needed by local agencies during even-numbered years. Exhibit is being updated under the heading Designated Position Disclosure Category to reflect positions required to submit a Conflict of Interest Form and to update the title of a designated position to reflect current positions in the District.*

**VII. INFORMATION ITEMS**

**1. Monthly Cash Flow Report**

**2. Monthly Measure S Status Report**

### **3. Monthly General Fund Budget Report**

#### **VIII. OPEN DISCUSSION /FUTURE AGENDA ITEMS**

1. Update on Exhibits for Board Policy Placement in Mathematics Courses 6152.1.
2. Board Members may request items to be added to upcoming meetings at this time.

#### **IX. ADJOURNMENT:**

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

**MINUTES OF REGULAR BOARD MEETING      8-30-2022      #1067**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education Vice President, Mr. Derek Ross, called the regular meeting to order at 5:01 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Mr. Drew Hazelton, President (joined the meeting at 5:30 pm), Mr. Derek Ross, Vice President, Mrs. Denise Helfstein, Clerk, Mrs. Tina Wang, Member, and Soyon Hardy, Member

**STAFF PRESENT**

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

**BOARD ABSENT**

None

**PUBLIC COMMENTS**

None

**III. ADJOURN TO CLOSED SESSION**

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

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
- B. PUBLIC EMPLOYEE EMPLOYMENT:** Campus Supervisors, Food Service Assistants I, Walk-On-Coaches, Instructional Assistants I - Literacy & Numeracy Temp, Instructional Assistant I – Math, Instructional Assistants I Grade DK, Extended Care Assistant Site Leader, Student Services Assistant I, Instructional Assistants II SpEd, Instructional Assistants III Behavior, Department Secretary – OPHS, Certified Deaf & Hard Of Hearing Interpreter, Teacher on Special Assignment – Tech TOSA, College and Career Center Counselor, Wellness Center Counselor, Guest Speech Pathologist, Guest Teachers, Science Teacher - MCMS, Art Teacher - MCMS, High School Teacher, Elementary Teachers, Special Education Teachers, Principal – MCMS
- C. EXPULSION OF PUPIL #01** – (Pursuant to Education Code 48915)
- D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Title: Directors, Principals

The Board adjourned to Closed Session at 5:02 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 6:07 p.m.

**BOARD PRESENT**

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Mrs. Denise Helfstein, Clerk, Mrs. Tina Wang, Member, Mrs. Soyon Hardy, Member, Ms. Tess Leong, Student Board Member.

## **BOARD ABSENT**

None

## **STAFF PRESENT**

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mrs. Tammy Herzog, Assistant Superintendent of Educational Services, Mr. Brad Benioff, Director of Student Support and School Safety, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance & Operations, Mrs. Ellen Chevalier, Coordinator of Instructional Programs, and Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant.

## **FLAG SALUTE**

Drew Hazelton led the Pledge of Allegiance to the Flag.

## **REPORT ON CLOSED SESSION**

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

## **ADOPTION OF AGENDA**

On motion of Derek Ross, seconded by Tina Wang, the Board of Education adopted the agenda as presented. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

## **PUBLIC SPEAKERS**

There were seven public speakers. Two on non-agenda items and five on Agenda Item VI.A.5. The speakers on non-agenda items spoke at this time. Mr. David Ross, a community member and founding board member of the Oak Park Unified School District Board of Education, read a passage from the article in Scientific American on misinformation and disinformation being spread about schools and education.

The second public speaker was Tim Foy, head coach of the Future Tracking Running Pack. He requested that the members of his running group be allowed to use the track once a week as they have been doing for more than 20 years. The group was denied the facility operated by the school, citing the reason as non-availability, as the track was used all the time by the athletic teams for practices.

## **OPEN COMMUNICATIONS/PRESENTATIONS/RECOGNITIONS**

### **REPORT FROM BOARD MEMBERS**

Board Member Soyon Hardy extended a warm welcome to all teachers, staff, students, and families for an almost normal start to the new school year. Soyon commended the teachers and staff at the school and the district office for their work on getting the schools ready to welcome students back to school. Soyon reported that she visited the campus with some of her fellow board members and Dr. Davis on the first day of school, and the energy on campus was great.

Board Member Denise Helfstein welcomed everyone back to school. Denise reported that she attended the diversity training sessions over the summer presented by the members of the Howard Group. A few topics covered were equity, mental health, and being culturally responsive. Denise also toured campuses on the first day of school with other board members and Dr. Davis and expressed her appreciation for the hard of the teachers and seeing the progress of the wellness



center at the high school. Denise thanked the community of Oak Park for passing Bond Measure S, which allows much-needed facility improvements to be made at our campuses.

Board Member Tina Wang congratulated everyone for a successful first few weeks of school and thanked the staff, PTA/PFA for their hard work over the summer, and the parent volunteers who helped with the registration events. Tina reported that she attended Back to School nights at Oak Park High School and felt a sense of gratitude visiting classrooms in person and thanked the principal and staff for their commitment and hard work.

Board Member Derek Ross thanked Bond Programs, Sustainability, Maintenance, and Operations Director Brendan Callahan and his team for the great work done at our schools over the summer. Derek also thanked the community of Oak Park for passing Bond Measure S so that the District and the board can make sound fiscal decisions and improve the facilities on our campuses.

Board Member Drew Hazelton thanked Brendan and the team for the summer work done on campuses. Drew reported that he was excited to see the fall sports athletes back in action and all the extra-curricular activities also resuming on campus. Drew attended the parent meeting with Ray Lokar from Gold Star Coaching and the Back-to-School nights at MCMS and OPHS and thanked the teachers for their dedication and commitment.

Student Board Member Tess Leong reported that the ASB helped with registration at OPHS, which went off smoothly. The fall sports have begun, and the school held its first back-to-school night in person after two years. ASB is planning multiple fundraisers and events this year. Club signups are coming up, and all clubs that have registered and completed their paperwork will be able to promote their club during club week. Tess reported that students and teachers were slowly adjusting to the new bell schedule and expressed her hope that more teachers will utilize the flex-time to allow students to receive support or work on their homework.

Superintendent Dr. Jeff Davis thanked the teachers, staff, and PTOs for an excellent school opening. Dr. Davis reported that he toured the campuses with board members on the first day of school, attended the back-to-school nights, and was looking forward to attending the MCMS back-to-school night this week. Dr. Davis also visited the ASB class at OPHS with Principal McClenahan and spoke with them about Leadership. Dr. Davis shared information on some upcoming events this fall:

- Luc Bodden Day is to be held at each school the week of Sept. 12.
- Land Acknowledgement Plaque dedication event to be held on Sept. 20 at OPHS at 12:45 pm.
- All grades at MCMS would be attending outdoor science education at Pali Camp.

#### **UPDATE ON SCHOOL SAFETY – COMMANDER PENTIS AND MR. BRAD BENIOFF**

There were five public speakers on this item. Carrie Jones, Steven White, Frances Hermosillo, Debbie Harrington, and Al Calce OPUSD staff members expressed their concerns regarding the requirement of weekly testing for unvaccinated employees. They requested the Board advocate for lifting the August 2021 health order that requires unvaccinated staff to undergo weekly testing.

Mr. Brad Benioff, Director of Student Support and School Safety, addressed the concerns of the public speakers stating that the District is required to follow a public health order and is not permitted to be less restrictive than the state and county public health. Mr. Benioff, the following update:

COVID Update: Cases in the County have continued to be steady, a bit over 120 cases each day, even with schools opening throughout the County. There are 17 student and six staff cases—about the same amount through the first three weeks.

Raptor Badge Systems: Over the summer, all sites had their Raptor badge systems checked and rebooted, and all sites are back to utilizing this system for visitors.

Wellness Center/Counselors: Two counselors were hired to add to our already outstanding counseling team, focusing on developing the Wellness Center at the high school and eventually at the middle school. There will be a lot of training and development taking place.

Fencing: New fencing was added to OHES to block access to the playground areas. Additional walkthroughs took place on Friday, Aug. 26 for all sites to discuss additional fencing proposals. Measure S committee and Safety and Security Task Force will review these proposals.

Door Locks: Dave Jackson, the interim Safety Administrator, walked all sites to determine door locks and capabilities. The District has ordered "lock-block" devices that have the ability for the teachers/staff to keep doors locked but slightly open if needed and quickly pull to lock the doors. This "lock block" will be in addition to the internal locking doors installed at all sites a few years ago.

Mr. Benioff introduced District's Safety Consultant, retired Ventura County Sheriff's Commander Randy Pentis. Commander Pentis shared that he had visited every school site and met with the administrators to determine site-specific safety training and upgrade needs. Commander Pentis also emphasized the importance of ongoing training staff in safety protocols and providing information sessions for students and families. Staff training will take place in September, and student and family information sessions will be held in October/November.

#### **FACILITIES REPORT – SUMMER WORK UPDATE**

Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations provided a report on the work done at the school campuses during the summer.

#### **B.1. CONSENT AGENDA**

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education approved the Consent Agenda. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- a. [Approve Minutes of Regular Board Meeting June 14, 2022, and Special Board Meeting held on July 20, 2022](#)
- b. [Approve Public Employee/Employment Changes 01CL254119-01CL254251 & 01CE11739-01CE11920](#)
- c. [Ratify Purchase Orders – June 1 – July 31, 2022](#)

- d. [Approve Quarterly Report on Williams Uniform Complaints – July 2022](#)
- e. [Accept 2021-22 Annual Attendance Report](#)
- f. [Approve Expulsion in Abeyance for Student #01-2022-2023](#)
- g. [Approve Overnight Trip for Medea Creek Middle School 6<sup>th</sup> Grade to Pali Institute, Running Springs, CA – October 17-19, 2022](#)
- h. [Approve Overnight Trip for Medea Creek Middle School 7<sup>th</sup> Grade to Pali Institute, Running Springs, CA – November 28-30, 2022](#)
- i. [Approve Overnight Trip for Medea Creek Middle School 8<sup>th</sup> Grade to Pali Institute, Running Springs, CA – October 31 – November 2, 2022](#)
- j. [Approve Student Teaching Agreement with California State University, Channel Islands for 2022-2023](#)
- k. [Approve School Psychology Supervised Fieldwork Agreement with Loyola Marymount University for 2022-2023](#)
- l. [Approve Out of State Travel for Certificated Employee to Attend Pacific Northwest Institute on Special Education and the Law, Yakima, Washington, – September 18-21, 2022](#)
- m. [Approve Out of State Travel for Certificated Employee to Present at the AP Science Conference in Birmingham, Alabama – November 9-10, 2022](#)
- n. [Approve the Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books](#)
- o. [Approve the Sale of Disposal of Obsolete Equipment - Copy Machines](#)
- p. [Approve Renewal of Contract with Super CO OP\(USDA\) Foods and Purchase Delivery](#)
- q. [Ratify Consultant Agreement with Commander Randy Pentis for School Safety Consultation and Training](#)
- r. [Ratify Consultant Agreement with Gold Star Coaching for Athletic Programs at Oak Park High School](#)

## **B.2. EDUCATIONAL SERVICES**

- a. [Ratify Agreement with Paper.co for Online Tutoring Services for Students in Grades 6-12](#)

Assistant Superintendent of Educational Services, Tammy Herzog and Coordinator of Instructional Program, Ellen Chevalier provided an update on the usage of Paper.co online tutoring by district students last year. Student Board member Tess Leong shared her positive experience with Paper.co and the board recommended that staff use a variety of means to promote the usage of paper online tutoring to students in grades 6-12. The board also recommended increasing in-person support for students in all grades.

On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education ratified The Agreement with Paper.co for Online Tutoring Services for Students in Grades 6-12. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- b. [Approve Indian Education Consortium MOU with Ventura Unified School District](#)  
On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education approved Indian Education Consortium MOU with Ventura Unified School District. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.
- c. [Approve Submission of Consolidated Application for Categorical Aid Programs – 2022-2023](#)

On motion of Tina Wang, seconded by Soyon Hardy, the Board of Education approved

the Submission of Consolidated Application for Categorical Aid Programs – 2022-2023.  
Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

### **B.3. BUSINESS SERVICES**

**a. Ratify Contract of Services and Establish Budget for Measure S Project 22-11S Wellness Center at Oak Park High School**

On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education ratified the Ratify Contract of Services and Establish Budget for Measure S Project 22-11S Wellness Center at Oak Park High School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**b. Approve Resolution #2022-12 Authorizing Use of a CMAS Agreement for Leasing and Servicing Copy Machines, Pursuant to CA Public Contract Code Section 10298**

On motion of Soyon Hardy, seconded by Tina Wang, the Board of Education approved the Resolution #2022-12 Authorizing Use of a CMAS Agreement for Leasing and Servicing Copy Machines, Pursuant to CA Public Contract Code Section 10298. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**c. Ratify Agreement with Diligent Community for Board Agenda and Policy Management Software**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education ratified the Agreement with Diligent Community for Board Agenda and Policy Management Software. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

### **B.4. HUMAN RESOURCES**

**a. Approve 2022-2023 Declaration of Need for Fully Qualified Educators**

On motion of Soyon Hardy, seconded by Drew Hazelton, the Board of Education approved the 2022-2023 Declaration of Need for Fully Qualified Educators. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**b. Ratify Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 (C) & (D)**

On motion of Derek Ross, seconded by Drew Hazelton, 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: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**c. Approve Annual Teacher Assignment Report for 2022-2023**

On motion of Soyon Hardy, seconded by Tina Wang, the Board of Education approved the Annual Teacher Assignment Report for 2022-2023. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**d. Approve Revised Job Description and Salary Schedule Placement for Food Services Staff**

On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved the Revised Job Description and Salary Schedule Placement for Food Services Staff. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

### **B.5. BOARD**

**a. Approve Proposed Board Meeting Schedule for the 2022-2023 School Year**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Proposed Board Meeting Schedule for the 2022-2023 School Year as presented except they moved the October 2022 meeting from the 18<sup>th</sup> to the 13<sup>th</sup>. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

#### **OPEN DISCUSSION/FUTURE AGENDA ITEMS**

The board will be reviewing the following items at the next meeting:

- Report on students who received one or more D/F grades in 2021-2022 school year.
- Local Indicators Report
- Exhibits for Math Placement which would include a waiver and sample communication to be sent to family of students in grades 6-12.
- Ragini to send possible dates for a special meeting between the September and October meetings to discuss district and board goals.

#### **ADJOURNMENT**

On motion of Drew Hazelton, seconded by Soyon Hardy, there being no further business before this Board, the regular meeting held on August 30, 2022, is declared adjourned at 8:38 p.m.

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Date

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President of the Board

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Date

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Clerk or Secretary of the Board

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**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	Site
CL254252	Judie Berro	Instructional Assistant I - Literacy/Reading	8/30/2022	General	BES
CL254253	Alexa Violante	Instructional Assistant I - Grade DK	8/29/2022	General	OHES
CL254254	Natalie Leggette	Instructional Assistant I - Literacy & Numeracy T	8/29/2022	ELO	OHES
CL254255	Lisa Rosenberg	Health Services Technician	9/15/2022	General	OHES

**AUTHORIZATION TO PAY STIPEND**

Number	Name	Position	Start Date	Fund	Salary	Site
CL254256	William Garcia	Walk-On Band Coach	7/1/2022	Site	\$8,000	OPHS
CL254257	Ruby Pokras	Band Walk-On-Coach	7/7/2022	Site	\$3,000	OPHS
CL254258	Kim Ramirez	Safety & Security	9/1/2022	VC Mental Health Grant	\$500	OPHS
CL254259	Maureen Frey	Safety & Security	9/1/2022	VC Mental Health Grant	\$500	OHES

**IN-SERVICE CHANGE**

Number	Name	Change	Effective Date	Fund	Site
CL254260	Darcy Gilbert	Instructional Assistant III - Innovative Computer Lab frm IA I L&N	9/1/2022	General	OHES
CL254261	Sara Bartos	Instructional Assistant I - Grade DK frm SSA I	9/1/2022	General	BES
<b>SEPARATION</b>					

Number	Name	Position	Effective Date	Separation Type	Site
CL254262	Marla Almog	Campus Supervisor	8/30/2022	Resignation	ROES
CL254263	Nazmi Qutami	Food Services Assistant	9/2/2022	Termination	OPHS

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 13, 2022**  
**SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT**  
**ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS**

CONSENT

**AUTHORIZATION TO HIRE**

Number	Name	Position	Start Date	Fund	Site
01CE11921	Katherine Deschenes-Rincon	Guest Teacher	8/18/2022	General	District Wide
01CE11922	Timothy Weaver	Guest Teacher	8/15/2022	General	District Wide
01CE11923	Karen Kalen	Guest Teacher	8/29/2022	General	OHES
01CE11924	Alexis Jordan	Wellness Counselor	8/29/2022	General	MCMS

**AUTHORIZATION TO PAY STIPEND**

Number	Name	Position	Start Date	Fund	Salary	Site
01CE11925	Cynthia Lavanchy	Model UN Advisor (Fall)	08/09/2022	PFA	\$650	OPHS
01CE11926	Casey Webb	Varisty Head Coach (Football)	08/09/2022	Site	\$4,000	OPHS
01CE11927	Carrie Jones	Assistant Coach (Cross Country)	08/09/2022	Site	\$2,500	OPHS
01CE11928	Adam Nielson	Varsity Head Coach (Girls Tennis)	08/09/2022	Site	\$2,500	OPHS
01CE11929	Adam Nielson	JV Head Coach (Girls Tennis)	08/09/2022	Site	\$1,500	OPHS
01CE11930	Kathryn Klamecki	Athletic Director (22-23 School Year)	08/09/2022	Site	\$4,000	OPHS
01CE11931	Brenda Pasqua	Athletic Trainer (22-23 School Year)	08/09/2022	Site	\$16,000	OPHS
01CE11932	Troy Labnow	Induction Mentor	08/09/2022	General	\$1,500	OPHS
01CE11933	Alyssa Santos	Induction Mentor	08/09/2022	General	\$1,500	OPHS
01CE11934	Anastasia Kokiousis	Induction Mentor	08/09/2022	General	\$750	OPHS
01CE11935	Anastasia Kokiousis	Class Size Overages (August 2022)	08/09/2022	General	\$102	OPHS
01CE11936	Zach Borquez	Curriculum Council	08/09/2022	General	\$370	OPHS
01CE11937	Jeff Smith	EEAC Member	08/09/2022	LCAP	\$500	OPHS
01CE11938	Vic Anderson	Class Size Overages (August 2022)	08/09/2022	General	\$36	OPHS
01CE11939	Maryannick Bovard	Class Size Overages (August 2022)	08/09/2022	General	\$24	OPHS
01CE11940	Kathy Bowman	Class Size Overages (August 2022)	08/09/2022	General	\$72	OPHS
01CE11941	Leslie Miller	Class Size Overages (August 2022)	08/09/2022	General	\$21	OPHS
01CE11942	Shaye Uyematsu	Class Size Overages (August 2022)	08/09/2022	General	\$106	OPHS
01CE11943	Lisa Becker	Curriculum Council	08/09/2022	General	\$370	BES
01CE11944	Diane Farlow	Induction Mentor	08/09/2022	General	\$1,500	BES
01CE11945	Kim Annino	Induction Coordinator	08/09/2022	General	\$3,000	BES
01CE11946	Sarah Rosenblum	GATE Coorindator	08/09/2022	LCAP	\$700	BES
01CE11947	Sarah Rosenblum	Class Size Overages (August 2022)	08/09/2022	General	\$170	BES
01CE11948	Brandie Pryor	Class Size Overages (August 2022)	08/09/2022	General	\$200	BES
01CE11949	Sandra Hirano	Class Size Overages (August 2022)	08/09/2022	General	\$340	BES
01CE11950	Allison Elbaz	Class Size Overages (August 2022)	08/09/2022	General	\$340	BES
01CE11951	Erik Squire	Class Size Overages (August 2022)	08/09/2022	General	\$170	BES
01CE11952	Jessica Bretzing	Class Size Overages (August 2022)	08/09/2022	General	\$170	OHES
01CE11953	Heather Sloan	Curriculum Council	08/09/2022	General	\$370	OHES
01CE11954	Keri Lieberman	Induction Mentor	08/09/2022	General	\$1,500	OHES
01CE11955	Denise Wall	Induction Mentor	08/09/2022	General	\$1,500	OHES
01CE11956	Jessica Jimenez	GATE Coorindator	08/09/2022	LCAP	\$700	OHES
01CE11957	Erica White	Curriculum Council	08/09/2022	General	\$370	ROES
01CE11958	Erica White	Class Size Overages (August 2022)	08/09/2022	General	\$170	ROES

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT**  
**ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS**

CONSENT

**AUTHORIZATION TO PAY STIPEND**

Number	Name	Position	Start Date	Fund	Salary	Site
01CE11959	Nicole LoBianco	Sunshine Account	08/09/2022	Site	\$145	ROES
01CE11960	Danielle Severn	Student Council	08/09/2022	Site	\$500	ROES
01CE11961	Chris Amaral	Student Council	08/09/2022	Site	\$500	ROES
01CE11962	Lacey Concepcion	Leadership	08/09/2022	Site	\$300	ROES
01CE11963	Elisa Duffy	Leadership	08/09/2022	Site	\$300	ROES
01CE11964	Julie Matthews	Leadership	08/09/2022	Site	\$300	ROES
01CE11965	Julie Matthews	EEAC Member	08/09/2022	LCAP	\$500	ROES
01CE11966	Ryan Bodily	Leadership	08/09/2022	Site	\$300	ROES
01CE11967	Lynnae Gaeta	Leadership	08/09/2022	Site	\$300	ROES
01CE11968	Lynnae Gaeta	Class Size Overages (August 2022)	08/09/2022	General	\$510	ROES
01CE11969	Tahnee Munoz	Leadership	08/09/2022	Site	\$300	ROES
01CE11970	Tahnee Munoz	Class Size Overages (August 2022)	08/09/2022	General	\$340	ROES
01CE11971	Robbin Lund	Leadership	08/09/2022	Site	\$300	ROES
01CE11972	Robbin Lund	Class Size Overages (August 2022)	08/09/2022	General	\$170	ROES
01CE11973	Jamie Brown	Emergency Coordinator	08/09/2022	Site	\$400	ROES
01CE11974	Michelle Cass	GATE Coorindator	08/09/2022	LCAP	\$350	ROES
01CE11975	Allison Albright	GATE Coorindator	08/09/2022	LCAP	\$350	ROES
01CE11976	Alexis Ma	Class Size Overages (August 2022)	08/09/2022	General	\$340	ROES
01CE11977	Danielle McKendry	Class Size Overages (August 2022)	08/09/2022	General	\$340	ROES
01CE11978	Maureen McDowell	Class Size Overages (August 2022)	08/09/2022	General	\$340	ROES
01CE11979	Vanessa Heller	GATE Coordinator	08/09/2022	LCAP	\$700	MCMS
01CE11980	Tris Wenker	Curriculum Council	08/09/2022	General	\$370	MCMS
01CE11981	Maureen O'Hagan	Induction Mentor	08/09/2022	General	\$1,500	MCMS
01CE11982	Ty DeLong	Curriculum Council	08/09/2022	General	\$370	OPIS
01CE11983	Ty DeLong	Rosetta Stone	08/09/2022	Site	\$100	OPIS
01CE11984	Katie White-Lague	ELA Instructional Workshop	08/09/2022	Site	\$1,200	OPIS
01CE11985	Kate Thompson	OSB Advisor High School	08/09/2022	Site	\$1,250	OPIS
01CE11986	Kate Thompson	VHL Coordinator	08/09/2022	Donations	\$800	OPIS
01CE11987	Kate Thompson	Social Science Instructional Workshop	08/09/2022	Site	\$1,200	OPIS
01CE11988	Ilana Sweet	Field Trips	08/09/2022	Site	\$500	OPIS
01CE11989	Jeremy Rogers	Naviance (OPIS)	08/09/2022	Site	\$200	OPIS
01CE11990	Danny O'Brien	Science Dry Lab High School	08/09/2022	Site	\$750	OPIS
01CE11991	Danny O'Brien	Science Academic Lab	08/09/2022	Site	\$1,200	OPIS
01CE11992	Danny O'Brien	First 2 week Coordinator	08/09/2022	Donations	\$500	OPIS
01CE11993	Amy Kobayashi	OSB Advisor Middle School	08/09/2022	Site	\$1,250	OPIS
01CE11994	Jim Barnett	Math Lab High School	08/09/2022	Site	\$1,200	OPIS
01CE11995	Jim Barnett	Math Lab Middle School	08/09/2022	Site	\$1,200	OPIS
01CE11996	Jim Barnett	Math Curriculum Advisor	08/09/2022	Site	\$400	OPIS
01CE11997	Hannah Robinson	Science Wet Labs	08/09/2022	Donations	\$1,500	OPIS
01CE11998	Jeremy Rogers	Naviance (OPIS)	08/09/2022	Site	\$200	OPIS
01CE11999	Jim Barnett	Math Tutor (OVHS)	08/09/2022	Site	\$2,000	OVHS



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT**  
**ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS**

CONSENT

**AUTHORIZATION TO PAY STIPEND**

Number	Name	Position	Start Date	Fund	Salary	Site
01CE12000	Susan Allen	Curriculum Council	08/09/2022	General	\$370	OVHS
01CE12001	Susan Allen	Newsletter	08/09/2022	Site	\$500	OVHS
01CE12002	Susan Allen	Yearbook	08/09/2022	Site	\$500	OVHS
01CE12003	Susan Allen	Support Services	08/09/2022	Site	\$100	OVHS
01CE12004	Susan Allen	Scholarship Coordinator	08/09/2022	Donations	\$100	OVHS
01CE12005	Hannah Robinson	Support Services	08/09/2022	Site	\$100	OVHS
01CE12006	Jeremy Rogers	Naviance (OVHS)	08/09/2022	Donations	\$200	OVHS
01CE12007	Samantha Spitzer	ASB	08/09/2022	Donations	\$400	OVHS
01CE12008	Samantha Spitzer	Support Services	08/09/2022	Site	\$100	OVHS
01CE12009	Samantha Spitzer	Webmaster	08/09/2022	Donations	\$500	OVHS

**IN-SERVICE CHANGE/ADDITIONAL HOURS**

Number	Name	Change	Effective Date	Fund	Site
01CE12010	Jessica Wall	Transcripts Rec'd (step/column increase)	08/08/2022	General	OPHS
01CE12011	Cathy Norton	Homework Club (add'l hrs)	08/09/2022	Site	MCMS
01CE12012	Jacob Fisch	Homework Club (add'l hrs)	08/09/2022	Site	MCMS
01CE12013	Paula Franco	Homework Club (add'l hrs)	08/09/2022	Site	MCMS
01CE12014	Rebecca Goldman	Homework Club (add'l hrs)	08/09/2022	Site	MCMS
01CE12015	Jordyn Solny	Transcripts Rec'd (step/column increase)	08/08/2022	Site	OHES

Prepared by: Stewart McGugan Assistant Superintendent, Human Resources

Respectfully Submitted,

\_\_\_\_\_  
 Jeff Davis, Ed.D.  
 Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.1.c. RATIFY PURCHASE ORDERS – AUGUST 1 - AUGUST 31, 2022**

CONSENT

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

**BACKGROUND:** Purchase Order Report listing all purchase orders issued during the reporting period is included for the Board review. All purchase orders have been approved by an administrator as a necessary expense and are budgeted for and within the budget authorization of the account. The Board is requested to ratify the purchase order from August 1 through August 31, 2022?

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

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

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

**ALTERNATIVES:** 1. Ratify the Purchase Order Report as submitted.  
2. Do not ratify the Purchase Order Report.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted,

\_\_\_\_\_  
Jeff Davis, Ed.D.  
Superintendent

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
B23-00065	Agoura Lock Technologies, Inc.	013	Keys/Custodial/Mat & Supply	010-5600	1,300.00
B23-00069	Document Systems	013	Copying/Mat & Supply/Service	010-4330	3,000.00
B23-00128	Jennie Bao	000	22/2023 - Covid Response Team	010-5820	25,000.00
B23-00129	Department Of Justice Bur. of Criminal Investigation	006	2022-2023 Fingerprinting Services	010-5820	10,000.00
B23-00130	M & L Partnership DBA Accu-Prints	006	2022-2023 Fingerprinting Services	010-5820	3,000.00
B23-00131	Westlake Village Urgent Care	006	2022-2023 TB Tests	010-5820	6,000.00
B23-00132	Ready Refresh by Nestle	028	Water delivery for EC sites-BES, ROES, OHES, MCMS	120-4330	3,000.00
B23-00133	Southwest School Supply	028	Supplies for EC sites-BES, OHES, ROES, MCMS	120-4330	3,000.00
B23-00134	ODP Business Solutions, LLC	006	2022-2023 Personnel Supplies	010-4330	2,000.00
B23-00135	WELLS FARGO PAYMENT REMITTANCE CENTER	004	2021-2022 For Credit Card Purchases	010-4330	5,000.00
B23-00136	The Berry Man, Inc.	028	Fruit/Produce for EC sites-BES, ROES, OHES, MCMS	120-4330	13,000.00
B23-00137	ODP Business Solutions, LLC	010	School Supplies for 2022-2023 School Year	010-4330	1,500.00
B23-00138	Document Systems	010	Staples, Color Copies and Maintenance for RICOH	010-4330	1,500.00
B23-00139	KYOCERA Document Solutions West LLC	010	Maintenance and Supplies for RISO Machine	010-5600	1,500.00
B23-00140	Brian Hoover	010	Maintenance and Supplies for Fish Tank	010-5600	1,000.00
B23-00141	AT & T Mobility	004	Open PO for 2022/23 Cell Phones Svs	010-4330	1,200.00
B23-00142	Quadient Leasing USA Inc	004	2021/22 Postage Machine Lease at DO	010-5900	6,280.00
B23-00143	Southwest School Supply	004	2021/22 PO for Office Supplies at DO	010-5600	3,000.00
B23-00144	Document Systems	004	2021/22 PO for Office Supplies at DO	010-4330	2,000.00
B23-00144	Document Systems	012	Ricoh Color Copies	010-4330	273.17
B23-00145	Revolution Office	013	Copying/Mat & Supply/Service	010-4330	7,000.00
B23-00146	Revolution Office	012	Open PO: Printer Supplies	010-4330	1,000.00
B23-00147	Oakstone Glass Corporation	004	2022/23 Glass Replacement as needed DW	010-5600	2,000.00
B23-00148	Ed. Learning Opportunities DBA Developing Outdoors	028	Payroll charges for EC Mentors	120-5820	1,008,000.00
B23-00149	Gold Star Foods	028	Dried Snacks for EC sites-BES, OHES, ROES, MCMS	120-4330	25,000.00
B23-00150	ODP Business Solutions, LLC	005	22/23 Curriculum Office Depot	010-4330	1,000.00
B23-00151	VCOE	005	22-23 VCOE Trainings	010-5200	1,000.00

