



## **Oak Park Unified School District Board of Education Meeting BOARD OF EDUCATION - March 21, 2023 Agenda - 1079**

**Date:** Tuesday, March 21, 2023

**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.

**Time:** **Closed Session: 5:00 pm**  
**Open Session: 6:00 pm**

*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**

Denise Helfstein, Board President  
Tina Wang, Vice President  
Soyon Hardy, Clerk of the Board  
Megan Lantsman, Member  
Jim Moynihan, Member  
Tess Leong, Student Board Member

### **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, Direct, Educational Technology & Information Systems

Marcus Konantz, Director, Pupil Services

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

Sara Ahl, Director of Extended Care Programs

Brad Benioff, Director of Student Support and School Safety

**NEXT MEETING-Regular Meeting, Tuesday, April 25, 2023, 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 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.*

Page

**1. CALL TO ORDER CLOSED SESSION: 5:00 pm**

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

**2.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

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

**2.2. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6

Agency Designated Representatives: Adam Rauch and Stewart McGugan

Employee Organizations: OPTA and OPCA

**2.3. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:**

Government Code Section 54957

**2.4. PUBLIC EMPLOYEE EMPLOYMENT:** Deaf and Hard of Hearing Trainer, GuestTeacher

### **3. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS**

*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. 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. Please adhere to the stipulated three minutes for your comments. 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.*

### **4. CALL TO ORDER - RECONVENE IN OPEN SESSION AT:**

#### **4.1. Roll Call**

#### **4.2. Flag Salute**

#### **4.3. Report of Closed Session Actions Taken**

*Board will report out if any actions were taken in the closed session at the March 14, 2023 Special Board Meeting and tonight's meeting.*

#### **4.4. Adoption of Agenda**

Action Required - Adoption of Agenda and preferential vote of the student board member.

#### **4.5. Public Comments: Speakers on Agenda and Non-Agenda Items**

*Please adhere to the stipulated three minutes for your comments. 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.*

#### **4.6. Report from Oak Park Municipal Advisory Council**

4.7. **Remarks from Board Members**

4.8. **Remarks from Student Board Member**

4.9. **Remarks from the Superintendent**

4.10. **Update on Student Safety and Wellness**

*The Board will receive an update from the middle and high school wellness counselor and Mr. Brad Benioff, Director of Student Support and School Safety, on Student Safety and Wellness.*

- [OPUSD Student and Safety Wellness](#)

4.11. **Report on the Number of Students Earning a Grade of D or F**

*The Board will receive a report on the number of students earning a grade of D or F in fall 2022 and the academic support offered by the schools.*

- [Fall 2022 D/F Analysis](#)

4.12. **Report on OPUSD's Sustainability Initiatives and the Green Schools Conference**

*District staff attended the National Green Schools Conference in February. Board will receive an overview of the sustainability initiatives of OPUSD, and Assistant Superintendent of Educational Services Tammy Herzog will share key takeaways from the conference.*

- [OPUSD Sustainability Initiatives](#)

**5. BUSINESS SESSION - 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.*

5.1. Minutes of the February 28, 2023 Regular Meeting and Special Meeting held on March 14, 2023.

9 - 16

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

[Minutes of Regular Meeting 2 28 2023.pdf](#) 






[Minutes of Special Board Meeting 3-14-2023.pdf](#) 

5.2. Approve Public Employee Employment/Changes Classified Personnel

17

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

[Classified Personnel Report March 21, 2023.pdf](#) 

- |      |   |         |
|------|---|---------|
| 5.3. | <p>Approve Public Employee Employment/Changes Certificated Personnel</p> <p><i>Pursuant to Board Policies 4112 and 4212, Board approval is required for public employee employment and changes.</i></p> <p><a href="#">Certificated Personnel Report March 21, 2023.pdf</a> </p>   | 18      |
| 5.4. | <p><b>Ratify Purchase Orders Report from February 1 - February 28, 2023</b></p> <p><i>Board Policy 3300 requires Board approval of Purchase Orders.</i></p> <p><a href="#">Ratify PO Coversheet for February 2023.pdf</a> </p>   | 19 - 23 |
| 5.5. | <p><b>Approve a Revised Overnight trip for Oak Park High School Varsity Baseball to Participate in the Lions Tournament, April 2-5, 2023, in San Diego, CA.</b></p> <p><i>Board Policy 6153 requires Board approval for student overnight trips.</i></p> <p><a href="#">Approve Overnight Trip for OPHS Varsity Baseball to San Diego.pdf</a> </p>   | 24 - 25 |
| 5.6. | <p><b>Approve Overnight Trip for Oak Park High School Athletic Teams to Attend Spring CIF Play-Offs</b></p> <p><i>Board Policy 6153 requires Board approval for student overnight trips.</i></p> <p><a href="#">Approve Overnight Trip for OPHS Spring Sports for CIF Playoffs.pdf</a> </p>  | 26 - 27 |
| 5.7. | <p><b>Approve Out-of-State Travel for Medea Creek Middle School Staff to Attend the Southeast Conference on School Climate - June 5-7, 2023 in Savannah, GA</b></p> <p><i>Board Policy 3350 requires Board approval for employees out of state travel.</i></p> <p><a href="#">Approve Out-of-State travel for MCMS Staff to attend the Southeast Conference on School Climate from June 5-7, 2023 in Savannah, GA.pdf</a> </p> | 28 - 29 |

## 6. EDUCATIONAL SERVICES

- |      |  |         |
|------|--|---------|
| 6.1. | <p><b>Approve New Health Course for 7th Grade at Medea Creek Middle School</b></p> <p><i>The California Healthy Youth Act requires that comprehensive sexual</i></p> | 30 - 33 |
|------|--|---------|

health education and HIV prevention education be provided to students at least once in middle school or junior high school and once in high school, starting in grade 7. Board approval is required to add a new course at the school.

[Approve New Health Course at MCMS.pdf](#) 

- 6.2. **Approve New Courses English Language Development 1-2 & 3-4 at Medea Creek Middle School** 34 - 39

*English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Board approval is required to add a new course at the school.*

[Approve New Courses ELD 1-2 & 3-4 at MCMS.pdf](#) 


- 6.3. **Approve New Courses English Language Development 1-2 & 3-4 at Oak Park High School** 40 - 45

*English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Board approval is required to add a new course at the school.*

[Approve New Courses ELD 1-2 & 3-4 at OPHS.pdf](#) 

- 6.4. **Approve New Course Theatre Performance & Production at Oak Park High School** 46 - 49

*The district's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. Board approval is required to add a new course at the school.*

[Approve New Course Theatre Performance & Production at OPHS.pdf](#) 

- 6.5. **Approve New Course Science for Education at Oak View High School** 50 - 55

*The district's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. Board approval is required to add a new course at the school.*

[Approve New Course Science for Education at OVHS.pdf](#) 

- 6.6. **Approve New Course Contemporary Issues in Education at Oak View High School** 56 - 59

*The district's CTE program shall be designed to help students develop the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy. Board approval is required to add a new course at the school.*



- 6.7. **Approve New Materials Request English 4 Senior Seminar at Oak Park High School** 60 - 62


*BP 6161.1 requires Board approval for additional instructional materials.*

[Approve New Materials Request English 4 Senior Seminar.pdf](#) 

## 7. BUSINESS SERVICES

- 7.1. **Delegate Authority to the Superintendent to Award Architectural Services Contract for the Relocation of Four Portable Classrooms At Medea Creek Middle School** 63 - 64

*BP 3300 and Education Code 17605 require that the Board review all transactions entered into by the Superintendent or designee on behalf of the Board every 60 days.*

[Delegate Authority to Sup. to Award Architectural Services for Relocation of 4 Portables at MCMS.pdf](#) 

- 7.2. **Approve Certification of 2022-23 Second Interim Financial Report and Budget Revisions** 65 - 75

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

[Approve Certification of Second Interim Report.pdf](#) 

[Second Interim vs. First One-Sheet MYP 2022-23.pdf](#) 

[Second Interim Presentation 2022-23.pdf](#) 

## 8. OPEN DISCUSSION/FUTURE AGENDA ITEMS

- 8.1. **Special Closed Session Meeting to Review Superintendent's Goals**

- 8.2. **Future Agenda items**

## 9. INFORMATION ITEMS/REPORTS

- 9.1. **Monthly Measure S Status Report** 76 - 79

[Measure S Bond Project Status Report Feb 2023.pdf](#) 

[Month 6 Enrollment and Attendance Report.pdf](#) 

**10. ADJOURNMENT:**

Motion to adjourn required.

**11. NOTICES:**

11.1. *In accordance with the Americans with Disabilities Act (ADA), if you require special accommodations to participate in a board meeting, including but not limited to an American sign language interpreter, documentation in accessible formats, or accommodations 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)*

11.2. *Students and parents/guardians can request that directory information or personal information of the student or parent/guardian, as defined in Education Code 49061 and/or 49073.2, be excluded from the minutes. This request must be made in writing to the secretary or clerk of the Board. (Board Bylaw 9322)*

***Educating Compassionate and Creative Global Citizens***



**MINUTES OF REGULAR BOARD MEETING      2-28-2023      #1077**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mrs. Denise Helfstein, called the regular meeting to order at 5:04 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

Members of the public were able to attend in person.

**BOARD PRESENT**

Mrs. Denise Helfstein, President, Mrs. Tina Wang, Vice President, Mrs. Soyon Hardy, Clerk, Mrs. Megan Lantsman, Member, and Mr. Jim Moynihan, Member.

**STAFF PRESENT**

Dr. Jeff Davis, Superintendent, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant to the Superintendent/Board, and Mr. Jay Fernow, Legal Counsel.

**BOARD ABSENT**

None

**PUBLIC COMMENTS**

None

**2. ADJOURN TO CLOSED SESSION**

Board President, Denise Helfstein reported that in Closed Session the Board would be discussing:

**2.1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:**

Government Code Section 54957

**2.2. PUBLIC EMPLOYEE EMPLOYMENT:** Food Services Assistant Sub, Department Clerk, College and Career Technician, Department Assistants I and II, Walk-on-Coaches, Instructional Assistants III Behavior, Guest Teachers, ELD Teacher

**2.3. CONFERENCE WITH LEGAL COUNSEL – CONFERENCE WITH LABOR**

**NEGOTIATORS :** Government Code 54957.6

Agency Designated Representative: Stewart McGugan

Employee Organizations: Oak Park Teachers Association and Oak Park Classified Association

**2.4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title:** Principals, Directors

The Board adjourned to Closed Session at 5:05 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mrs. Denise Helfstein, called the regular meeting to order at 6:10 p.m.

**BOARD PRESENT**

Mrs. Denise Helfstein, President, Mrs. Tina Wang, Vice President, Mrs. Soyon Hardy, Clerk, Mrs. Megan Lantsman, Member, and Mr. Jim Moynihan, Member, Ms. Tess Leong, Student Board Member.