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

ESCAPE ONLINE

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Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
B23-00152	Southern California Gas Co.	004	2022/2023 Gas Utility Svs District-Wide	010-5510	50,000.00
B23-00153	Triunfo Cty San Dist	004	2022-2023 Water Utility	010-5540	279,302.00
B23-00154	All City Management	004	2022/2023 School Crossing Guard Services	010-5820	169,147.00
B23-00155	ODP Business Solutions, LLC	004	2022-2023 Office Supplies for District Office	010-4330	4,000.00
B23-00156	Triunfo Cty San Dist	004	2022 - 2023 Sewer Service Annual Fee	010-5560	217,666.00
B23-00157	Ryan Communications	004	2020-2021 District-wide Radio Repair/Supplies	010-4330	4,000.00
B23-00158	Roadside Lumber & Hardware,	004	2022/23 Playground Sand for elementary schools	010-4330	2,573.26
B23-00159	O'Linn Security	004	2022-2023 Patrol Services	010-5820	3,600.00
B23-00160	Pacific Mobile	004	New Trailer Lease/Rental Unit 8442 at OHES	010-5600	4,270.70
B23-00161	Federal Express Corp.	004	Federal Express Shipping Charges 2022-23	010-5900	500.00
B23-00162	ODP Business Solutions, LLC	012	DISC: Paper, Misc Supplies	010-4330	10,000.00
FS23-00018	ODP Business Solutions, LLC	025	2022/23 PO for office supplies	130-4330	500.00
FS23-00019	Ameci Pizza & Pasta	025	Ready Made Pizza and Pasta	130-4700	40,000.00
P23-00112	California School Boards Assn	002	CSBA Membership Dues 2022-23 Education Alliance	010-5820	12,833.00
P23-00143	Pacific Mobile	004	Delivery of Leased Trailer #8442 to OHES	010-5600	2,155.26
P23-00161	ACSA Membership Processing	019	ACSA Membership for Administrators 2022-2023	010-5300	27,316.27
P23-00162	ODP Business Solutions, LLC	004	Office Supplies for Accounting & Payroll	010-4330	1,700.00
P23-00163	VCOE	028	NCPI Refresher training for Ext. Care staff	120-5200	60.00
P23-00164	Shumbar LLC dba Jolly Jumps	028	Snow cone & Obstacle course rental-All EC sites	120-5600	1,056.30
P23-00165	ODP Business Solutions, LLC	004	Proj 20-11S Office Chairs for Wellness Ctr OPHS	211-4410	492.12
P23-00166	Courtyard Construction, Inc.	004	Proj 20-18S Shade Sails for Bldg B & C ROES	211-6209	12,600.00
P23-00167	Pierres Welding & Maint.	004	Proj 22-03S Repair Tetherball Poles @ROES	211-6209	600.00
P23-00168	Thousand Oaks Electric	004	Proj 18-21S Electrical Needs G Bldg Medea Creek MS	211-6209	19,450.00
P23-00169	Colbi Technologies, Inc	004	2022/2023 Measure S AccountAbility Renewal	211-5820	15,000.00
P23-00170	Uline	004	Metal Gas Cans for Safe Gasoline Storage DW	010-4330	291.04
P23-00171	Better World Club	004	2022/23 Vehicle Roadside Assistance Renewal	010-5820	675.00
P23-00172	AT&T-CalNet 3	004	Districtwide Fax/Alarm telephone charges 2022/2023	010-5900	12,000.00

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ESCAPE

ONLINE

Page 2 of 7

Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
P23-00173	Uline	012	Disc: utility cart	010-4330	171.96
P23-00174	WELLS FARGO PAYMENT REMITTANCE CENTER	028	Payment for Ext. Care Program Credit Card	120-5820	12.47
P23-00175	Amazon Capital Services, Inc.	005	OVHS ELO Order	010-4330	218.15
P23-00176	Amazon Capital Services, Inc.	004	Rollermouse for Ergonomic Evaluation	010-4330	329.12
P23-00177	Amazon Capital Services, Inc.	009	BES RWW Supplies	010-4100	118.76
P23-00178	Amazon Capital Services, Inc.	004	Right Turn Only Sign for Oak Hills ES	010-4330	32.12
P23-00179	Amazon Capital Services, Inc.	004	2022/23 M & O Staff Safety Footwear	010-4330	213.27
P23-00180	Benchmark Education Company, L LC	005	OHES Title III Expenditures	010-4330	4,801.39
P23-00181	Jennie Bao	000	21/2022 - Covid Response Team	010-5820	10,800.00
P23-00182	Amazon Capital Services, Inc.	028	Supplies for sites	120-4330	179.01
P23-00183	Eric Victoria dba All Around Courier	004	2022/23 Courier Svs. for COVID Tests	010-5820	15,000.00
P23-00184	Amazon Capital Services, Inc.	005	Books for Sloane Powers	010-4330	28.71
P23-00185	Amazon Capital Services, Inc.	004	Double Sided Tape for Door Fliers	010-4330	19.84
P23-00186	Commercial Door of LA County	004	2022/23 Inspect and Test Fire Doors @MCMS	010-5820	810.00
P23-00187	Carlson's Building Materials	004	White Water Boulder Oak Park High School	010-5820	864.01
P23-00188	HEINEMANN	005	ROES 1st Grade Class Library	010-4330	589.88
P23-00189	Revolution Office	015	2022/2023 Printer Servicing and supplies	010-4330	1,000.00
P23-00190	Uline	004	Proj 22-06S Upgrade Eating Area Tables @OHES	211-4410	8,317.96
P23-00191	DIY Home Center	004	Proj 18-21S Materials for Water Fountain MCMS	211-4330	500.00
P23-00192	DIY Home Center	004	Proj 22-05S Materials for Kitchen Upgrade MCMS	211-4330	500.00
P23-00193	SiteOne Landscape Supply, LLC	004	Irrigation Materials OPHS Softball/Baseball Fields	010-5600	738.34
P23-00194	Roadside Lumber & Hardware	004	Proj 22-03S Portable Classrooms DW	211-4330	250.00
P23-00195	Roadside Lumber & Hardware	004	Proj 18-21S Portable Classrooms DW	211-4330	250.00
P23-00196	School Innovations & Advocacy Deposits	004	2022/23 Mandated Reimbursement Svs.	010-5820	18,400.00
P23-00197	Turf Team, Inc	004	Renovate Varsity Baseball Field	010-5600	17,184.00
P23-00198	Turf Team, Inc	004	Renovate OPHS Softball Field	010-5600	7,244.00
P23-00199	Turf Team, Inc	004	Renovate OPHS Softball Warning Track	010-5600	16,213.00

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

ESCAPE ONLINE

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Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
P23-00200	SMITH PIPE & SUPPLY	004	Proj 18-21S Materials repair water fountain MCMS	211-4330	400.00
P23-00201	Island Packers Cruises	005	BES-5th Grade Field trip to Santa Cruz Island	010-5820	6,390.00
P23-00202	Island Packers Cruises	005	ROES-5th Grade Field trip to Santa Cruz Island	010-5820	6,120.00
P23-00203	Southwinds Transportation	005	ROES Buesses for Santa Cruz Trip	010-5820	3,016.80
P23-00204	REC Solar Commercial Corp	004	Diagnose/Troubleshoot Inverter A1 @BES	010-5600	382.67
P23-00205	Barnes And Noble Bookstores	005	Teacher Grant- Chris Lockrey	010-4330	131.92
P23-00206	The Howard Group Inc.	000	The Howard Group PD	010-5820	16,250.00
P23-00207	Studies Weekly, Inc dba Americ an Legacy Publishing	005	BES 1st Gr Social Studies	010-4100	580.50
P23-00208	Revolution Office	024	Printer Servicing and Supplies	010-4330	1,000.00
P23-00209	Uline	004	Outdoor Furniture for ROES	010-4330	8,624.97
P23-00210	Challenge Dairy Products, Inc.	004	Proj 22-05S Kitchen Equipment MCMS/OPHS	211-4410	4,400.00
P23-00211	Graphaids	005	Teacher Grant Anna Mendez-Summer School supplies	010-4330	234.28
P23-00212	Stephanie Boss dba Sales Media Inc	012	PFA: Web t-shirts	010-4330	923.42
P23-00213	Eyedentity Graphics Inc.	004	School Sign for Oak Hills ES	010-4330	78.63
P23-00214	Vernier Software & Technology	005	2022-23 OPHS Pivot Interactives Additions	010-5820	1,638.00
P23-00215	The Howard Group Inc.	004	22/23 Consultant Agreement for Diversity Programs	010-5820	45,510.00
P23-00216	U.S. Bank Trust Nat'l Assn.	004	Admin Fees GOB Election 2016 GOB Series A	010-5820	800.00
P23-00217	Ventura County Schools	004	2022-23 Liability & Property Contributions	010-5450	835,493.00
P23-00218	VCOE	000	21/2022 Q3/Q4 SELPA - Social Emotional Services	010-5820	20,700.00
P23-00219	Accrediting Commission For Sch ools/Wasc	015	WASC Accreditation	010-5820	1,130.00
P23-00220	Accrediting Commission For Sch ools/Wasc	024	Annual Accreditation Renewal	010-5820	1,130.00
P23-00221	Southwest School Supply	004	Furniture for New Program Specialist Office	010-4330	2,571.32
P23-00222	Barnhart Balfour Beatty, Inc B alfour Beatty Construction	004	Const. Mgmt. Svcs. July 2022 #51000	211-5820	400.00
				211-6272	29,740.00
P23-00223	Lego Education	005	22-23 BES Innovation Lab Legos	010-4100	5,811.77
P23-00224	Lego Education	005	22-23 OHES Innovation Lab Legos	010-4100	5,811.77
P23-00225	Lego Education	005	22-23 ROES Innovation Lab Legos	010-4100	5,811.77

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ESCAPE ONLINE

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Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
P23-00226	Eyedentity Graphics Inc.	004	Proj 20-11S Sign for Wellness Center @OPHS	211-4330	160.88
P23-00227	Raymond Lokar dba Gold Standard Coaching	004	Coaching Seminars	010-5820	1,400.00
P23-00228	VCOE	000	2022/2023 Social/Emotional Services Specialist	010-5820	61,900.00
P23-00229	Westlake Speech Therapy Inc	000	Speech/Language Services - ESY 2022	010-5820	2,200.00
P23-00230	Barnes And Noble Bookstores	005	OHES RWW Books	010-4100	789.54
P23-00231	Ventura County Graphic Service	010	Cumulative and Health Folders	010-4330	233.27
P23-00232	School Services of California	004	Webinar Training for Julie Townsend	010-5200	275.00
P23-00233	Document Systems	015	Copier/Printer	010-4330	1,500.00
P23-00234	Document Systems	024	Copier/Printer	010-4330	1,500.00
P23-00235	VCOE	005	Multilingualism Leadership Network Registration	010-4330	500.00
P23-00236	California School Boards Assn	002	CSBA GAMUT Online(Policy Service) 2022-23	010-5820	2,810.00
P23-00237	Cheryl Miller	000	2022/2023 Contract Services - Psych Assessments	010-4330	5,000.00
P23-00238	University of California Regent	005	22/23 OPUSD and Curtis Center Agreement	010-5820	50,000.00
P23-00239	Jared Luke Kira DBA Deo Volente Industries	028	Shirts & Sweatshirts for Ext. Care Program staff	120-4330	4,249.14
P23-00240	Ray-Mac Painting, Inc	004	Paint Handball Courts at Red Oaks ES	010-5600	2,433.00
P23-00241	Amazon Capital Services, Inc.	004	Nets for Basketball Hoops @Medea Creek MS	010-4330	29.99
P23-00242	Amazon Capital Services, Inc.	004	Tar Cleaner for Picnic Tables	010-4330	13.89
P23-00243	Amazon Capital Services, Inc.	028	Supplies for ROES site	120-4330	194.37
P23-00244	Dubuque Bank and Truck Co.	004	Pro 14-29F Lease/Purchase of Solar Install at OPHS	010-7438	4,421.68
				010-7439	53,649.60
P23-00245	Pierres Welding & Maint.	004	Remove and Repair Fence Panels @Oak Hills ES	010-5600	1,350.00
P23-00246	Oak Park High School - ASB c/o OPHS	003	2022-2023 Educational Students Extracurricular Fees	010-4330	12,665.00
P23-00247	Amazon Capital Services, Inc.	004	Sandwich Boards for MCMS	010-4330	664.41
P23-00248	Amazon Capital Services, Inc.	004	Basketball Nets for MCMS	010-4330	39.34
P23-00249	Amazon Capital Services, Inc.	028	Office supplies for ROES site	120-4330	11.79
P23-00250	Staples	004	Open PO for Office Supplies 2022/23	010-4330	1,500.00
P23-00251	School Specialty, LLC	005	BES 3rd grade FOSS Kits	010-4100	3,156.37
P23-00252	Macmillan Hldgs LLC dba MPS	005	OPHS Additional AP Psych Books	010-4100	2,541.96
P23-00253	Ryan Communications	004	Walkie Talkie Digital Upgrade - BES, OHES, ROES	010-4330	16,791.06

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ESCAPE ONLINE

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Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
P23-00254	NetSupport Incorporated	013	Oth/Supp/Software Sys/CTEIG	010-4330	315.04
P23-00255	Shannon Wilson	006	ASL Interpreter for 2022-2023	010-5820	4,000.00
P23-00256	Melissa Stone	004	OPUSD Design Work 2022-2023	010-5820	225.00
P23-00257	Amazon Capital Services, Inc.	028	Supplies for ext. care program	120-4330	193.02
P23-00258	Amazon Capital Services, Inc.	028	Supplies for Ext. Care site	120-4330	1,084.04
P23-00259	VCOE	004	VCFast Courier Cost 2022-23	010-5820	9,638.00
P23-00260	Reliable Floor Coverings, Inc	004	Repair vinyl planks damage @OHES	010-5600	1,650.00
P23-00261	Thousand Oaks Electric	004	Proj 22-05S Electrical Wiring Refrigerator OHES	211-6209	1,885.00
P23-00262	Air Fab Services Inc.	004	Proj 22-05S Demo, Replace & Install Hood Vent OHES	211-6209	3,260.00
P23-00263	Johnstone Supply	004	Proj 22-05S Materials for Kitchen Upgrades OHES	211-4330	3,904.10
P23-00264	Interstate Striping & Signs	004	Paint Crosswalk at the entrance of Oak Hills ES	010-5600	1,600.00
P23-00265	Diligent Corporation	001	Diligent Community Subscription	010-5820	6,000.00
P23-00266	Wild Whim Design	001	Employment Promo Video	010-5820	700.00
P23-00267	Ryan Communications	028	Portable Radios and battery for Ext. Care Program	120-4330	2,064.83
P23-00268	Randy Michael Pentis	000	FY 2022-2023 District Safety Consulatant	010-5820	10,000.00
P23-00269	Coach America	012	Don: Buses 6th Gr Pali Trip	010-5820	28,000.00
P23-00270	Coach America	012	DON: Buses 8th Gr Pali Trip	010-5820	28,000.00
P23-00271	Brain POP LLC	012	PFA: Brainpop Renewal	010-4200	2,595.00
P23-00272	School Health Corporation	011	Health office supplies	010-4330	235.07
P23-00273	Los Angeles Charter Transportation, Inc	005	OHES Buesses for Santa Cruz Trip	010-5820	2,330.00
P23-00274	Island Packers Cruises	005	OHES-5th Grade Field trip to Santa Cruz Island	010-5820	6,120.00
P23-00275	Coach America	012	DON: Buses 7th Gr Pali Trip	010-5820	31,500.00
T23-00017	Oliver Worldclass Labs	007	Smart Learning Suite Premium License Renewal 1yr	010-5820	560.25
T23-00018	Blackboard Connect	007	District Web Site Hosting	010-5820	16,193.26
T23-00019	Oliver Worldclass Labs	007	Smart Learning Suite Premium License Renewal 1yr	010-5820	373.50
T23-00020	Compuwave Inc.	007	Proj 22-02S Computer Refresh - monitors	211-6500	6,107.81
T23-00021	Pacific Onesource, Inc. dba ST S Education	007	Proj 22-04S Promethean Activpanel Displays	211-6500	29,146.91
TB23-00012	Revolution Office	006	RICHO & Brother HR Printer Parts & Ink 2023	010-4330	858.00
TB23-00013	All Connected Inc	007	Network Support and Disaster Recovery Services	010-5820	30,000.00
TB23-00014	VCOE	007	Blanket PO for Licensing and Services	010-5820	750.00

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ESCAPE ONLINE

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Includes 08/01/2022 - 08/31/2022

PO Number	Vendor Name	Site	Description	Fund Object	Account Amount
TB23-00015	VCOE	007	Blanket PO for VCOE Training Registrations	010-5200	1,000.00
Total Number of POs			165	Total	<u>3,601,477.05</u>

## PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
B23-00089	9,600.00	010-5600	General Fund/Rents, Leases, and Repairs	1,200.00
B23-00123	2,000.00	010-5600	General Fund/Rents, Leases, and Repairs	500.00
FS23-00008	2,646.42	130-5820	Cafeteria Fund/Other Operating Expense	1,957.67-
FS23-00012	111.83	130-5820	Cafeteria Fund/Other Operating Expense	15.60
Total PO Changes				<u>242.07-</u>

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

ESCAPE ONLINE

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**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.1.d. APPROVE RESOLUTION NO. 2022-13 ESTABLISHING THE GANN APPROPRIATION LIMIT FOR FISCAL YEARS 2021-22 AND 202-22**

CONSENT

**ISSUE:** Shall the Board adopt Resolution No. 2022-13 establishing the Oak Park Unified School District Gann Appropriation Limit for fiscal years 2021-22 and 2022-23?

**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. 2022-13 establishes the District's revised actual Gann Limit for the 2021-22 fiscal year and its projected Gann Limit for the 2022-23 fiscal year. The resolution accompanies this report for the Board's review and action.

The 2022-23 Gann Appropriation Limit is based on current budget estimates for 2022-23 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 priority - Use resources responsibly to maintain a balanced budget this year and in subsequent years

**ALTERNATIVES:**

1. Adopt Resolution No. 2022-13, establishing the District's Gann Appropriation Limit for fiscal years 2021-22 and 2022-23.
2. Do not adopt Resolution No. 2022-13.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

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Jeff Davis Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Adopt Resolution No. 2022-13, establishing the District's Gann

Appropriation Limit for fiscal years 2021-22 and 2022-23

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**Oak Park Unified School District**

**RESOLUTION NO. 2022-13**

**RESOLUTION OF THE BOARD OF EDUCATION  
OF THE OAK PARK UNIFIED SCHOOL DISTRICT  
ESTABLISHING THE “GANN” APPROPRIATION LIMIT  
FOR FISCAL YEARS 2021-22 AND 2022-23**

**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 2021-22 fiscal year and a projected Gann Limit for the 2022-23 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 2021-22 and 2022-23 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 2021-22 and 2022-23 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 13th day of September 2022.

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

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
<b>A. PRIOR YEAR DATA</b> (2020-21 Actual Appropriations Limit and Gann ADA are from district's prior year Gann data reported to the CDE)	<b>2020-21 Actual</b>			<b>2021-22 Actual</b>		
1. FINAL PRIOR YEAR APPROPRIATIONS LIMIT (Preload/Line D11, PY column)	36,018,927.86		36,018,927.86			36,296,728.52
2. PRIOR YEAR GANN ADA (Preload/Line B3, PY column)	4,379.33		4,379.33			4,173.98
ADJUSTMENTS TO PRIOR YEAR LIMIT	<b>Adjustments to 2020-21</b>			<b>Adjustments to 2021-22</b>		
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>B. CURRENT YEAR GANN ADA</b> (2021-22 data should tie to Principal Apportionment Software Attendance reports and include ADA for charter schools reporting with the district)	<b>2021-22 P2 Report</b>			<b>2022-23 P2 Estimate</b>		
1. Total K-12 ADA (Form A, Line A6)	4,173.98		4,173.98	4,138.54		4,138.54
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)		4,173.98				4,138.54
<b>C. CURRENT YEAR LOCAL PROCEEDS OF TAXES/STATE AID RECEIVED</b>	<b>2021-22 Actual</b>			<b>2022-23 Budget</b>		
TAXES AND SUBVENTIONS (Funds 01, 09, and 62)						
1. Homeowners' Exemption (Object 8021)	76,192.81		76,192.81	73,220.00		73,220.00
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)	12,355,075.47		12,355,075.47	11,683,463.00		11,683,463.00
5. Unsecured Roll Taxes (Object 8042)	375,545.05		375,545.05	375,545.00		375,545.00
6. Prior Years' Taxes (Object 8043)	34,263.43		34,263.43	34,241.00		34,241.00
7. Supplemental Taxes (Object 8044)	281,582.99		281,582.99	146,318.00		146,318.00
8. Ed. Rev. Augmentation Fund (ERAF) (Object 8045)	86,583.26		86,583.26	392,665.00		392,665.00
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)	408.65		408.65	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)	13,209,651.66	0.00	13,209,651.66	12,705,452.00	0.00	12,705,452.00
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)	13,209,651.66	0.00	13,209,651.66	12,705,452.00	0.00	12,705,452.00

	2021-22 Calculations			2022-23 Calculations		
	Extracted Data	Adjustments*	Entered Data/ Totals	Extracted Data	Adjustments*	Entered Data/ Totals
<b>EXCLUDED APPROPRIATIONS</b>						
19a. Medicare (Enter federally mandated amounts only from objs. 3301 & 3302; do not include negotiated amounts)			491,587.11			499,241.22
19b. Qualified Capital Outlay Projects						
19c. Routine Restricted Maintenance Account (Fund 01, Resource 8150, Objects 8900-8999)	1,642,687.89		1,642,687.89	1,731,602.00		1,731,602.00
<b>OTHER EXCLUSIONS</b>						
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)	1,642,687.89	0.00	2,134,275.00	1,731,602.00	0.00	2,230,843.22
<b>STATE AID RECEIVED (Funds 01, 09, and 62)</b>						
24. LCFF - CY (objects 8011 and 8012)	27,722,360.00		27,722,360.00	31,706,192.00		31,706,192.00
25. LCFF/Revenue Limit State Aid - Prior Years (Object 8019)	0.00		0.00	0.00		0.00
26. TOTAL STATE AID RECEIVED (Lines C24 plus C25)	27,722,360.00	0.00	27,722,360.00	31,706,192.00	0.00	31,706,192.00
<b>DATA FOR INTEREST CALCULATION</b>						
27. Total Revenues (Funds 01, 09 & 62; objects 8000-8799)	52,007,826.96		52,007,826.96	51,784,999.00		51,784,999.00
28. Total Interest and Return on Investments (Funds 01, 09, and 62; objects 8660 and 8662)	195,032.94		195,032.94	20,000.00		20,000.00
<b>D. APPROPRIATIONS LIMIT CALCULATIONS</b>	<b>2021-22 Actual</b>			<b>2022-23 Budget</b>		
<b>PRELIMINARY APPROPRIATIONS LIMIT</b>						
1. Revised Prior Year Program Limit (Lines A1 plus A6)			36,018,927.86			36,296,728.52
2. Inflation Adjustment			1.0573			1.0755
3. Program Population Adjustment (Lines B3 divided by [A2 plus A7]) (Round to four decimal places)			0.9531			0.9915
4. PRELIMINARY APPROPRIATIONS LIMIT (Lines D1 times D2 times D3)			36,296,728.52			38,705,315.91
<b>APPROPRIATIONS SUBJECT TO THE LIMIT</b>						
5. Local Revenues Excluding Interest (Line C18)			13,209,651.66			12,705,452.00
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)			500,877.60			496,624.80
b. Maximum State Aid in Local Limit (Lesser of Line C26 or Lines D4 minus D5 plus C23; but not less than zero)			25,221,351.86			28,230,707.13
c. Preliminary State Aid in Local Limit (Greater of Lines D6a or D6b)			25,221,351.86			28,230,707.13
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])			144,661.41			15,816.15
b. Total Local Proceeds of Taxes (Lines D5 plus D7a)			13,354,313.07			12,721,268.15
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)			25,076,690.45			28,214,890.98
9. Total Appropriations Subject to the Limit						
a. Local Revenues (Line D7b)			13,354,313.07			
b. State Subventions (Line D8)			25,076,690.45			
c. Less: Excluded Appropriations (Line C23)			2,134,275.00			
d. TOTAL APPROPRIATIONS SUBJECT TO THE LIMIT (Lines D9a plus D9b minus D9c)			36,296,728.52			

California Dept of Education  
SACS Financial Reporting Software - 2022.2.0  
File: gann-d (Rev 07/01/2022) Page 3 of 3 Printed: 9/2/2022 11:30 AM

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.1.e. APPROVE RENEWAL OF CONSULTANT AGREEMENT FOR  
ELEMENTARY AND MIDDLE SCHOOL GARDEN PROGRAM**

CONSENT

**ISSUE:** Shall the Board approve renewal of consultant agreement for the elementary and middle school garden program for the 2022-23 fiscal year?

**BACKGROUND:** 2Eden Design Studio has been providing instruction as part of the elementary and middle school garden program and the school staff and administration is very happy with the program and would like it to continue. In response to a request by District administration, 2Eden Design Studio has submitted the accompanying proposal to continue providing the school garden program. The agreement includes services for the three elementary schools, preschool, and Medea Creek middle school. The agreement includes development of NGSS aligned lessons, delivery of lessons for grades DK-5, weekly garden classes at Oak Park Neighborhood School, and weekly mentoring of the MCMS garden Club. This year's theme for instruction will be Water and the Environment. Staff has reviewed the proposal and recommends that the Board approve the accompanying renewal agreement with 2Eden Design Studio for these services.

**FISCAL IMPACT:** The cost of the agreement is \$69,240 plus \$1,250 for materials. Funding source is the LCAP and is included in the 2022-23 adopted budget.

**BOARD POLICIES:** Pursuant to Board Policy 6142.5 - the Governing Board recognizes that the schools play a crucial role in educating students about the importance of the environment and in preparing them to be the stewards of their natural resources. The Board believes that students should value the environment, respect all life forms, understand the basic ecological principles which support the planet, and live an ecologically responsible lifestyle.

**GOALS:** In Support of LCAP Goal 4 - Deepen student learning through Nature-based Experiences and Environmental Stewardship in all areas of the instructional program and foster creativity, play, experiential, and inquiry-based learning.

**ALTERNATIVES:**

1. Approve renewal of consultant agreement for the elementary and middle school garden program for the 2022-23 fiscal year.
2. Do not approve the renewal of consultant agreement for the garden program.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

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Jeff Davis, Ed.D.,  
Superintendent



**BOARD MEETING, SEPTMBER 13, 2022**

Approve Renewal of Consultant Agreement for Elementary  
And Middle School Garden Program

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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



August 18, 2022

Mrs. Tammy Ferriera-Herzog  
Assistant Superintendent of Educational Services  
Oak Park Unified School District  
5801 Conifer Street  
Oak Park, CA 91377

Dear Mrs. Ferriera-Herzog

## **OPUSD SCHOOL GARDENS PROGRAM – CONTRACT 2022-2023**

Following a seventh successful year of programming, I am writing to express a continued interest in providing a School Garden Program for Oak Park Unified School District for the 2022-2023 school year. We would be delighted to once again be considered as a service provider for this important program and an eighth consecutive year, continuing 'Growing with OPUSD' to support the education of compassionate and creative global citizens.

The scope of our proposed service provision is outlined below.

### SCOPE AND MANNER OF SERVICE PROVISION

#### LOCATION

The contract will be delivered at the following district campuses:

- Oak Park Neighborhood School
- Oak Hills Elementary
- Red Oak Elementary
- Brookside Elementary
- Medea Creek Middle School (as required with club sign ups)
- Oak Park High School (as required with club sign ups)

### SESSION BREAKDOWN

The contract will be divided into six sections as follows:

- 1) Program development including standards and curriculum aligned lesson planning and preparation (October – May) 120 hours total.

(Continued/)

- 2) Elementary grades 4&5 – Delivery of garden instruction and standards/curriculum aligned lessons, garden preparation and planting, culmination in a harvest related experience (October to December – 135 hours).
- 3) Elementary grades 2&3 - Delivery of garden instruction and standards/curriculum aligned lessons, garden preparation and planting, culmination in a harvest related experience (January to March – 135 hours).
- 4) Elementary grades DK-1 - Delivery of garden instruction and standards/curriculum aligned lessons, garden preparation and planting, culmination in a harvest related experience (March to May – 135 hours).
- 5) OPNS – Delivery of 1 hour of age-appropriate garden instruction each week for 30 weeks (October to May – 30 hours)
- 6) MCMS – Delivery of 45 mins instruction/supervision/mentoring of the MCMS Garden Club each week (as required) weekly activity preparation, big garden preparation, planting and harvest, produce washing and supply to OPUSD kitchens. (October to May – 82.5 hours).

## CONTENT

I am proposing that this year's theme will focus on Water and the environment and specifically, plants. It is a huge subject area ranging from the science of water in our world (hydrology and the water cycle), how plants access and use water (photosynthesis and transpiration), how water travels through different types of soils (percolation), climate change, drought, flooding, and the impact on biodiversity. Through social studies, how gardeners and farmers throughout history have accessed and brought water to fields and plants, from the very first to current water engineering innovation. On a practical level, we have a lot of water experiments that we can conduct, and from a 'how to grow' perspective, we would teach the students many different methods to water/irrigate plants properly, how to know when a plant needs water and when it does not, how to fix a hosepipe, install drip irrigation and fix a sprinkler system, to name just a few excellent practical skills!

Specific content however will be defined during lesson planning. As always, content will be aligned to Common Core and Next Generation Science Standards and prepared/delivered as agreed with the Assistant Superintendent for Curriculum & Instruction.

## PAYMENT FOR SERVICES

Payment for services is requested as a three-payment plan based on each 3-month delivery window. The proposed payment schedule is as follows and invoices can be submitted up to 30 days in advance to allow for processing time:

3rd October 2020 - \$23,080.00

9<sup>th</sup> January 2021 - \$23,080.00

12<sup>th</sup> March 2021 - \$23,080.00

TOTAL CONTRACT SERVICE PROVISION VALUE - \$69,240.00  
(2022-23 estimate includes 2021-22 CPI increase @ 8.5%)

(Continued/)

**MATERIALS COSTS** - In addition to services provision, and as in previous years, budget allocation also identified for materials necessary to service the garden program. Materials costs include plants and seeds, project materials (taken home by students), containers for seeding, planting, materials for experiments, and miscellaneous purchases to replace worn items such as hose sprays, buckets and watering cans. Where possible, items are recycled and only recyclable items purchased, minimal plastics are used, and only organic and heirloom varieties purchased. Receipts for purchases are always provided. Donations are sourced where possible.

**MATERIALS BUDGET RECOMMENDATION** - \$1,250.00 per year (based on materials costs incurred over the past 7 years of program and reflecting the CPI increase for 2021-22)

In addition to the program materials budget provision, it is recommended that provision also be allocated for the following, which are key components in facilitating the program (though not considered part of this contract service provision or program materials allocation) but, we are more than happy to provide advice on necessary quantities, suitable products and best practices for healthy, sustainable, vegan, organic and chemical-free gardens.

- Compost and soil amendments for each planting bed of each of the school gardens

(Following last year's contract, I am pleased to report that the additional recommendation for materials and labor to build garden covers at Brookside Elementary was approved and funded by Brookside PTA. The covers are currently being built and due for completion by October 2022.

#### ADDITIONAL SERVICES

Additional services are available on request but are outside the scope of this contract. Suggested priority additional services for your consideration are:

- 1) Summer garden management & harvest (June-September 2023) – 18 weeks @\$250 p/w
- 2) Construction of box covers at Oak Hills Elementary – materials and labor approx. \$2,500.

#### 2EDEN STANDARD TERMS AND CONDITIONS

##### Services from other vendors

All services and materials required from other vendors will be agreed directly by you with the vendor and payment made directly to the vendor and in accordance with the vendor's terms and conditions. 2eden design does not accept any responsibility for other service or materials providers or the services/materials provided by them. If requested, we do work hard however to connect you with vendors that have a great track record, previous experience relative to your project and have proven themselves in providing a quality service or product.

Discretionary design and planning approvals are not guaranteed as part of our service and sometimes result in a change of scope of work or design concept to satisfy the agenda of a committee or agency. Because of this, changes to the level and type of service provision, as a result of discretionary reviews, are not included in this estimate and the contract will need to be renegotiated and revised accordingly and in agreement with the service provider and Oak Park Unified School District. Surveying, soils testing/geology reports, grading plan and environmental reports are not included as services provided by 2eden landscape design unless otherwise specified in writing.

(Continued/)

Estimate and compensation

Services described in the proposal will be provided and billed as the payment schedule outlined on page 2 of this contract, until the scope of work is complete or the client orders work to stop. Limitation of fees, if applicable, shall be described in the scope of work. At this stage, we estimate payment for services to be no more than \$69,240.00 and materials, no more than \$1,250.00.

Bills for services rendered and reimbursable expenses are included in this contract. Balances unpaid after thirty (30) calendar days will accrue interest from the date of invoice at the rate of one and one-half percent per month.

Termination

Either party may terminate this agreement with 21 days prior written notice. All fees accumulated up to the date of termination are due and payable.

Dispute resolution

The parties agree that, in the event of any dispute under the contract in which the amount sought is \$10,000.00 or less, any litigation to resolve the dispute shall be brought only in the Ventura County Small Claims Court. If the amount in dispute exceeds \$10,000.00, the parties agree that they will first submit the matter to a mutually agreed upon mediator. The cost of the mediator shall be borne equally by the parties. If the mediator is unable to resolve the dispute, then the parties shall submit the matter to binding arbitration before a mutually agreed upon arbitrator. The prevailing party in the arbitration shall be entitled to the reimbursement of his/her attorney's fees and costs from the non-prevailing party. If the matter is settled at any time prior to the arbitrator's rendition of an award, each party shall bear its own costs and expenses, including attorney's fees, and the arbitrator's fees shall be borne equally by the parties.