## **BOARD ABSENT**

None

## **STAFF PRESENT**

Dr. Jeff Davis, Superintendent, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mr. Enoch Kwok, Director of Technology, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations, and Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant.

## **FLAG SALUTE**

Denise Helfstein led the Pledge of Allegiance to the Flag.

## **REPORT ON CLOSED SESSION**

Board President Mrs. Denise Helfstein reported that the Board took action to issue a notice of non-re-election to a probationary certificated employee, identified by employee number 2941, pursuant to Education Code section 44929.21(b), effective at the end of the 2022-2023 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows: 5 Ayes, 0 Nays, 0 Abstentions. The Board took no other action in closed session tonight.

## **ADOPTION OF AGENDA**

On motion of Soyon Hardy, seconded by Megan Lantsman, the Board of Education adopted the agenda as presented. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

## **PUBLIC SPEAKERS**

There were no public speakers.

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

The Board and Ventura County Supervisor Gorell's representative Dale Thomas recognized the following:

- **Oak Hills and Red Oak Elementary Schools** 2023 CA Distinguished Schools.
- **Rohan Philip** OPHS student, Winner of the 2022 Congressional App Challenge.
- **National Merit Finalists** from OPHS class of 2023.

## **REPORT FROM BOARD MEMBERS**

Board Member Megan Lantsman reported she attended Safe Kids Task Force Meeting and EEAC Meeting. Megan participated in a CSV webinar for Governance Teams. Megan also sat in on the Brookside PTA meeting and encouraged parents to take the LCAP Survey.

Board Member Jim Moynihan reported he went to Future Freshman night at OPHS and attended the Oak Park MAC.

Board Member Tina Wang reported she also attended Future Freshman night at OPHS. Tina congratulated the National Merit finalists, Rohan Philip the Congressional App Challenge winner, Girls and Boys Basketball & Soccer teams, Ventura County Honor band, Speech and Debate team and Mock Trial Teams. Tina also thanked Ventura County Public Works for collaborating with OPUSD and for hosting the community recycling event.

Board Member Soyon Hardy started with congratulating Oak Hills and Red Oak on their Distinguished Schools Awards, Rohan Philip and the National Merit Finalists. Soyon reported she attended two Measure S subcommittee meetings, Measure S Planning Committee meeting, the Math Community of Practice, Curriculum Council, DETF, and Future Freshman Night. Soyon also attended a Ventura County CSBA meeting where Denise, Drew Hazelton and Derek Ross were recognized for 8 years of service on the Board of Education.

Board Member Denise Helfstein reported she attended the Math Community of Practice, DELAC, Safety and Security Task Force, CA Distinguished School Awards Ceremony in Anaheim, the Recycling Event, Technology Committee, Future Freshman Night, and Course Advisement Night. Denise thanked Brendan, Tammy and all the volunteers from the County for coordinating the Recycling Event.

#### **REMARKS FROM STUDENT BOARD MEMBER**

Student Board Member Tess Leong reported the high school held a blood drive with the American Red Cross in February and their third rally for the school year. The Spring Fling dance had to be canceled due to weather but has been rescheduled for next month. The Oak Park Performing Arts Alliance is having a performance of The Addams Family from March 9-11 and Course Advisement has started and there are high hopes for the new bell schedule.

#### **REMARKS FROM THE SUPERINTENDENT**

Superintendent Dr. Jeff Davis reported he and the executive cabinet have started holding Superintendent office hours and have gone to Oak Park High School, Oak View High School and Brookside Elementary. They will go to the remaining schools in the upcoming weeks, but it has been great to sit with everyone and hear what the teachers and staff have to say and to get to know everyone. Dr. Jeff Davis congratulated the Mock Trial team and Dr. Victor Anderson on placing second in the county competition, the Speech and Debate team on qualifying for State. Dr. Davis shared that this upcoming Thursday is Future Panther Night for incoming 6th grade students and encouraged families to attend The Adams Family theatre production being held from March 9-11 at Oak Park High School. Dr. Davis attended Future Freshman Night and enjoyed going to the breakout rooms. He also visited Mira Costa High School and watched the girls' basketball team win the CIF championship.

#### **UPDATE ON THE REVISED OAK PARK HIGH SCHOOL BELL SCHEDULE FOR 2023-2024**

Oak Park High School Principal, Mat McClenhan presented information regarding the OPHS bell schedule for next year (2023-2024). The Board requests the following follow-up information from staff:

- Legal counsel review of the instructional minutes
- Corroboration that Fiscal Management Advisory 86-06 on Instructional Minutes is current guidance/remains unchanged.
- Information to be shared about where and how in the master schedule process counselors synchronize course requests for those students who are asking for a 7th period class not listed in the initial offering.
- OPHS to send a communication to parents/students about the new bell schedule.
- Staff is aware of the “no harm” policy for students who cannot take a class due to no fault of their own to ensure uniform application/guidance.
- Data of student course requests before meeting with counselors by grade: number of student requests for each course and the report to include the number of 0, 7 and 8 period course requests.
- Data on what happens to those students who encounter a schedule conflict after they receive their schedule in the fall - and then want to request a 7th period to resolve it.
- A report that shows how many students wanted a 7th period course that was not offered.

## **5. CONSENT AGENDA**

On motion of Soyon Hardy, seconded by Megan Lantsman, the Board of Education approved the Consent Agenda. Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- 5.1. Minutes of the January 24, 2023 Regular Meeting and Special Meeting held on February 8, 2023
- 5.2. Approve Public Employee Employment/Changes Classified Personnel
- 5.3. Approve Public Employee Employment/Changes Certificated Personnel
- 5.4. Ratify Purchase Orders January 1- January 31, 2023
- 5.5. Approve Acceptance of Donation- Disney VolunTEARS Grant
- 5.6. Approve Overnight trip for Oak Park High School Varsity Baseball to Participate in the Lions Tournament, April 2-5, 2023, in San Diego, CA.
- 5.7. Approve Overnight trip for Oak Park High School Media/Journalism Convention, April 20-22, 2023, in San Francisco, CA.
- 5.8. Approve Overnight trip for Oak Park High School Speech and Debate to Participate in a Tournament, April 21-23, 2023, in Carlsbad, CA.
- 5.9. Approve Overnight trip for Medea Creek Middle School Students to Attend All it Takes Leadership Summit, April 28-May 1, 2023, Camp Campbell, Boulder Creek, CA.
- 5.10. Approve Internet Service Provider Contract with Spectrum for District Office
- 5.11. Approve District Wide Area Network Contract with Spectrum

## **6. EDUCATIONAL SERVICES**

### **6.1. Approve 2022-23 Safe School Plans**

Mr. Brad Benioff, Director of Student Support and School Safety provided an overview of the process to update the Safe School Plans and the purpose of the plans. The Board requested the following follow-up information from staff:

- Emergency Plans posted on each school website on the homepage.
- The District to give guidelines and to streamline section 3. Appropriate Programs and Strategies that Provide School Safety across the sites.
- A standing agenda item in the Safety and Security Task Force meeting that would include feedback after safety drills so that the information can be heard across all sites.
- Communication/posting about safety plans to families.
- For next year's School Site Safety Plans, recommendation to:
  - Have consistent formatting throughout.
  - Reference to Emergency Key or Knox boxes
  - Signature page for person who reviewed the full plan
  - Consistency in wellness/safety program descriptions between sites
  - List of assigned personnel and safety responsibilities.
- For MCMS & OPHS sites: check "emergency procedures" links to be sure up-to-date
- For Elementary sites: create "emergency procedures" shortcut on home page similar to secondary schools.

On motion of Jim Moynihan, seconded by Megan Lantsman, the Board approved 2022-23 Safe School Plans. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

## **7. BUSINESS SERVICES**

### **7.1. Award Installation Services Contract for Measure S Project 19-17S Emergency Generator for District Administrative Office**

On motion of Tina Wang, seconded by Jim Moynihan, the Board awarded the Installation Services Contract to Ardalan Construction for Measure S Project 19-17S Emergency Generator for District Administrative Office. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**7.2 Authorize Measure S Project 22-20S Network Infrastructure Upgrades and Award Related Contract**

On motion of Tina Wang, seconded by Soyon Hardy, the Board authorized Measure S Project 22-20S Network Infrastructure Upgrades and awarded Contract to All Connected. The contract will be brought back to the Board for ratification. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

Tess Leong, student Board member left the meeting at 8:20 pm.

The Board took a break at 8:20 pm and the meeting resumed at 8:27 pm.

**8. HUMAN RESOURCES**

**8.1. Approve Resolution #2023-02 - Release Temporary Certificated Employees #1 Through #18**

On motion of Jim Moynihan, seconded by Soyon Hardy, the Board approved Resolution #2023-02 Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

**8.2. Approve Resolution #2023-03 - Reducing or Discontinuing Particular Kinds of Service for Certificated Employees**

On motion of Jim Moynihan, seconded by Tina Wang, the Board approved Resolution #2023-03. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent .

**8.3. Approve Resolution #2023-04 - Determination of Seniority Among Employees with the Same Seniority Date ("Tie Breaker Resolution")**

On motion of Jim Moynihan, seconded by Soyon Hardy, the Board approved Resolution #2023-03. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

**8.4. Approve Addendum to the Annual Teacher Assignment Report for 2022-2023**

**8.5. Approve Revised Job Descriptions for Certificated Positions of CTE Theatre Teacher, School Psychologist, and Speech Pathologist**

**8.6. Approve Revised Title for Classified Positions of Department Secretary to Department Assistant I**

**8.7. Approve Revised Title for Classified Position of Athletics Secretary to Athletics Assistant I**

**8.8. Establish a New Classified Position of Department Assistant II-Human Resources and Approve the Associated Job Description and Placement on the Salary Schedule**

**8.9. Establish New Certificated Position English Language Development Teacher and Approve Associated Job Description**

On motion of Tina Wang, seconded by Jim Moynihan, the Board approved items 8.3 through 8.9 together as one vote. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

**9. BOARD**

**9.1. Approve 2023 CSBA Delegate Assembly Election of Candidate**

On motion of Soyon Hardy, seconded by Megan Lantsman, the Board approved Rebecca “Beckie” Cramer (Pleasant Valley SD) as the 2023 CSBA Delegate Assembly Candidate for region 11B. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

## 10. BOARD POLICIES

### 10.1. Approve Amendment to Board Policy 1313 Civility

On motion of Soyon Hardy, seconded by Jim Moynihan, the Board approved Amendment to Board Policy 1313 Civility with the recommended change of adding or in this sentence on the second to last paragraph on page a of the policy “Behavior by students, staff, or parents/guardians...” Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

### 10.2. Approve Amendment to Board Bylaw 9323 - Meeting Conduct

On motion of Jim Moynihan, seconded by Soyon Hardy, the Board approved Board Bylaw 9323 - Meeting Conduct. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

## 11. OPEN DISCUSSION/FUTURE AGENDA ITEMS

### 11.1. Discussion on OPUSD's Focus on Legislative Action Week

Board member Soyon Hardy, Denise Helfstein and Megan Lantsman volunteered to attend. Soyon would like to discuss what issues she and the other Board members can raise as a district in the chance that the Board members get to bring their own list. The following suggestions were made:

- TK funding
- Facilities funding, and the option of a State facilities bond
- How the state is dealing with ADA
- Arts and Music Block Grant

Board member Soyon Hardy proposed that after the training, she and Board President Denise Helfstein will provide Ragini with the topics that came from the State and asks that the District work with staff to get personalized examples that they Board members can bring up at Legislative Action Week.

### 11.2. Special Meeting to be held on March 14 to Discuss Mid-Year Progress on District and Board Goals

## ADJOURNMENT

On motion of Tina Wang, seconded by Soyon Hardy, there being no further business before this Board, the regular meeting held on February 28, 2023, is declared adjourned at 10:02 p.m.

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Date

President of the Board

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Date

Clerk or Secretary of the Board

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

**3-14-2023 #1078**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mrs. Denise Helfstein, called the special meeting to order at 5:04 p.m. at Oak View School, Room 104, 5701 Conifer Street, Oak Park.

Members of the public were able to attend in person.

**BOARD PRESENT**

Mrs. Denise Helfstein, President, Mrs. Tina Wang, Vice President, Mrs. Soyon Hardy, Clerk, Mrs. Megan Lantsman, Member, and Mr. Jim Moynihan, Member.

**BOARD ABSENT**

None

**STAFF PRESENT**

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent of Business Services, Mrs. Tammy Herzog, Assistant Superintendent of Educational Services, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance & Operations, Mrs. Gia Jantz, MCMS Principal, Mrs. Samantha Gottlieb, MCMS Assistant Principal, Mr. Miguel Tabares, Maintenance Engineer, and Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant to the Superintendent/Board.

**FLAG SALUTE**

Denise Helfstein led the Pledge of Allegiance to the Flag.

**ADOPTION OF AGENDA**

On motion of Tina Wang, seconded by Jim Moynihan, the Board of Education adopted the agenda as presented. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Absent – 0.

**PUBLIC COMMENTS**

None

**OPEN SESSION**

**A. DISCUSSION/INFORMATION**

**1. [Discussion on HVAC Systems and Air Quality Monitoring](#)**

Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance & Operations and Miguel Tabares, Maintenance Engineer presented information related to HVAC systems, MERV filters being recommended, the CO2 monitoring systems installed in every classroom at OPUSD, the comparison to the ASHRAE standards and Cal OSHA requirements. Board requested staff to provide an update on the HVAC systems and air quality monitoring next year and that this follow-up item should be added to the Governance calendar.

**2. [Discussion on the Recommendation to Add a Health Course for 7<sup>th</sup> Grade](#)**

Gia Jantz, Principal of Medea Creek Middle School, and Samantha Gottlieb, Assistant Principal of Medea Creek Middle School, and Tammy Herzog, Assistant Superintendent of Educational Services present the rationale for the course, the timeline of discussions held with various educational partners at the school and district level that were held and how this course would be rolled out. The recommendation is to pilot this as a separate elective course for the 2023-2024

school year. The Board requested that staff update the course request form to include applicable BP/ARs.

**3. Discussion and Mid-Year Review of 2022-2023 District Goals**

Dr. Davis shared the progress made towards achieving the District Goals which were approved at the October 13, 2022 Board meeting. Board asked that staff add the measurable outcomes to the Goals update when end of the year review of the progress on goals is done.

**4. Discussion on Establishing a New Student Awards Criteria to Replace the Marie Panec Awards**

Dr. Davis shared the proposal for revising the Marie Panec Awards and the nomination and eligibility criteria and calling them the Superintendent's Compassionate and Creative Citizens Award to be given out beginning this year to students in 5<sup>th</sup>, 8<sup>th</sup>, and 12<sup>th</sup> grades.

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

- 1. 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
- 2. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION:**  
Title: Principals, Directors

The Board adjourned to Closed Session at 8:35 p.m.

There being no further business before this Board, the special meeting held on March 14, 2023 is declared adjourned at 10:55 p.m.

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Date \_\_\_\_\_ President of the Board

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Date \_\_\_\_\_ Clerk or Secretary of the Board



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: 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
CL254446	Alison Bellefonte	Deaf & Heard of Hearing Trainor	3/1/2023	Special Ed	DO

**AUTHORIZATION TO PAY STIPEND**

Number	Name	Position	Start Date	Fund	Salary	Site
CL254447	Tori Nisperos	AP Reader	1/29/2023	PFA	\$292.50	OPHS
CL254448	Brian Hogendorp	Track Assistant Coach	1/24/2023	Site	\$2,250.00	OPHS
CL254449	Tim McPhillips	Track Assistant Coach	1/24/2023	Site	\$2,000.00	OPHS
CL254450	Kris McDaniels	Stunt Assistant Coach	1/24/2023	ASB Donation	\$1,500.00	OPHS
CL254451	Sydney Burnett	Girls Beach Volley Ball Assistant Coach	1/24/2023	ASB Donation	\$400.00	OPHS
CL254452	Vianne Will	Boys Swim Varsity Head Co-Coach	1/24/2023	Site	\$2,000.00	OPHS
CL254453	Samone Rankins	Stunt Varsity Head Coach	1/24/2023	Site	\$3,000.00	OPHS
CL254454	Maddie Weyers	Stunt Assistant Coach	1/24/2023	ASB Donation	\$2,000.00	OPHS
CL254455	Russ Peters	Girls Basketball Game Manager	11/30/2022	ASB Donation	\$1,350.00	OPHS
CL254456	Casey Denning	Performing Arts Coach	1/10/2023	OPIMA	\$937.50	OPHS
CL254457	Alan Peck	Performing Arts Coach	1/10/2023	OPIMA	\$2,000.00	OPHS
CL254458	Amit Maish	Performing Arts Coach	1/10/2023	OPIMA	\$1,375.00	OPHS

**IN-SERVICE CHANGE**

Number	Name	Change	Effective Date	Fund	Site
CL254459	Shannon Curtis	Instructional Assistant II SpEd Site change ROES to BES	3/1/2023	SpEd	BES
CL254460	Janelle Denti	Instructional Assistant I L & N LOA Medical Return	2/27/2023	ELO	ROES

**SEPARATION**

Number	Name	Position	Effective Date	Separation Type	Site
CL254461	Hannah Vallaneda	Food Service Assistant	3/1/2023	Resignation	BES
CL254462	Kathleen Ko	Instructional Assistant II SpEd	5/25/2023	Resignation	BES
CL254463	Vanessa Flores	Department Secretary HR	3/13/2023	39-Month Rehire	DO

Prepared by: Stewart McGugan Assistant Superintendent, Human Resources

Respectfully Submitted,

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: 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
01CE12305	Catherine Steiner	Guest Teacher	2/22/2023	General	District Wide

**AUTHORIZATION TO PAY STIPEND**

Number	Name	Position	Start Date	Fund	Salary	Site
01CE12306	Raymond Gonzales	Debate Club	09/12/2022	Site	\$500.00	MCMS
01CE12307	Stacy McClamma	Winter Concert Accompanist	12/01/2022	Site	\$420.00	MCMS
01CE12308	Richard Howard	Earth Week Advisor	04/17/2023	PFA	\$100.00	MCMS
01CE12309	Carissa Trapp	Spelling Bee Advisor	12/01/2022	PFA	\$150.00	MCMS
01CE12310	Casey Webb	Game Manager - Girls' Soccer	12/08/2022	ASB	\$1,120.00	OPHS
01CE12311	Rob Hall	Game Manager - Boys' Basketball	12/13/2022	ASB	\$1,570.00	OPHS
01CE12312	Carrie Jones	Assistant Coach - Track	01/24/2023	ASB	\$2,250.00	OPHS
01CE12313	Brian Winsick	Assistant Coach - Lacrosse	01/24/2023	ASB	\$1,500.00	OPHS
01CE12314	Aaron Shaw	Post Season Head Coach Boys' Basketball	02/08/2023	ASB	\$100.00	OPHS
01CE12315	Kathryn Klamecki	Post Season Head Coach Girls' Soccer	02/08/2023	ASB	\$100.00	OPHS
01CE12316	Vic Anderson	Class Size Overages (February 2023)	02/01/2023	General	\$86.00	OPHS
01CE12317	Erik Amerikaner	Class Size Overages (February 2023)	02/01/2023	General	\$36.00	OPHS
01CE12318	Kathy Bowman	Class Size Overages (February 2023)	02/01/2023	General	\$96.00	OPHS
01CE12319	Eric Pryor	Class Size Overages (February 2023)	02/01/2023	General	\$68.00	OPHS
01CE12320	Tim Chevalier	Class Size Overages (February 2023)	02/01/2023	General	\$250.00	OPHS
01CE12321	Brenda Pasqua	Study Hall (Spring)	01/10/2023	General	\$6,734.00	OPHS
01CE12322	Danielle McKendry	Class Size Overages (February 2023)	02/01/2023	General	\$360.00	ROES
01CE12323	Tahnee Munoz	Class Size Overages (February 2023)	02/01/2023	General	\$540.00	ROES
01CE12324	Lynnae Gaeta	Class Size Overages (February 2023)	02/01/2023	General	\$540.00	ROES
01CE12325	Maureen McDowell	Class Size Overages (February 2023)	02/01/2023	General	\$230.00	ROES
01CE12326	Alexis Ma	Class Size Overages (February 2023)	02/01/2023	General	\$350.00	ROES
01CE12327	Amy Buccino	Class Size Overages (February 2023)	02/01/2023	General	\$60.00	ROES
01CE12328	Sandra Hirano	Class Size Overages (February 2023)	02/01/2023	General	\$320.00	BES
01CE12329	Brandie Pryor	Class Size Overages (February 2023)	02/01/2023	General	\$320.00	BES
01CE12330	Allison Elbaz	Class Size Overages (February 2023)	02/01/2023	General	\$320.00	BES
01CE12331	Erik Squire	Class Size Overages (February 2023)	02/01/2023	General	\$320.00	BES

Prepared by: Stewart McGugan Assistant Superintendent, Human Resources

Respectfully Submitted,

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

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: RATIFY PURCHASE ORDERS – FEBRUARY 1 THROUGH FEBRUARY 28, 2023**

CONSENT

**ISSUE:** Shall the Board ratify the following purchase orders issued for the period February 1 through February 28, 2023?