Additional services

Additional services not in the scope of this agreement may be provided at the written direction of the client, at rates to be agreed in advance of provision. The client may request a written revision to the original agreement or an additional agreement for added services prior to commencing additional work.

Independent Contractor

It is expressly understood and agreed that the Contractor, while engaged in carrying out and complying with any of the terms and conditions of this contract, is an independent contractor and is not an officer, agent or employee of District. Contractor further understands and agrees that he or she is an independent contractor and that the filing and acceptance of this declaration creates a rebuttable presumption of his or her status as an independent contractor and that, as such, Contractor or Contractor's employees are not entitled to coverage under the California Workers' Compensation Insurance laws, Unemployment Insurance or any other benefit normally conveyed to District's employees. Contractor will be responsible for payment of all Contractor's employees' wages, payroll taxes, employee benefits and any amounts due for federal and state income taxes and Social Security taxes since these taxes will not be withheld from payments under this agreement.

Insurance

Contractor shall, at Contractor's sole cost and expense, provide for and maintain in force and effect, from the commencement of services until expiration of this Agreement, a policy or policies of insurance covering Contractor's services. All insurance shall be with an insurance company with a rating of A or better, as rated by the current edition of Best's Key Rating Guide, published by A.M. Best Company, Oldwick, New Jersey 08858 and authorized to conduct business in the State of California.

(Continued/)

Required insurance coverage shall include: Comprehensive general liability and property damage insurance and comprehensive automobile liability insurance covering activities and operations of the Contractor. Such liability insurance shall provide a minimum coverage of \$1,000,000.

Contractor shall furnish to District, prior to commencement of services under this Agreement, Certificates of Insurance as evidence of the coverage and limits stated above. Certificates of Insurance shall:

- A. Name the District as additional insured.
- B. Provide a minimum of 30 days advance written notice of cancellation or material changes.
- C. State that coverage afforded the District, as additional insured shall apply as primary and not excess to any insurance issued the District.

Indemnification

Contractor shall indemnify and hold harmless the District, its' officers, agents and employees from every claim or demand made, and every liability, loss, damages, or expense of any nature whatsoever, which may be incurred as a result of Contractor's performance under this agreement, except for liability resulting from the sole negligence or willful misconduct of the District, its officers, employees, or agents who are directly employed by the District, and except for liability resulting from the active negligence of the District.

Thank you for consideration of this proposal to continue the school garden program provision. If you have any questions regarding this proposal, please don't hesitate to contact me by phone or email.

Sincerely,



Debra Leith  
Certified Landscape Designer & Master Gardener  
2eden studio – [design.garden.grow](http://design.garden.grow)



## CONTRACT FOR SERVICES RENDERED

This is a contract entered into by 2eden studio (hereinafter referred to as "the Provider") and Oak Park Unified School District (hereinafter referred to as "the Client") on this date \_\_\_\_\_.

The Provider's place of business is 5555 Fairview Place, Agoura Hills, CA 91301 and the Client's place of business is 5801 Conifer Ave, Oak Park, CA 91377.

The Client hereby engages the Provider to provide services described herein under "Scope and Manner of Services." The Provider hereby agrees to provide the Client with such services in exchange for consideration described herein under "Payment for Services Rendered."

Scope and Manner of Services – as described in pages 1&2 of the above contract. The Client shall pay the Provider for services rendered according to the Payment Schedule on page 2 of the above contract, within thirty (30) calendar days of the date on any invoice for services rendered from the Provider.

Should the Client fail to pay the Provider the full amount specified in any invoice within calendar days of the invoice's date, a late fee equal to 1.5% shall be added to the amount due and interest of percent per month shall accrue from the calendar day following the invoice's date.

## APPLICABLE LAW

This contract shall be governed by the laws of the County of Ventura in the State of California and any applicable Federal law.

## SIGNATURES

In witness of their agreement to the terms above, the parties or their authorized agents hereby affix their signatures:

\_\_\_\_\_

(Printed Name of Client or agent)

\_\_\_\_\_

(Signature of Client or agent) (Date)

Debra Leith, 2eden landscape design

(Printed Name of Provider or agent)

 08.18.22

(Signature of Provider or agent) (Date)

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.1.f. RATIFY AGREEMENT BETWEEN VENTURA COUNTY OFFICE OF EDUCATION AND OAK PARK SCHOOL DISTRICT TO PROVIDE LIBRARY SUPPORT SERVICES**

CONSENT

**ISSUE:** Shall the Board of Education ratify the agreement between Ventura County Office of Education and Oak Park School District for Library Support Services?

**BACKGROUND:** California Education Code 18100 requires that “*the governing board of each school district shall provide school library services for the pupils and teachers of the district by establishing and maintaining school libraries or by contractual arrangements with another public agency.*” Section 18120 further instructs districts on the credentialing requirements for the staffing of school libraries. While OPUSD currently has an arrangement with the Oak Park Public Library on the Oak Park High School campus, OPUSD must continue to arrange for credentialed librarian services for the other school sites in order to be fully compliant with Section 18120. The Ventura County Office of Education maintains credentialed librarians who can be contracted to provide support and training to school libraries and district staff. This agreement would ensure that OPUSD is providing support for library staff, while also remaining in full compliance with the Education Code Sections pertaining to school libraries. In the 2022-23 school year VCOE will provide 6 days of library support, two days at the elementary level, two days at the middle school and two days at the high school.

**FISCAL IMPACT:** The estimated cost of these services is \$5,280. Funding Source is the General Fund and is included in the 2022-2023 adopted budget.

**BOARD POLICIES:** Pursuant to Board Policy BP 6163.1 - the Governing Board recognizes that school libraries support the educational program by providing access to a variety of informational and supplemental resources that can help raise the academic achievement of all students. The Board desires that school libraries be stocked with up-to-date books, reference materials and electronic resources that promote literacy, support academic standards, prepare students to become lifelong learners, and develop a love of reading.

**GOALS:** N/A

**ALTERNATIVES:**

1. Ratify agreement between Ventura County Office of Education and Oak Park School District for Library Support Services.
2. Do not ratify the agreement between Ventura County Office of Education and Oak Park School District.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent of Educational Services



**BOARD MEETING, SEPTEMBER 13, 2022**

Ratify Agreement between VCOE and OPUSD

for Library Support Services

Page 2

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Respectfully submitted,

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Jeff Davis Ed.D.,  
Superintendent

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**AGREEMENT BETWEEN  
VENTURA COUNTY OFFICE OF EDUCATION, I AND  
OAK PARK UNIFIED SCHOOL DISTRICT FOR  
K-12 LIBRARY SUPPORT SERVICES**

The scope of this document is to define the roles and responsibilities of Ventura County Office of Education Coordinator-Library, Media, Reading, and Literacy in providing **Oak Park Unified School District**, hereafter called “the District”, in supporting staff and students by providing regular and effective library support services as follows:

1. Serve as the “Librarian of Record” as stipulated in the California Education Code, sections 18100-18103, 18120, and 44868 to the school sites of **Oak Park Unified School District**.
2. Provide support in implementing State Standards and aligning individual school site library services with the California Model School Library Standards to include the following:
  - a. Provide direct support in the selection and cataloging of library materials to correlate with site needs and support standards-based curriculum
  - b. Provide professional development and training for library staff regarding library materials use, organization, programming, collection development, and standard library procedure and use
  - c. Provide professional development training for library staff to support efforts to integrate information literacy and technology skills into all areas of learning
  - d. Assist in site-specific inventory and assessment of library materials, programming, and student/teacher needs
  - e. Provide professional development training for library staff on repair, weeding, and disposal of obsolete materials that conform to approved district policies and procedures to maintain a healthy library collection
  - f. Provide on-site or distance-based support on an as-needed basis (via telephone, Zoom, or e-mail)
3. Assist in the completion of the annual CDE Library Survey pursuant to Section 18122 of the California Education Code.
4. Perform any or all of the following duties as authorized:
  - a. Instruct students in accessing, evaluating, using, and integrating information and resources in the library program
  - b. Plan and coordinate school library programs with the instructional programs of a school district through collaboration with teachers
  - c. Select materials for school and district libraries
  - d. Develop programs for and deliver staff development for school library

This serves as a Memorandum of Understanding and Responsibility Agreement that “**the District**” and the **Ventura County Office of Education** will work together toward promoting effective library services. Each agency, according to its defined role, agrees to participate in coordinating, providing, and financing these services for the purpose of this agreement.

1. **Ventura County Office of Education, Instructional Services Support Department, agrees to:**

Serve as Librarian of Record and provide up to 6 days of library support services (2 days at the elementary level, 2 days at the middle school level, and 2 days at the high school level) on a date to be mutually determined between August 1, 2022, through June 30, 2023. Library support services to be provided by VCOE Coordinator-Library, Media, Reading, and Literacy at a rate of \$5280.00. Additional days may be added as needed at a rate of \$880.00 per day or \$110 per hour, which may be invoiced at a later date.
2. **The District agrees to:**
  - a. Pay Ventura County Office of Education \$5,280.00 for library services provided by VCOE Coordinator-Library, Media, Reading, and Literacy.
  - b. Pay in full for services upon receipt of invoice on or before November 1, 2022.

The Ventura County Office of Education shall monitor this Agreement to oversee implementation of project activity. This Memorandum of Understanding and Responsibility Agreement shall be effective upon signature and implemented August 1, 2022, until June 30, 2023.

**For the Oak Park Unified School District**

\_\_\_\_\_  
**Jeff Davis, Ed. D., Superintendent**

\_\_\_\_\_  
**Date**

**For the Ventura County Office of Education, Educational Services Branch**

\_\_\_\_\_  
**Lisa Salas Brown, Associate Superintendent**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Lisa Cline, Executive Director of Internal Business Services**

\_\_\_\_\_  
**Date**

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.1.g. RATIFY PUBLIC WORKS CONTRACTS – JUNE 14, 2022  
THROUGH JULY 1, 2022**

CONSENT

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**ISSUE:** Shall the Board approve/ratify the following public works contracts for the period June 14, 2022 through July 1, 2022?

**BACKGROUND:** Public Works Contracts Report listing all public works contracts prepared and/or executed during the reporting period is included for the Board review. All contracts have been reviewed and approved by an administrator as a necessary expense and are budgeted for and within the budget authorization of the account. The Board authorized these projects and established a budget at the June 14, 2022 meeting. The Board is requested to ratify the contracts from June 14, 2022 through July 1, 2022 for Measure S projects.

**FISCAL IMPACT:** All public works contracts 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.

**GOAL:** In support of District Priority - Use resources responsibly and maintain a balanced budget this year and in subsequent years.

**ALTERNATIVES:**

1. Ratify the Public Works Contracts Report as submitted.
2. Do not ratify the Public Works Contracts Report.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted,

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Jeff Davis, Ed.D.  
Superintendent

**BOARD MEETING, SEPTEMBER 13, 2022**

Ratify Public Works Contracts from June 14 – July 1, 2022

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**Board Report: Ratification Contract Matrix****Public Works Contracts**

September 13, 2022

All Purchase Orders have been ratified at the August 30, 2022 Board meeting and all the projects listed below were authorized at the June 14, 2022 Board meeting.

<b>September 13, 2022</b>					
<b>PO Number</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>	<b>Support Documents</b>
P23-00043	Custom Modular	Measure S Project 22-07S: Exterior Repairs of Modulars Classrooms Districtwide (Modular Classrooms at Red Oak Elementary School) <b>Procurement Process:</b> CUPCCAA (Under \$60K) - <i>Solicited Multiple Quotes</i>	211	\$56,120.00	<a href="#">Contract</a>
P23-00044	Omega Construction	Measure S Project 22-07S: Exterior Repairs of Modulars Classrooms Districtwide (Elevator Shaft at Medea Creek) <b>Procurement Process:</b> CUPCCAA (Under \$60K) - <i>Solicited Multiple Quotes</i>	211	\$24,800.00	<a href="#">Contract</a>
P23-00047	Fence Factory	Measure S Project 22-09S: Security Fencing at Oak Hills Elementary School <b>Procurement Process:</b> CUPCCAA (\$60K-\$200K) - <i>Informally Bid the Project</i>	211	\$98,117.30	<a href="#">Bid Docs</a> <a href="#">Contract</a>
P23-00048	Fence Factory	Measure S Project 22-10S: Fencing Project Oak Park High School Softball Field <b>Procurement Process:</b> CUPCCAA (Under \$60K) - <i>Solicited Multiple Quotes</i>	211	\$20,925.00	<a href="#">Contract</a>

<b>Legend</b>
<b>Fund</b>
010: General Fund
120: Club Oak Park
130: Nutrition Services
211: Bond Measure S

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.1.h. APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES TO ATTEND NATIONAL ASSOCIATION FOR COLLEGE COUNSELING CONFERENCE IN HOUSTON TX, SEPTEMBER 21-25, 2022**

CONSENT

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**ISSUE:** Shall the Board of Education approve out of state travel for certificated employees to attend the National Association For College Counseling (NACAC) Conference?

**BACKGROUND:** According to Board Policy 3350, the Board of Education must approve out of state travel for certificated employees. OPUSD is proposing to send OPHS Assistant Principal of Curriculum and Instruction, Natalie Smith, College and Career Counselor, Amanda Fitts, and 10-12 Grade Counselor, Jennifer Charrett to the NACAC Conference to be held from September 21-25 in Houston TX. The NACAC conference enables OPHS counselors to hear the latest trends in College Counseling and network with other College Counselors, as well as Admissions staff. NACAC's vision is "*The transformative power of postsecondary education is accessible to all*" and this year's theme of the conference is Resilience. Maintaining optimism in the face of the immense difficulties our students have been facing is central to helping students develop increased resilience. As a public high school, we share this vision and aim to learn more so that we too can be agents of that change in the lives of OPHS students.

**FISCAL IMPACT:** The estimated cost of this conference is: Registration \$1125+ Lodging \$2755 + Airfare \$550 = \$4,430 for all three employees. Funding Source is the Educator Effectives Block Grant and is included in the 2022-2023 adopted budget.

**BOARD POLICY:** Pursuant to Board Policy BP3350: All out-of-state travel shall be approved in advance by the Board and BP4131: The Governing Board believes that, in order to maximize student learning and achievement, certificated staff members must be continuously learning and improving their skills.

**GOAL:** In support of OPUSD Priority – Ensure availability of quality resources, technology support, and professional development to staff.

**ALTERNATIVES:** 1. Approve the out of state travel for certificated employees to attend NACAC Conference.  
2. Do not approve the out of state travel.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Approve Out of State Travel for Certificated Employees

To attend NACAC in Houston, TX

Page 2

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Respectfully submitted,

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Jeff Davis, Ed.D.,  
Superintendent

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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



**TO: BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.2.a. PUBLIC HEARING AND APPROVAL OF RESOLUTION #2022-14  
REGARDING SUFFICIENCY OF TEXTBOOKS AND INSTRUCTIONAL  
MATERIALS FOR 2022-2023**

PUBLIC HEARING/ACTION

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**ISSUE:** Shall the Board of Education approve Resolution #2022-14 assuring sufficient core textbooks and instructional materials for students in 2022-2023?

**BACKGROUND:** Education Code 60119 requires that districts and the governing Board, in order to receive textbook and instructional materials funding from the state, shall hold a public hearing regarding the sufficiency of core textbooks and instructional materials in the district.

During the 2022-2023 school year, the district has followed the state curriculum framework guidelines and complied with all associated recommendations. The District 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 Office 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's review.

It has been determined that in 2022-2023, as in years past, the Oak Park Unified School District 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 POLICIES:** In Pursuant to Board Policy 6161.1- The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect and value society's diversity, and enhance instructors' ability to educate all students through the use of multiple teaching strategies and technologies.

**BOARD MEETING, SEPTEMBER 13, 2022**

Resolution #22-14 Assuring Sufficient Core Textbooks And Instructional  
Materials For Students In 2022-23

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**GOALS:** In Support of LCAP Goal 1:Strengthen our students' high academic achievement in a Climate of Care by developing and promoting the factors that distinguish Oak Park's model of educating the whole child.

**ALTERNATIVES:** 1. Approve Resolution #2022-14 as presented enabling the district to access state funding for textbooks and instructional materials for 2022-2023.  
2. Do not approve Resolution #2022-14.

**RECOMMENDATION:** Alternative #1

Prepared by:  
Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

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Jeff Davis Ed.D.,  
Superintendent

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**OAK PARK UNIFIED SCHOOL DISTRICT  
RESOLUTION #2022-14  
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 13, 2022 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 2022-2023 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 13<sup>th</sup> day of September 2022 at a meeting, by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_ ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Drew Hazelton, President, Board of Education

\_\_\_\_\_  
Jeff Davis, Ed.D., Superintendent/Secretary

ELEMENTARY BOOK LIST				
	Book Title	Publisher	Grade	Year
A Discovery Kinder	Writing Journal	<a href="#">Handwriting without tears</a>	DK	
A Discovery Kinder	Handwriting without Tears/ Letters & Numbers for Me	<a href="#">Handwriting without tears</a>	0 DK	
A Discovery Kinder	Handwriting without Tears/ My Book Code	<a href="#">Handwriting without tears</a>	0 DK	
A Discovery Kinder	Pencils for Little Hands (PEN)	<a href="#">Handwriting without tears</a>	0 DK	
A Discovery Kinder	Flip Crayons (FC)	<a href="#">Handwriting without tears</a>	0 DK	
A Discovery Kinder	Bridges in Mathematics Kindergarten Package #BKDP	Bridges in Mathematics	0 DK	
English/Language Arts	Units of Study for Teaching Reading, Grade K with Trade Pack	Heinemann	K	2022
English/Language Arts	Units of Study for Teaching Reading, Grade K without Trade Pack	Heinemann	K	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade K	Heinemann	K	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade K with Trade Pack	Heinemann	K	2022
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade K	Heinemann	K	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade K	Heinemann	K	2017
English/Language Arts	TCRWP Classroom Library Kindergarten SKU E10553	Heinemann	K	2017
English/Language Arts	Units of Study in Phonics, Grade K SKU E10553	Heinemann	K	2018
English/Language Arts	Units of Study in Phonics Resource Pack, Grade K SKU E10868	Heinemann	K	2018
English/Language Arts	Show and Tell: From Labels to Pattern Books, Grade K . SKU E10582	Heinemann	K	2018
English/Language Arts	Units of Study Writing Grade K, with W/TB & Sticky Notes	Heinemann	K	2018
Health	CA Harcourt Health & Fitness Learning System Grade K	Harcourt	K	2004
Health	CA Harcourt Health & Fitness Grade K Activity Book	Harcourt	K	2004
History/Social Science	CA Big Book Reflections Homework & Practice Book Grade K	Harcourt Publishers	K	2005
History/Social Science	CA Big Book Reflections Kindergarten Program	Harcourt Publishers	K	2005
History/Social Science	CA Big Book Reflections Kindergarten Program	Harcourt Publishers	K	2005
Mathematics	Mathematics Student Edition, Level K (Consumable)	Houghton Mifflin	K	2001
Mathematics	Go Math! California Student Edition Multivolume Grade K 2015 (Qty: 30)	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade K (Qty:30)	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade K (Qty:30)	Houghton Mifflin	K	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade K 2015 (Qty:30)	Houghton Mifflin	K	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade K (Qty:1)	Houghton Mifflin	K	2014
Mathematics	Math Expressions Differentiated Instruction Cards Kit GRK (per classroom)	Houghton Mifflin	K	2014
Mathematics	HMH MX MANIP & MATL KIT GRK (per classroom)	Houghton Mifflin	K	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade K	Houghton Mifflin	K	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade K	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)	Studies Weekly (Their P/N CA0K)	K	
Science	FOSS- Animals 2 x 2	FOSS	K	2022
Science	FOSS- Trees and Weather	FOSS	K	2022
Science	FOSS- Materials and Motion	FOSS	K	2022
English/Language Arts	Units of Study for Teaching Reading, Grade 1 with Trade Pack	Heinemann	1	2022
English/Language Arts	Units of Study for Teaching Reading, Grade 1 without Trade Pack	Heinemann	1	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 1	Heinemann	1	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 1 with Trade Pack	Heinemann	1	2022
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 1	Heinemann	1	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 1	Heinemann	1	2017
English/Language Arts	TCRWP Classroom Library Grade 1	Heinemann	1	2017
English/Language Arts	Units of Study in Phonics, Grade 1 SKU E10554	Heinemann	1	2017
English/Language Arts	Units of Study in Phonics Resource Pack, SKU E10869	Heinemann	1	2017
English/Language Arts	Calkins Units of Study 1st Grade in Writing with Tradebooks and Sticky Notes Item: E08954	Heinemann	1	2018
Health	CA Harcourt Health & Fitness Learning System Grade 1	Harcourt	1	2004
Health	CA Harcourt Health & Fitness Grade 1	Harcourt	1	2004
Health	CA Harcourt Health & Fitness Grade 1 Activity Book	Harcourt	1	2004
History/Social Science	CA A Child's View Homework & Practice Grade 1	Harcourt Publishers	1	2005
History/Social Science	CA A Child's View Soft Big Book Collection Grade 1	Harcourt Publishers	1	2005
History/Social Science	CA A Child's View Grade 1	Harcourt Publishers	1	2005
History/Social Science	California Studies Weekly - 1, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	Studies Weekly (Their P/N CA01)	1	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 1	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	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 1 (Qty:30)	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 1 (Qty:30)	Houghton Mifflin	1	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade 1 2015 (Qty:30)	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 1 (Qty:1)	Houghton Mifflin	1	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 1 (Qty:1)	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 1 (Qty:1)	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 1 (Qty:1)	Houghton Mifflin	1	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 1 (Qty:1)	Houghton Mifflin	1	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 1 (Qty:1)	Houghton Mifflin	1	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 1	Houghton Mifflin	1	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 1	Houghton Mifflin	1	2014
Science	FOSS-Plants and Animals	FOSS	1	2022
Science	FOSS- Sound and Light	FOSS	1	2022
Science	FOSS- Air and Weather	FOSS	1	2022
English/Language Arts	Units of Study for Teaching Reading, Grade 2 with Trade Pack	Heinemann	2	2022
English/Language Arts	Units of Study for Teaching Reading, Grade 2 without Trade Pack	Heinemann	2	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 2	Heinemann	2	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 2 with Trade Pack	Heinemann	2	2022
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 2	Heinemann	2	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 2	Heinemann	2	2017
English/Language Arts	TCRWP Classroom Library Grade 2	Heinemann	2	2017
English/Language Arts	Calkins Units of Study in Writing Grade 2 with Trade Books and Sticky Notes Item: E08955	Heinemann	2	2018
English/Language Arts	Calkins RWW units of Study Phonics Grade 2 Item: E10555	Heinemann	2	2018
English/Language Arts	Calkins RWW Units of Study Phonics Grade 2 Resource Pack Item: E10927	Heinemann	2	2018
English/Language Arts	Calkins TCRWP Classroom Grade 2, on level library Item: E08921	Heinemann	2	2018
English/Language Arts	The How-To Guide for Nonfiction Writing, Grade 2	Heinemann	2	2019
English/Language Arts	Calkins TCRWP Classroom Grade 2, on level library Item: E08921	Heinemann	2	2019
English/Language Arts	Level N Shelf, Grade 2	Heinemann	2	
Health	CA Harcourt Health & Fitness Learning System Grade 2	Harcourt	2	2004

Health	CA Harcourt Health & Fitness Grade 2	Harcourt	2	2004
Health	CA Harcourt Health & Fitness Grade 2 Activity Book	Harcourt	2	2004
History/Social Science	CA People We Know Homework & Practice Grade 2	Harcourt Publishers	2	2005
History/Social Science	CA People We Know Grade 2	Harcourt Publishers	2	2005
History/Social Science	California Studies Weekly - 2, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	Studies Weekly (Their P/N CA02)	2	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 2	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	Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Practice Workbook Grade 2 a la carte item	Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 2 (Qty:30)	Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 2 (Qty:30)	Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 2 (Qty:1)	Houghton Mifflin	2	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 2 (Qty:1)	Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 2 (Qty:1)	Houghton Mifflin	2	2014
Mathematics	Units of Study for Teaching Reading, Grade 2 with Trade Pack	Heinemann	2	2017
Mathematics	Units of Study for Teaching Reading, Grade 2 without Trade Pack	Heinemann	2	2017
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 2 (Qty:1)	Houghton Mifflin	2	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 2 (Qty:1)	Houghton Mifflin	2	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 2	Houghton Mifflin	2	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 2	Houghton Mifflin	2	2014
Science	FOSS- Insects and Plans	FOSS	2	2022
Science	FOSS- Solids and Liquids	FOSS	2	2022
Science	FOSS- Pebbles, Sand and Silt	FOSS	2	2022
English/Language Arts	Charlottes Web	Scholastic	3	
English/Language Arts	Units of Study for Teaching Reading, Grade 3 with Trade Pack	Heinemann	3	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 3 without Trade Pack	Heinemann	3	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 3	Heinemann	3	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 3 with Trade Pack	Heinemann	3	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 3	Heinemann	3	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 3	Heinemann	3	2017
English/Language Arts	TCRWP Classroom Library Grade 3	Heinemann	3	2017
English/Language Arts	Fountas & Pinnell LLI Red Pack Grade 3 Item: E09931	Heinemann	3	2018
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 3 with Trade Book Pack	Heinemann	3	
English/Language Arts	Animals Shelf, Grade 3, Below Benchmark	Heinemann	3	
English/Language Arts	Mystery: Foundational Skills in Disguise with Trade Pack	Heinemann	3	
Health	Health 2004 Grade 3 Health California Pupils Edition	Macmillan/McGrawHill	3	2004
Health	CA Health & Wellness Grade 3	Macmillan/McGrawHill	3	2004
History/Social Science	CA Our Communities Homework & Practice Grade 3	Harcourt Publishers	3	2005
History/Social Science	CA Our Communities Grade 3	Harcourt Publishers	3	2005
History/Social Science	California Studies Weekly - 3, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	Studies Weekly (Their P/N CA03)	3	
Social Studies	Badger Claws	VCOE Pub	3	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 3	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	Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 3 (Qty:30)	Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 3	Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 3 (Qty:1)	Houghton Mifflin	3	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 3 (Qty:1)	Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 3 (Qty:1)	Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 3 (Qty:1)	Houghton Mifflin	3	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 3 (Qty:1)	Houghton Mifflin	3	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 3 (Qty:1)	Houghton Mifflin	3	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 3	Houghton Mifflin	3	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 3	Houghton Mifflin	3	2014
Mathematics	Go Math! California Standards Practice Book for home or School	Houghton Mifflin	3	2014
Science	FOSS- Structures of Life	FOSS	3	2022
Science	FOSS- Motion and Matter	FOSS	3	2022
Science	FOSS- Water and Climate	FOSS	3	2022
English/Language Arts	Units of Study for Teaching Reading, Grade 4 with Trade Pack	Heinemann	4	2017
English/Language Arts	Units of Study for Teaching Reading, Grade 4 without Trade Pack	Heinemann	4	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 4	Heinemann	4	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 4 with Trade Pack	Heinemann	4	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 4	Heinemann	4	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 4	Heinemann	4	2017
English/Language Arts	TCRWP Classroom Library Grade 4	Heinemann	4	2017
English/Language Arts	Fountas & Pinnell LLI Gold Pack Grade 4	Heinemann	4	2018
Health	Health 2004 Grade 5 Health California Pupils Edition	Macmillan/McGrawHill	4	2004
Health	CA Health & Wellness Grade 4	Macmillan/McGrawHill	4	2004
History/Social Science	CA A Changing State Homework & Practice Grade 4	Harcourt Publishers	4	2005
History/Social Science	CA A Changing State Grade 4	Harcourt Publishers	4	2005
History/Social Science	California Studies Weekly - 4, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	Studies Weekly (Their P/N CA04)	4	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 4	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	Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 4 (Qty:30)	Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 4	Houghton Mifflin	4	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade 4 2015 (Qty:30)	Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 4 (Qty:1)	Houghton Mifflin	4	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 4 (Qty:1)	Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 4 (Qty:1)	Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 4 (Qty:1)	Houghton Mifflin	4	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 4 (Qty:1)	Houghton Mifflin	4	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 4 (Qty:1)	Houghton Mifflin	4	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 4	Houghton Mifflin	4	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 4	Houghton Mifflin	4	2014
Science	FOSS- Enviornments	FOSS	4	2022
Science	FOSS- Energy	FOSS	4	2022
Science	FOSS- Soils, Rocks and Landforms	FOSS	4	2022
English/Language Arts	Units of Study for Teaching Reading, Grade 5 with Trade Pack	Heinemann	5	2017

English/Language Arts	Units of Study for Teaching Reading, Grade 5 without Trade Pack	Heinemann	5	2017
English/Language Arts	Units of Study for Teaching Reading Trade Pack, Grade 5	Heinemann	5	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 5 with Trade Pack	Heinemann	5	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing, Grade 5	Heinemann	5	2017
English/Language Arts	Units of Study in Opinion, Information, and Narrative Writing Trade Pack, Grade 5	Heinemann	5	2017
English/Language Arts	TCRWP Classroom Library Grade 5	Heinemann	5	2017
English/Language Arts	Units of Study Writing, Grade 5 with W/TB & Sticky Notes	Heinemann	5	2018
English/Language Arts	Clements Literary Essay Grade 5 with Trade Pack Item: E08898	Heinemann	5	2018
Health	CA Health & Wellness Grade 5	Macmillan/McGrawHill	5	2004
History/Social Science	WE THE PEOPLE	Center for Civic Ed	5	
History/Social Science	CA The US Making a New Nation Homework & Practice Grade 5	Harcourt Publishers	5	2005
History/Social Science	CA The United States: Making a New Nation Grade 5	Harcourt Publishers	5	2005
History/Social Science	Theres an Owl in the Shower	Perma Bound	5	
History/Social Science	Dear Austin, Letters from the Underground Railroad	Perma Bound	5	
History/Social Science	Phantom Tollbooth	Perma Bound	5	
History/Social Science	California Studies Weekly - 5, Student Edition (online & print), Big Issue (print), Teacher Resource (online & print)	Studies Weekly (Their P/N CA05)	5	
Mathematics	Go Math! California Hybrid Classroom Package with MultiVolume SE 8Year Grade 5	Houghton Mifflin	5	2014
Mathematics	Go Math! California Student Edition Multivolume Grade 5 2015 (Qty: 30) a la carte items	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math Bilingual Mathboard Grade 5 (Qty:30)	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Student Edition Grade 5	Houghton Mifflin	5	2014
Mathematics	Go Math! California Online Interactive Student Edition (includesPersonal Math Trainer) 8 Yr Grade 5 2015 (Qty:30)	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Assessment Guide Blackline Masters Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Go Math! California Downloadable Free with Order Bundle Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Enrichment Workbook Blackline Masters Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! California Reteach Workbook Blackline Masters Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Go Math! Grab and Go Differentiated Centers Kit Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt Go Math! SBAC Test Prep Teacher Edition Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Houghton Mifflin Harcourt On Core Math Bilingual ExamView CDROM Grade 5 (Qty:1)	Houghton Mifflin	5	2014
Mathematics	Go Math! Grab and Go Classroom Manipulative Kit Grade 5	Houghton Mifflin	5	2014
Mathematics	HMH Go Math! Intensive Intervention Kit Grade 5	Houghton Mifflin	5	2014
Science	FOSS- Living Systems	FOSS	5	2022
Science	FOSS- Mixtures and Solutions	FOSS	5	2022
Science	FOSS- Earth and Fun	FOSS	5	2022
English/Language Arts	Units of Study in Argument, Information, and Narrative Writing, Grades 6–8 Bundle	Heinemann		2017
English/Language Arts	Bookshelf Calkins/CLIB Extra Weather SH Level 4 Below Item: E09030	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Interpret Book CL SH 4-6 Item: E09040	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Westward Expansion SH 4-6 Item: E09041	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level C Shelf 1 Item: E09056	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level D Shelf 1 Item: E09057	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level E Shelf 1 Item: E09058	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level G Shelf 1 Item: E09060	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level H Shelf 1 Item: E09061	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level I Shelf 1 Item: E09062	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level H Shelf 2 Item: E09083	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level I Shelf 2 Item: E09084	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Level J Shelf 2 Item: E09085	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Read Aloud Shelf 2 Item: E09092	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Animals SH Grade 3 Below Item: E09114	Heinemann	K5	2018
English/Language Arts	Bookshelf Calkins/CLIB Fantasy SciFi Shelf 5 Item: E09142	Heinemann	K5	2018
English/Language Arts	Calkins Up the Ladder, Grades 3-6 Item: E09658	Heinemann		2018
English/Language Arts	TCRWP Classroom Libraries Tools & Resources K-2	Heinemann	K-2	2018

### Middle School Book List

English/Language Arts	A Christmas Carol	
English/Language Arts	A Long Walk to Water, by Linda Sue Park hardcover	
English/Language Arts	Chains - Author: Laurie Halse Anderson	
English/Language Arts	Grade 6 – The Giver	Houghton Mifflin
English/Language Arts	Grade 6 – Ulysses	Scholastic
English/Language Arts	Grade 7 – Anne Frank: The Diary of a Young Girl	
English/Language Arts	Grade 8 – Tom Sawyer	
English/Language Arts	PETER PAN	
English/Language Arts	Peter Pan, by J.M. Barrie	Perma-Bound
English/Language Arts	Social Issues Book Clubs with Trade Pack	<u>Heinemann</u>
English/Language Arts	The Alchemist, by Paulo Coelho	Perma-Bound
English/Language Arts	Refugee By Alan Gratz	Scholastic, Inc.
English/Language Arts	I Will Always Write Back by Caitlin Alifirenka, Liz Welch and Martin Ganda	Little, Brown Books for Young Readers
English/Language Arts	Counting by 7's by Holly Goldberg Sloan	Penguin Young Readers Group
English/Language Arts	A Wrinkle in Time by Madeleine L' Engle	Feiwei & 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 - Descubre 2022	Vista Higher Learning
Language, Foreign	Spanish 1 - Descubre Level 1 - Paper only	Vista Higher Learning
Language, Foreign	Spanish 1 - Descubre Level 1 - SuperSite Premium Bundle, 6-year License	Vista Higher Learning
Mathematics	Core Connections Course 2	CPM
Mathematics	Algebra Connections	CPM

Mathematics	Core Connections Course 3	CPM
Mathematics	CMP3 Math Project 3 + 6Yrs Licience on Realize	Pearson
Mathematics	CMP3 Math (Project 3(CMP3) 6th gr Resource Pkg	Pearson
Mathematics	Connected Mathematics	Pearson
Mathematics	Geometry Concepts, Skills, & Problem Solving Skills Practice Book	Glencoe
Mathematics	Geometry Concepts, Skills, & Problem Solving Practice Book	Glencoe
Mathematics	Geometry Concepts, Skills, & Problem Solving	Glencoe
Mathematics	Geometry Geometry Common Core ebook bundle with 8year license	McGraw Hill
Mathematics	Geometry, Student Edition (MERRILL GEOMETRY)	McGraw Hill
Mathematics SpEd	TransMath Level 1 Developing Number Sense	Voyager Sporis
Mathematics SpEd	TransMath Level 2 Making Sense of Rational Numbers	Voyager Sporis
Mathematics SpEd	TransMath Level 3 Understanding Algebraic Expressions Digital	Voyager Sporis
Mathematics SpEd	TransMath Level 3 Understanding Algebraic Expressions	Voyager Sporis
Science	STEMscopes	
Computer Applications	EduTyping keyboaring curriculum license renewal (105 - 110 licenses)	

### HIGH SCHOOL BOOK LIST

Computers	AP Computer Science Fundamentals of JAVA: AP Computer Science Resource CDROM Cengage Learning
Computers	Computer Literacy A+ Certification McGraw Hill 2000
Computers	Computer Literacy – Computer Concepts: Systems, Applications and Design, 3rd Edition SouthWestern 1998c
Computers	Computer Literacy – Technology for Productivity and Decision Making SouthWestern 1996c
Computers	Computer Programming – Introduction to Computer Science Using C++ SouthWestern 1998c
Computers	Learn to Program With Visual Basics
Computers/CTE	Fundamentals of Java
Driver Education	Driver Education – Sportsmanlike Driving McGraw Hill 1987c
English/Language Arts	A Lesson Before Dying
English/Language Arts	A long Walk to Water
English/Language Arts	A Midsummer Night's Dream
English/Language Arts	A Portrait of the Artist as a Young Man
English/Language Arts	A Prayer for Owen Meany
English/Language Arts	A Separate Peace
English/Language Arts	A Streetcar Named Desire
English/Language Arts	A Tale of Two Cities
English/Language Arts	Adventures of Huckleberry Finn, The
English/Language Arts	All Quiet on the Western Front
English/Language Arts	Animal Farm
English/Language Arts	Around the World in Eighty Days
English/Language Arts	Beloved
English/Language Arts	Beowulf
English/Language Arts	Billy Budd
English/Language Arts	Blind Side, The
English/Language Arts	Brave New World
English/Language Arts	Breakfast of Champions
English/Language Arts	Call It Courage
English/Language Arts	Call of the Wild, The
English/Language Arts	Candide
English/Language Arts	Carmen
English/Language Arts	Catch 22
English/Language Arts	Catcher in the Rye, The
English/Language Arts	Crime and Punishment
English/Language Arts	Crucible, The
English/Language Arts	Curious Incident of the Dog in the Nighttime, The
English/Language Arts	Dandelion Wine
English/Language Arts	Death of a Salesman
English/Language Arts	Desire Under the Elms
English/Language Arts	English I – Gold Prentice Hall 1989c
English/Language Arts	English II & II H– Platinum Prentice Hall 1989c Prentice Hall Literature: Platinum
English/Language Arts	English III & III H – American Experience Prentice Hall 1989c
English/Language Arts	English IV AP – Literature Intro to Reading & Writing Pearson Education 2001 c
English/Language Arts	Ethan Frome
English/Language Arts	Everything's an Argument (ISBN 978-1-319-01632-6) 20 copies
English/Language Arts	Everythings an Argument High School Version ISBN# 9781680043235 / 1319016324
English/Language Arts	Fahrenheit 451
English/Language Arts	First Men in the Moon
English/Language Arts	Frankenstein
English/Language Arts	Friday Night Lights
English/Language Arts	Fried Green Tomatoes at the Whistle Stop Café
English/Language Arts	Girl, Intrrupted Random House
English/Language Arts	<a href="#">Glass Menagerie</a>
English/Language Arts	Gracefully Grayson
English/Language Arts	Grapes of Wrath, The
English/Language Arts	Great Expectations
English/Language Arts	Great Gatsby, The
English/Language Arts	Great Gatsby, The
English/Language Arts	Gulliver's Travels
English/Language Arts	Hamlet
English/Language Arts	Hamlet No Fear Shakespeare
English/Language Arts	Hamlet Shakespeare
English/Language Arts	Heart is a Lonely Hunter, The
English/Language Arts	Heart of Darkness
English/Language Arts	Hiroshima Hersey (Vintage edition
English/Language Arts	Hitchhikers Guide to the Galaxy, The
English/Language Arts	Holes
English/Language Arts	House on Mango Street, The
English/Language Arts	Iceman Cometh, The
English/Language Arts	Importance of Being Earnest, The

English/Language Arts	Interference, The (A play) by Lynda Radley
English/Language Arts	Into the Wild Novels - hardcover
English/Language Arts	Into the Wild Novels - paperback
English/Language Arts	Invention of Wings, The
English/Language Arts	Invisible Man, The
English/Language Arts	Island of Dr. Moreau
English/Language Arts	Journalism – Scholastic Journalism C, Dow Tate Sherry & Taylor
English/Language Arts	Journey to the Center of the Earth
English/Language Arts	Joy Luck Club, The
English/Language Arts	Julius Caesar
English/Language Arts	Julius Caesar
English/Language Arts	King Lear
English/Language Arts	Lathe of Heaven, The
English/Language Arts	Lord of the Flies
English/Language Arts	MacBeth Shakespeare
English/Language Arts	Maltese Falcon, The
English/Language Arts	Metamorphosis, The
English/Language Arts	Miraculous Journey of Edward Tulane, The
English/Language Arts	Miraculous Journey of Edward Tulane, The
English/Language Arts	Moby Dick
English/Language Arts	Murder on the Orient Express Agatha Christie
English/Language Arts	Mythology Back Bay Books
English/Language Arts	Mythology by Edith Hamilton
English/Language Arts	Night
English/Language Arts	Of Mice and Men
English/Language Arts	Of Mice and Men
English/Language Arts	Old Man and the Sea, The
English/Language Arts	One Flew Over the Cuckoo's Nest
English/Language Arts	Othello No Fear Shakespeare
English/Language Arts	Othello Spark Publishing 2003c cloth (1586638521 Trade Paper)
English/Language Arts	Our Town
English/Language Arts	Outliers Malcolm Gladwell
English/Language Arts	Outsiders, The
English/Language Arts	Outsiders, The
English/Language Arts	Pearl, The
English/Language Arts	Peter Pan
English/Language Arts	Points of View
English/Language Arts	Points of View (Revised and Updated)
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
English/Language Arts	Power of Myth, The
English/Language Arts	Pride and Prejudice
English/Language Arts	Prince, The
English/Language Arts	Red Badge of Courage, The
English/Language Arts	Return of the Native, The
English/Language Arts	Reviving Ophelia
English/Language Arts	Robinson Crusoe
English/Language Arts	Rockin' in Time
English/Language Arts	Rosencrantz and Guildenstern are Dead
English/Language Arts	Scarlet Letter, The
English/Language Arts	Seven Habits of Highly Effective People, The
English/Language Arts	Shoeless Joe
English/Language Arts	Siddhartha
English/Language Arts	Sir Gawain & The Green Knight (2008)
English/Language Arts	Slaughter House Five
English/Language Arts	Soloist, The
English/Language Arts	Sophie's World
English/Language Arts	Sound and the Fury, The
English/Language Arts	Spoon River Anthology by Edgar Lee Master
English/Language Arts	Stranger, The
English/Language Arts	Summer of my German Soldier, The
English/Language Arts	Sun also Rises
English/Language Arts	Tale of Two Cities, The
English/Language Arts	Taming of the Shrew, The
English/Language Arts	Tempest, The
English/Language Arts	The Bible
English/Language Arts	The Hobbit – J.R.R. Tolkien
English/Language Arts	<a href="#">The Once and Future King</a>
English/Language Arts	The One and Only Ivan
English/Language Arts	The Strange Case of Dr. Jekyll and Mr. Hyde by Robert Lousi Stevenson
English/Language Arts	Their Eyes Were Watching God
English/Language Arts	Things Fall Apart
English/Language Arts	Time Machine
English/Language Arts	To Kill a Mockingbird
English/Language Arts	Tooth and Nail
English/Language Arts	Tooth and Nail A Novel Approach to the New SAT
English/Language Arts	Tragedy of Prince Hamlet
English/Language Arts	Tragedy of Romeo and Juliet
English/Language Arts	Twelve Angry Men
English/Language Arts	Twenty Thousand Leagues Under the Sea
English/Language Arts	Two Years Before the Mast
English/Language Arts	Walden Thoreau
English/Language Arts	War of the Worlds
English/Language Arts	Who's Afraid of Virginia Woolf? Penguin Group 2006c
English/Language Arts	Wonder Hard Cover
English/Language Arts	Wonder paperback not available until 2017 will need to order the hard cover
English/Language Arts	Wooden: A Lifetime of Observations & Reflections on and off the Court
English/Language Arts	Wuthering Heights



English/Writing Class	Associated Press Stylebook 2018 (updated each year, so ISBN # changes each year)
English/Writing Class	Inside Reporting Author: Tim Harrower, Publisher: Mc Graw Hill
English/Writing Class	Out on the Wire Author: Jessica Abel, Publisher Broadway / Crown Publishing
English/Writing Class	American Earth: Environmental Writing Since Thoreau
English/Writing Class	Eating Animals
Health	Coming of Age at the End of Nature: A Generation Faces Living on a Changed Planet
Health	Health Making Life Choices
Health	Health: Making Life Choices New McGraw Hill
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)
History/Social Science	American Government – Magruder’s American Government Prentice Hall 2006c
History/Social Science	American Government Institutions & Policies
History/Social Science	American Pageant
History/Social Science	Economics AP – edaptex 6 year license Krugmans Macroeconomics for AP, 2e (package)
History/Social Science	Economics AP – Krugman's Macroeconomics ISBN# 1464122180
History/Social Science	Economics AP – Krugman's Macroeconomics + Strive for a 5 Print AP,2e (Package)
History/Social Science	Economics AP – Krugman's Macroeconomics Exam View
History/Social Science	Economics CP – Economics, Principles & Practices Glencoe/ McGraw Hill 2005c
History/Social Science	Economics Exam View Krugmans Macroeconomics for AP, 2e
History/Social Science	European History AP – Study Guide/Map Supplement for the Western Experience (Vol II) McGraw Hill 2005
History/Social Science	European History AP – The Western Experience 9th Edition Glencoe/McGraw Hill 2005c
History/Social Science	Geography – World Geography Glencoe/McGraw Hill 2005c
History/Social Science	Pacemaker American Government
History/Social Science	Pacemaker United States History
History/Social Science	Pacemaker World History
History/Social Science	Psychology AP - Launch Pad for Myers" Psychology for the AP Course (Six-Use Online)
History/Social Science	Psychology AP - Myers' Psychology for the AP Course
History/Social Science	ExamView Assessment Suite for Myers' Psychology for the AP Course (No cost when text book purchased from publisher)
History/Social Science	Psychology CP – Understanding Psychology 2003c Kasschav Glenco
History/Social Science	Psychology ISBN 0-7167-2830-3
History/Social Science	Sociology American Pop Music Crossroads of the Multicultural Roots Prentice Hall
History/Social Science	Sociology Sociology and You Glencoe/McGrawHill 2003c
History/Social Science	U.S. History – America: Pathways to the PresentSurvey Edition Prentice Hall 2006 c
History/Social Science	U.S. History AP – A Short History of the American Nation 6th Edition Harper Collins 1991
History/Social Science	U.S. History AP – A Short History of the American Nation 6th Edition Harper Collins 1991
History/Social Science	U.S. History AP American Pageant 16th edition epack Print and Digital
History/Social Science	U.S. History AP American Pageant 16th edition Print only
History/Social Science	U.S. History AP – Historical Viewpoints Vol 1 6th Ed. Harper Collins 1991 c
History/Social Science	U.S. History AP – Historical Viewpoints Vol II 6th Ed. Harper Collins 1991 c
History/Social Science	U.S. History AP – The American Pageant13th Edition 2006c McDougal Littell/Houghton Mifflin
History/Social Science	U.S. History AP– American Issues Random House 1988c Charles Dollarl, editor
History/Social Science	Western Experience, The
History/Social Science	Western Tradition, The
History/Social Science	World Geography ISBN 0-07-860699-3
History/Social Science	World History Connections to Today Modern Era 2005c Prentice Hall
Language, Foreign	Allons audela!
Language, Foreign	American Sign Language I Master ASL Level 1
Language, Foreign	American Sign Language II Dawnsign Press Signing Naturally 1
Language, Foreign	American Sign Language II Dawnsign Press Signing Naturally 2
Language, Foreign	American Sign Language II Dawnsign Press Signing Naturally 2 TE & Video wkbk
Language, Foreign	An Introduction to Chinese: Introductory Level Ni (Hoa)
Language, Foreign	C'est Comme Ca
Language, Foreign	Chinese I I love Learning Chinese Vol 1 Peking University Press
Language, Foreign	Chinese I NiHao Level 1 Traditional Senseio 2002c
Language, Foreign	Chinese II Integrated Chinese Level 1 Part 1 2nd Edition, Simplified Version
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
Language, Foreign	Chinese III Integrated Chinese Level 1 Part 2 Workbook
Language, Foreign	Contes Et Legendes De France
Language, Foreign	Deaf Like Me
Language, Foreign	Desucbre 2022 Level 1 Student Ed
Language, Foreign	Desucbre 2022 Level 2 Student Ed
Language, Foreign	Desucbre 2022 Level 3 Student Ed
Language, Foreign	Discovering French Today - Level 2 (Holt McDougal)
Language, Foreign	Discovering French Today - Level 2 DIGITAL BUNDLE (Holt McDougal)
Language, Foreign	Chemins 1-4 (French 3)
Language, Foreign	Dos Noveles Picarescas
Language, Foreign	En Bonne Forme
Language, Foreign	I Love Learning Chinese Volume 1 w/CD 9787301080023 or 26??
Language, Foreign	I Love Learning Chinese Volume 2
Language, Foreign	I Love Learning Chinese Volume 3
Language, Foreign	I Love Learning Chinese Volume 4
Language, Foreign	I Love Learning Chinese Volume 4 Book F 2010
Language, Foreign	I love learning Chinese ISBN 978-7-301-08002-6
Language, Foreign	Integrated Chinese Level 1 Part 1
Language, Foreign	Integrated Chinese Level 1 Part 2
Language, Foreign	Integrated Chinese Level 2 Part 1
Language, Foreign	Integrated Chinese Level 2 Part 2
Language, Foreign	Le Petit Prince
Language, Foreign	Signing Naturally Level 3
Language, Foreign	Signing Naturally Level Units 1-6
Language, Foreign	Signing Naturally Level Units 7-12
Language, Foreign	Spanish 1 Descubre Level 1 Paper only
Language, Foreign	Spanish 1 Descubre Level 1 SuperSite Premium Bundle, 6year License
Language, Foreign	Spanish 2 Descubre Level 2 Paper only
Language, Foreign	Spanish 2 Descubre Level 2 SuperSite Premium Bundle, 6year License
Language, Foreign	Spanish 3 Descubre Level 3 Paper only

Language, Foreign	Spanish 3 Descubre Level 3 SuperSite Premium Bundle, 6year License
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
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
Mathematics	Advanced Mathematical Concepts
Mathematics	Algebra I
Mathematics	Algebra I 8year epack bundle
Mathematics	Algebra I Paper only
Mathematics	Algebra II
Mathematics	Algebra II 8year epack bundle
Mathematics	Algebra II Paper only
Mathematics	Business Math
Mathematics	Calculus Early Transcendentals
Mathematics	Calculus AP Calculus of Single Variable, Early Transcendental Functions, 6th Edition Paper only
Mathematics	Calculus AP Calculus of Single Variable, Early Transcendental Functions, AP 6th Edition epack
Mathematics	Calculus of a Single Variable, Early Transcendental Functions, AP 6th Edition
Mathematics	Calculus of Single Variable
Mathematics	Financial Math Business Math, 17th Edition Cengage Learning
Mathematics	Finite Math – Finite Mathematics: An Applied Approach 11th Edition Sullivan
Mathematics	Finite Math – Finite Mathematics: An Applied Approach 11Th Edition Sullivan Student Solution Manual
Mathematics	Finite Mathematics An Applied Approach
Mathematics	Foundations in Personal Finance
Mathematics	Geometry Common Core ebook bundle with 8year license
Mathematics	Geometry Common Core Paper only
Mathematics	Geometry Concepts and Applications
Mathematics	Pacemaker Algebra I
Mathematics	Pacemaker Economics
Mathematics	Pacemaker Geometry
Mathematics	PreCalculus With Limits: A Graphing Approach 6th Edition
Mathematics	Precalculus With Limits
Mathematics	Precalculus with Limits, 6th Edition epack
Mathematics	Precalculus with Limits, 6th Edition Paper only
Mathematics	Statistics CP Understanding Basic Statistics 12th Edition by Brase/Brase Student Solution Manual
Mathematics	Statistics CP Understanding Basic Statistics 12th Edition by Brase/Brase
Mathematics	Understanding Basic Statistics AP
Mathematics	Understanding Basic Statistics
Science	Active Chemistry - It's About Time Herff Jones
Science	Biology McGrawHill Education 12th edition
Science	Biology CP Biology 2007; Glencoe McGraw Hill 2007c
Science	Biology, 12th Edition ebook bundle
Science	Biology, 12th Edition Paper only
Science	Chemistry AP The Central Science 10th Edition; Pearson Prentice Hall 2006c
Science	Chemistry: A Molecular Approach (NASTA Edition), 3rd Edition
Science	Glencoe Chemistry Matters and Change
Science	Global Science 9Th Grade Earth Science; Holt Rinehart Winston 2007c (0030922070)
Science	Human Anatomy and Physiology
Science	Inquiry into Life (Bi. H)
Science	Inquiry Into Life Mader 12th edition Glencoe McGraw Hill 2008c
Science	Environment: The Science Behind the Stories Plus Mastering Environmental Science with Pearson eText—Access
Science	Living in the Environment (Miller)
Science	Pacemaker Biology
Science	Physics Principles with applications 6th edition; Pearson Prentice Hall (Giancoli) 2005c
Science	Zumdahl Introductory Chemistry: A Foundation, 5th Ed; McDougal Littell 2004c
Science	Spiral Bound 100 set SLN (Lab Notebooks)
Visual & Performing Arts	Architecture: Drafting and Design
Visual & Performing Arts	Electronic Commerce
Visual & Performing Arts	Experience Clay
Visual & Performing Arts	Modern Woodworking
Visual & Performing Arts	Technical Theater
Visual & Performing Arts	Tonal Harmony

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.2.b. QUARTERLY REPORT ON NUMBER OF STUDENTS EARNING D/F GRADES**

INFORMATION/DISCUSSION

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**ISSUE:** Shall the Board receive a quarterly report on the number of students earning D/F grades?

**BACKGROUND:** In the 2021-22 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 already implemented to support students who have earned D/F grades, or who may be at risk of earning D/F grades. Board will review the data and hold a discussion on what additional support and resources are needed to assist these students.

- [Presentation Link](#)

**FISCAL IMPACT:** None

**BOARD POLICY:** Pursuant to Board Policy BP 5121- 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. Parents/guardians and students have the right to receive course grades that represent an accurate reflection of what the student has learned and an evaluation of the student's academic growth and performance.

**GOAL** In Support of LCAP Goal:  
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: Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

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Jeff Davis Ed.D.,  
Superintendent

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTMBER 13, 2022**

**SUBJECT: B.2.c. APPROVE STAFF DEVELOPMENT AGREEMENT WITH READING AND WRITING PROJECT NETWORK, LLC.**

**ACTION**

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**ISSUE:** Shall the Board of Education enter into an agreement for staff development with Columbia University's Reading and Writing Project Network, LLC.

**BACKGROUND:** This agreement is to provide staff development for K-5 general and special educators for the purpose of ongoing implementation of Reading and Writing Workshop. Beginning in the 2022-23 school year Oak Park will be moving towards a model where we alternate grade span Professional Development (PD). For the 2022-23 school year each school will have 5 days of on-site PD for grades K-2 and in 2023-24 it will then move to grades 3-5. Staff Developers provide support to grade levels in pull out meetings as well as in-classroom training with students. Elementary Principals will also be enrolled in the Principals Conference, focused on leading literacy programs. Staff is recommending that the board approve the accompanying agreement with Columbia University's Reading and Writing Project Network, LLC.

**FISCAL IMPACT:** The cost of the agreement is \$52,500. Funding source is the LCAP and is included in the 2022-23 adopted budget.

**BOARD POLICY:** Pursuant to Board Policy 6142.9 - The Board desires to offer a comprehensive, balanced reading/language arts program that ensures that all students have the skills necessary to read fluently and for meaning and that develops students' appreciation for literature. The program shall integrate reading and oral and written language arts activities in order to build strong communication skills.

**GOAL:** In Support of LCAP Goal: LCAP Action 1.12: Continue to provide Staff Development with the Teachers College Reading and Writing Project

**ALTERNATIVES:**

1. Approve Staff Development Agreement with Columbia University's Reading and Writing Project Network, LLC.
2. Do not approve Staff Development Agreement.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Approve Staff Development Agreement with Columbia University's  
Reading and Writing Project Network, LLC

Page 2

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Respectfully submitted,

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Jeff Davis Ed.D.,  
Superintendent

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

August 24, 2022 (revised)

Tammy Herzog  
Oak Park USD  
5801 Conifer Street  
Oak Park, CA 91377

Dear Tammy,

This letter describes 2022-23 contract between Reading Writing Project Network, LLC and Oak Park USD for professional development services to be rendered by the Network to the district. The specific arrangements outlined here were developed over the past weeks through conversations between Reading Writing Project Network, LLC staff and district personnel.

For this year, your district has agreed to purchase services totaling **\$52,500**.

These services include:

	#	Cost	Subtotal
<b>1. Professional Development and Site based coaching as detailed:</b>			
<b><u>Brookside ES</u></b>			
• 5 in person days with a Senior Primary Staff Developer	5	\$2,600	\$13,000
<b><u>Oak Hills ES</u></b>			
• 5 in person days with a Senior Primary Staff Developer	5	\$2,600	\$13,000
<b><u>Red Oak ES</u></b>			
• 5 in person days with a Senior Primary Staff Developer	5	\$2,600	\$13,000
<b><u>Principal's Conferences</u></b>			
• Brookside	1	N/C	N/C
• Oak Hills	1	N/C	N/C
• Red Oak	1	N/C	N/C
<b>2. Reimbursement of Estimated Travel Expenses (see paragraph below):</b>	15	\$900	\$13,500
<b>TOTAL</b>			<b>\$52,500</b>

### **Expenses and Payment**

As usual, we expect to bill for the Network staff developer's travel expenses for each consulting day he/she spends in your district. We will be charging you for air fare, ground transportation, hotel and food costs. Also, we send our billing statements on a monthly basis, and will expect payment within 6 weeks of being invoiced. After 8 weeks, a 10% late fee will be added to your invoice.

### **Audio and Video Recording**

Making recordings of any portion of this conference is unlawful and violates the rights of RWPN and the presenters. RWPN reserves all rights to bring legal action against any individuals believed to have engaged in unlawful recording, copying, sharing, or posting and/or any other violation of law, including without limitations copyright and privacy laws.

### **Cancellations**

Once you sign this contract, we will reserve time to work with you. If, at a later date, budgetary or other constraints make it necessary for you to rescind on this agreement then;

- You will be charged for any non-refundable expenses.
- We will work together to reschedule the visit if it is at all possible.
- If a rescheduled visit is not possible, there will be a 50% charge on any dates for which we have more than one month's notice and a 75% charge for any cancellations with less than one month's notice.
- If the cancellation occurs after the staff development consultant has departed for the scheduled visit due to a "force majeure" (such as, but not limited to a public emergency or calamity i.e.: snowstorm, blizzard, war, strike, fire), there will be a 50% fee for the scheduled visit to compensate the staff development consultant for the loss of work.

We assume that you share our commitment to making this work productive so that it makes a difference in your schools. If we determine the constraints are such that we are unable to provide a high level of teacher education, we reserve the right to cancel further work in your schools. In such case, we will be available for discussion; however, the situation will have to be remedied to our mutual satisfaction in order for us to continue the work.

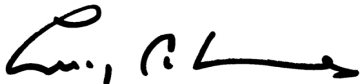
If there is a discrepancy between the specific details in this letter and your understanding of our agreement please email Kathleen Neville at [kathy@readingandwritingproject.com](mailto:kathy@readingandwritingproject.com) or call [917-484-1482](tel:917-484-1482).

To help you prepare accurate purchase orders, **please note that payment should be made to:**

**Reading Writing Project Network, LLC**  
**125 Strathmore Road**  
**Middlebury, Connecticut 06762**  
**(EIN 30-0017231)**

We look forward to working together this year.

Sincerely,



Lucy McCormick Calkins  
Founding Director

Copy to Kathy Neville

Reading Writing Project Network, LLC Contract

This Agreement dated on this \_\_\_\_ day of \_\_\_\_\_ by and between Oak Park USD  
And Reading Writing Project Network, LLC.

The parties hereby agree to the terms, provisions and conditions of this agreement as stated:

Signed by \_\_\_\_\_ Date \_\_\_\_\_



**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.2.d. ACCEPT CALIFORNIA SCHOOL DASHBOARD LOCAL INDICATORS REPORT**

**ACTION**

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**ISSUE:** Shall the Board of Education accept the California School Dashboard Local Indicators report?

**BACKGROUND:** The School Dashboard includes easy to use reports, which show local educational agencies (LEAs), schools, and student groups on a set of state and local indicators to assist in identifying strengths, weaknesses, and areas in need of improvement. Prior to finalizing this information in the Dashboard, the information must be reported at an LEA's regularly scheduled governing board meeting. [Presentation Link](#)

State Indicators are:

- Chronic Absenteeism\* (K-12)
- Suspension Rate (K-12)
- English Learner Progress Indicator (K-12)
- Graduation Rate (9-12)
- College/Career Readiness Indicator\* (9-12)
- Academic Indicator (ELA and mathematics assessments) - based on CAASPP test scores for English language arts and math (grades 3-8)

For Local Control Funding Formula (LCFF) priorities where data is not collected at the state level, an LEA will measure and report its progress through the Dashboard based on locally collected data. The Local Indicator are:

Priority 1: Basic Conditions at School

Priority 2: Implementation of State Academic Standards

Priority 3: Parent and Family Engagement

Priority 6: School Climate

Priority 7: Access to a Broad Course of Study

**FISCAL IMPACT:** N/A

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

**GOAL:** In Support of LCAP Goals 1-4:  
**Goal 1:** Strengthen our students' high academic achievement in a Climate of Care by developing and promoting the factors that distinguish Oak Park's model of educating the whole child.  
**Goal 2:** Engage all stakeholders more deeply in shared-decision making and improve communication with staff, parents, students, and the community.  
**Goal 3:** Continue to expand school safety and student/staff well-being initiatives.

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Accept the California School Dashboard Local Indicators report

Page 2

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**Goal 4:** Deepen student learning through Nature-based Experiences and Environmental Stewardship in all areas of the instructional program and foster creativity, play, experiential, and inquiry-based learning.

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

---

Jeff Davis Ed.D.,  
Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.2.e. APPROVE THE AGREEMENT WITH RIVERSIDE INSIGHTS FOR COGNITIVE ABILITY TEST(CogAT) SCREENING**

**ACTION**

---

**ISSUE:** Shall the Board approve the agreement with Riverside Insights for CogAT screening?

**BACKGROUND:** OPUSD's current GATE identification process begins with a referral form for evaluation submitted to the site GATE Coordinator by parents or school staff. During the 2021-22 school year, the district's GATE District Advisory Council(DAC) reviewed GATE identification data and discovered that some student populations are over or underrepresented in GATE. The DAC agreed that another screening tool for referral was needed to more equitably identify students for GATE. The DAC reviewed several screeners, talked with other districts, and had one of our school psychologists review the psychometrics behind these types of screeners. The Cognitive Abilities Test (CogAT) Screener was identified to be the best fit for OPUSD based on ease of use, time to administer, the validity of student data provided, and it complemented our current portfolio process. At the April 4th, 2022 meeting the GATE DAC voted to recommend the addition of the CogAT Screener. Based on recommendations from the DAC and Riverside Insights (publisher of the CogAT), we would like to begin screening all 2nd graders in Winter 2023.

**FISCAL IMPACT:** The cost for the software, implementation, and initial training is \$4,026. Funding source is the LCAP and is included in the 2022-23 adopted budget.

**BOARD POLICY:** Pursuant to Board Policy BP6172- The Superintendent or designee shall provide all eligible students, including economically disadvantaged students, English learners, and students of varying cultural backgrounds, with full opportunities to participate in the GATE program and shall provide special counseling or services as necessary to help such students to succeed in the program

**GOAL:** In Support of LCAP Goal: LCAP Goal 1: Strengthen our students' high academic achievement in a Climate of Care by developing and promoting the factors that distinguish Oak Park's model of educating the whole child.