**BACKGROUND:** Purchase Order Report listing all purchase orders issued during the reporting period is included for the Board review. All purchase orders have been approved by an administrator as a necessary expense and are budgeted for and within the budget authorization of the account. The Board is requested to ratify the purchase order from February 1 through February 28, 2023?

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

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

**GOAL:** In support of District Goal #4- Utilizing resources efficiently and responsibly.

**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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

## Includes Purchase Orders dated 02/01/2023 - 02/28/2023

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
<b>010-4100 Approved Textbooks and Core Cu</b>					
P23-00616	Amazon Capital Services, Inc.	005	BES 4th Gr RWW Order	010-4100	141.51
<b>Total:010-4100 Approved Textbooks and Core Cu</b>					<b>141.51</b>
<b>010-4330 Other Materials and Supplies N</b>					
B23-00073	Pacwest Air Filter, LLC	004	2022 HVAC Air Filter Replacements	010-4330	7,193.46
P23-00601	Coast Cart Inc.	012	Disc: Repair Golf Cart	010-4330	1,010.83
P23-00602	Bsn Sports	012	Disc: Spiritwear	010-4330	218.42
P23-00603	Concepts School & Office Furn	004	Ergonomic Chairs for Staff per Assessment	010-4330	492.81
P23-00604	ML Filters, Inc	000	2023 Filters for HVAC DW	010-4330	5,811.06
P23-00606	Amazon Capital Services, Inc.	005	Headphones for ELPAC testing	010-4330	51.43
P23-00607	Amazon Capital Services, Inc.	009	Title One Supplies	010-4330	655.39
P23-00610	Amazon Capital Services, Inc.	013	Misc Supply/PFA/Oth Supply	010-4330	64.20
P23-00611	Amazon Capital Services, Inc.	013	Misc Suppl/PFA/Oth Suppl	010-4330	220.83
P23-00613	Uline	004	ADA Hexagon, Umbrella & Stand @OPHS	010-4330	1,630.78
P23-00614	Eyedentity Graphics Inc.	004	Signs for Sites as needed DW	010-4330	600.00
P23-00615	Amazon Capital Services, Inc.	000	White Board Film for Classroom Doors @MCMS	010-4330	34.30
P23-00617	Amazon Capital Services, Inc.	013	Misc Supply/APC	010-4330	355.20
P23-00618	Amazon Capital Services, Inc.	005	MCMS Wellness Center Items	010-4330	288.48
P23-00619	Revolution Office	013	Color Printer/Wellness Ctr/PFA	010-4330	1,330.97
P23-00625	Amazon Capital Services, Inc.	005	MCMS Shipping Boxes	010-4330	6.59
P23-00628	Amazon Capital Services, Inc.	004	Vents for Storage Containers DW	010-4330	127.36
P23-00629	Amazon Capital Services, Inc.	004	M & O Materials and Tools	010-4330	115.48
P23-00630	Amazon Capital Services, Inc.	004	Replace Counselor Desk due to water damage @OPHS	010-4330	851.54
P23-00632	Amazon Capital Services, Inc.	013	Book/Other Supply/Library Media	010-4330	193.68
P23-00634	Amazon Capital Services, Inc.	005	Supplies for MCMS Counselors	010-4330	409.97
P23-00641	Amazon Capital Services, Inc.	004	Ergonomic Equipment for Staff	010-4330	101.10
P23-00642	Amazon Capital Services, Inc.	004	Labelmaker for Business Office	010-4330	25.73
P23-00646	Amazon Capital Services, Inc.	015	Vacuum And Cups for Oak View High School	010-4330	82.56
<b>Total:010-4330 Other Materials and Supplies N</b>					<b>21,872.17</b>
<b>010-4410 Equipment New Non-Capitalized</b>					
P23-00605	School Health Corporation	011	Recovery couch for health office	010-4410	616.78
T23-00039	Amazon Capital Services, Inc.	007	Tech Supplies - USB-C Dongles	010-4410	524.95
T23-00040	Apple Computer, Inc. Ms198-3ED	007	MacBook Air Qty 5	010-4410	7,186.08
T23-00041	Amazon Capital Services, Inc.	007	Tech Supplies - wireless keyboards	010-4410	93.56
T23-00042	Amazon Capital Services, Inc.	007	Interactive Display Cables - 10ft	010-4410	83.82
<b>Total:010-4410 Equipment New Non-Capitalized</b>					<b>8,505.19</b>
<b>010-5200 Travel and Conference</b>					

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

ESCAPE ONLINE

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## Includes Purchase Orders dated 02/01/2023 - 02/28/2023

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
P23-00608	California Association for Bilingual Education	005	CABE 2023 Conference Registration	010-5200	1,020.00
P23-00622	VCSCA	005	VCSCA Spring Workshop Registration	010-5200	260.00
Total:010-5200 Travel and Conference					1,280.00
<b>010-5600</b>	<b>Rents, Leases, and Repairs</b>				
P23-00647	Southern California Flagpole Company, Inc.	004	Restraining Flagpole at OPHS	010-5600	728.85
Total:010-5600 Rents, Leases, and Repairs					728.85
<b>010-5820</b>	<b>Other Operating Expense</b>				
P23-00609	Screenecastify, LLC	005	Screenecastify Renewal	010-5820	1,440.00
P23-00623	Art Trek, Inc.	005	22-23 ROES Art Trek Spring Classes	010-5820	9,880.00
P23-00624	HEINEMANN	005	Additional Units of Study	010-5820	1,009.38
P23-00635	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	011	Parent funded field trip	010-5820	1,550.00
P23-00636	Underwood Family Farms,LP	011	Parent funded field trip--2nd grade	010-5820	1,802.00
P23-00637	Los Angeles Charter Transportation, Inc	011	Parent funded field trip--2nd grade	010-5820	1,875.00
P23-00638	1080 Signs, LLC	001	2023 - 5,8,12 grade Grad Lawn Signs	010-5820	7,471.43
P23-00639	Amazon Capital Services, Inc.	005	BES 2nd Gr science materials	010-5820	88.92
P23-00640	Amazon Capital Services, Inc.	005	MTSS Book for Danielle	010-5820	58.93
P23-00643	The Ronald Reagan Presidential Foundation & Institute	009	BES Reagan Library Field Trip	010-5820	2,316.00
Total:010-5820 Other Operating Expense					27,491.66
<b>120-4330</b>	<b>Other Materials and Supplies N</b>				
P23-00612	Amazon Capital Services, Inc.	028	Replacement clips for walkie talkies	120-4330	38.59
P23-00626	Amazon Capital Services, Inc.	028	Folding table for BES ext. care site	120-4330	45.99
P23-00627	Amazon Capital Services, Inc.	028	Folding table for ROES Ext. Care site	120-4330	45.99
Total:120-4330 Other Materials and Supplies N					130.57
<b>130-4330</b>	<b>Other Materials and Supplies N</b>				
FS23-00025	Amazon Capital Services, Inc.	025	supplies	130-4330	498.22
Total:130-4330 Other Materials and Supplies N					498.22
<b>211-4410</b>	<b>Equipment New Non-Capitalized</b>				
P23-00600	Amazon Capital Services, Inc.	004	Proj 22-11S Wellness Center Furniture	211-4410	1,713.35
Total:211-4410 Equipment New Non-Capitalized					1,713.35
<b>211-5820</b>	<b>Other Operating Expense</b>				
P23-00621	Barnhart Balfour Beatty, Inc Balfour Beatty Construction	004	CM Services Jan 2023 #57000	211-5820	5,640.00
Total:211-5820 Other Operating Expense					5,640.00
<b>211-6272</b>	<b>Construction Management Fees</b>				

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

ESCAPE ONLINE

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## Includes Purchase Orders dated 02/01/2023 - 02/28/2023

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
				211-6272	10,040.00
			Total:211-6272 Construction Management Fees		10,040.00
		Total Number of POs	49	Total	78,041.52

## Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	43	60,019.38
	Total Fiscal Year 2023		60,019.38
120	Child Development Fund	3	130.57
	Total Fiscal Year 2023		130.57
130	Cafeteria Fund	1	498.22
	Total Fiscal Year 2023		498.22
211	Measure S Facilities & Tech	2	17,393.35
	Total Fiscal Year 2023		17,393.35
	Total		78,041.52

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

ESCAPE ONLINE

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Includes Purchase Orders dated 02/01/2023 - 02/28/2023

## PO Changes

	New PO Amount	Fund/ Object	Description	Change Amount
<b>010-4330</b>	<b>Other Materials and Supplies N</b>			
B23-00008	19,940.00	010-4330	General Fund/Other Materials and Supplies N	398.38-
B23-00090	4,000.00	010-4330	General Fund/Other Materials and Supplies N	2,000.00
B23-00107	6,227.14	010-4330	General Fund/Other Materials and Supplies N	1,327.14
B23-00135	7,100.00	010-4330	General Fund/Other Materials and Supplies N	.00
TB23-00007	500.00	010-4330	General Fund/Other Materials and Supplies N	1,000.00-
<b>Total:010-4330 Other Materials and Supplies N</b>				<b>1,928.76</b>
<b>010-5200</b>	<b>Travel and Conference</b>			
TB23-00015	4,000.00	010-5200	General Fund/Travel and Conference	3,000.00
<b>Total:010-5200 Travel and Conference</b>				<b>3,000.00</b>
<b>010-5510</b>	<b>Gas Utility Service</b>			
B23-00152	94,000.00	010-5510	General Fund/Gas Utility Service	44,000.00
<b>Total:010-5510 Gas Utility Service</b>				<b>44,000.00</b>
<b>010-5520</b>	<b>Electric Utility Service</b>			
B23-00126	341,233.00	010-5520	General Fund/Electric Utility Service	100,000.00
<b>Total:010-5520 Electric Utility Service</b>				<b>100,000.00</b>
<b>010-5600</b>	<b>Rents, Leases, and Repairs</b>			
B23-00097	12,000.00	010-5600	General Fund/Rents, Leases, and Repairs	5,000.00
B23-00099	2,000.00	010-5600	General Fund/Rents, Leases, and Repairs	961.21
P23-00114	2,297.67	010-5600	General Fund/Rents, Leases, and Repairs	3,027.35-
<b>Total:010-5600 Rents, Leases, and Repairs</b>				<b>2,933.86</b>
<b>010-5820</b>	<b>Other Operating Expense</b>			
P23-00268	12,000.00	010-5820	General Fund/Other Operating Expense	2,000.00
<b>Total:010-5820 Other Operating Expense</b>				<b>2,000.00</b>
<b>130-4700</b>	<b>Food Purchases</b>			
FS23-00002	90,000.00	130-4700	Cafeteria Fund/Food Purchases	18,425.54
FS23-00003	120,000.00	130-4700	Cafeteria Fund/Food Purchases	26,701.56
FS23-00006	120,000.00	130-4700	Cafeteria Fund/Food Purchases	16,340.50
FS23-00015	80,000.00	130-4700	Cafeteria Fund/Food Purchases	19,564.05
<b>Total:130-4700 Food Purchases</b>				<b>81,031.65</b>
<b>Total PO Changes</b>				<b>234,894.27</b>

## Location Key

000 District Wide Programs / Undesignated 004 Business Administration 005 Curriculum 007 Technology Coordinator  
 009 Brookside Elementary School  
 011 Red Oak Elementary School  
 012 Medea Creek Middle School  
 013 Oak Park High School  
 015 Oak View High School  
 023 Oak Park Neighborhood School  
 028 Extended Care

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

ESCAPE ONLINE

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**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: APPROVE REVISED OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL, BASEBALL APRIL 2-6, 2023.**

CONSENT

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

**BACKGROUND:** The Board had approved this trip request at the February 28<sup>th</sup> meeting since then there has been a change of hotel location for the team which is reflected in the requested approval and the revised fiscal impact which has been reduced by \$15 per student.  
Principal, Mat McClenahan requests approval for the Lions Tournament scheduled for April 2-6, 2023 in San Diego, CA. Approximately 28 students and 4 coaches will travel in district vehicles. They will depart on Sunday, April 2<sup>nd</sup> at approximately 1:00 p.m. and return on Thursday, April 6<sup>th</sup> at approximately 10:30 p.m. Students and chaperones will stay at hotel Super 8 by Wyndham/Hotel Circle 445 Hotel Cir S, San Diego, CA, 92108. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved Field Trip Planning/Checklist have been met.