**ALTERNATIVES:** 1. Approve the contract with Riverside Insights for CogAT screening.  
2. Do not approve the contract with Riverside Insights.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

# BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022

Approve the Agreement with Riverside Insights

for CogAT Screening

Page 2

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Respectfully submitted,

---

Jeff Davis, Ed.D.,  
Superintendent

---

Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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



## Quote

Prepared For

**Oak Park USD**

Oak Park USD

5801 CONIFER ST

OAK PARK CA 91377-1002

United States

For the Purchase of:

**CogAT 8 Online and RTA**

For additional information or questions, please contact:

**Paulette Black**

**[paulette.black@riversideinsights.com](mailto:paulette.black@riversideinsights.com)**

RIVERSIDE INSIGHTS

Attention:  
Ellen Chevalier  
[echevalier@opusd.org](mailto:echevalier@opusd.org)

Riverside Insights  
One Pierce Place Suite 900W  
Itasca, IL 60143  
PHONE: 800-323-9540  
[orders@service.riversideinsights.com](mailto:orders@service.riversideinsights.com)

## Quote For Oak Park USD

Material No	Title	List Price	Sale Price	Quantity	Purchase/ Amount
2000575	DATAMANAGER TRAINING ACADEMY PREMIUM, INITIAL YEAR	\$750.00	\$750.00	1	\$750.00
2000022	CogAT Form 8 Screening Form Online Testing Levels 5/6-17/18	\$11.70	\$11.70	280	\$3,276.00
<b>Subtotal</b>					<b>\$4,026.00</b>

Thank you,  
**Paulette Black | Assessment Consultant |**  
**paulette.black@riversideinsights.com**

<b>Subtotal Purchase Amount:</b>	\$4,026.00
<b>Shipping &amp; Handling:</b>	\$0.00
<b>Sales Tax:</b>	\$0.00
<b>Total Cost of Quote (PO Amount):</b>	\$4,026.00

**RIVERSIDE INSIGHTS**

Attention:  
Ellen Chevalier  
echevalier@opusd.org

Riverside Insights  
One Pierce Place Suite 900W  
Itasca, IL 60143  
PHONE: 800-323-9540  
orders@service.riversideinsights.com

## Quote For Oak Park USD

**Total Cost of Quote (PO Amount) : \$4,026.00**

Thank you for considering Riverside Insights as your partner. We are committed to providing an excellent experience and delivering ongoing, high-quality service to our customers. To meet these goals, we want to ensure you are aware of the below Terms of Sale. These terms help us process your order quickly, efficiently, and accurately, ensuring successful delivery and implementation of our solutions.

- Please return this Quote with your signed purchase order that matches product, price and shipping charges.
- Provide the exact address for delivery of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
  - Point of Contact for Print Materials
  - Point of Contact for Digital Materials
  - Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct Ship to and Bill to information on the Quote.

**Ship To:**  
Oak Park USD  
5801 CONIFER ST  
OAK PARK CA 91377-1002  
United States

**Bill to:**  
332256  
Oak Park USD  
5801 CONIFER ST  
OAK PARK CA 91377-1002  
United States

- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Our standard shipping terms are FOB Shipping Point. The shipping terms for your Quote are FOB Shipping Point.
- Should any of these Terms of Sale conflict with any preprinted terms on your purchase order, the Riverside Insights Terms of Sale shall apply.
- Make check, money order, or valid purchase order payable to Riverside Assessments, LLC.

Thank you in advance for supplying us with the necessary information at time of purchase. Our goal is to ensure your success throughout the duration of this agreement, which starts with a highly successful delivery of our solution. For greater detail, the complete Terms of Sale may be reviewed here at: <http://www.riversideinsights.com>

**Date Of Quote: 03/21/2022**

**Quote Expiration Date: 08/26/2022**

**RIVERSIDE INSIGHTS**

Attention:  
Ellen Chevalier  
[echevalier@opusd.org](mailto:echevalier@opusd.org)

Riverside Insights  
One Pierce Place Suite 900W  
Itasca, IL 60143  
PHONE: 800-323-9540  
[orders@service.riversideinsights.com](mailto:orders@service.riversideinsights.com)









# CogAT<sup>®</sup> and Equity

The **Cognitive Abilities Test<sup>™</sup> (CogAT<sup>®</sup>)** is a research-based abilities assessment, designed with fairness and equity for all students in mind. Below are some resources detailing **CogAT's** many equity features, related research, and best practices.

Visit the **CogAT Equity** page at  
[info.riversideinsights.com/cogat\\_equity](http://info.riversideinsights.com/cogat_equity)

## CogAT and Culturally Responsive Identification Practices

### Video series

-  **The Myth of Culture-Fair Tests**  
 Are certain test formats more culture "fair" than others? Dr. Lakin examines the beliefs and data surrounding this idea.  
 7 minutes  
 [vimeo.com/410892859](https://vimeo.com/410892859)
-  **Evidence-Based Suggestions of How to Set Up a Universal Screening Process**  
 Dr. Lakin discusses the How and Why of universal screening and the benefits it provides to all students.  
 9 minutes  
 [vimeo.com/410892922](https://vimeo.com/410892922)
-  **Options for Language-Reduced and Nonverbal Administration with CogAT**  
 Dr. Lakin identifies the different item types found in *CogAT*, the rationale behind them, and the Alternative Verbal Scale.  
 8 minutes  
 [vimeo.com/410892983](https://vimeo.com/410892983)
-  **Identifying English Learner Students for Gifted and Talented Programming**  
 How do we make sure English Learners are appropriately challenged and supported? Dr. Lakin offers suggestions and supporting data.  
 9 minutes  
 [vimeo.com/410892787](https://vimeo.com/410892787)

### CogAT and Equity

 [vimeo.com/577715331](https://vimeo.com/577715331)

An overview of a few of the features built into *CogAT* to ensure equity for all learners.

4 minutes

### Hear From Your Peers: Mankato, MN - Best Practices for Promoting Diversity in Identification for G&T Programs





Featuring Dr. Tania Lyon of Mankato Area Public Schools in Minnesota and *CogAT* author Dr. Joni Lakin, learn about best practices for promoting diversity in identification for G&T programs.

-  Full length webinar, 1 hour  
 [vimeo.com/478169901](https://vimeo.com/478169901)
-  Case study, downloadable PDF  
 [blog.riversideinsights.com/case-study-mankato](http://blog.riversideinsights.com/case-study-mankato)



# CogAT<sup>®</sup> and Equity

## Cognitively Speaking Article series

-  **Getting Value and Equity from Your Universal Screening Process**  
 Evidence-based suggestions on best practices in using the right measures for universal screening  
[PDF Download](#)
-  **Program Diversity and the Alternative Verbal Scale of CogAT**  
 Best practices, research, and more on the Alternative Verbal ("Alt-V") administration of CogAT for the primary levels  
[PDF Download](#)
-  **The Essentials: Using Ability Tests in Gifted and Talented Identification Programs**  
 Key issues and strategies in the use of ability tests such as CogAT for gifted and talented identification  
[PDF Download](#)
-  **Why and How to Use Local Norms**  
 Local norms are frequently discussed as an equitable way to identify student for special services. Learn how CogAT provides this data, why it's important, and how it can be used.  
[PDF Download](#)




## Maximizing Equitable Identification While Minimizing Time and Resources

 [youtube.com/watch?v=Pe4iOgQsM2E](https://youtube.com/watch?v=Pe4iOgQsM2E)

This NAGC20 Riverside Insights Exhibitor Workshop offers suggestions and tools for greater equity and efficiency in your identification process. Universal Screening has been shown to be a key factor in enabling equity. Our presenters discuss ways to streamline your screening process, including how to use scores from multi-dimensional assessments singly and in combination. Language supports for English Learners will be presented as a tool for creating greater equity. Tips for working with your assessment data are provided throughout..

1 hour

## Ability and Equity in the COVID Era Webinar series

-  **Part 1: Using Ability Insights to Guide More Equitable Program Decisions**  
 Discusses CogAT item types, *Ability Profiles*, and more  
 1 hour  
[vimeo.com/444764373](https://vimeo.com/444764373)
-  **Part 2: Dispelling the Myths - Why You Need Verbal, Non-verbal and Quantitative Data to Provide Equal Opportunities**  
 Discusses using multiple measures, interpreting CogAT scores, and more  
 1 hour, 15 minutes  
[vimeo.com/460674478](https://vimeo.com/460674478)
-  **Part 3: Considerations for Remote Administration and Data Analysis this Fall**  
 Discusses remote testing options, using local norms, and more  
 1 hour, 5 minutes  
[vimeo.com/447637454](https://vimeo.com/447637454)

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.2.f. RATIFY CAREER EDUCATION CENTER 2022-23 MEMORANDUM  
OF UNDERSTANDING WITH VENTURA COUNTY OFFICE OF  
EDUCATION**

**ACTION**

---

**ISSUE:** Shall the Board ratify the Career Education Center MOU between Ventura County Office of Education (VCOE) and Oak Park Unified School District (OPUSD)?

**BACKGROUND:** OPUSD and VCOE will work together to provide Career Technical education (CTE) at VCOE's Career education Center (CEC). The CEC operates as a California Regional Occupation Center/Program and is WASC accredited as a postsecondary school. The programs offered at the CEC are intended to prepare grade 11 and 12 students for the workforce and/or to continue their education.

**FISCAL IMPACT:** None

**BOARD POLICY:** Pursuant to Board Policy 6178.1 - The Governing Board desires to facilitate the preparation of secondary school students for college and career by providing work-based learning opportunities which links classroom learning with real-world experiences. Work-based learning opportunities offered by the district shall be designed to teach skills, attitudes and knowledge necessary for successful employment and to reinforce mastery of both academic and career technical education (CTE) standards.

**GOALS:** In Support of LCAP Goal 1: Strengthen our students' high academic achievement in a Climate of Care by developing and promoting the factors that distinguish Oak Park's model of educating the whole child.

**ALTERNATIVES:** 1. Ratify the Career Education Center MOU between VCOE and OPUSD  
2. Do not ratify the Career Education Center MOU

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent of Educational Services

Respectfully submitted,

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Jeff Davis, Ed.D.,  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Ratify CEC MOU Between VCOE and OPUSD

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

Memorandum of Understanding

COPY

**OAK PARK UNIFIED SCHOOL DISTRICT  
And  
VENTURA COUNTY OFFICE OF EDUCATION****Career Education Center, 2022-2023**

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 service provider, and **OAK PARK UNIFIED SCHOOL DISTRICT**, serving as the local educational agency (hereafter referred to as LEA District), will work together to provide Career Technical Education (CTE) at VCOE's Career Education Center (CEC). CEC CTE is offered as an optional supplement to the LEA District CTE Program.

The CEC operates as a California Regional Occupation Center/Program and is WASC accredited as a postsecondary school. The CEC is located at 465 Horizon Circle, Camarillo. Programs are intended to prepare grade 11 and 12 students for the workforce and/or to continue their education.

**(I) VCOE Responsibilities**

VCOE assumes the following responsibilities:

- Provide CTE curriculum and instruction aligned to CTE model curriculum standards.
- Provide CEC program information, to include course name, state course code, pathway, recommended credits, course and description, as *Attachment A*.
- Provide the California Statewide Educator Identifier number to LEA District.
- Make public a catalog of program offerings scheduled in advance of the school year.
- Provide a spring registration window for students to request a course for the following school year.
- Notify school counselors of students scheduled for course offerings.
- Provide quarter and semester student grades and other student data as required for CALPADS reporting, to include Work-Based Learning (WBL) data.
- Provide instructional materials.
- Provide transportation from select county high school locations to the CEC. Note, transportation is not provided to student internship locations.

**(II) LEA District Responsibilities**

LEA District assumes the following responsibilities:

- Provide a designee for each high school who shall serve as a point of contact with CEC staff and participate in CEC quarterly meetings.
- Provide information about CEC course offerings to high school students.
- Support students with the process of making CEC course requests; convey information to students who are scheduled in CEC courses.
- Provide career exploration and guidance opportunities for all pathway learners.
- Provide support services for students, including counseling.
- Support CEC in recovery of instructional materials, including textbooks, assigned to students.
- Provide the accommodations page in a timely manner for all students with Individualized Education Programs.
- Determine and assign credit for CEC coursework.

**(III) Term**

The term of this MOU is **July 1, 2022 – June 30, 2023**, subject to all terms and conditions set forth herein.

**(IV) Calendar**

The CEC calendar shall be made available to district LEA. The CEC calendar is independent of the LEA district calendar. LEA District understands the CEC term dates may start prior to the start of the LEA District school year, CEC classes may be in session during LEA District non-student days, and CEC term dates may end subsequent to the end of the LEA District school year.

**(V) Termination and Limitations**

The CEC program is subject to change due to inability to provide a highly qualified instructor. VCOE shall make every reasonable effort to provide the instructor.

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.

**(VI) Indemnification and Hold Harmless**

VCOE and OAK PARK UNIFIED SCHOOL DISTRICT each participate in the Ventura County Schools Self-Funding Authority (VCSSFA), and therefore collectively self-insure for worker's compensation, general liability, and property coverage under the VCSSFA self-insurance programs.

**(VII) Notices**

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

TO VCOE: LAURIE LARY  
EXECUTIVE DIRECTOR, CAREER EDUCATION  
VENTURA COUNTY OFFICE OF EDUCATION  
465 HORIZON CIRCLE  
CAMARILLO, CA 93010  
(805) 437-1421

TO OPUSD: DR. JEFF DAVIS  
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

Laurie Lary  
Executive Director, Career Education  
465 Horizon Circle  
Camarillo, CA 93010  
Phone: (805) 437-1421  
Email: [llary@vcoe.org](mailto:llary@vcoe.org)

### **BUSINESS OFFICE**

Sonia Magaña  
Assistant Director, Internal Business Services  
5189 Verdugo Way  
Camarillo, CA 93012  
Phone: (805) 383-1940  
Email: [cmagana@vcoe.org](mailto:cmagana@vcoe.org)

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

SIGNATURES



8-11-22

Dr. Jeff Davis, Superintendent  
OAK PARK UNIFIED SCHOOL DISTRICT

Date



7-28-22

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

Date

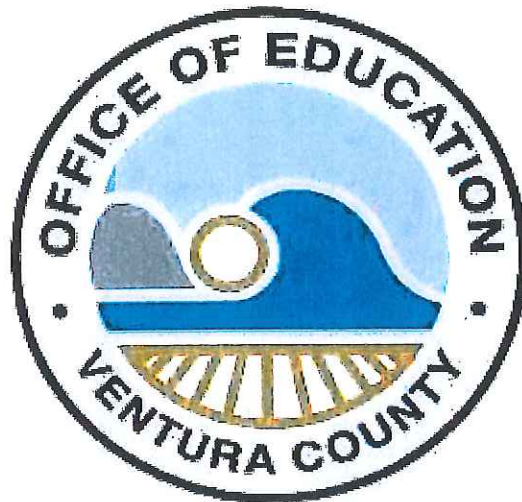


Dr. César Morales, Superintendent  
VENTURA COUNTY OFFICE OF EDUCATION

Date



# Ventura County Office of Education



Career Education Center

Course of Study

2022-2023

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Course Title:	<b>ROP Advanced Naval Technologies</b>	Course ID:	ROP-NVTCCT	Pathway:	ICT-174-Software & Systems Development
Duration:	Year	State Course Code:	8131	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	10 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	N/A				
Distance Learning: Yes No X Both					
Description:	Advanced Naval Technologies exposes students to the high-tech careers and culture of working for the Department of Defense and regional DOD contractors. Students are introduced to technologies including systems engineering, radar, LiDAR, laser technologies, cybersecurity, hyper sonics, and advanced materials for marine applications. This class includes field trips and activities at Naval Base Ventura County Point Mugu. Students will participate in work-based learning experiences founded on naval projects. Students may earn a Certificate of Proficiency upon completion.				

Course Title:	<b>ROP Certified Nurse Assistant Honors</b>	Course ID:	ROP-NURSE	Pathway:	HLT-198-Patient Care
Duration:	Semester	State Course Code:	7922	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	15 / Semester	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	CNA Nursing Assistant Certification, California Edition by Dr. Carrie L. Jarosinski				
Distance Learning: Yes No X Both					
Description:	Honors CNA focuses on patient-care skills for elderly and long-term patients. The first part of the course is classroom and lab training, and the second part is clinical experience in a long-term care facility. This course incorporates job-specific fundamentals with lecture, laboratory, and clinical competencies. The course prepares students to assist with direct patient care. In order to meet the state requirements for the exam this course has modified hours. See additional information in Appendix A. Students may earn a Certificate of Proficiency and CPR certification upon completion and may qualify to take the CA State Certified Nursing Assistant (CNA) competency exam.				

Course Title:	<b>ROP Dental Assistant Honors</b>	Course ID:	ROP-DA1 / ROP-DA	Pathway:	HLT-198-Patient Care
Duration:	Year	State Course Code:	7921 / 7922	HQT Area:	N/A
Grade Level:	12 - Must be 17 years of age	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	Essentials of Dental Assisting by Debbie S. Robinson and Doni L. Bird, 5 <sup>th</sup> Edition				
Distance Learning: Yes No X Both					
Description:	Honors Dental Assistant is designed to prepare students for employment as a dental assistant. Students will learn dental terms, X-ray techniques, instrument identification and preparation, chair-side assisting, and preventative dentistry skills. Additionally, students will prepare for and take the California Radiation Safety Certification examination approved by the Dental Board of California. Successful candidates will be certified for dental X-ray procedures by the State of California. Students may earn a Certificate of Proficiency upon completion.				

Course Title:	<b>ROP Introduction to Automotive Technology</b>	Course ID:	ROP-AS / ROP-ADVAS	Pathway:	TRA-221- Systems, Diagnostics, Services, and Repair
Duration:	Year	State Course Code:	8531 / 8532	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	Automotive Service: Inspection, Maintenance, Repair by Tim Gilles, DELMAR CENGAGE Learning, Edition: 4				
Distance Learning: Yes No X Both					
Description:	In Introduction to Automotive Technology students will learn the basic functions of each auto part and system. Students will begin learning how to change oil, and fluids, flush radiators, replace brake pads, and other preventative maintenance procedures. Students may complete an internship during this course and may earn a Certificate of Proficiency.				

Course Title:	<b>ROP Intro to Aviation / ROP Aviation Honors</b>	Course ID:	ROP-AO / ROP-AVH	Pathway:	TRA-223- Operations
Duration:	Year	State Course Code:	8511 / 8512	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	Private Pilot FAA Knowledge Test Prep by Irvin N. Gleim and Garrett W. Gleim, Gleim Aviation and Pilot's Handbook of Aeronautical Knowledge by Federal Aviation Administration				
Distance Learning: Yes   No X   Both					
Description:	<p>This yearlong program encompasses Introduction to Aviation and Aviation Honors curriculum. The Introduction to Aviation is designed for students interested in entry-level positions in the aviation industry. Instruction includes rules and regulations, airport operations, aircraft maintenance, and employ-ability skills. Students will learn about the infrastructure supporting aviation, including airports, aviation organizations, and types of aircraft. Students will prepare for and take the Federal Aviation Administration's private pilot ground written exam and may earn a Certificate of Proficiency upon completion.</p> <p>ROP Aviation Honors is an innovating and exciting course. Current reports show that in the next fifteen to twenty years for there to be over 100,000 jobs related to Unmanned Aerial Systems (UAS) and a demand for 95,000 pilots with a projected shortage in pilots to fulfill those jobs. Therefore, Aviation Ground School + Small UAS Certification serves to inspire and equip students to pursue post-secondary education and careers in aviation/aerospace related fields. Furthermore, students will gain knowledge about the regulations and procedures governing the safe and legal operation of UAS, commonly referred to as "drones". The scope of this course coincides with the knowledge areas in the Federal Aviation Administration's Part 107 airman knowledge test for a Remote Pilot Certificate with a UAS rating and is intended to prepare students who wish to become commercial UAS pilots for the written exam. Upon completion of this course, students will have gained the knowledge to take and pass the FAA written examination per requirement of the Federal Aviation Regulations (FAR) 61-05 Section 61.3, Private Pilot which is a requirement in obtaining a Private Pilot Certificate.</p>				

Course Title:	<b>ROP Introduction to Oral Cavity</b>	Course ID:	ROP-OrCvty	Pathway:	HLT-198-Patient Care
Duration:	Quarter	State Course Code:	7920	HQT Area:	N/A
Grade Level:	10 & 11	Recommended Course Credit:	1 / (6 Weeks)	Credit Type:	N/A
H.S. Grad Requirement:		No; Program Prerequisite Requirement		GPA Type:	N/A
Textbook:	N/A				
Distance Learning: Yes X No Both					
Description:	This introductory course is designed as a prerequisite, exploratory course for students to become familiar with the ROP-Dental Assisting program. Students will gain foundational knowledge of dental concepts and a deeper understanding of the program to help them make informed decisions about continuing in the 300-hour Dental Assisting program. Course content will focus on dental careers, fundamental terminology, and the basics of dental assisting. Students successfully completing this course will have positive consideration when applying for the full-year Dental Assisting program. This course combines five weeks of synchronous, online coursework with a single day classroom experience.				

Course Title:	ROP Introduction to Patient Care	Course ID:	ROP-PC	Pathway:	HLT-198-Patient Care
Duration:	Quarter	State Course Code:	7920	HQT Area:	N/A
Grade Level:	10 & 11	Recommended Course Credit:	1 / (6 Weeks)	Credit Type:	N/A
H.S. Grad Requirement:		No; Program Prerequisite Requirement		GPA Type:	N/A
Textbook:	N/A				
Distance Learning: Yes X No Both					
Description:	The Patient Care course is designed to introduce students to a career as a Medical Assistant (MA) or Certified Nurse Assistant (CNA). This introductory offering is a prerequisite for both the MA/CNA programs. This survey course provides information on foundational concepts and requirements that prepare potential students for the rigor of both the course and the training required in these fields of study. With a focus on both theory and practical skills, students will be introduced to the professional norms, skills, and competencies related to MA/CNA careers. Students will analyze case studies and critically examine the ethics and procedures involved in a clinical setting. Upon completion of this course, students will understand the demands of the course and be better prepared to make a more successful decision on career choice. This course aligns with CDE CTE Health Science and Medical Technology, pathway 198.				

Course Title:	<b>ROP Introduction to Welding</b>	Course ID:	ROP-WLD / ROP-WLD2	Pathway:	MAN-213-Welding & Materials Joining
Duration:	Year	State Course Code:	8230 / 8231	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	N/A				
Distance Learning: Yes   No <input checked="" type="checkbox"/> Both					
Description:	Introduction to Welding is designed for the student who wants to develop the knowledge and skills essential to obtain an entry-level job in the welding industry. Subjects include welding theory and skill development in gas welding and cutting, arc welding, wire feed welding (MIG), Heliarc (TIG), and Plasma cutting. These skills are obtained through practical exercises and the design and construction of welded projects. Students may serve an unpaid internship in the welding industry and may earn a Certificate of Proficiency upon completion.				

Course Title:	ROP Medical Assisting	Course ID:	ROP-MDAST1 / ROP-MDAST2	Pathway:	HLT-198-Patient Care
Duration:	Year	State Course Code:	7921 / 7922	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	Kinn's The Administrative Medical Assistant, 13 <sup>th</sup> Edition Clinical Procedures for Medical Assistants by Kathy Bonewit-West, 9 <sup>th</sup> Edition				
Distance Learning: Yes No X Both					
Description:	Medical Assistant (MA) quarter one prepares students for entry-level employment in a medical office in reception, records, billing, finance, appointments, and other general office duties. After learning about front office, students learn to assist physicians with physical examination, office surgery EKGs, medications laboratory tests and therapeutic procedures, and/or other medical setting procedures. Students who meet placement requirements will serve an internship in a medical setting semester 2. Students learn CPR and First Aid. Students who successfully complete MA will be prepared to pass the Certified Medical Assisting Exam and will receive a Certificate of Proficiency.				

Course Title:	<b>ROP Modern Machining</b>	Course ID:	ROP-APPMNF	Pathway:	MAN-212 Machining & Forming Technologies
Duration:	Year	State Course Code:	8220	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	10 / Year	Credit Type:	N/A
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	N/A				
Distance Learning: Yes   No <input checked="" type="checkbox"/> Both					
Description:	Modern Machining teaches the principles of machining and metal cutting using modern machine tools, hand tools, and precision measuring tools. Students will learn to use four basic machine tools: Lathe, vertical mill, drill press, and surface grinder. In addition, students will learn how to operate modern CNC equipment as used industrially in rapid prototyping and production. Students may earn a Certificate of Proficiency upon completion and will be eligible to take an exam to earn a NIMS credential as part of their coursework.				

Course Title:	<b>ROP Structural Repair and Refinishing</b>	Course ID:	ROP-ABSTS1 / ROP-ABSTS2	Pathway:	TRA-220-Structural Repair & Refinishing
Duration:	Year	State Course Code:	8521 / 8522	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:		N/A		GPA Type:	N/A
Textbook:	Auto Body Repair Technology by James E. Duffy, Thompson DELMAR Learning, Edition: 5				
Distance Learning: Yes   No   X   Both					
Description:	Auto Structural Repair and Refinishing is a hands-on shop class that teaches proper repair and restoration of damaged vehicles. Students will learn the basics of metal cutting, shaping, welding, dent repair, bare metal preparation, priming, spray gun usage, masking, color mixing, spray, and polishing. This is a year-long class; the first semester focuses on class and lab work, and students may have an opportunity to intern at local shops the second semester. Students take a foundational ICAR certification examination. Students will learn the fundamentals of the Automotive Collision Industry in an industry standard shop. Upon successful completion, students will receive an ROP Certificate of Proficiency. This course aligns with the CDE CTE Transportation pathway: Structural Repair and Refinishing, pathway 220.				



Course Title:	<b>ROP Veterinary Assistant</b>	Course ID:	ROP-VTASST / ROP-VTAST1	Pathway:	AGR-103-Animal Study
Duration:	Year	State Course Code:	7141 / 7142	HQT Area:	N/A
Grade Level:	11 & 12	Recommended Course Credit:	20 / Year	Credit Type:	G
H.S. Grad Requirement:	N/A			GPA Type:	N/A
Textbook:	N/A				
Distance Learning: Yes No X Both					
Description:	<p>Veterinary Assistant provides students interested in working with animals the training needed to prepare them for a veterinary office or hospital. Students will learn how to properly observe animals, grooming, take vitals, and identify overall health of animals. Students may be placed in internship in an animal hospital or veterinarian's office. Students may earn a Certificate of Proficiency upon completion.</p>				

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.3.a. AUTHORIZE AND ESTABLISH BUDGET FOR MEASURE S PROJECT 22-12S SHADE SAILS FOR RED OAK ELEMENTARY SCHOOL**

ACTION

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**ISSUE:** Shall the Board authorize and establish the budget for Measure S Project 22-12S Shade Sails for Red Oak Elementary School?

**BACKGROUND:** The purpose of this project is to add ten shade sails at Red Oak Elementary School along designated areas of Buildings B and C, where there were shade structures prior to the exterior repair project. The original structures were removed due to wood decay, as well as not tying in with the architectural concept. Site Staff have expressed the need for shade to cool down the interior of classrooms and to provide shade for outdoor seating.

District Staff recommends the Board authorize the project and establish a budget of \$120,000 for this project.

Per California Uniform Public Construction Cost Accounting Commission (CUPCCAA) bid thresholds (under \$200,000), Staff will develop a scope of work, advertise for bid, and facilitate a mandatory pre-bid job walkthrough.

**FISCAL IMPACT:** This project will have a budget of \$120,000 to be paid by Measure S Bond funds.

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

**GOAL:** In Support of LCAP Goal 3 – Continue to expand school safety and student/staff well-being initiatives.

**ALTERNATIVES:**

1. Authorize and establish budget for Measure S Project 22-12S.
2. Do not award contract

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

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Jeff Davis, Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Authorize and establish the budget for Measure S Project 22-12S

Shade Sails for Red Oak Elementary School

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.3.b. APPROVE UNAUDITED ACTUAL REVENUES AND EXPENDITURES REPORT FOR FISCAL YEAR 2021-22**

ACTION

**ISSUE:** Shall the Board review and accept the unaudited actuals of revenues and expenditures for fiscal year 2021-22?

**BACKGROUND:** On September 1, 2022 Oak Park Unified School District closed the financial records for the 2021-22 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 21/22) to review the unaudited actuals for completeness, accuracy, and federal and state compliance. The District has ended the 2021-22 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 2021-22 Unaudited Actuals Report is available at this link: <https://bit.ly/3KZj8dM>.

**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 priority- 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 2021-22 as presented.
2. Do not accept the 2021-22 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:

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Jeff Davis, Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Accept the unaudited actual revenues, expenditures, and fund balances  
report for fiscal year 2021-22

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.3.c. APPROVE SPENDING PLAN FOR 2022-23 EDUCATION PROTECTION ACCOUNT FUNDS**

ACTION

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**ISSUE:** Shall the Board review and discuss the proposed spending plan for the 2022-23 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 2022-23 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 priority - Use resources responsibly to maintain a balanced budget this year and in subsequent years

**ALTERNATIVES:**

1. Approve the proposed 2022-23 EPA Spending Plan as presented.
2. After discussion, direct the Administration to make specified revisions to the proposed 2022-23 EPA Spending Plan.

**RECOMMENDATION:** Alternative No.1

Respectfully submitted:

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Jeff Davis, Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Approve Spending Plan for 2022-2023 Education Protection Account Funds

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

## Model OB23-01 Projected Budget 2022-23

Fiscal Year 2022/23

## Fund 010 General Fund

Revenue	Description	Amount	Percentage of Sources
8000	Revenue	10,005,873	100.00%
Total Revenue		10,005,873	100.00%

Expenditure	Description	Amount	Percentage of Sources
<b>1000 Certificated Salaries</b>			
1100	Teachers' Salaries	10,005,873	100.00%
Total 1000		10,005,873	100.00%
Total Expenditure		10,005,873	100.00%

Starting Balance	0
+ Revenues	10,005,873
- Expenditures	10,005,873
- Budgeted Reserves & Fund Bal	0
= Unappropriated Balance	0

Starting Balance	0
+ Total Revenues	10,005,873
= Total Sources	10,005,873

Expenditure	Description	Amount	Percentage of Sources
1000	Certificated Salaries	10,005,873	100.00%
2000			%
3000			%
4000			%
5000			%
6000			%
7000			%
- Total Expenditures		10,005,873	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 13, 2022**  
**SUBJECT: B.3.d. APPROVE RESOLUTION 2022-15 AUTHORIZING THE SOLE SOURCE PROCUREMENT OF BLUEPOINT ALERT SOLUTIONS SYSTEM**

ACTION

**ISSUE:** Shall the Board Approve Resolution 2022-15 Authorizing the Sole Source Procurement of Bluepoint Alert Solutions System?

**BACKGROUND:** School districts should engage in the competitive bidding process when procuring goods or services in excess of the bid threshold, which is currently \$99,100, unless an exception to the public bidding requirement applies. Public Contract Code §3400 authorizes school Districts to purchase a specific item of a particular brand directly from a seller so long as the District's Board first makes a finding that one of the specified purposes identified in Public Contract Code § 3400(c) applies. One such purpose is when Districts need "to obtain a necessary item that is only available from one source."

District Staff has determined the Bluepoint Alert Solutions system as being necessary and through a comparison analysis has also determined their product to be unique and that it may only be procured through their company. This is outlined in the resolution. At this time, Staff is recommending that the Board memorialize this as a sole source finding through a Board Resolution.

None

**FISCAL IMPACT:**

**ALTERNATIVES:** 1. Approve resolution  
2. Do not approve

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

\_\_\_\_\_  
Jeff Davis, Ed.D.  
Superintendent

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

**OAK PARK UNIFIED SCHOOL DISTRICT**

**RESOLUTION NO. 2022-15**

**RESOLUTION OF THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT AUTHORIZING SOLE SOURCE PURCHASE OF BLUE POINT ALERT SOLUTIONS SYSTEM**

**WHEREAS**, the Governing Board (“Board”) of the Oak Park Unified School District (“District”) has determined that it is in the best interests of the District to designate Blue Point Alert Systems, Inc. equipment and related services (“Blue Point”) as the sole source provider of an emergency alert system which provides immediate notification to law enforcement and other emergency services in the District;

**WHEREAS**, the District has been actively evaluating emergency alert systems and has thoroughly reviewed three emergency alert system providers: Blue Point, SingleWire, and Raptor Systems;

**WHEREAS**, as a result of this review and evaluation, the District determined that Blue Point is unique compared to other emergency alert systems it reviewed because it provides a “pull station” for both police and health emergencies;

**WHEREAS**, the District does not wish to install other emergency alert systems as they do not utilize a pull station mechanism for emergencies;

**WHEREAS**, pursuant to Public Contract Code section 3400(c), and other applicable law, the District’s Board may make a finding that that a particular material, product, thing, or service is designated by specific brand or trade name in order to obtain a necessary item that is only available from one source; and

**WHEREAS**, the District can forego competitive bidding if it concludes that competitive bidding would be futile or not otherwise to its advantage, as found in the cases of *Los Angeles Dredging v. City of Long Beach* (1930) 210 Cal. 350 and *Cobb v. Pasadena City Bd. of Education* (1955) 134 Cal.App.2d 93.

**NOW, THEREFORE, BE IT RESOLVED** that the recitals above are true and correct.

**BE IT FURTHER RESOLVED** that the Board finds, determines, and declares that Blue Point shall be the sole emergency alert system used by the District, pursuant to Public Contract Code section 3400.

**BE IT FURTHER RESOLVED** that the Board authorizes and directs the Superintendent, and/or his designee, to carry out the directives of this Resolution and finalize all necessary agreements.

**BE IT FURTHER RESOLVED** that this Resolution shall be effective immediately upon its approval and adoption.

**APPROVED, PASSED and ADOPTED** by the Governing Board of the Oak Park Unified School District, Ventura County, California, on September 13, 2022, at a duly noticed, regularly scheduled meeting by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAIN: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

I, Denise Helfstein, Clerk of the Board of Education of the Oak Park Unified School District, hereby certify that the foregoing is a full, true and correct copy of the Resolution adopted by the Board of Education on September 13, 2022.

Date: \_\_\_\_\_

Certified a True Copy:

\_\_\_\_\_  
Clerk of the Governing Board  
Oak Park Unified School District

\_\_\_\_\_  
President of the Governing Board  
Oak Park Unified School District

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.3.e. AUTHORIZE MEASURE S PROJECT 22-13S RAPID EMERGENCY ALERT SYSTEM DISTRICTWIDE AND AWARD ASSOCIATED CONTRACT**

ACTION

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**ISSUE:** Shall the Board authorize and approve associated contract for Measure S Project 22-13S Rapid Emergency Alert System Districtwide?

**BACKGROUND:** As part of the District's continued efforts to expand school safety, Staff explored rapid emergency alert systems that would expand the ability and ease of contacting first responders, thus reducing their response time. During this process, District Staff vetted several systems, including Raptor, SingleWire, and BluePoint, to compare their capabilities. At this time, staff is recommending approving the contract with BluePoint as their product solution is unique and proven in the K-12 sector. Unlike any other system, the BluePoint System is activated by either a "Police" or "Medical" pull station (like a fire alarm) or mobile pendant device which immediately notifies the appropriate emergency responder to a targeted location.

It is worth noting that the BluePoint System has been reviewed by the Safety and Security Task Force and the Measure S Planning Committee. The proposal is included for the Board's review.

**FISCAL IMPACT:** The expected cost of initial implementation \$336,907 to be funded by Bond Measure S. The annual maintenance cost of \$12,296 is to be funded by the general fund.

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

**GOAL:** In Support of LCAP Goal 3 – Continue to expand school safety and student/staff well-being initiatives.

**ALTERNATIVES:**

1. Authorize and establish budget for Measure S Project 22-13S
2. Do not authorize and establish budget

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

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Jeff Davis, Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Authorize and approve associated contract for Measure S Project 22-13S

Rapid Emergency Alert System Districtwide

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

**PROPOSAL FOR**  
**OAK PARK UNIFIED SCHOOL DISTRICT**  
**BLUEPOINT RAPID EMERGENCY RESPONSE SYSTEM**  
**WITH COMMAND & CONTROL**

September 8, 2022

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## WHY CHOOSE BLUEPOINT?

- 🔊 **Life Safety** - The BluePoint Rapid Emergency Response System has been developed to be a true Life Safety Solution. Using the best practices from fire alarm systems, the solution incorporates critical life safety properties: notifies all building occupants, supervised components, supervised disabling, power back-ups, redundant communications, redundant alerting, 24/7 security, and UL listed & FM approved monitoring.
- 🔊 **Building-wide Notification** - Building-wide notifications through strobe lights and audio messaging reaches all building occupants including visitors. The solution is not limited to those who have opted in or downloaded an app.
- 🔊 **Supervised Components & Disabling** - All components are continuously supervised for proper operation. If a device is tampered with, has a low battery, or any other trouble, the system reports it to the owner's facilities group and other designated groups. Similarly, whenever the system is taken off-line for any reason, designated groups are instantly notified to prevent unauthorized disabling.
- 🔊 **Power Back-Up** - BluePoint, being independent of any other system within the facility, contains a series of power back-ups on all components to maintain operation when building power is out.
- 🔊 **Redundant Communications & Alerting** - The communication of the BluePoint system out to the monitoring center uses redundant, supervised methods to ensure reliability. Additionally, the solution uses redundant alerting systems like strobe lights, audible announcements, text, email, and voice message to ensure notification.
- 🔊 **Intuitive** - The BluePoint Rapid Emergency Response System is intuitive to use in a panic situation, making it the most useable solution.
- 🔊 **Integrated** - Although independent of any other system within a facility, BluePoint can integrate with your other systems such as security cameras, access control, PA speaker systems, etc. to make them all more effective. BluePoint **complements and completes** your security systems.
- 🔊 **FEMA** - The BluePoint Rapid Emergency Response System complies with the **FEMA** Recommended Incident Command Structure and Multi-Hazard Communications.
- 🔊 **Patented** - BluePoint has been issued five separate patents with several more planned. The BluePoint solution is unique.



## TERMINOLOGY

- 🔊 **Control Panel & Infrastructure** - The control panel is the main hub for information processing and communications connections not only to the monitoring company but also to other building systems such as PA and access control. Typically, the control panel is mounted in a secure area such as an IT closet. Typical systems include an independent wireless (900MHz) infrastructure for communications between actuators and the control panel.
- 🔊 **Pull Station** - The pull stations have been designed to function like fire alarm devices to ensure they are intuitive to use. They communicate wirelessly making installation efficient, clean, and less labor intensive. Battery life is expected to be 2 years. The security features include a lock mechanism, tamper alert, and full supervision. All pull stations are point identifiable.
- 🔊 **Interior / Exterior Strobe** - Blue strobe lights can be placed both on the interior and exterior of a facility. The strobes all flash simultaneously and do not emit any tones to not be confused with the fire alarm system.
- 🔊 **Mobile Device** - The mobile devices perform the same function as the pull stations, activating the system. They can be worn around the neck or on a belt clip. A typical installation allows for the mobile devices to also be worn outside on the grounds of the facility. As protection from accidental activation, the buttons are recessed from the face of the device and both buttons need to be pressed simultaneously to activate the system.
- 🔊 **Command & Control / Monitoring** - The Command & Control Incident Management System, or C2, is the communications and information platform. It provides notification through automated texts, emails, and phone calls to predetermined groups of contacts. C2 also provides two-way communication between users and the command group, security camera feed viewing, emergency document dissemination, and Visual Point Identification (VPI) facility diagrams. The power of this communication is provided without specialized apps or credentials that would be less intuitive in a panic situation. Both the hardware of the system and C2 are monitored 24/7/365 by a UL listed and FM approved monitoring center.
- 🔊 **Training** - Training for use of the BluePoint hardware and C2 will be provided upon completion of the installation. The BluePoint team will walk through the functionality of the system, best practices, troubleshooting, and data input for C2. Advanced training including strategic planning, protocol fine-tuning, response drill coordination, and employee refreshers is also available upon request.

## OBJECTIVES AND DELIVERABLES

- Complement and Complete** - By offering integration methods to your other safety and security systems such as access control, sound detection, and cameras, BluePoint can make all these systems more effective and valuable. BluePoint Alert Solutions complements and completes your safety and security initiatives
- Reduce Reaction Time** - Improve the overall safety and security infrastructure by reducing the time to alert both first responders and the people in your facility - all of them, not just the ones with an app.
- Focused Emergency Communication** - Communication is essential to improving outcomes. BluePoint technology establishes intuitive two-way communication between staff and the command group to rapidly gain field intelligence and provide direct, situation-based instructions.
- Increase Situational Awareness** - With the dynamic Visual Point Identification maps and access to video camera feeds, first responders and the command group will have more information to make better decisions faster.
- Multi-Hazard Applications** - BluePoint goes beyond police and medical emergencies. The Command & Control platform provides the ability to communicate any type of emergency notification to your groups of people.

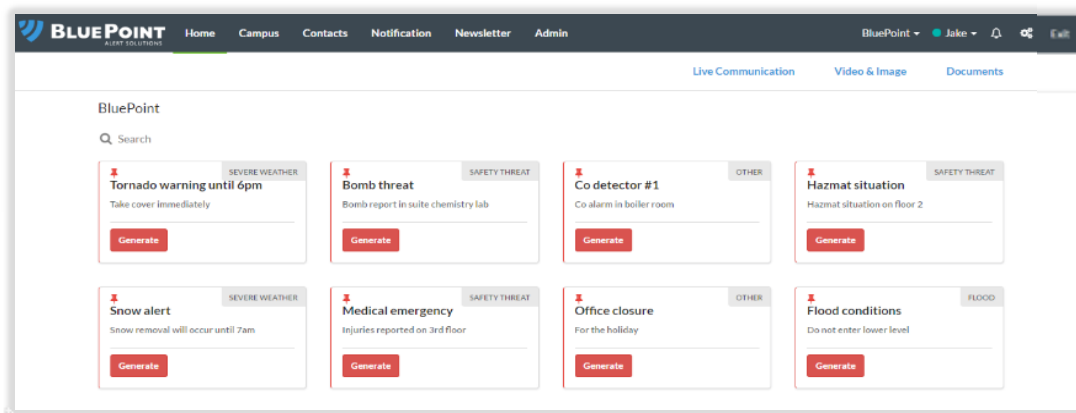
### SIMPLE, INTUITIVE ACTIVATION



### BUILDING-WIDE NOTIFICATION



### SWIFT, INFORMED DECISIONS



## PROJECT INVESTMENT

### BROOKSIDE ELEMENTARY

8 - Police Pull Stations (includes back box, sign, and protective cover)	
3 - Medical Pull Stations (includes back box, sign, and protective cover)	
5 - Mobile Pendant Devices (includes lanyard)	
1 - Control Panel, Annunciator Keypad, and Wireless Infrastructure	
1 - Programming, Testing, and Training	
5 - Interior Strobes (includes cabling for power)	
5 - Exterior Strobes (includes cabling for power)	<b>\$48,292.23</b>
Wireless Strobe Activation (if required)	<b>\$5,260.50</b>

### OAK HILLS ELEMENTARY

9 - Police Pull Stations (includes back box, sign, and protective cover)	
3 - Medical Pull Stations (includes back box, sign, and protective cover)	
5 - Mobile Pendant Devices (includes lanyard)	
1 - Control Panel, Annunciator Keypad, and Wireless Infrastructure	
1 - Programming, Testing, and Training	
2 - Interior Strobes (includes cabling for power)	
4 - Exterior Strobes (includes cabling for power)	<b>\$45,843.49</b>
Wireless Strobe Activation (if required)	<b>\$2,893.50</b>

### RED OAK ELEMENTARY

9 - Police Pull Stations (includes back box, sign, and protective cover)	
3 - Medical Pull Stations (includes back box, sign, and protective cover)	
5 - Mobile Pendant Devices (includes lanyard)	
1 - Control Panel, Annunciator Keypad, and Wireless Infrastructure	
1 - Programming, Testing, and Training	
2 - Interior Strobes (includes cabling for power)	
4 - Exterior Strobes (includes cabling for power)	<b>\$46,839.58</b>
Wireless Strobe Activation (if required)	<b>\$2,893.50</b>

### **MEDEA CREEK MIDDLE SCHOOL**

11 - Police Pull Stations (includes back box, sign, and protective cover)	
3 - Medical Pull Stations (includes back box, sign, and protective cover)	
5 - Mobile Pendant Devices (includes lanyard)	
1 - Control Panel, Annunciator Keypad, and Wireless Infrastructure	
1 - Programming, Testing, and Training	
2 - Interior Strobes (includes cabling for power)	
6 - Exterior Strobes (includes cabling for power)	<b>\$50,495.48</b>
Wireless Strobe Activation (if required)	<b>\$4,197.00</b>

### **DISTRICT OFFICE / OAK VIEW HIGH SCHOOL**

7 - Police Pull Stations (includes back box, sign, and protective cover)	
3 - Medical Pull Stations (includes back box, sign, and protective cover)	
5 - Mobile Pendant Devices (includes lanyard)	
1 - Control Panel, Annunciator Keypad, and Wireless Infrastructure	
1 - Programming, Testing, and Training	
2 - Interior Strobes (includes cabling for power)	
4 - Exterior Strobes (includes cabling for power)	<b>\$43,659.63</b>
Wireless Strobe Activation (if required)	<b>\$4,197.00</b>

### **OAK PARK HIGH SCHOOL**

20 - Police Pull Stations (includes back box, sign, and protective cover)	
5 - Medical Pull Stations (includes back box, sign, and protective cover)	
5 - Mobile Pendant Devices (includes lanyard)	
1 - Control Panel, Annunciator Keypad, and Wireless Infrastructure	
1 - Programming, Testing, and Training	
6 - Interior Strobes (includes cabling for power)	
7 - Exterior Strobes (includes cabling for power)	<b>\$63,325.13</b>
Wireless Strobe Activation (if required)	<b>\$6,714.00</b>

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<b>Installation Total:</b>	<b>\$298,455.54</b>
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<b>Wireless Strobe Activation Total:</b>	<b>\$26,155.00</b>
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## ANNUAL COSTS

6 - Service & Annual Inspection (performed by your Licensed Integrator)

**\*\$3,500 / year**

1 - Command & Control Platform (Up to 500 contacts)

6 - Monitored Accounts

**\$8,796 / year**

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## CLARIFICATIONS & EXCLUSIONS

- Installation is expected to be completed during normal working hours (7AM - 3PM). Any premium time will incur additional costs.
- Sales tax is excluded.
- If conduit is unavailable between buildings to pull cable for strobes then the 'Wireless Strobe Activation' cost becomes required.
- Any integration with other systems on site will require participation of the vendor responsible for those systems (PA, access control, etc.). BluePoint can provide a dry-contact relay for integration with auxiliary systems, but any modifications/upgrades/programming changes are to be completed by the vendor responsible for those systems.
- \*The BluePoint system(s) should be tested and inspected on an annual basis, much like your fire alarm. This will be completed by the Licensed Integrator and will be executed under a separate contract between the Licensed Integrator and the customer.

## INSTALLATION PROCESS



### Control Panel and Wireless Infrastructure

BluePoint will provide and mount the control panel in the pre-determined location as agreed upon with the client. This is usually in a secure data closet or mechanical room that only approved personnel have access. A space of roughly 24" x 36" is needed on the wall as well as a place to connect to power (standard 120v receptacle) and internet (access to the nearest switch).

Installers will locate and install all our wireless infrastructure including the receiver(s) - located adjacent to the Control Panel - and repeater(s) - located at various locations throughout the building. The BP team will conduct a wireless survey to confirm quantities and location of repeaters based on the space configuration and materials to ensure proper coverage. Repeaters are commonly mounted above drop ceilings in accessible areas to keep them as discrete as possible. Final locations are confirmed with the client.



### Local Law Enforcement Communication

BluePoint will engage the local law enforcement officials (LEO) and with the client to confirm their understanding of the solution, gather their input on response protocols, and collect the necessary communications information (phone numbers, emails, electronic contact, etc.). BluePoint will provide LEO with an outline of best practices from other police agencies for them to consider and aid in their customized approach to responding to a BP alert as is needed. There is typically a final meeting and test with LEO involvement prior to taking the system 'on-line.'



### Pull Stations with Signage

BluePoint will provide and install the pull station devices on the walls thru-out the space at the locations agreed to with the client. Keys for accessing and resetting the pull stations will be provided to the client at the end of installation. Each pull station will have a sign mounted directly above it to increase visibility of its location.



### Mobile Devices

BluePoint will assemble, program, and label the mobile devices and turn these over to the client for their distribution to the appropriate personnel. These devices will be functional anywhere within the client's designated area as established with the wireless infrastructure. Mobile devices come with both a lanyard and belt clip option.



### Strobe Lights

These devices can be either wall or ceiling mounted and will be installed at the locations previously agreed upon with client. Strobe lights can be installed in both interior and exterior areas. Each of these devices will be wired back to the nearest strobe power panel. This panel(s), like the Control Panel, should be located in secure closets or rooms where power (120v) is available.

## Programming



Included in the proposal is complete programming of the system to ensure proper operation and communication. This includes inputting the client provided names of all activation devices, the appropriate Visual Point Identification (VPI) diagrams, and camera feed information, if needed. This step also includes the initial set up of the client's contact groups, emergency documents, and other Command & Control information. BluePoint will also coordinate with the client's other vendors for associated systems such as PA/phone or access control vendors to confirm proper interface protocols.



## System Testing and Check-Out

Prior to turning the system over to the client, BluePoint will conduct a complete test of the system to ensure that all alarm devices are communicating properly, strobe lights are responding, signals are properly programmed, communications to the monitoring station are established, and integration with other client system's (PA/phone, access controls, security cameras, etc.) is complete.



## Client Training

BluePoint will provide system training to designated client representatives. This training includes proper operations of the system, how to identify and address system trouble alerts, resetting the system, how to take the system off-line, and how to utilize to the BluePoint Command & Control Incident Management online communications platform.



## As-built/Close-Out Documents

Upon completion of system installation, programming, and testing, BluePoint will provide the client with a complete set of 'Close-Out' documents which include: a copy of the device layout drawing, and written instructions on systems use, addressing trouble alerts, re-setting an activated device, monitoring/maintenance, and any other appropriate information based on the customized solution.

## GETTING STARTED

The following are the steps and required actions needed prior to scheduling installation:

CUSTOMER	BLUEPOINT
1A Sign a copy of this agreement	1B Site survey and final system design
2 Approval of final design	
3A 30% Down payment (engineering & materials)	3B Material Ordering
4 Sign and return the Installation, Command & Control and Monitoring Agreement	
5A Complete and return the Client Questionnaire	5B Schedule installation

## SIGNATURE

With a signature below the customer is expressing its intent to move forward with the installation of a BluePoint Alert Solutions system as generally described above in their facility or facilities. As outlined in the *Getting Started* section above, this signed document starts the planning process to prepare for installation and is not the final contract. The **"Install, Command & Control and Monitoring Agreement"** defines the conditions of the contract for initial installation of the system, the ongoing Command & Control communications services and 24/7 monitoring services.

Oak Park Unified School District

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

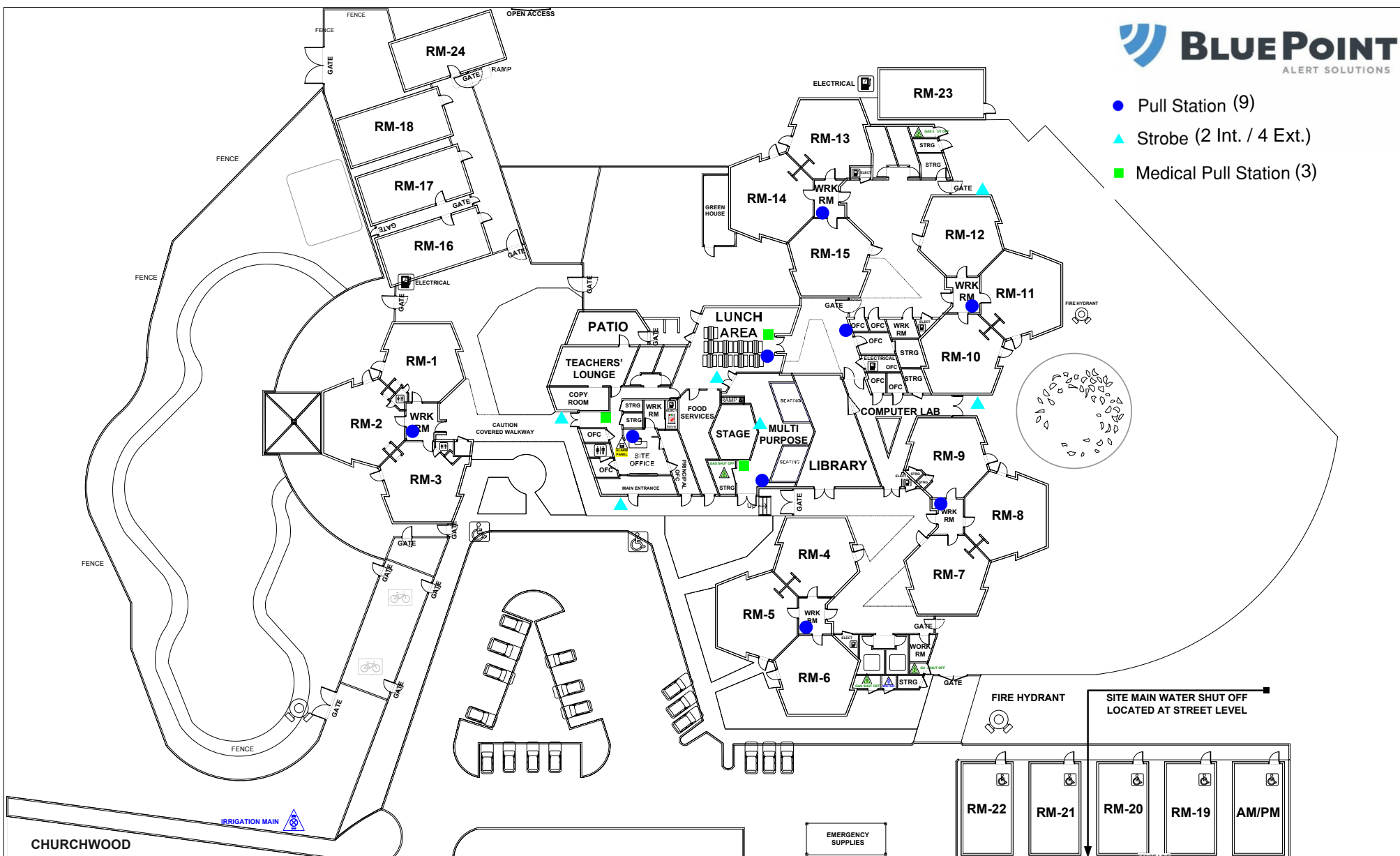
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date





- Pull Station (9)
- ▲ Strobe (2 Int. / 4 Ext.)
- Medical Pull Station (3)



# OAK HILLS ELEMENTARY SCHOOL

## EMERGENCY SITE MAP

2007

OAK PARK SCHOOL DISTRICT



CHEMICALS



FIRE HYDRANT



ALARM PANEL



ELEVATOR



ELECTRICAL



GAS SHUT OFF



WATER SHUT OFF



REST ROOM



MAIN ROUTE



ALTERNATE ROUTE

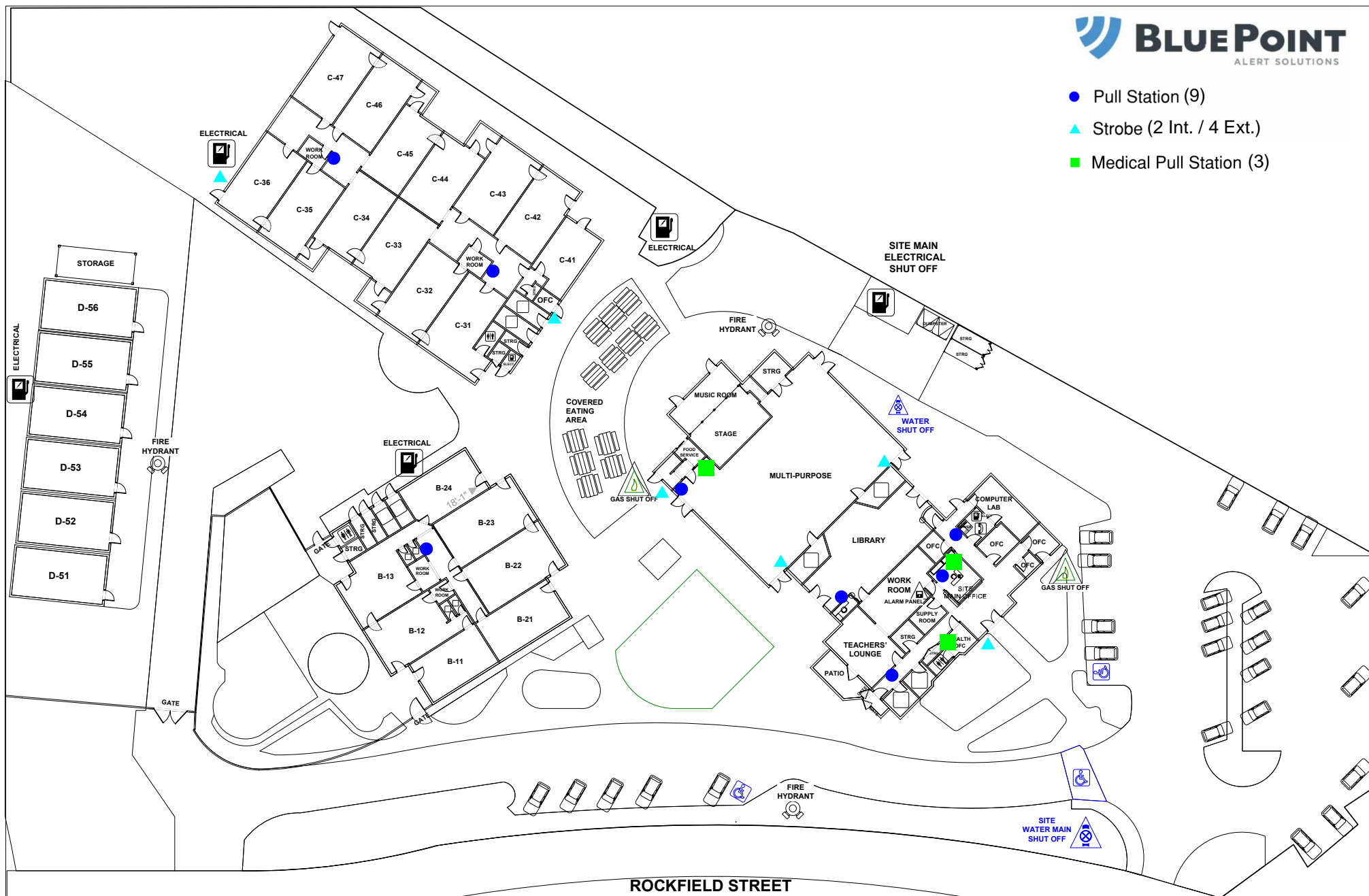


FIRE LANE



N

- Pull Station (9)
- ▲ Strobe (2 Int. / 4 Ext.)
- Medical Pull Station (3)



## RED OAK ELEMENTARY SCHOOL

### EMERGENCY SITE MAP

2007

OAK PARK SCHOOL DISTRICT



CHEMICALS

ELEVATOR



FIRE HYDRANT



ALARM PANEL



GAS SHUT OFF



WATER SHUT OFF



REST ROOM

MAIN ROUTE

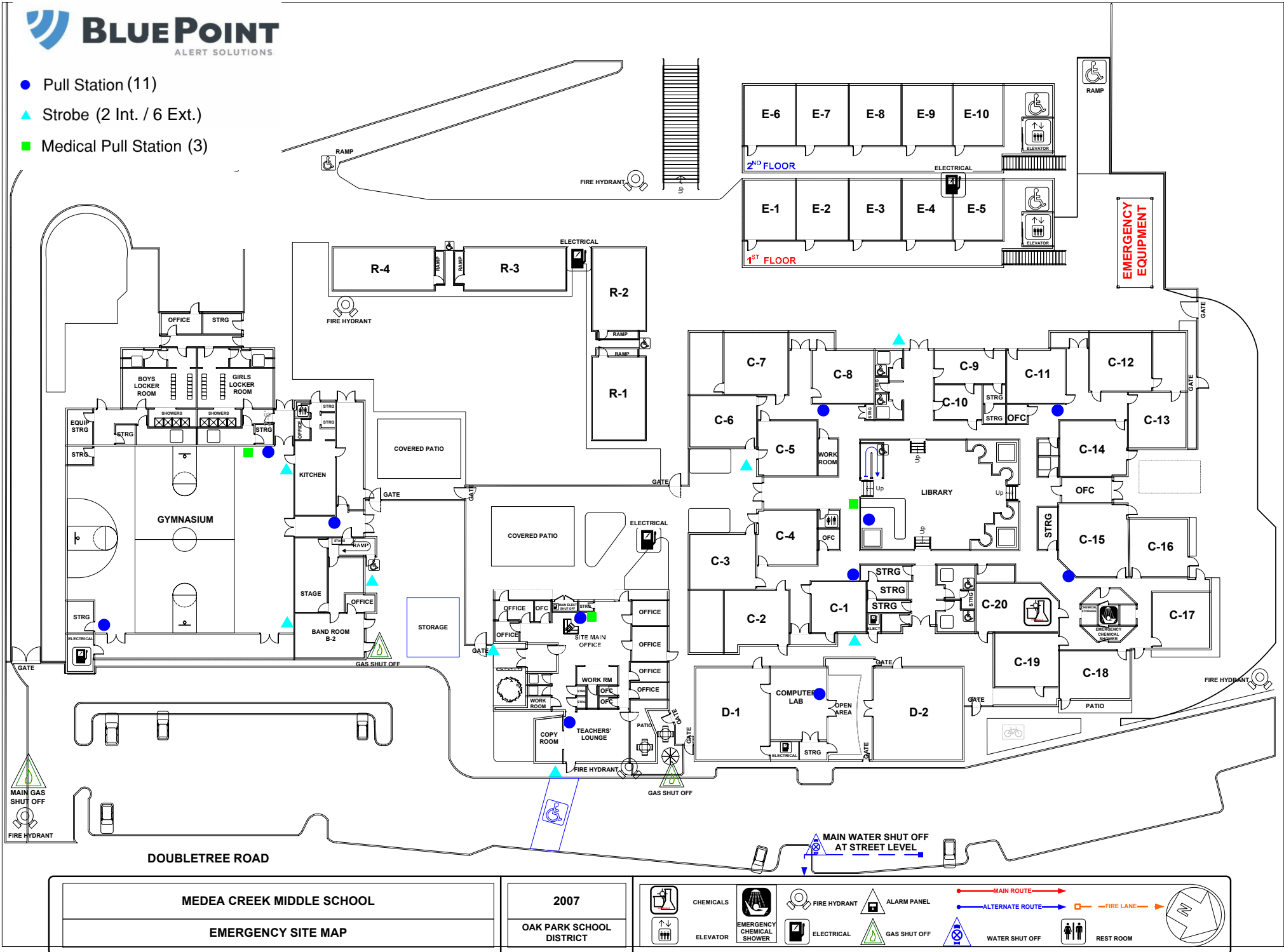
ALTERNATE ROUTE

FIRE LANE

REST ROOM

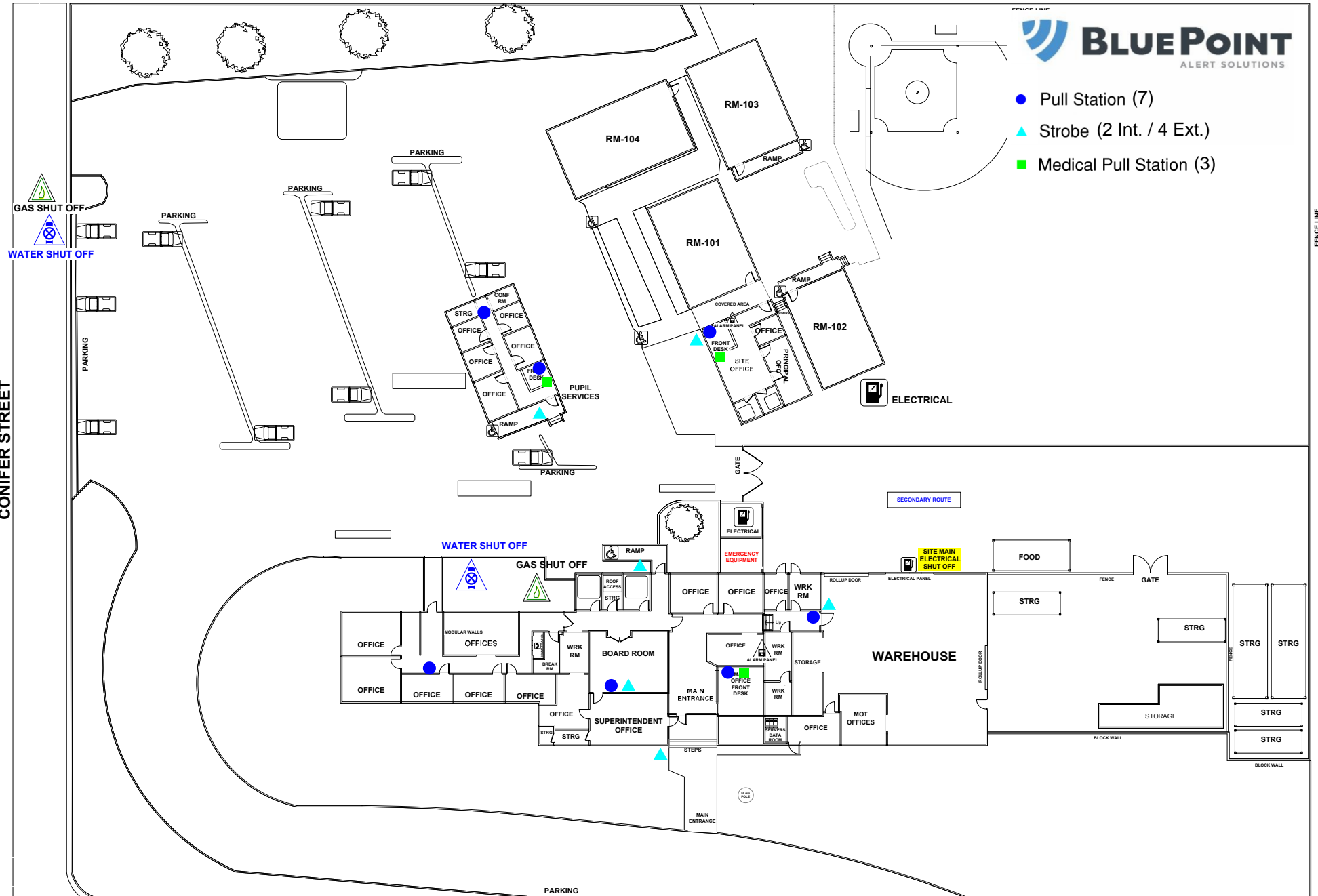


- Pull Station (11)
- ▲ Strobe (2 Int. / 6 Ext.)
- Medical Pull Station (3)



- Pull Station (7)
- ▲ Strobe (2 Int. / 4 Ext.)
- Medical Pull Station (3)

CONIFER STREET














MEDEA CREEK LANE

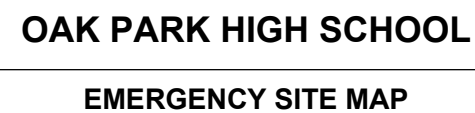
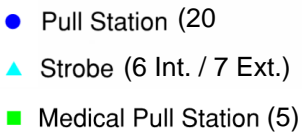
DISTRICT OFFICE / OAK VIEW HIGH SCHOOL

EMERGENCY SITE MAP

2007

OAK PARK SCHOOL DISTRICT

 CHEMICALS	 FIRE HYDRANT	 ALARM PANEL	 MAIN ROUTE	 FIRE LANE	
 ELEVATOR	 ELECTRICAL	 GAS SHUT OFF	 ALTERNATE ROUTE	 WATER SHUT OFF	



OAK PARK SCHOOL DISTRICT



**COMMAND & CONTROL (C2) AND MONITORING AGREEMENT**

Effective 4.26.2022 | Data subject to change without notice

**CLIENT INFORMATION**

Name:	_____	Billing Address:	_____
Contact Name:	_____		_____
Contact Phone:	_____		_____
Contact Email:	_____		_____

**PROJECT INFORMATION**

Proposal #:	_____
Proposal Date:	_____
C2 Contact Limit:	_____
Yearly C2 & Monitoring Service:	\$ _____
Training Service:	\$ _____

See attached proposal for more information





## GENERAL TERMS OUTLINE

**One-time Systems Investment** is the supply, install, programming, testing, and launching of the facility-based systems including such items as pull stations, mobile devices, strobe lights, control panel, etc. This investment also includes close-out documents as well as systems operation training for our client's maintenance staff.