**FISCAL IMPACT:** The cost of this trip is \$285 per student (which includes lodging, food, and transportation.) Funding Source is the Baseball Fund and is included in the 2022-2023 ASB Budget and the Athletic Booster Club Baseball Funds.

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

**GOAL:** In support of District Goal 2.B. – Increase extracurricular program offerings and participation in all TK-12 schools.

**ALTERNATIVES:**

1. Approve the overnight trip for Oak Park High School Varsity Baseball, San Diego, CA.
2. Do not approve the overnight trip for Oak Park High School Varsity Baseball, San Diego, CA.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

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Jeff Davis, Ed.D.  
Superintendent



**BOARD MEETING, MARCH 21, 2023**

Approve overnight trip for Oak Park High School  
Varsity Baseball Team to San Diego, CA.

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL CIF PLAYOFFS, CA**

CONSENT

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

**BACKGROUND:** Principal, Mat McClenahan, requests approval for any/all spring sports team(s) (Baseball, Boys' Golf, Boys' Lacrosse, Girls' Lacrosse, Softball, Swim, Boys' Tennis, Track, Boys' Volleyball) that might qualify for CIF Play-Offs and require overnight travel and accommodations due to distance. Details of specific trips will be updated as they occur. Accept this as certification that the Principal will review and verify that all the required components of the approved Field Trip Planning Guide/Checklist have been met prior to students traveling on the trip. This pre-approval is sought in advance to permit the students to travel and stay overnight if needed for a playoff game that would need overnight stay for the team due to the distance.

**FISCAL IMPACT:** Funding source is the ASB Fund and is included in the 2022-2023 budget.

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

**GOAL:** In support of District Goal 2.B. – Increase extracurricular program offerings and participation in all TK-12 schools.

**ALTERNATIVES:**

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

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

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Jeff Davis, Ed.D.  
Superintendent

**BOARD MEETING, MARCH 21, 2023**

Approve overnight trip for Oak Park High School  
Spring Sports Teams that qualify for CIF Playoffs.  
Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: APPROVE OUT OF STATE TRAVEL FOR MCMS STAFF TO ATTEND THE  
SOUTHEAST CONFERENCE ON SCHOOL CLIMATE JUNE 5-7,  
2023, SAVANNAH, GA**

CONSENT

**ISSUE:** Shall the Board of Education approve out of state travel for certificated employees to attend the Southeast Conference on School Climate?

**BACKGROUND:** Medea Creek Middle School's Plan For Student Achievement (SPSA) and the Board LCAP Goals include the continuation to expand school safety and student/staff well-being initiatives. This includes building staff capacity in these areas, implementing more school-wide systems in order to provide support to students and an increase in access to Social-emotional learning (SEL) and behavior support for all students.

The Southeast Conference on School Climate (SeCSC) is a two and half-day conference that provides research-based resources for improving school culture, climate, and safety. Conference attendees participate in sessions packed with practical, evidence-based strategies aimed at creating learning environments to improve every student's mental, behavioral, and academic performances. The SeCSC primary strands include Positive Behavior Interventions and Supports, Mental Health, School Safety, Social Emotional Learning, Restorative Practices, and Mindfulness and Wellbeing.

Medea Creek Middle School would like to send the following staff to this conference; Principal Gia Jantz, Assistant Principal Samantha Gottlieb, Dean Alexis Boyadjian, Counselor Alexis Jordan, and Department Chairs Malia Cadle, Teresa Hogan, Suzanne Shea, Amy Sinnamon, Carrie Jones, Tris Wenker and Marta Graves.

**FISCAL IMPACT:** The cost of the conference and travel is \$2,300 per person. Funding Source will be co-funded between Medea Creek Middle School Title I funds and Educator Effectiveness Block Grant.

**BOARD POLICY:** Pursuant to Board Policy BP3350 - All out-of-state travel shall be approved in advance by the Board.

**GOAL:** In Support of OPUSD Goal 1 Professional Excellence - Invest in our talented network of dedicated employees, recognizing our own.

**ALTERNATIVES:**

1. Approve out of state travel for certificated employees to attend the Southeast Conference on School Climate.
2. Do not approve.

**RECOMMENDATION:** Alternative #1

**BOARD MEETING, MARCH 21, 2023**

Approve Out of State Travel for MCMS staff  
to Attend The Southeast Conference

On School Climate

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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: REVIEW AND APPROVE NEW HEALTH COURSE AT MEDEA CREEK MIDDLE SCHOOL**

ACTION

**ISSUE:** Shall Medea Creek Middle School add a Health course to its 7<sup>th</sup> grade curriculum?

**BACKGROUND:** The California Healthy Youth Act requires that comprehensive sexual health education and HIV prevention education be provided to students at least once in middle school or junior high school and once in high school, starting in grade 7. Per the California Healthy Youth Act, instruction must be medically accurate, age-appropriate and inclusive of all students.

Health education should foster the knowledge, skills, and attitudes that students need in order to lead healthy lives and avoid high-risk behaviors, and that creating a safe, supportive, inclusive, and nonjudgmental environment is crucial in promoting healthy development for all students. Staff has recommended that a one semester course be taught in 7th grade by a credentialed health teacher. The focus in the semester long health class, which is aligned with the California state standards are the 6 main Health Standards: Growth Development and Sex Ed, Injury Prevention, Nutrition, Mental, Emotional and Social Health Personal and Community Health and Alcohol, Tobacco, and Drugs. This course will be taught as a semester course to seventh graders. Students will still be able to select one elective course to take the other semester of their seventh-grade year. All 7<sup>th</sup> grade students, regardless of whether or not they are in the semester health course or a year long elective, will receive and have access to the health standards/curriculum including the content legally required by the CHYA. Year-long elective teachers will sign up for their 10 pull-out days on a calendar with the health teacher. The health teacher, using the standards and framework, will be able to create a 10-day lesson for these students.

This course is being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting.

Positive Prevention Plus is the proposed sexual health and HIV/AIDS prevention curriculum. It is being reviewed by Curriculum Council and based on their recommendation will be brought to the Board for approval at a later meeting. If the Health course is approved additional instructional materials for the remaining units will be piloted next school year when the course is offered and those instructional materials will be brought for review after a successful pilot and staff recommendation.

**FISCAL IMPACT:** There will be an .2 to .6 FTE increase at the middle school if this course is added, which equates to approximately \$20,000 to \$60,000. This increase in FTE will be funded by the general fund and will be included in the 2023-2024 proposed budget.

**BOARD POLICY:** Pursuant to Board Policy BP 6142.8- Comprehensive Health Education

## BOARD MEETING, MARCH 21, 2023

Approve New Course Health

At Medea Creek Middle School

Page 2

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The district shall provide a planned, sequential, research-based, and developmentally appropriate health education curriculum for students in grades K-12, which is aligned with the state's content standards and curriculum framework and integrated with other content areas of the district's curriculum.

Pursuant to Board Policy BP 6142.1- Sexual Health and HIV/AIDS Prevention Instruction - The Governing Board desires to provide a well-planned, integrated sequence of medically accurate and inclusive instruction on comprehensive sexual health and human immunodeficiency virus (HIV) prevention.

Pursuant to Administrative Regulation AR 6161.1- Section and Evaluation of Instructional Materials - When possible, the district may pilot instructional materials in a representative sample of classrooms for a specified period of time during a school year, in order to determine the extent to which the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

**GOAL:** In Support of OPUSD Goal 1 Access and Equity:A.1. Focus on high-quality standards-based instruction and address learning gaps across all grades.

**ALTERNATIVES:** 1. Approve the request for a Health course at Medea Creek Middle School.  
2. Do not approve the request for a Health course at Medea Creek Middle School.

**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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**OPUSD New Course Approval Template****Updated 1/2023****Course Title:** Health

OPUSD Teacher Approval Date: 1/30/23

**Local Course Code:**

OPUSD Dept Chair Approval Date: 1/23/23

**State Course Code:** 9160

OPUSD Admin Approval Date: 12/5/22

**Length of Course:** 1 semester**Credential Required:** Health Science**UC A-G designation:** NA**CC First Reading Date:** 2/7/23**Grade Level(s):** 7**CC Recommendation Date:** 3/7/2022**CP/Honors/AP:** NA**Course Description:**

Health education is an integral part of the Climate of Care vision and educational program for all OPUSD students. Middle School health is designed to promote a healthy lifestyle and behaviors. Taught at the 7th grade level, the goal is for our students, now and for their future, to make better, informed decisions about their own health and increase health literacy. The health education standards define the essential skills and knowledge that all students need in order to become "health literate."

Units in the health class will include:

- Injury Prevention
- Nutrition
- Mental, Emotional and Social Health
- Growth Development & Sexual Health
- Personal & Community Health
- Alcohol, Tobacco and Drugs

This course will be taught as a semester course to seventh graders. Students will still be able to select one elective course to take the other semester of their seventh grade year.

**Course Objectives/Outcomes:**

The focus in the semester long health class, which is guided by the California state standards, is on teaching the skills that enable students to make healthy choices and avoid high risk behaviors in nutrition, mental, emotional and social health, physical activity, growth and sexual health, injury and prevention, alcohol, tobacco, and other drugs, and community health.

**Text Required/Tentative Reading List:**

**Positive Prevention Plus will be recommended to the Board for approval for the Sexual Health and AIDS unit**

**State Standards Addressed:**

<https://www.cde.ca.gov/be/st/ss/documents/healthstandmar08.pdf>

**District Goals Addressed:**



- **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.
- **LCAP Goal 3:** Continue to expand school safety and student/staff well-being initiatives.

**Next Steps:**

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

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: APPROVE NEW COURSES ENGLISH LANGUAGE DEVELOPMENT 1-2 & 3-4  
AT MEDEA CREEK MIDDLE SCHOOL**

**ACTION**

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**ISSUE:** Shall Medea Creek Middle School add the courses English Language Development (ELD) 1-2 & 3-4?

**BACKGROUND:** English learners (Multilingual Learners) at all English proficiency levels and all ages require both Integrated ELD and specialized attention to their particular language learning needs, or Designated ELD. Designated ELD is defined as instruction provided during a time in a regular school day for focused instruction on the state-adopted ELD standards to assist English learners to develop critical English language skills necessary for academic content learning in English. (*California Code of Regulations*, Title 5 [5 CCR] Section 11300[a]). Medea Creek Middle School would like to add two Designated ELD courses designed to meet the needs of level 1 and 2 (beginning ELD students) and the needs of level 3 and 4 (intermediate/advanced ELD students).

These are both year-long courses. These courses are being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting.

**FISCAL IMPACT:** There will potentially be increase of .4 FTE at the middle school if these courses are added, which equates to approximately \$40,000. This increase in FTE will be funded by the general fund and will be included in the 2023-2024 proposed budget.

**BOARD POLICY:** Pursuant to Board Policy BP 6174 Education For English Learners - English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas.

**GOAL:** In Support of LCAP Goal 1.15:  
Support English Language Development for Multilingual Students

**ALTERNATIVES:**

1. Approve the request for an additional course for English Language Development at Medea Creek Middle School.
2. Do not approve the request for an additional course for English Language Development at Medea Creek Middle School.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

**BOARD MEETING, MARCH 21, 2023**

Approve New Courses ELD 1-2 & 3-4 at

Medea Creek Middle School

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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihn	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**OPUSD New Course Approval Template****Updated 1/2023****Course Title:** MS ELD 1-2

OPUSD Teacher Approval Date: 1/30/23

**Local Course Code:**

OPUSD Dept Chair Approval Date: 2/6/23

**State Course Code:** 9104

OPUSD Admin Approval Date: 12/5/22

**Length of Course:** 1 period, yearlong course**Credential Required:** Teachers of this course must hold a credential issued by the California Commission on Teacher Credentialing authorizing instruction of English learners.**UC A-G designation:** NA**CC First Reading Date:** 2/7/23**Grade Level(s):** 6-8**CC Recommendation Date:** 3/7/23**CP/Honors/AP:** NA**Course Description:**

This course is designed for multilingual learners in 6th, 7th, and 8th grades, across a range of proficiency levels, from entering through developing (English Language Proficiency Levels 1-2). Students develop academic language in all modes of communication including listening, speaking, reading, and writing. Instruction focuses on word/ phrase, sentence, and discourse dimensions of language used to access the concepts and objectives of middle school content courses.

**Course Objectives/Outcomes:**

Throughout the year students will work on developing the four language domains; listening, speaking, reading, and writing skills:

Listening: Students will listen to English from native speakers via their teacher and other media. They will also listen to English spoken by their peers.

Speaking: Students will have the daily opportunity to practice speaking in structured conversations with their peers. There will also be several projects, which require the students to present oral information to the class.

Reading: Students will be reading a variety of texts, with guidance and support from their teacher and peers. Students will learn various strategies to help them analyze texts. They will also learn analytical skills necessary to interpret both literature and images.

Writing: Students will write on a daily basis, practicing grammar structures and vocabulary.

**Text Required/Tentative Reading List:**

**EL Achieve: Systematic English Language Development**

**State Standards Addressed:**

[California English Language Development Standards](#)

**District Goals Addressed:**

- OPUSD GOAL 1 - Increase academic achievement for all students.
- 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.

**Next Steps:**

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

**OPUSD New Course Approval Template****Updated 1/2023****Course Title:** MS ELD 3-4

OPUSD Teacher Approval Date: 1/30/23

**Local Course Code:**

OPUSD Dept Chair Approval Date: 2/6/23

**State Course Code:** 9104

OPUSD Admin Approval Date: 12/5/22

**Length of Course:** 1 period, yearlong course**Credential Required:** Teachers of this course must hold a credential issued by the California Commission on Teacher Credentialing authorizing instruction of English learners.**UC A-G designation:** NA**CC First Reading Date:** 2/7/23**Grade Level(s):** 6-8**CC Recommendation Date:** 3/7/23**CP/Honors/AP:** NA**Course Description:**

This course is designed for Multilingual learners in 7th and 8th grade range of proficiency levels, from emerging through expanding (English Language Proficiency Levels 3-4). Students develop academic language in all modes of communication including listening, speaking, reading, and writing. Instruction focuses on word/phrase, sentence, and discourse dimensions of language used to access the concepts and objectives of middle school content courses with a greater emphasis placed on reading comprehension and writing skills.

**Course Objectives/Outcomes:**

Throughout the year students will work on developing the four language domains; listening, speaking, reading, and writing skills:

Listening: Students will listen to English from native speakers via their teacher and other media. They will also listen to English spoken by their peers.

Speaking: Students will have the daily opportunity to practice speaking in structured conversations with their peers. There will also be several projects, which require the students to present oral information to the class.

Reading: Students will be reading a variety of texts, with guidance and support from their teacher and peers. Students will learn various strategies to help them analyze texts. They will also learn analytical skills necessary to interpret both literature and images.

Writing: Students will write on a daily basis, practicing grammar structures and vocabulary.

**Text Required/Tentative Reading List:**

**EL Achieve: Systematic English Language Development**

**State Standards Addressed:**

[California English Language Development Standards](#)

**District Goals Addressed:**

- OPUSD GOAL 1 - Increase academic achievement for all students.
- 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.

**Next Steps:**

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

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: APPROVE NEW COURSES ENGLISH LANGUAGE DEVELOPMENT 1-2 & 3-4  
AT OAK PARK HIGH SCHOOL**

**ACTION**

---

**ISSUE:** Shall Oak Park High School add the courses English Language Development (ELD) 1-2 & 3-4?

**BACKGROUND:** English learners (Multilingual Learners) at all English proficiency levels and all ages require both Integrated ELD and specialized attention to their particular language learning needs, or Designated ELD. Designated ELD is defined as instruction provided during a time during the regular school day for focused instruction on the state-adopted ELD standards to assist English learners to develop critical English language skills necessary for academic content learning in English. (*California Code of Regulations*, Title 5 [5 CCR] Section 11300[a]). Oak Park High School would like to add two Designated ELD courses designed to meet the needs of level 1 and 2 (beginning ELD students) and the needs of level 3 and 4 (intermediate/advanced ELD students).

These are both year-long courses. These courses are being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting

**FISCAL IMPACT:** There will potentially be increase of .4 FTE at the high school if these courses are added, which equates to approximately \$40,000. This increase in FTE will be funded by the general fund and will be included in the 2023-2024 proposed budget.

**BOARD POLICY:** Pursuant to Board Policy BP 6174 Education For English Learners - English learners shall be provided differentiated English language development instruction which is targeted to their English proficiency level. Such instruction shall be based on sound instructional theory, be aligned with state content standards, emphasize inquiry-based learning and critical thinking skills, and be integrated across all subject areas.

**GOAL:** In Support of LCAP Goal 1.15:  
Support English Language Development for Multilingual Students

**ALTERNATIVES:**

1. Approve the request for an additional course for English Language Development at Oak Park High School.
2. Do not approve the request for an additional course for English Language Development at Oak Park High School.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services



**BOARD MEETING, MARCH 21, 2023**

Approve New Course ELD 1-2 & 3-4 at

Oak Park High School

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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

**OPUSD New Course Approval Template****Updated 1/2023****Course Title:** HS ELD 1-2**Date:** February 1, 2023**Local Course Code:** ELD1-2

OPHS Department Approval Date: 2/27/2023

**State Course Code:** 9104

OPHS Admin Approval Date: 2/27/2023

**Length of Course:** 1 period, yearlong course**Credential Required:** Teachers of this course must hold a credential issued by the California Commission on Teacher Credentialing authorizing instruction of English learners.**UC A-G designation:****CC First Reading Date:** 2/7/23**Grade Level(s):** 9-12**CC Recommendation Date:** 3/7/23**CP/Honors/AP:****Course Description:**

English Language Development 1-2 provides a balanced approach to English language development, using communication-based, content-based, and literature-based activities. Instruction focuses on oral activities to ensure comprehension of concepts and vocabulary. Students learn to understand conversation on a variety of everyday subjects and to ask for clarification when needed. Reading and writing activities are designed to help students develop literacy skills using language already practiced orally. The emphasis at this level is on listening comprehension and oral production in English; students are introduced to reading and writing through a variety of strategies appropriate for the beginning level and early intermediate level of proficiency. Strategies such as shared and modeled reading and writing frequently use the students' own oral language to develop their literacy skills. Students will further learn and communicate about a range of topics and academic content areas through listening, speaking, reading, and writing activities that target high-level thinking with appropriate support. Through interactive instruction students are provided opportunities to express their own ideas as well as to question, interpret, and evaluate the ideas of others.

**Course Objectives/Outcomes:**

Throughout the year students will work on developing the four language domains; listening, speaking, reading, and writing skills:

Listening: Students will listen to English from native speakers via their teacher and other media. They will also listen to English spoken by their peers.

Speaking: Students will have the daily opportunity to practice speaking in structured conversations with their peers. There will also be several projects, which require the students to present oral information to the class.

Reading: Students will be reading a variety of texts, with guidance and support from their teacher and peers. Students will learn various strategies to help them analyze texts. They will also learn analytical skills necessary to interpret both literature and images.

Writing: Students will write on a daily basis, practicing grammar structures and vocabulary.

**Text Required/Tentative Reading List:**

**EL Achieve: Systematic English Language Development**

**State Standards Addressed:**

[California English Language Development Standards](#)

**District Goals Addressed:**

- OPUSD GOAL 1 - Increase academic achievement for all students.
- 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.