**Yearly C2 & Monitoring Service** includes 24/7/365 monitoring of systems by our UL certified and FM Approved central station, full access to and use of the C2 incident management system, C2 systems and software updates, and archiving of communications.

**Training Services** include time and materials to review client specific safety programs and provide a report on findings and recommendations. Additional services available for additional cost.

## LICENSED ALARM CONTRACTOR OF RECORD

The Licensed Alarm Contractor of Record holding a valid state alarm license for this project is:

Name: \_\_\_\_\_ State Alarm License #: \_\_\_\_\_

Address: \_\_\_\_\_

Based on the terms and conditions on the following pages, this agreement is entered into as of the date listed below.

### Client

By: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_

### BluePoint Alert Solutions Provider

By: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Title: \_\_\_\_\_



IT IS THEREFORE AGREED:

1. **Introduction.** Subscriber (Client, you, your), at the location indicated on Page 1 of this Agreement, has contracted with the listed BluePoint Alert Solutions provider and BluePoint Alert Solutions, (collectively "BPAS") for some or all of the following: System Specifications, System Installation, System Service and Monitoring Alarm Signals sent from the Subscriber's premise via communications media including, but not limited to, telephone lines, cellular devices, satellite technology, Internet, and/or radio telemetry and received by means of a monitoring system (hereinafter "System") and to respond thereto by notifying the party (or parties) identified by the Subscriber. BPAS is NOT responsible and the Subscriber assumes full responsibility for all communications media used to transmit signals to the monitoring facility. Upon receipt of a signal, BPAS shall WITHOUT WARRANTY attempt to notify the party (or parties) who are identified by Subscriber as the proper party to notify under the circumstances encountered.
2. **Command & Control Incident Management System ("C2").**
  - a. If you subscribe to C2, we will provide you with access to a two-way, multi-media, communications platform that is designed to send simultaneous notifications to any number of Subscriber designated persons including the Subscriber and the Subscriber's agents (each a "Contact" and collectively, "Contacts") by platform, SMS text, telephone or cellphone, including through voicemail, email, and/or social media outlets. The Contacts will then be able to reply to notifications or make notifications, via SMS text, telephone or cellphone, by communicating words or pictures/images. The communication session will begin by the triggering of a System pull station, wireless mobile pendant, gunshot or other type of sensor to be installed within your premises and be a part of your System or by a manual generation of a notification by you. **ALTHOUGH C2 IS DESIGNED TO PROVIDE MESSAGING AND NOTIFICATIONS TO ALL CONTACTS, WE DO NOT GUARANTEE THAT ALL CONTACTS WILL IN FACT RECEIVE SUCH MESSAGES OR NOTIFICATIONS FOR VARIOUS REASONS THAT MAY OR MAY NOT BE BEYOND OUR CONTROL INCLUDING BUT NOT LIMITED TO: PRIVATE CELLULAR NETWORKS MAY GO OFFLINE FROM TIME TO TIME, CONTACT'S DATA PLAN LIMITATIONS, NETWORK TRAFFIC CAPACITIES, CONTACT COMMUNICATIONS DEVICE AVAILABILITY.** C2 also can provide a Visual Point Identification (VPI) that depicts where in a premise an alarm has been activated, and Document Storage. You are responsible for: (i) the correctness of the information inputted into the platform as to the location of devices (ii) what documents are stored as to content and integrity (iii) any modification to the documents. Document availability may be limited for reasons beyond BPAS control including but not limited to the following: document type/size, service throughput, and the devices used to display the document.
  - b. If you subscribe to C2+Mobile "C2+M". You understand that when the device is activated, a transmission of a notification or request for service is initiated from an electronic device communicating via cellular signal that is in a vehicle or on a person that may or may not be stationary. You understand that the notification or request for service might not be successfully transmitted to BPAS for reasons including but not limited to: lack of signal strength, signal interference, equipment and/or power/battery issue(s). You understand that upon receipt of a viable transmission, BPAS will make a commercially reasonable effort to determine the general location of the vehicle or person by converting the Longitude and Latitude coordinates transmitted at the time of the device activation. You understand that whether or not the vehicle or person is stationary, the Longitude and Latitude transmitted with the notification or request for service may or may not be linked to a specific street address. If an authority agency request for service is required, BPAS may or may not be able to determine the Authority Having Jurisdiction (AHJ) over the location that is associated with the Longitude and Latitude of location provided. BPAS will make a commercially reasonable effort to determine the most likely authority agency and will attempt to make a request for service. If BPAS determines that the first authority agency contacted is not the AHJ, BPAS will attempt to contact the second most likely AHJ and so on and so forth until a successful AHJ contact is made or it is determined by BPAS that the appropriate contact cannot be made. Simultaneously to the AHJ contact attempt(s), BPAS will populate your C2 two-way, multi-media, communications platform with information regarding the device activation. The platform is designed to send notifications to any number of Subscriber designated persons including the Subscriber and the Subscriber's agents (each a "Contact" and collectively, "Contacts") from the platform, SMS text, telephone or cellphone, including through voicemail, email, phone app and/or social media outlets. The Contacts will then be able to reply to notifications or make notifications, via SMS text, email, phone app, social media, telephone or cellphone, by communicating words or pictures/images. The communication session will begin with the receipt of a viable transmission of the activation of a system device or by a manual generation of a notification by you. **ALTHOUGH THE C2+M IS DESIGNED TO PROVIDE MESSAGES AND NOTIFICATIONS TO ALL CONTACTS, WE DO NOT GUARANTEE THAT ALL CONTACTS WILL IN FACT RECEIVE SUCH MESSAGES OR NOTIFICATIONS FOR VARIOUS REASONS THAT MAY OR MAY NOT BE BEYOND OUR CONTROL INCLUDING BUT NOT LIMITED TO: PRIVATE CELLULAR NETWORKS MAY GO OFFLINE FROM TIME TO TIME, CONTACT'S DATA PLAN LIMITATIONS, NETWORK TRAFFIC CAPACITIES.**
  - c. You understand that it will be solely your responsibility to: (i) procure, keep current and remove, as needed, all applicable contact information of all Contacts, (ii) obtain prior consent from each Contact to receive SMS text or other messages and calls as part of C2, even if standard message and data charges may be apply, and to have



communications from such Contacts be displayed to some or all other Contacts, (iii) educate and instruct each Contact on the use of C2, and (iv) comply and cause all Contact to comply with applicable privacy laws and not to use the System so as to violate privacy and other legal rights of third parties; neither you nor any Contact shall use the C2 for any unlawful purpose. We may require you to have each Contact sign and acknowledge terms and conditions of use of C2, including the terms above.

- d. BPAS does not make any warranty, express or implied to you or any Contact, or assume any legal liability or responsibility, whatsoever, for the accuracy, completeness, usefulness or legal effect of any information provided through C2, or for Contacts' registration and participation in C2.
  - e. You agree that whenever our rules or state or federal regulations impose any requirement or prohibition on you, you will cause all other Contacts and any other person having access directly or indirectly through you to the System and C2 to comply with such rule, requirement or prohibition. You will be responsible for any noncompliance by any Contact, System users and any other person having access directly or indirectly through you to the System and C2.
  - f. We reserve the right to store all events, notifications and related information received through the System or C2.
  - g. You acknowledge and agree that all monitoring and C2 software, computer codes and monitoring information remain our sole and exclusive property or the property of our subcontractor and/or licensors.
  - h. C2 is provided through a secure website. BPAS, its subcontractor(s) and licensor(s) will make a commercially reasonable effort to maintain the website's security and the security of the Subscriber provided information.
3. **Payments.** Payments are due 30 days from the date services are rendered or the invoice date, whichever occurs earlier. Payments more than 15 days late will be assessed a late payment charge of 1.5% per month (18% per year) but in no event higher than the maximum amount allowed by law on the total balance together with all costs and expenses, including reasonable attorney's fees, incurred by BPAS in collecting such overdue amounts.
4. **Cancellation.** All agreements for service are for a period of 5 years, except where noted. After the initial five-year period, this agreement shall automatically renew for successive five year terms, unless terminated by either party upon written notice at least 30 days prior to the anniversary date, at which time such termination will take effect. Early termination or cancellation will result in full payment of the unearned portion of the contract terms, subject to undue enrichment statutes. Also, this agreement may be cancelled by BPAS at any time, upon a ten (10) day written notice, if false notifications and/or "runaway" signals repeatedly occur.
5. **Waiver of Warranty.** Exculpatory Clause. Subscriber understands that BPAS offers several levels of protection services and that the level described has been chosen by Subscriber after considering and balancing various levels of protection afforded and their related costs. It is understood and agreed that: BPAS IS NOT AN INSURER. That insurance, if any, shall be obtained by subscriber covering real or personal property loss or damage and personal injury, including death. The payments hereunder are based solely on the value of the services as described herein and on Page 1 of this Agreement, and are unrelated to the value of any of subscriber's property, or the property of others located at subscriber's location, the value of which is known only by subscriber. BPAS is not liable for losses caused by the malfunction or non-function of the system or equipment or the monitoring, signal handling or dispatching services even if due to BPAS's negligence or failure to perform. SUBSCRIBER is aware that circumstances where service may not work include but are not limited to a proper surge suppression system or wireless backup system not being employed. BPAS MAKES NO GUARANTEE OR WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, THAT THE SERVICES SUPPLIED WILL AVERT OR PREVENT OCCURRENCES, OR THE CONSEQUENCES THEREFROM, WHICH THE SERVICES ARE DESIGNED TO DETECT. BPAS MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED THAT THE EQUIPMENT SUPPLIED, OR ANY HARDWARE, SOFTWARE OR NETWORKS USED IN CONNECTION WITH THE SYSTEM SHALL CORRECTLY HANDLE THE PROCESSING.
6. **Third Party Indemnification.** Since the parties agree that Subscriber retains the sole responsibility for protecting against losses to its own property and the property of others located on its premises and for the life and safety of all persons on its premises, Subscriber agrees to indemnify, defend and hold harmless BPAS, its officers, employees, agents, subcontractors, suppliers, or representatives from and against all claims, lawsuits, and losses, including attorneys' fees, by persons not a party to this Agreement, alleged to be caused by the improper operation of the alarm system and/or monitoring system, whether due to malfunctioning or non-functioning of the System or the negligent performance or non-performance of the monitoring services or other installation, maintenance, or other services by BPAS, or its officers, employees, agents, subcontractors, suppliers, or representatives.
7. **Limitation of Liability.** Liquidated Damages. Subscriber acknowledges that it is impractical and extremely difficult to fix actual damages, if any, which may proximately result from failure on the part of BPAS to perform any of its obligations or responsibilities herein, including, but not limited to its specifications, installation, service, and/or monitoring service, the failure of the System to operate properly, by active or passive negligence, or by failure to perform any of the obligations herein, because of among other things: (a) the uncertain amount or value of subscriber's property or the property of others kept at the monitored location which may be lost, destroyed, damaged or otherwise affected by occurrences which the System and/or services are designed to detect; (b) the uncertainty of the response time of any individual or entity should any of these parties be dispatched as a result of a signal being received or an audible device sounding; (c) The inability to ascertain what portion, if any, of any loss would be proximately caused by BPAS's failure to



perform or by its Systems' failure to operate; or (d) the uncertain nature of occurrences which might cause injury or death to subscriber or any other person. THEREFORE, SUBSCRIBER ACKNOWLEDGES AND AGREES THAT IF ANY LOSS OR LIABILITY IS ALLEGED AGAINST BPAS, IRRESPECTIVE OF CAUSE, INCLUDING, BUT NOT LIMITED TO, WHETHER THE LOSS OR LIABILITY IS CAUSED BY BPAS'S OWN NEGLIGENCE. SUCH LIABILITY SHALL BE LIMITED TO AN AMOUNT EQUAL TO THE ANNUAL MONITORING FEE OR ONE THOUSAND (\$1,000.00) DOLLARS, WHICHEVER IS LESS. This sum shall, be paid and received as either (1) liquidated damages and not as a penalty, or (2) as a limitation of liability approved and agreed upon by the parties. The payment of this amount shall be BPAS's sole and exclusive liability. Under no circumstances shall BPAS be liable to subscriber for consequential damages of any nature in excess of such amount, including, without limitation, to real or personal property, loss of property or revenue, cost of capital, costs of purchased or replaced goods, other economic loss or damages for personal injury or damages however occasioned, and whether alleged as caused by the installation, repair, design, sale, lease or failure of the monitoring equipment or service or the performance or nonperformance of obligations and responsibilities under this agreement or breach of warranty or negligence, active, passive, joint, several or otherwise, strict liability, tort, or otherwise by BPAS, its officers, employees, agents, subcontractors, licensors, suppliers, or representatives. Subscriber agrees to obtain insurance coverage adequate to protect Subscriber's interest in light of the limitation of liability stated in this Agreement. If subscriber wishes BPAS to increase the amount of the above limitation of liability or liquidated damages, Subscriber may inquire about obtaining an increase to this amount in exchange for the payment of an additional monthly charge, but such additional monthly charge shall not be construed as responsibility to obtain and maintain insurance. The foregoing shall survive the termination or expiration of this Agreement. BPAS assumes no responsibility for any loss in excess of such amount.

8. **Subscriber's Duties.** In addition to Subscriber's duty to indemnify, defend, and hold BPAS, its officers, employees, agents, subcontractors, suppliers, or representatives harmless as provided above: (a) Subscriber shall cooperate with BPAS in the installation, operation, and maintenance of the system and agrees to follow all instructions and procedures which may be prescribed for the operation of the System, the rendering of services and the provision of monitoring for the premises. (b) Subscriber shall pay all charges made by any telephone company or other utility or communications organization for installation, leasing, and services charges of telephone lines or other communications technologies connecting Subscriber's premises to BPAS. Subscriber acknowledges that notification signals from Subscriber's premises to BPAS are transmitted over Subscriber's communications service and that in the event the communications service is out of order, disconnected, placed on "vacation", or otherwise interrupted, signals from Subscriber's system will not be received by BPAS during any such interruption and will not be known to BPAS. Subscriber agrees that in the event the equipment or system continuously transmits signals reasonably determined by BPAS to be false and/or excessive in number, Subscriber shall be subject to the additional costs and fees incurred by BPAS in receiving and/or responding to the excessive signals.
9. **Taxes, Fees, Fines, Licenses and Permits.** (a) Subscriber agrees to pay all sales tax, use tax, property tax, utility tax, and other taxes required in connection with the equipment and services listed, including telephone company line charges or other communications technologies, if any. BPAS shall have the right, at any time, to pass along to Subscriber any increases in the monthly charges which hereafter may be imposed on BPAS by utility or government agencies relating to the service(s) provided under the terms of this Agreement, and Subscriber hereby agrees to pay the same. (b) Subscriber agrees to assume all responsibility for any false notifications or signals given by the System. Subscriber will indemnify, pay and defend BPAS and its authorized contractors and subcontractors and hold each of them harmless from and against any responsibility or liability for payment of associated fines, penalties or other costs. (c) Subscriber shall comply with all laws and regulations relating to the equipment and its use and shall promptly pay when due all sales, use, property, excise and other taxes and all license and registration fees now or hereafter imposed by any government body or agency upon the equipment or its use. If Subscriber fails to maintain any required licenses or permits, BPAS shall not be responsible for performing the services and may terminate the services with notice to Subscriber.
10. **Increase in Service Charges.** BPAS shall have the right to increase the Service Charges provided for herein by giving Subscriber thirty (30) days written notice in advance of the effective date of such increase. Charges for time and materials services are based upon BPAS's service rates in effect at the time of the service and are subject to change without notice.
11. **Authorized Personnel & Emergency Information.** Subscriber agrees to furnish a written list of the names and telephone numbers of all persons to be notified in the event of a notification signal. Subscriber agrees to provide all changes, revisions and modifications to the above to BPAS digitally or in writing in a timely manner.
12. **Assignees and/or Subcontractors of BPAS.** BPAS shall have the right to assign this Agreement in whole or in part to any other person, firm, or corporation and shall have the further right to subcontract any surveillance, monitoring, maintenance, emergency response, or other services which it may be required to perform hereunder. Subscriber acknowledges that this Agreement, and particularly those paragraphs relating to BPAS's maximum liability and third party indemnification, shall inure to the benefit of and are applicable to any assignees and/or subcontractors of BPAS, and that they bind Subscriber with respect to said assignees and/or subcontractors with the same force and effect as they bind Subscriber to BPAS.

13. **Assignment by Subscriber.** Subscriber acknowledges that the sale or transfer of Subscriber's premises shall not relieve Subscriber of duties and obligations under this Agreement unless BPAS agrees in writing to the transfer of the Agreement.
14. **Delay or Interruptions.** BPAS assumes no liability for delay in the installations of the System or for interruption of monitoring services due to strikes, riots, floods, storms, earthquakes, fire, power failures, insurrections, interruption of availability of telephone cable, cellular, satellite, or radio service or any communications service through any other medium, malfunction or unavailability of the system related to data handling problems, delay of response time, acts of terrorism, acts of war whether through direct or indirect actions, irrespective of cause, acts of God, or for any other cause beyond the control of BPAS, and will not be required to provide monitoring services to Subscriber while interruption of service due to any such cause may continue. BPAS assumes no liability for delay of installation or services due to non-cooperation of the Subscriber or his agents in providing access to that area of installation or service on any device or devices of the Subscriber or of others to which BPAS's equipment is attached. BPAS shall not be obligated to perform any monitoring service hereunder during any time when the communications equipment and/or service shall not be working.
15. **Outside Charges.** Subscriber understands and accepts that BPAS specifically denies any responsibility for charges associated with the notification or dispatching of anyone, including, but not limited to any government personnel or agencies, and if there are any charges incurred as a result of said notification or dispatch, said charges shall be the responsibility of Subscriber, whether requested or not and whether such entities were correctly or incorrectly notified by BPAS, its agents, or subcontractors.
16. **Default/Termination.** In the event Subscriber fails to pay any amount, Subscriber abuses the equipment or the use of the monitoring facility, Subscriber fails to comply with any of the terms and conditions hereof, Subscriber makes an assignment for the benefit of creditors, an order for relief is entered against Subscriber under any chapter of the National Bankruptcy Code, as amended, a receiver or trustee is appointed for all, or substantially all, the assets of Subscriber, or there is a dissolution or termination of existence of Subscriber, or if Subscriber is in default under this Agreement and such default continues for ten (10) days after BPAS gives Subscriber written notice of such default, in addition to any other remedies provided by law, BPAS may pursue any one or more of the following remedies, which are cumulative and nonexclusive: (a) Terminate all services subscribed for hereunder by giving ten (10) days written notice to Subscriber, without terminating this Agreement, and recover all amounts due to BPAS; (b) Take possession of all BPAS owned equipment wherever situated and for such purpose enter upon Subscriber's property without liability for so doing; (c) By notice to Subscriber, declare immediately due and payable all moneys to be paid by Subscriber during the Primary Term or, if the Primary Term has then expired, declare immediately due and payable all moneys to be paid during any Renewal Term then in effect, and Subscriber shall in any event remain fully liable for reasonable damages as provided by law and for all costs and expenses incurred by BPAS on account of such default including all court costs and reasonable attorneys' fees. The waiver by BPAS of a breach of any obligation of Subscriber shall not be deemed a waiver of such obligation or any subsequent breach of the same or any other obligation. The subsequent acceptance of payment hereunder by BPAS shall not be deemed a waiver of any prior existing breach, regardless of BPAS's knowledge of such prior existing breach at the time of acceptance of such payments.
17. **Conflict of Terms.** Should there arise a conflict of terms or conditions between this agreement and a purchase order it is agreed that this contract shall be supreme and binding.
18. **One Year Limitation on Actions.** It is agreed that no suit or cause of action shall be brought against BPAS more than one (1) year after the accrual of the cause of action therefore.
19. **Waiver of Subrogation.** Subscriber does hereby for itself and all other parties claiming under it, release and discharge BPAS, its officers, employees, agents, subcontractors, suppliers, or representatives from and against all hazards covered by Subscriber's insurance, it being expressly agreed and understood that no insurance company or insurer will have any right of subrogation against BPAS, its officers, employees, agents, subcontractors, licensors, suppliers, or representatives.
20. **Entire Agreement: Modification Waiver.** This writing is intended by the parties as a final expression of their Agreement and as a complete and exclusive statement of the terms thereof. This Agreement supersedes all prior representations, understandings or agreements of the parties, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. This Agreement can be modified only in writing, signed by the parties or their duly authorized representatives. No waiver of a breach of any term or condition of this Agreement shall be construed to be a waiver of any succeeding breach.
21. **Choice of Law: Venue.** The laws of State of Illinois shall govern the validity, enforceability and interpretation of the Agreement. It is agreed that any suit or action initiated as a result of this Agreement or in any way arising out of this Agreement or the Monitoring Services to be provided under this Agreement shall be brought in a court of competent jurisdiction within the State of Illinois. Subscriber and BPAS irrevocably agree to waive their individual rights to a jury trial.



22. **Severability.** If any provision of this Agreement shall be held by a court of competent jurisdiction to be contrary to law, such provision shall be changed and interpreted so as to best accomplish the objectives of the original provision allowed by law and the remaining provisions of this Agreement shall remain in full force and effect.
23. **Representation and Warrant.** By signing the front of this document, Subscriber represents and warrants that he or she is above the age of eighteen and has the necessary capacity and authority to enter into this Agreement on behalf of the subscriber, or for any other individual(s) or organization(s) that the signatory may legally bind to this Agreement.
24. **Unit Pricing.** As itemized on the front sheet, each Subscriber is allocated a maximum number of contacts that can be entered and active in the C2 system. Additional contacts may be added at a cost of \$2 per contact per year. Additionally, Subscriber is allocated up to 15 text (SMS) notifications, 2 voice notifications, and one-half media (MMS, picture / video text) notifications per allocated contact per year. If the subscriber exceeds these totals in a year, the following rates apply for the quantity beyond the allocation: SMS Texts (up to 170 characters) \$0.02/ea; Voice Notifications \$0.04/ea; MMS Notifications \$0.06/ea. Email notifications are unlimited.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.3.f. APPROVE APPOINTMENT TO THE OAK PARK CITIZENS' OVERSIGHT COMMITTEE FOR THE 2022-2024 TERM**

ACTION

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**ISSUE:** Shall the Board approve membership appointments to the Oak Park Citizens' Oversight Committee for the 2022-2024 Term?

**BACKGROUND:** At its meeting on November 17, 2020, the Board of Education approved the reappointment of Ty Avendano as an OPCOC member for a third and final term from 07/01/20 to 06/30/22. In February 2022 when there was a vacancy for the Citizens Oversight Committee the District had advertised and received two applications. After conducting the interview the subcommittee of the Board comprising of Board Members Denise Helfstein and Drew Hazelton recommended both applicants, but since there was only one vacancy the board approved the appointment of Sal Portero at the March 15, 2022 meeting and recommended that Erik Newman the second applicant be appointed when Ty Avendano was termed out at the end of June 2022 after serving three terms. It is the recommendation of the Board subcommittee that the board approve the appointment of Erik Newman to serve a two-year term (07/01/2022-6/30/2024) as a member of the OPCOC.

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

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

**FISCAL IMPACT:** No immediate fiscal impact.

**ALTERNATIVES:**

1. Appoint Erik Newman to fill the vacant seat on the Oak Park Citizens' Oversight Committee for a first term from 7/1/2022 to 6/30/2024.
2. Do not appoint the above candidates and re-advertise for all vacancies.

**RECOMMENDATION:** Alternative No. 1

Prepared by: Adam Rauch, Assistant Superintendent, Business Services

Respectfully submitted,

---

Jeff Davis, Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Approve membership appointment to the Oak Park Citizens’ Oversight

Committee for the 2022-2024 Term

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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



**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: B.4.a. APPROVE THE DISTRICT'S INITIAL PROPOSAL FOR COLLECTIVE BARGAINING NEGOTIATIONS WITH THE OAK PARK CLASSIFIED ASSOCIATION**

PUBLIC HEARING/ACTION

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**ISSUE:** Should the Board hold a public hearing and receive and adopt the Oak Park Unified School District's initial proposal for collective bargaining for the 2022-2023 school year and authorize the Superintendent to initiate negotiations on behalf of the Board?

**BACKGROUND:** The current Contract of Agreement between the Oak Park Unified School District and the Oak Park Classified Association (OPCA) expires on June 30, 2024. Each side is required to sunshine the articles that it proposes to open for discussion in the 2022-2023 school year.

A copy of the Oak Park Unified School District's and Oak Park Classified's Association's initial proposals for collective bargaining negotiations is included. All initial contract proposals of the Board and an employee organization which relate to matters within the scope of representation must be presented at a public meeting and shall thereafter be public records. Meeting and negotiating between district and employee organization representatives shall not take place on these initial proposals until a public hearing is held at a meeting where public has the opportunity to provide input. After the public hearing where the public has had an opportunity to provide input, the Board shall be asked to adopt, or revise, and approve the District's initial proposal and authorize the Superintendent to initiate negotiations on behalf of the Board.

**FISCAL IMPACT:** None

**BOARD POLICY:** Pursuant to Board Policy 4143.1, 4243.1 Public Notice - Personnel Negotiations - All initial contract proposals of the Board and an employee organization which relate to matters within the scope of representation shall be presented at a public meeting and shall thereafter be public records. (Government Code 3547)

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

**ALTERNATIVES:**

1. Receive and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPCA.
2. Receive, revise and adopt the District's initial proposal authorizing the Superintendent to initiate negotiations with OPCA.

**RECOMMENDATION:** Alternative #1.

Prepared by: Mr. Stewart McGugan, Assistant Superintendent, Human Resources

Respectfully submitted,

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Jeff Davis, Ed.D.  
Superintendent



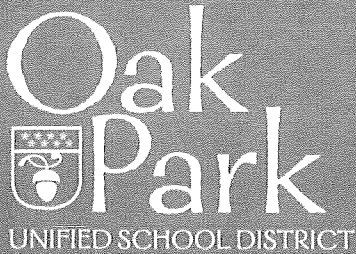
**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Receive and adopt the District’s initial proposal authorizing the Superintendent to initiate negotiations with OPCA.

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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



Educating Compassionate and Creative Global Citizens

**BOARD OF EDUCATION**

Soyon Hardy  
Drew Hazelton  
Denise Helfstein  
Derek Ross  
Tina Wang

Jeffrey Davis, Ed.D., Superintendent

www.oakparkusd.org  
5801 Conifer Street  
Oak Park, CA 91377  
818-735-3200

To: Virginia Standring, President, OPCA

From: Stew McGugan, Assistant Superintendent, Human Resources (S.M.)

Date: September 6, 2022

Re: Oak Park Unified School District Sunshine Proposals for 2022-2023 OPCA Negotiations

Consistent with the relevant provisions of the Educational Employment Relations Act (Government Code section 3540 *et seq.*), including Section 3547 of the Government Code, the Oak Park Unified School District ("District") sunshines the following initial proposals for the 2022-2023 classified reopener negotiations with the Oak Park Classified Association ("OPTA").

The Board proposes to maintain the provisions of the current classified collective bargaining agreement, except as provided below:

**Article 11 – Salaries, Pay and Allowances**

The District will propose adjustments in employee compensation that will provide compensation commensurate with the District's obligation to maintain fiscal stability, while balancing the interest of a competitive workforce.

**Article 12 – Health and Welfare Benefits**

The District will propose changes to current benefits, including District contribution, consistent with the District's interest in maintaining affordable benefits costs for its employees, District fiscal solvency and a competitive workforce.

The District proposes clean up language to correct typographical errors, provided such clean up does not change the meaning, purpose or intent of any provision(s) of the collective bargaining agreement, and to update any existing language to reflect changes to California law.

Virginia Standring, President, OPCA

Cc: Stew McGugan, Assistant Superintendent, Human Resources  
OPCA Bargaining Committee

# Oak Park Classified Association

President Virginia Standring

August 29, 2022



To: Dr. Jeff Davis, Superintendent  
Oak Park Unified School District  
5801 Conifer Street  
Oak Park, CA 91377

Oak Park Classified  
Association

From: Virginia Standring

Re: Oak Park Classified Association for Sunshine Proposal for Reopener Negotiations  
to the Contract That Expires on June 30, 2024

Pursuant to the Educational Employment Relations Act (EERA), the Oak Park Classified Association (OPCA), CTA/NEA, respectfully requests to meet and negotiate collaboratively with the Oak Park Unified School District (OPUSD) regarding the Articles listed below for reopener negotiations for 2022-2023. This does not preclude discussion of other issues within all open Articles of this sunshine and relevant appendices and MOUs. All agreements reached on individual Articles shall be tentative, subject to final ratification by the membership.

Oak Park Classified Association sunshines the following articles:

Article 11 – Salaries, Pay and Allowances

Article 12 – Health and Welfare Benefits

Article 17 – Discipline

Article 19 – Performance Evaluation

As well as all relevant appendices and MOUs.