**Next Steps:**

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

**OPUSD New Course Approval Template****Updated 1/2023****Course Title:** ELD 3-4**Date:** February 1, 2023**Local Course Code:** ELD3-4

OPHS Department Approval Date: 2/27/2023

**State Course Code:** 9104

OPHS Admin Approval Date: 2/27/2023

**Length of Course:** 1 period, yearlong course**Credential Required:** Teachers of this course must hold a credential issued by the California Commission on Teacher Credentialing authorizing instruction of English learners.**UC A-G designation:****CC First Reading Date:** 2/7/23**Grade Level(s):** 9-12**CC Recommendation Date:** 3/7/23**CP/Honors/AP:****Course Description:**

This course prepares students to learn and communicate about a range of topics and academic content areas through listening, speaking, reading and writing activities that target high-level thinking with appropriate support. In this course, students begin to understand and use language and information in a wide range of situations. Control of basic grammar is evident but may be inconsistent. Reading and writing activities reflect and extend the level of oral English development of students, and the content extends their English language experiences. The reading of content-area materials and literature is expanded. Students move from literal comprehension to interpretation of reading passages, develop critical and evaluative reading skills, and apply their reading ability to solve problems. Students nearing reasonable fluency in English will use the language in more complex, cognitively demanding situations with increasing independence. Students are provided with interactive instruction and activities, a print-rich environment, and public speaking experiences in order to support students in their core content-area classes.

**Course Objectives/Outcomes:**

Throughout the year students will work on developing the four language domains; listening, speaking, reading, and writing skills:

Listening: Students will listen to English from native speakers via their teacher and other media. They will also listen to English spoken by their peers.

Speaking: Students will have the daily opportunity to practice speaking in structured conversations with their peers. There will also be several projects, which require the students to present oral information to the class.

Reading: Students will be reading a variety of texts, with guidance and support from their teacher and peers. Students will learn various strategies to help them analyze texts. They will also learn analytical skills necessary to interpret both literature and images.

Writing: Students will write on a daily basis, practicing grammar structures and vocabulary.

**Text Required/Tentative Reading List:****EL Achieve: Systematic English Language Development**

State Standards Addressed: (add links)

[California English Language Development Standards](#)

District Goals Addressed:

- OPUSD GOAL 1 - Increase academic achievement for all students.
- 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.

Next Steps:

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

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: APPROVE NEW COURSE THEATRE PERFORMANCE AND PRODUCTION  
AT OAK PARK HIGH SCHOOL**

**ACTION**

---

**ISSUE:** Shall Oak Park High School add a new course Theatre Performance and Production?

**BACKGROUND:** Oak Park High School would like to add a new course Theatre Performance and Production. Through this course students will have the opportunity to learn about and create theatre through performance and design as it will introduce the techniques and processes involved in stage management, prop construction, lighting, the setup and operation of sound systems, and the operation of projection equipment.

This is a yearlong elective course which is part of the CTE: Arts, Media and Entertainment sector (AME) Production & Managerial Arts Pathway and is being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting. Once the course is approved the school will submit it for UC/CSU approval.

**FISCAL IMPACT:** None

**BOARD POLICY:** Pursuant to Board Policy BP 6178 Career Technical Education - The Governing Board desires to provide a comprehensive career technical education (CTE) program in secondary grades which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment.

**GOAL:** In Support of LCAP Goal 1.10:  
Provide broad access to the arts.

**ALTERNATIVES:** 1. Approve the request for to add a new course Theatre Performance and Production at Oak Park High School.  
2. Do not approve the request to add a new course Theatre Performance and Production at Oak Park High School.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

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Jeff Davis, Ed.D.,  
Superintendent

**BOARD MEETING, MARCH 21, 2023**

Approve New Course Theatre Performance  
And Production at Oak Park High School

Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OPUSD New Course Approval - Theatre Performance and Production

**Course Title:** Theatre Performance & Production  
**Local Course Code:** CTE-STAGE  
**State Course Code:** 7241  
**Length of Course:** Year-Long  
**Department/Subject Area:** CTE  
**UC A-G designation:** F or G (TBD)  
**Grade Level(s):** 9-12  
**CP/Honors/AP:** CP

**OPHS CTE Dept Approval Date:** 2/4/2023

**OPHS Admin Approval Date:** 1/20/2023

**CC First Reading Date:** 2/7/2023

**CC Recommendation Date:** 3/7/2023

**Course Description:**

Theatre Performance and Production will provide students the opportunity to learn about and create theatre through performance and design.

**Course Objectives/Outcomes:**

To create the art of theatre through performance and design. Students will:

- \* Learn about the history of theatre and design; the modalities utilized in theatre and design; the building blocks of creating characters, telling stories, performance and design, the impact of creating theatre, real world applications
- \*Research and create production designs
- \*Analyze characters and scripts
- \*Perform & Design at least two main stage theatre productions each year

**Text Required/Tentative Reading List:**

Students will not use a textbook but rather scripts and planning documents associated with the productions selected for that year.

**State Standards Addressed:**

**CTE:ARTS, MEDIA and ENTERTAINMENT SECTOR (AME) Production & Managerial Arts Pathway 113 (7241 - Concentrator, 7242 - Capstone)**

Stage Technology Sub Pathway 113a

This course introduces the techniques and processes involved in stage management, prop construction, lighting, the setup and operation of sound systems, and the operation of projection equipment. The program develops basic construction techniques for stage property and scenery; affords practice in stage crew work, which includes the erection and striking of scenery; and provides an overview of related occupations in radio and television. [Link to standards here](#) (see pages 23-24)

**District Goals Addressed:**

1. Increase academic achievement for all students:

- a. The class will incorporate different learning modalities and practical skills to ensure student success. (*Encourage & support all students to achieve their full academic potential*)
- b. The class will look at the influence of theatre locally, nationally and across the globe and seek to tell impactful stories and share the art of theatre with the community. (*Nurture a sense of civic responsibility and service to the greater community*)



2. Invest in student and staff safety and well-being

- a. Review all safety procedures in our school setting as well as in the areas of stage blocking, choreography, vocal care. *(Foster collaboration & developing relationships to enhance the safety, connectedness, and well being of our students. Continue ongoing safety focus)*
- b. Collaborate with other staff to train and review safety with set design and builds *(Continue ongoing safety focus)*
- c. Promote a safe, trusting and collaborative environment where students feel comfortable asking questions, giving input and sharing. *(Foster collaboration & developing relationships to enhance the safety, connectedness, and well being of our students.)*

3. Improve engagement with educational partners

- a. Provide timely communication to parents, staff, district, and community as needed. Such communication will include production participation guidelines, schedules and logistics. Utilize parent volunteers to help with productions. *(Create a culture of collaboration between families and school to build relationships that positively and powerfully impact student success)*
- b. Promote productions and invite our Oak Park community and surrounding areas to performances *(Provide meaningful communication and engagement opportunities with all educational partners to build strong relationships and trust across the school and community)*

4. Utilize resources efficiently and responsibly

- a. Continued communication with parents to get them involved in the process. *(Work with educational partners to improve processes, communication and service for prospective students)*
- b. Promoting productions with the community and surrounding areas *(Work with educational partners to improve processes, communication and service for prospective students)*
- c. Visits to OPUSD Elementary schools and MCMS to perform and promote the program *(Work with educational partners to improve processes, communication and service for prospective students)*

**Next Steps:**

1. Post-Board approval, submit to UC/CSU for approval

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: APPROVE NEW COURSE SCIENCE FOR EDUCATION AT OAK VIEW HIGH SCHOOL**

ACTION

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**ISSUE:** Shall Oak View High School add a new course Science for Education?

**BACKGROUND:** Oak View High School would like to add a new course Science for Education. This course will allow students to incorporate the eight Science Education Practices and related disciplinary core ideas while demonstrating the fundamental knowledge and skills that a career ready student needs in order to prepare for transition to postsecondary education, further career training, or direct entry to a career.

Science for Education is one of two yearlong elective courses that together build the Education pathway standards of the Education, Child Development, and Family Services sector of Career Technical Education (CTE). This course is being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting. Once the course is approved the school will submit it for UC/CSU approval.

**FISCAL IMPACT:** None

**BOARD POLICY:** Pursuant to Board Policy BP 6178 Career Technical Education - The Governing Board desires to provide a comprehensive career technical education (CTE) program in secondary grades which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment.

**GOAL:** In Support of OPUSD Goal 1:  
Increase academic achievement for all students.

**ALTERNATIVES:** 1. Approve the request to add a new course Science for Education at Oak View High School.  
2. Do not approve the request to add a new course Science for Education at Oak View High School.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

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Jeff Davis, Ed.D.,  
Superintendent

**BOARD MEETING, MARCH 21, 2023**

Approve New Course Science for Education

At Oak View High School

Page 2

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OPUSD New Course Approval Form

**Course Title:** Science for Education:  
A Science Course for Future Educators  
**Course Code:** SCI-EDUCAB  
**Length of Course:** Year Long  
**Department/Subject Area:** CTE  
**UC A-G designation:** g (science elective)  
**Grade Level(s):** 10-12  
**CP/Honors/AP:** CP or NCP

**OVHS CTE Department Approval Date:** 2/2/23

**OVHS Admin Approval Date:** 2/2/23

**CC First Reading Date:** 2/7/2023

**CC Recommendation Date:** 3/7/2023

**Course Description:**

“You never really know something until you teach it to someone else.” John C. Maxwell

Science for Education: A Science Course for Future Educators is one of two courses\* that together build the Education pathway standards of the Education, Child Development, and Family Services sector of Career Technical Education (CTE). Students participate in hands-on science projects, work-based science instruction, and leadership development.

Science for Education allows students to incorporate the eight Science Education Practices and related Disciplinary Core Ideas while demonstrating the fundamental knowledge and skills that a career ready student needs in order to prepare for transition to postsecondary education, further career training, or direct entry to a career.

\*The other course is Contemporary Issues in English: An English Course for Future Educators.

**Prerequisites:** none

**Course Objectives/Outcomes:**

Students conduct research using instructional texts, develop hands-on science activities, intern in career-focused education experiences, and develop collaborative leadership skills.

**Course Objectives\*\*** [CTE Ed Pathway pp17-20](#) (two courses complete the Education Pathway)

C4.0 Practice critical emergency and disaster procedures at a school site.

C5.0 Summarize important elements of the physical, intellectual, emotional and social development of children and adolescents.

C6.0 Use positive interactions, guidance, and discipline in the educational environment. Demonstrate health and safety procedures, regulations, and personal health practices...[including] Material Safety Data Sheet instructions.

C7.0 Explain the role and purpose of standards-based instruction and assessment.

C8.0 Compare basic principles and practices of good nutrition and health and wellness for children.

C9.0 Assess how to communicate and interact effectively with families and community groups.

C10.0 Integrate the process of developing quality teaching materials and resources for classroom instruction.

C11.0 Evaluate the role of instructional staff in supporting the learning process.

**Course Outcomes (with Science Examples)\*\***

Demonstrate clear written and oral communication in support of the field experience learning process.

Role-play professional responses to diverse perspectives and ways to build positive group dynamics.

Design safety protocols and provide lab technology support for complex laboratory inquiry activities.

Analyze and implement a backward planning ecosystem lesson aligned with NGSS science standards.

Engage diverse learners by designing a water filtration activity to teach ecosystem services.