Pursuant to the provisions of Governing Code Section 3547, we are submitting our intent to meet the public notice provisions of the EERA.

Upon completion of the public notice provisions, we look forward to initiating a good faith bargaining effort with OPUSD.

Sincerely,

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: SEPTEMBER 13, 2022**  
**SUBJECT: B.5.a. APPROVE AMENDMENT TO BOARD BYLAW EXHIBIT 9270  
CONFLICT OF INTEREST CODE**

ACTION

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**ISSUE:** Should the Board of Education approve the proposed amendment to Board Bylaw Exhibit 9270 – Conflict of Interest Code?

**BACKGROUND:** Pursuant to Government Code § 87306.5, every local government agency is required to review its conflict of interest code biennially and submit the Local Agency Biennial Notice to its code reviewing body. Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

By October 1, 2022, the attached 2022 Local Agency Biennial Notice and amended code, if necessary, must be filed with the Clerk of the Board's Office as directed by the Board of Supervisors.

Staff has determined that the Conflict of Interest code and Exhibit require to be amended due to the following:

- There has been a substantial change to the agency's organizational structure since the last code was approved
- A position has been eliminated since the last code was approved
- A new position has been added since the last code was approved
- Revision of disclosure categories since the last code was approved

**ALTERNATIVES:**

1. Approve the amendment to Board Bylaw Exhibit 9270 – Conflict of Interest Code
2. Do not amend Board Bylaw Exhibit 9270 – Conflict of Interest Code

**RECOMMENDATION:** Approval of Alternative #1.

Respectfully submitted,

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Jeff Davis, Ed.D.  
Superintendent

**BOARD OF EDUCATION MEETING, SEPTEMBER 13, 2022**

Approve the amendment to Board Bylaw Exhibit 9270 –

Conflict of Interest Code

Page 2

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Board Action: On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the Board of Education:

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

# **OAK PARK UNIFIED SCHOOL DISTRICT EXHIBIT**

*Series 9000*

*Bylaws of the Board*

*E 9270(a)*

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## **Disclosure Categories**

### **Category 1: Broadest Disclosure (Schedules A-1, A-2, B, C, D, and E)**

- a. All sources of income, gifts, loans and travel payments;
- b. All interests in real property; and
- c. All investments or business positions in business entities.

### **Category 2: Real Property (Schedule B)**

All interest in real property, including interest in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

### **Category 3: Land Development, Construction, and Transaction (Schedules A1, A2, C, D, and E)**

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

### **Category 4: Procurement (Schedules A1, A2, C, D, and E)**

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

### **Category 5: Regulation and Permitting (Schedules A1, A2, C, D, and E)**

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated positions, agency or department.

### **Category 6: Funding (Schedules A1, A2, C, D, and E)**

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which receive grants or other funding from or through the designated position's agency or department.

## **Designated Positions**

**Designated Position Disclosure Category**

# OAK PARK UNIFIED SCHOOL DISTRICT

## EXHIBIT

*Series 9000*

*Bylaws of the Board*

*E 9270(b)*

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Governing Board Members 1  
Superintendent of Schools 1  
Assistant Superintendent, Business and Fiscal Services 1  
Assistant Superintendent, Human Resources 1  
[Assistant Superintendent, Educational Services 1](#)  
Fiscal Services Director [4,6](#)  
~~Curriculum and Instruction Director 4~~  
Educational Technology and Information Systems Director [4,6](#)  
Pupil Services Director [4,6](#)  
Preschool Director [4,6](#)  
Student Support and School Safety Director [4,6](#)  
Extended Care Programs Director 4  
Bond Programs, Sustainability, Maintenance and Operations Director [3,4,6](#)  
[Student Nutrition Director 4,6](#)  
Principals 4

### Disclosures for Consultants

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to: (2 CCR 18700.3)

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke any permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract that requires district approval and in which the district is a party, or to the specifications for such a contract
6. Grant district approval to a plan, design, report, study, or similar item



**OAK PARK UNIFIED SCHOOL DISTRICT  
EXHIBIT**

*Series 9000*

*Bylaws of the Board*

*E 9270(c)*

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7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18704, subsections (a) and (b), or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's conflict of interest code. (2 CCR 18700.3)

Adopted: 9-17-02

Amended: 9-16-14, 8-16-16, 9-17-18, 9-15-20, 11-17-2020, [9-13-2022](#)

**CONFLICT OF INTEREST CODE**  
**Oak Park Unified School District**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Oak Park Unified School District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Oak Park Unified School District. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Exhibit A.

**IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.**

**APPROVED AND ADOPTED** this 13 day of September, 2022:

\_\_\_\_\_  
Jeff Davis, Ed.D.  
Superintendent and Secretary  
of the Board of Education

## EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

<u># of POSITIONS</u>	<u>POSITION TITLE</u>	<u>DISCLOSURE CATEGORIES</u> (From Exhibit B)	<u>FILING OFFICER</u> (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
5	Board Members	1	COB
1	Superintendent of Schools	1	COB
1	Assistant Superintendent, Business Services	1	COB
1	Assistant Superintendent, Human Resources	1	AC
1	Assistant Superintendent, Educational Services	1	AC
1	Fiscal Services Director	1,4,6	AC
<del>1</del>	<del>Curriculum and Instruction Director</del>	4	<del>AC</del>
1	Educational Technology and Information Systems Director	4,6	AC
1	Preschool Director	4,6	AC
1	Student Support and School Safety Director	4,6	AC
1	Extended Care Programs Director	4	AC
1	Bond Programs, Sustainability, Maintenance and Operations Director	3,4,6	AC
1	Pupil Services Director	4,6	AC
1	Student Nutrition Director	4,6	AC
6	Principals	4	AC

## **EXHIBIT B – DISCLOSURE CATEGORIES**

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

### **Category 1 – BROADEST DISCLOSURE**

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans* and *travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments* and *business positions* in *business entities*.

### **Category 2 – REAL PROPERTY**

[SEE FORM 700 SCHEDULE B]

All interests in real property, including interests in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

### **Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

### **Category 4 – PROCUREMENT**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

### **Category 5 – REGULATION AND PERMITTING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

### **Category 6 – FUNDING**

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which receive grants or other funding from or through the designated position's agency or department.

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: VII.1. MONTHLY CASH FLOW REPORT**

INFORMATION

**ISSUE:** Shall the Board receive and review a status report on District's actual and projected cash flow as of August 31st of the 2022-23 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,

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Jeff Davis, Ed.D.  
Superintendent

[illegible]

[illegible]

Oak Park Unified  
56-73874-0000000

## Cashflow Report

### 2022-23 Adopted Budget

Base Year 2022-23; Actuals Through the Month of August

Fund 01

	Object Range	Budget/Beg. Balance	2022 July	August	September	October	November	December	2023 January	February
<b>D. BALANCE SHEET ITEMS</b>										
<b>Assets and Deferred Outflows</b>										
Cash Not in Treasury	9111-9199	2,000	—	—	—	—	—	—	—	—
Accounts Receivable	9200-9299	6,954,472	346,086	148,801	541,476	194,875	823,802	338,438	—	—
Due From Other Funds	9310	30,864	(10,000)	—	—	—	—	30,864	—	—
Stores	9320	0	—	—	—	—	—	—	—	—
Prepaid Expenditures	9330	188,598	—	—	—	—	—	—	—	—
Other Current Assets	9340	0	—	—	—	—	—	—	—	—
Deferred Outflows of Resources	9490	0	—	—	—	—	—	—	—	—
<b>SUBTOTAL</b>		<b>7,175,934</b>	<b>336,086</b>	<b>148,801</b>	<b>541,476</b>	<b>194,875</b>	<b>823,802</b>	<b>369,302</b>	<b>—</b>	<b>—</b>
<b>Liabilities and Deferred Inflows</b>										
Accounts Payable	9500-9599	8,503,245	4,814,843	(842,998)	816,167	(265,528)	(775,993)	(397,996)	(173,895)	300,922
Due To Other Funds	9610	20,000	—	—	—	—	—	—	—	—
Current Loans	9640	0	(4,590,000)	—	—	—	—	—	—	—
Unearned Revenues	9650	373,938	—	—	329,755	—	—	—	—	—
Deferred Inflows of Resources	9690	0	—	—	—	—	—	—	—	—
<b>SUBTOTAL</b>		<b>8,897,183</b>	<b>224,843</b>	<b>(842,998)</b>	<b>1,145,922</b>	<b>(265,528)</b>	<b>(775,993)</b>	<b>(397,996)</b>	<b>(173,895)</b>	<b>300,922</b>
<b>Nonoperating</b>										
Suspense Clearing	9910	0	—	—	—	—	—	—	—	—
<b>TOTAL BALANCE SHEET ITEMS</b>		<b>(1,721,248)</b>	<b>111,243</b>	<b>991,799</b>	<b>(604,446)</b>	<b>460,402</b>	<b>1,599,794</b>	<b>767,298</b>	<b>173,895</b>	<b>(300,922)</b>
<b>E. NET INCREASE/DECREASE (B - C + D)</b>			<b>(2,982,210)</b>	<b>863,178</b>	<b>(3,263,524)</b>	<b>(685,736)</b>	<b>(2,416,752)</b>	<b>(718,909)</b>	<b>7,469,126</b>	<b>(2,610,762)</b>
<b>F. ENDING CASH (A + E)</b>			<b>7,809,164</b>	<b>4,545,640</b>	<b>3,859,904</b>	<b>1,443,153</b>	<b>724,244</b>	<b>8,193,370</b>	<b>5,582,608</b>	<b>2,698,709</b>
<b>G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS</b>										



	Object Range	Budget/Beg. Balance	2023 March	April	May	June	Accruals	Adjustments	TOTAL	Variance
D. BALANCE SHEET ITEMS										
<b>Assets and Deferred Outflows</b>										
Cash Not in Treasury	9111-9199	2,000	—	—	—	—	—	—	—	
Accounts Receivable	9200-9299	6,954,472	—	—	—	(1,116,619)	—	—	1,276,859	
Due From Other Funds	9310	30,864	—	—	—	10,000	—	—	30,864	
Stores	9320	0	—	—	—	—	—	—	—	
Prepaid Expenditures	9330	188,598	—	—	—	(59,371)	—	—	(59,371)	
Other Current Assets	9340	0	—	—	—	—	—	—	—	
Deferred Outflows of Resources	9490	0	—	—	—	—	—	—	—	
SUBTOTAL		7,175,934	—	—	—	(1,165,990)	—	—	1,248,352	
<b>Liabilities and Deferred Inflows</b>										
Accounts Payable	9500-9599	8,503,245	(274,862)	223,005	782,373	(1,713,266)	—	—	2,492,772	
Due To Other Funds	9610	20,000	—	—	(1,200,000)	1,200,000	—	—	—	
Current Loans	9640	0	—	4,590,000	—	—	—	—	—	
Unearned Revenues	9650	373,938	—	—	—	—	—	—	329,755	
Deferred Inflows of Resources	9690	0	—	—	—	—	—	—	—	
SUBTOTAL		8,897,183	(274,862)	4,813,005	(417,627)	(513,266)	—	—	2,822,527	
<b>Nonoperating</b>										
Suspense Clearing	9910	0	—	—	—	—	—	—	—	
TOTAL BALANCE SHEET ITEMS		(1,721,248)	274,862	(4,813,005)	417,627	(652,723)	—	—	(1,574,175)	
E. NET INCREASE/DECREASE (B - C + D)			(2,982,210)	630,269	(1,050,805)	(2,119,681)	3,751,068	243,721	(321,816)	(3,114,521)
F. ENDING CASH (A + E)			3,328,979	2,278,174	158,493	3,909,561	—	—	—	
G. ENDING CASH, PLUS CASH ACCRUALS AND ADJUSTMENTS								3,831,466		

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

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

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**ISSUE:** Shall the Board receive and review a status report on the progress of authorized Measure S bond projects through September 1, 2022?

**BACKGROUND:** As an ongoing tool to assist the Administration and Board in implementing and managing the District's Measure S bond program and master plan, the Business Office, in conjunction with its construction management team, has produced the following monthly status report on the progress of authorized Measure S bond projects for the Board's information and review.

**FISCAL IMPACT:** None - for information only.

**RECOMMENDATION:** None - for information only.

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

Respectfully submitted,

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Jeff Davis, Ed.D.  
Superintendent



## Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

### Budget vs. Commitments and Expenditures

School/Project Name	Budget	Expenditures	
	Total Budget	Total Expenditures	Remaining Against Committed
<b>Measure S Management</b>			-
Measure S General Architecture Planning Services	155,160	155,160	-
Measure S District Salaries (3) (4)	1,281,190	1,287,002	237,128
17-58S General Planning & Architectural Services (1) (3) (4)	120,221	101,952	17,448
Measure S Program Direct Software, Equipment & Su (1) (4)	251,050	242,508	652
Measure S General CM Services-Balfour Beatty	474,563	416,473	-
	<b>2,282,184</b>	<b>2,203,095</b>	<b>255,228</b>
<b>Brookside Elementary School</b>			-
17-32S Security Fencing	58,490	58,490	-
17-42S Modernization Campus Wide	10,000	10,000	-
17-47S Administration Building DSA Cert. (1) (3) (4)	1,390,256	1,285,364	-
18-11S Design HVAC System Upgrade, BLDG 200 & 300	3,400	3,400	-
18-18S Classroom Replacement(4) Phase 1 (1) (2) (3)	3,648,750	328,652	-
19-28S Extend Shared Wall Room 216	11,200	11,200	-
19-30S Extend Height of Playground Fence	25,034	25,034	-
20-17S Remove and Replace Foundation on Portable C (1)	47,783	46,099	-
20-16S Innovation Lab BES (1)	61,471	60,985	-
	<b>5,256,383</b>	<b>1,829,224</b>	-
<b>District Office</b>			-
19-17S District Office Emergency Generator (1) (3) (4)	245,011	49,837	144,709
19-21S Upper Field Chain Link Fencing and Gates	12,416	12,416	-
	<b>257,427</b>	<b>62,253</b>	<b>144,709</b>
<b>District Wide</b>			-
17-49S Security Badge System Upgrade	9,586	9,586	-
17-01S Solar Project	7,120,121	7,120,121	-
17-33S Ext. Campus Surveillance Cameras @ 6 Si	374,597	374,597	-
17-39S Landscape Improvements	19,000	19,000	-
18-22S Security Upgrades - PA System	14,669	14,669	-
18-26S Collaborative Furniture	184,588	184,588	-
18-38S Extended Care Facility Furniture & Equipmen	12,319	12,319	-
18-33S Solar Installation Maintenance Contract (1) (3)	256,055	208,789	37,994
19-08S DW Arch Svcs for DSA Certific (1) (2) (3)	34,203	34,203	-
19-10S Collaborative Furniture	200,000	195,708	335
19-22S King James Court Debris Clearance	15,700	15,700	-
19-31S Security Raptor Software Districtwide	45,367	45,367	-
20-04S Collaborative Furniture	102,774	68,620	33,033
20-10S Exterior Repairs to Portables at BES/MCMS	61,034	61,034	-
20-21S Outdoor Furniture Purchases DW	105,808	102,733	-
20-23S HVAC Upgrades Districtwide (1)	366,354	222,416	132,889
22-05S Upgrade Kitchen Equip & Drains DW (1) (3)	304,900	214,405	21,014
22-07S Repair Exterior Modular Classrooms DW (1)	95,246	95,246	-
22-08S LED Lighting Upgrade DW (3)	202,273	184,365	17,908
22-03S DSA Certification Portables DW (1) (3)	20,546	1,447	19,000
	<b>9,545,140</b>	<b>9,184,913</b>	<b>262,173</b>
<b>Medea Creek Middle School</b>			-
17-23S Roof Replacement	60,316	60,316	-
17-24S HVAC Replacement	331,787	331,787	-
17-36S Modernization Campus Wide	10,000	10,000	-
17-35S Kitchen Improvements (2) (3)	1,506,394	1,588,890	1,928
18-03S Security Fencing Parking Lot	42,630	42,630	-
18-07S Sidewalk and Handrail Installation, Buildin	26,937	26,937	-



## Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

### Budget vs. Commitments and Expenditures

School/Project Name	Budget	Expenditures	
	Total Budget	Total Expenditures	Remaining Against Committed
18-21S Classroom Replacement (1) (2) (3)	5,483,710	5,006,286	210,295
18-25S MPR High Roof Replacement	160,135	165,457	-
18-36S Library Wall Removal	3,500	3,500	-
18-39S Counseling Office Improvements & Additions	32,109	35,459	-
18-40S Safety/Security Gates	89,827	89,827	-
18-45S ORCA Food Waste Recycling Pilot Program	61,844	45,633	19,307
18-48S EV Charging Station	17,794	17,794	-
19-05S Trellis Removal at MCMS	75,609	75,609	-
19-15S Shade Sails at MCMS	60,845	60,845	-
20-12S Renovate Lobby MCMS (1) (4)	20,707	20,707	-
21-02S Entry Way Sign at Medea Creek Middle School	14,900	14,900	-
	<b>7,999,044</b>	<b>7,596,578</b>	<b>231,529</b>
<b>Oak Hills Elementary School</b>			-
17-25S HVAC Replacement	139,837	133,652	-
17-38S Modernization Campus Wide	15,000	15,000	-
17-32S Security Fencing	48,845	48,845	-
19-09S/18-19S Add Modular Classrooms (1) (2)	468,217	215,220	-
19-02S Area Drain Improvements Rooms 8-11	12,400	12,400	-
19-12F OHES Running Track	29,555	29,555	-
19-13S OHES Fencing @ Park (3)	135,042	120,517	174
19-20S Kindergarten Flooring Classrooms	19,223	19,223	-
19-29S Extend Wall Between Conf/Copy Room	11,732	11,732	-
20-03S Innovation Lab OHES (1)	66,881	78,848	(11,968)
22-06S Upgrade Eating Area OHES (1)	114,588	114,588	-
22-09S Security Fence Front OHES (1)	98,117	68,117	30,000
	<b>1,159,436</b>	<b>867,697</b>	<b>18,206</b>
<b>Oak Park High School</b>			-
17-34S Security Lighting at Cul De Sac	283,134	283,134	-
17-28S Roof Replacement	54,705	54,705	-
17-27S HVAC Replacement	97,230	97,230	-
17-32S Security Fencing (Ornamental @ Stadium)	198,834	139,864	-
17-57S Safety Lighting	24,891	-	-
18-01S Football Field Fencing	56,370	56,370	-
18-02S Fencing Girls Varsity Softball Field	42,885	42,855	-
18-24S Safety Security Fencing @ Library & Gates	52,800	62,010	-
18-23S OPHS Stadium Safety Rail Repair	23,450	23,450	-
18-46S OPHS Stairs & Sidewalk-Athletic Facilities	122,083	122,083	-
19-19S Art Court Phase II (1) (4)	255,716	254,096	1,592
19-23S Tennis Court Resurfacing	44,084	44,084	-
19-27S Repair Wood Columns @OPHS	19,655	19,655	-
20-05S Basketball Courts Resurfacing OPHS	20,052	20,052	-
20-22S Economizers OPHS F Bldg. HVAC's (1) (4)	25,756	25,756	-
21-01S Turf Replacement and Upgrades OPHS (4)	1,118,397	1,163,155	-
22-01S Sound System Upgrades @OPHS (1) (3)	19,979	19,979	-
22-10S Relocate Softball Perimeter Fencing @OPHS (1)	22,818	22,818	-
22-11S Wellness Center (1)	54,553	54,553	-
	<b>2,537,392</b>	<b>2,505,849</b>	<b>1,592</b>
<b>Oak View High School</b>			-
19-26S Reno Bldg Ext at OVHS	175,000	167,808	(880)
	<b>175,000</b>	<b>167,808</b>	<b>(880)</b>
<b>Red Oak Elementary School</b>			-



## Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

### Budget vs. Commitments and Expenditures

School/Project Name	Budget	Expenditures	
	Total Budget	Total Expenditures	Remaining Against Committed
17-37S Modernization Campus Wide	10,000	10,000	-
17-32S Security Fencing	3,860	3,860	-
18-20S Modular Classroom Replacement (1) (3)	6,748,109	503,094	-
19-01S MPR Structural Repairs	34,408	34,408	-
19-14S ROES Phase 1 Safety/Security Fencing	130,400	130,400	-
19-16S ROES Phase 2 Safety/Security Fencing	75,873	69,615	-
20-11S Restroom Upgrades at ROES (2) (3)	90,639	90,639	-
20-13S Paint Admin Interior	17,601	18,265	-
20-14S Flooring for Admin + 7 Classrooms	49,125	49,125	-
20-15S Innovation Lab at ROES (1)	56,777	56,723	-
20-18S Renovate Exteriors of Buildings B & C @ROES (1) (3)	2,499,197	2,232,218	262,155
	<b>9,715,989</b>	<b>3,198,347</b>	<b>262,155</b>
<b>TECH</b>			-
17-50S Next Gen CR/Flat Panel SMRT Display Pilot	36,532	48,120	-
18-12S Network File Server Refresh	125,000	124,500	-
18-13S Purchase Staff Computers & Spare Device	55,000	37,272	-
18-14S Chromebook 1-to-1 Take Home Pilot 6 Grade	341,257	210,136	7,978
18-35S BES Chromebooks for Gr5	17,206	17,206	-
18-30S MCMS Library Computer Lab Refresh	47,000	37,106	-
18-31F 3-D Printers	31,500	26,882	-
18-28S DW Chromebook Refresh	250,000	209,943	-
18-29S Flat Panel Displays @ MCMS & OPHS	36,100	31,124	-
18-42S MCMS Computer on Wheels Laptops for Art Cla	18,981	18,981	-
18-43S DW Virtual Reality Pilot Program	6,000	5,148	-
18-44S I-Pad Refresh of K-2 Totes	325,000	302,138	-
18-49F iMacs for Tech Lab MCMS	10,000	8,052	11,948
19-03S Replace Smartboard Projectors	24,000	21,081	1,367
19-04S District Refresh & Spare Computer Equipment	50,000	53,415	-
19-06S Promethean Smart Board Replacement at OHES	81,229	81,229	-
19-07F Chromebook 1:1 Take Home Prgrm Grds 5-12 (1) (3)	854,877	732,904	93,263
19-11S Ipad Air Refresh Part 2	251,335	251,335	-
19-24S Additional Security Cameras DW Phase 4	38,029	38,029	-
20-01S Next Generation MacBook Pro Pilot Program (1)	20,451	8,576	11,875
20-02S Interactive Flat Panel Displays for Element	15,000	-	-
20-08S Apple iPad Air Refresh (1)	34,544	34,544	-
20-09S District Network Firewall Refresh (1)	285,524	285,524	-
20-19S Staff Laptop Refresh (1)	226,985	207,402	19,671
20-20S Chromebook 1:1 Program (1)	361,738	361,738	-
20-24S Oak Park High School Engineering Workstation (1)	69,534	69,534	-
20-25S Apple iPad Air Refresh Wave 3 (1) (3)	33,030	795	32,235
20-26S MCMS Computer Lab Refresh (3)	95,000	79,214	15,786
21-03S Core Network Switch Replacement & Service C (1) (3)	74,146	67,938	6,209
21-05S Smartboard Replacement DW (1) (3)	250,401	214,156	36,245
21-04S Network Access Appliance (3)	23,000	-	23,000
22-04S Smartboard Refresh (1)	115,475	-	115,475
	<b>4,203,873</b>	<b>3,584,021</b>	<b>375,050</b>
<b>Totals</b>	<b>43,131,868</b>	<b>31,199,783</b>	<b>1,549,763</b>

**TO: MEMBERS, BOARD OF EDUCATION**

**FROM: DR. JEFF DAVIS, SUPERINTENDENT**

**DATE: SEPTEMBER 13, 2022**

**SUBJECT: VII.3. MONTHLY GENERAL FUND BUDGET REPORT**

INFORMATION

**ISSUE:** Shall the Board receive and review a status report on District's General Fund operating budget through August 31<sup>st</sup> of the 2022-23 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,

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Jeff Davis, Ed.D.  
Superintendent

## Fiscal13a

## Financial Statement

Fund 01		Fiscal Year 2022/23 Through August 2022				
Object	Description	Adopted Budget	Revised Budget	Revenue	Balance	% Rec'd
<b>REVENUE DETAIL</b>						
<b>LCFF Revenue Sources</b>						
8011-8019	LCFF State Aid	31,706,192.00	31,706,192.00	2,164,440.00	29,541,752.00	6.83%
8020-8079	Property Taxes	12,705,452.00	12,705,452.00	89,888.88	12,615,563.12	0.71%
	<b>Total LCFF Revenue Sources</b>	<b>44,411,644.00</b>	<b>44,411,644.00</b>	<b>2,254,328.88</b>	<b>42,157,315.12</b>	<b>5.08%</b>
<b>Federal Revenues</b>						
8100-8299	Federal Revenues	1,376,153.00	1,376,153.00	4,561.00	1,371,592.00	0.33%
<b>Other State Revenues</b>						
8300-8599	Other State Revenues	1,529,760.00	1,529,760.00	316,540.00	1,213,220.00	20.69%
<b>Other Local Revenue</b>						
8600-8799	Other Local Revenues	4,467,442.00	4,467,442.00	648,841.24	3,818,600.76	14.52%
	<b>Total Year To Date Revenues</b>	<b>51,784,999.00</b>	<b>51,784,999.00</b>	<b>3,224,271.12</b>	<b>48,560,727.88</b>	<b>6.23%</b>

Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
<b>EXPENDITURE DETAIL</b>							
<b>Certificated Salaries</b>							
1100-1199	Certificated Teacher Salaries	19,630,834.00	19,630,834.00	.00	2,042,677.11	17,588,156.89	10.41%
1160	<i>Certificated Salaries Stipends</i>	<i>451,887.00</i>	<i>455,637.00</i>	<i>.00</i>	<i>9,385.00</i>	<i>446,252.00</i>	<i>2.06%</i>
1200	Certificated Pupil Support Salaries	2,098,401.00	2,098,401.00	.00	233,430.14	1,864,970.86	11.12%
1260	<i>Counselor Stipend</i>	<i>1,840.00</i>	<i>1,840.00</i>	<i>.00</i>	<i>.00</i>	<i>1,840.00</i>	<i>0.00%</i>
1300	Certificated Supervisors' & Administrators' Salaries	2,416,841.00	2,416,841.00	.00	433,824.85	1,983,016.15	17.95%
	<b>Total Certificated Salaries</b>	<b>24,599,803.00</b>	<b>24,603,553.00</b>	<b>.00</b>	<b>2,719,317.10</b>	<b>21,884,235.90</b>	<b>11.05%</b>
<b>Classified Salaries</b>							
2100	Classified Instructional Salaries	3,073,252.00	3,073,252.00	.00	243,375.96	2,829,876.04	7.92%
2200	Classified Support Salaries	2,049,791.00	2,049,791.00	.00	291,818.03	1,757,972.97	14.24%
2300	Classified Supervisors' & Administrators' Salaries	389,024.00	389,024.00	.00	64,837.40	324,186.60	16.67%
2400	Clerical, Technical, & Office Staff Salaries	2,151,449.00	2,151,449.00	.00	307,780.92	1,843,668.08	14.31%
2900	Other Classified Salaries	834,920.00	836,420.00	.00	73,610.75	762,809.25	8.80%
	<b>Total Classified Salaries</b>	<b>8,498,436.00</b>	<b>8,499,936.00</b>	<b>.00</b>	<b>981,423.06</b>	<b>7,518,512.94</b>	<b>11.55%</b>
<b>Employee Benefits</b>							
3100	State Teachers' Retirement System	4,639,401.00	4,639,994.00	.00	486,400.33	4,153,593.67	10.48%
3200	Public Employees' Retirement System	1,675,393.00	1,675,774.00	.00	188,420.52	1,487,353.48	11.24%
3400	Health & Welfare Benefits	5,126,164.00	5,126,164.00	.00	471,248.04	4,654,915.96	9.19%
3300-3900	All Other Statutory Costs	1,583,248.00	1,583,518.00	.00	174,971.84	1,408,546.16	11.05%
	<b>Total Employee Benefits</b>	<b>13,024,206.00</b>	<b>13,025,450.00</b>	<b>.00</b>	<b>1,321,040.73</b>	<b>11,704,409.27</b>	<b>10.14%</b>
<b>Books and Supplies</b>							
4100	Approved Textbooks and Core Curricula Materials	323,778.00	323,778.00	181,673.96	482,326.13	340,222.09-	148.97%
4200	Other Books and Reference Material	.00	3,000.00	9,760.93	3,333.88	10,094.81-	111.13%
4300	Materials & Supplies	978,227.00	952,125.00	306,591.43	169,709.28	475,824.29	17.82%
4400	Noncapitalized Equipment	747,698.00	746,898.00	343,342.18	88,004.16	315,551.66	11.78%
	<b>Total Books and Supplies</b>	<b>2,049,703.00</b>	<b>2,025,801.00</b>	<b>841,368.50</b>	<b>743,373.45</b>	<b>441,059.05</b>	<b>36.70%</b>
<b>Services and Other Operating Expenditures</b>							
5200	Travel and Conference	105,985.00	105,985.00	12,105.00	11,659.16	82,220.84	11.00%
5300	Dues and Memberships	47,780.00	47,780.00	27,316.27	.00	20,463.73	0.00%
5400	Insurance	722,566.00	722,566.00	417,746.50	417,746.50	112,927.00-	57.81%

5500	Operations & Housekeeping Services	807,357.00	807,357.00	666,909.09	127,891.73	12,556.18	15.84%
5600	Rentals, Leases, Repairs, & Noncapitalized Improvements	471,250.00	477,402.00	158,590.35	139,820.99	178,990.66	29.29%
5700	Transfers of Direct Costs	.00	.00	.00	.00	.00	0.00%
5800	Professional/Consulting Services & Operating Expenditures	2,118,506.00	2,132,093.00	1,187,348.62	232,697.26	712,047.12	10.91%
5899	Legal Fees	293,160.00	293,160.00	.00	.00	293,160.00	0.00%
5900	Telephone and Communications	56,483.00	57,152.00	20,474.67	1,955.33	34,722.00	3.42%
	Total Services and Other Operating Expenditures	4,623,087.00	4,643,495.00	2,490,490.50	931,770.97	1,221,233.53	20.07%
Capital Outlay							
6000	Capital Outlay	.00	.00	.00	12,194.33	12,194.33-	0.00%
Tuition							
7100	Tuition	387,368.00	387,368.00	334,665.00	4,022.00	48,681.00	1.04%
Transfers of Indirect/direct Support costs							
7350	Direct Support/Indirect Costs	194,713.00-	194,713.00-	.00	.00	194,713.00-	0.00%
Debt Service							
7438	Debt Service - Interest	6,643.00	4,422.00	3,316.26	1,105.42	.32	25.00%
7439	Debt Service - Principal	51,428.00	53,649.00	40,237.20	13,412.40	.60-	25.00%
	Total Debt Service	58,071.00	58,071.00	43,553.46	14,517.82	.28-	25.00%
	Total Year To Date Expenditures	53,045,961.00	53,048,961.00	3,710,077.46	6,727,659.46	42,611,224.08	12.68%



Object	Description	Budget		Actuals To Date			
		Adopted	Revised	Encumbrance	Actual	Budget Balance	% of Budget
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
	A. Revenues	51,784,999.00	51,784,999.00		3,224,271.12	48,560,727.88	6.23%
	B. Expenditures	53,045,961.00	53,048,961.00	3,710,077.46	6,727,659.46	42,611,224.08	12.68%
	C. Subtotal (Revenues LESS Expense)	1,260,962.00-	1,263,962.00-		3,503,388.34-	5,949,503.80	
	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	1,260,962.00-	1,263,962.00-		3,503,388.34-	5,949,503.80	
	F. Fund Balance						
	Beginning Balance (9791)	4,634,672.00	4,634,672.00		6,945,986.22		
	Audit Adjustments (9793)	.00	.00		.00		
	Audit Adjustments (9793)	.00	.00		.00		
	Adjusted Beginning Balance	4,634,672.00	4,634,672.00		6,945,986.22		
	G. Calculated Ending Balance	3,373,710.00	3,370,710.00		3,442,597.88		
	*Components of Ending Fund Balance						
	Legally Restricted (9740)						
	Other Designations (9780)						
	Undesig/Unapprop (9790)	3,373,710.00	3,370,710.00				
	Other				3,710,077.46		