Plan for instruction with a nitrogen cycle game

Use subject-specific terminology to explain the tragedy of the commons using claim-evidence-reasoning.

## OPUSD New Course Approval Form

Demonstrate good lesson design with think-pair-share strategy in an ecological footprint activity.  
Model problem solving and inquiry regarding Earth's structure, plate tectonic, and earthquake units.  
Differentiate instruction regarding the properties of matter for English Language Learners  
Research the effective use of existing and emerging technology for instruction regarding chemical reactions and the periodic table.  
Access and follow MSDS safety sheets for the use of chemicals and demonstrate correct uses of lab equipment.  
Develop formative and summative assessments in relation to a unit on chemical reactions or inheritance of traits.  
Research and communicate a personal career plan.

**\*\* Adapted from STEM Teach – Science, A CTE Education Pathway Capstone Course from YouthTeach2Learn, currently offered by several school districts in California.**

### **Career outcomes associated with the Education pathway:**

Before/Afterschool Program/Education Aide  
Laboratory Tech  
Primary/Secondary School Teacher  
Speech Therapist  
Education Administrator

## **Text Required**

*Teaching* 2<sup>nd</sup> Edition. Sharleen L. Kato ISBN:978-1-63126-009

The text is written for grade level 9-12 students in a CTE program. We will use the text in both CTE courses in a complementary sequence.

1. The Teaching Profession
2. Becoming a Teacher
3. The Early History of Education in America
4. The Modern History of Education in America
5. Schools and Society
6. Understanding Human Development
7. Middle Childhood: Growth and Development
8. The Teen Years: Growth and Development
9. Teaching Diverse Learners
10. What Makes an Effective Teacher?
11. Planning for Instruction
12. Instructional Methods
13. Technology for Instruction
14. The Role of Assessment
15. Classroom Management
16. The Next Steps to Becoming a Teacher

## **State Standards Addressed:**

[California CTE Standards for Education, Child Development, and Family Services Sector](#)  
(ECDFS Anchor standards page 2)

1. Analyze and apply appropriate academic standards...leading to postsecondary education and employment.
2. Acquire and accurately use ECDFS sector terminology and protocols for communicating effectively in oral, written, and multimedia formats.
3. Integrate multiple sources of career information from diverse formats to make informed career decisions, solve problems, and manage personal career plans.
4. Use existing and emerging technology to investigate, research, and produce products and services, including new information.
5. Conduct short, as well as more sustained, research to create alternative solutions to answer a question or solve a problem unique to ECDFS using critical and creative thinking, logical reasoning, analysis, inquiry, and problem-solving techniques.
6. Demonstrate health and safety procedures, regulations, and personal health practices...[including] Material Safety Data Sheet instructions.
7. Initiate, and participate in, a range of collaborations demonstrating behaviors that reflect personal and professional responsibility, flexibility, and respect in the ECDFS workplace environment and community settings.

8. Practice professional, ethical, and legal behavior, responding thoughtfully to diverse perspectives and resolving contradictions, when possible, consistent with applicable laws, regulations, and organizational norms.
9. Work with peers to promote divergent and creative perspectives, effective leadership, group dynamics, team and individual decision making, benefits of workforce diversity and conflict resolution as practiced in the career technical student organization.
10. Apply essential technical knowledge and skills...following procedures when carrying out experiments or performing technical tasks.
11. Employ valid and reliable research strategies.
12. Understand the environmental, social, and economic impacts of decisions.

#### Next Generation Science Standards

##### **Practices**

SEP-1. Asking questions and defining problems

SEP-2. Developing and using models

SEP-3. Planning and carrying out investigations

SEP-4. Analyzing and interpreting data

SEP-5. Using mathematics and computational thinking

SEP-6. Constructing explanations (for science) and designing solutions (for engineering)

SEP-7. Engaging in argument from evidence

SEP-8. Obtaining, evaluating, and communicating information

##### **Disciplinary Core Ideas**

LS1 Matter and energy in organisms and ecosystems

LS2 Interdependent relationships in ecosystems

LS3 Inheritance and variation of traits

ESS1 History of Earth

ESS2 Earth's systems

PS1 Chemical reactions

ESS3 Human impacts

ETS1 Engineering design

##### **Crosscutting Concepts (as related to DCIs)**

#### District Goals Addressed:

1. Increase academic achievement for all students.
  - a. Allow for students to achieve the opportunity take the information learned in the classroom setting and apply their skills.
2. Invest in student and staff safety and well-being.
  - a. Educate the students in the various methods of effective communication and situational understanding so that all stakeholders stay safe.
3. Improve engagement with educational partners.
  - a. Work with the community to offer both onsite and off-site locations for students to choose from in order to learn and experience the profession of education.
4. Utilize resources efficiently and responsibly.
  - a. Gain the skills and knowledge regarding educational modalities in an efficient, responsible and appropriate manner.

#### **Next Steps:**

1. Post-Board approval: develop detailed curriculum in collaboration with the teacher of Contemporary Issues in English: An English Course for Educators, and in collaboration with

District Administration and District Schools regarding educational/lab aide field work.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: APPROVE NEW COURSE CONTEMPORARY ISSUES IN EDUCATION AT OAK VIEW HIGH SCHOOL**

**ACTION**

**ISSUE:** Shall Oak View High School add a new course Contemporary Issues in Education?

**BACKGROUND:** Oak View High School would like to add a new course Contemporary Issues in Education. This is a college preparatory grade English course integrated with the education pathway standards of the Education, Child Development, and Family Services sector, which allows students to see where the skills of English intersect with the elements of education. Contemporary Issues in Education is one of two courses that together build the Education pathway standards of the Education, Child Development, and Family Services sector of Career Technical Education (CTE).

This course is being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting. Once the course is approved the school will submit it for UC/CSU approval.

**FISCAL IMPACT:** None

**BOARD POLICY:** Pursuant to Board Policy BP 6178 Career Technical Education - The Governing Board desires to provide a comprehensive career technical education (CTE) program in secondary grades which integrates core academic instruction with technical and occupational instruction in order to increase student achievement, graduation rates, and readiness for postsecondary education and employment.

**GOAL:** In Support of OPUSD Goal 1:  
Increase academic achievement for all students.

**ALTERNATIVES:** 1. Approve the request to add a new course Contemporary Issues in Education at Oak View High School.  
2. Do not approve the request to add a new course Science for Education at Oak View High School.

**RECOMMENDATION:** Alternative #1

Prepared by: Tammy Herzog, Assistant Superintendent Educational Services

Respectfully submitted,

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Jeff Davis, Ed.D.,  
Superintendent



**BOARD MEETING, MARCH 21, 2023**

Approve New Course Contemporary Issues in Education  
At Oak View High School

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

## OPUSD New Course Approval Form

**Course Title:** Contemporary Issues in Education: An English Course for Future Educators **OVHS CTE Department Approval Date:** 2/2/23

**Course Code:**

**Length of Course:** Year Long

**OVHS Admin Approval Date:** 2/3/2023

**Department/Subject Area:** CTE

**UC A-G designation:** B if approved

**CC First Reading Date:** 2/7/2023

**Grade Level(s):** 10-12

**CC Recommendation Date:** 3/7/2023

**CP/Honors/AP:** CP

### Course Description:

Contemporary Issues in Education: An English Course for Future Educators is one of two courses\* that together build the Education pathway standards of the Education, Child Development, and Family Services sector of Career Technical Education (CTE).

Contemporary Issues in Education is a college preparatory grade English course integrated with the Education pathway standards of the Education, Child Development, and Family Services sector, which allows students to see where the skills of English intersect with the elements of education. The full course description can be accessed [here](#).

\*Science for Education: A Science Course for Future Educators

**Prerequisites:** none

### Course Objectives/Outcomes:

Students conduct research, closely read and analyze complex texts, evaluate instruction methodology and philosophy, and create a portfolio of reflections, activities, and compositions that, when synthesized, serve as the foundation for three capstone projects. Students will present a standards-based lesson plan, research a contemporary issue in education, and participate in a mock job interview, all of which prepare them for further education and career opportunities in the field of Education, Child Development, and Family Services.

### Text Required/Tentative Reading List:

Textbook: *Teaching*, by Sharleen Kato. Goodheart-Willcox Company  
Novel: *The Freedom Writers Diary*, by Erin Gruwell. Broadway Books

### State Standards Addressed:

#### [CTE Standards for Education, Child Development, and Family Services Sector](#)

1. Apply appropriate technical skills and academic knowledge.
2. Communicate clearly, effectively, and with reason.
3. Develop an education and career plan aligned with personal goals.
4. Apply technology to enhance productivity.
5. Utilize critical thinking to make sense of problems and persevere in solving them.
6. Practice personal health and understand financial literacy.
7. Act as a responsible citizen in the workplace and the community.
8. Model integrity, ethical leadership, and effective management.
9. Work productively in teams while integrating cultural and global competence.
10. Demonstrate creativity and innovation.
11. Employ valid and reliable research strategies.

12. Understand the environmental, social, and economic impacts of decisions.

CCSS Standards for ELA

11/12 Standards for Reading, both informational text and literature: Key Ideas and Details, Craft and Structure, Integration of Knowledge and Ideas, Range of Reading and Level of Text Complexity

11/12 Anchor Standards for Writing: Text Type and Purposes, Production and Distribution of Writing, Research to Build and Present Knowledge, Range of Writing

11/12 Anchor Standards for Speaking & Listening: Comprehension and Collaboration, Presentation of Knowledge and Ideas

11/12 Anchor Standards for Language: Conventions of Standard English, Knowledge of Language, Vocabulary Acquisition and Use

**District Goals Addressed:**

1. Increase academic achievement for all students.
  - a. Allow for students to achieve the opportunity take the information learned in the classroom setting and apply their skills.
  - b. Focus on high-quality, standards-based instruction and address learning gaps across all grades.
2. Invest in student and staff safety and well-being.
  - a. Educate the students in the various methods of effective communication so that all stakeholders stay safe.
  - b. Strengthen students' soft skills so they can operate effectively in group, community, and professional situations.
3. Improve engagement with educational partners.
  - a. Work with the community to offer both onsite and off-site locations for students to choose from to learn and experience the educational profession.
  - b. Build a positive image of our students and school within our district via internships and positive interactions between students and staff at various sites.
4. Utilize resources efficiently and responsibly.
  - a. Gain the skills and knowledge of how to use their skills and modalities in an efficient, responsible and appropriate manner.
  - b. Work at various district schools with teachers and students via internships to provide classroom support while practicing their craft.

**Next Steps:**

1. Post-Board approval, submit to UC/CSU for approval (course already approved A-G, modeling on course of same name by University of California Curriculum Integration)

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: APPROVE ADDITIONAL TEXT FOR OAK PARK HIGH SCHOOL  
ENGLISH IV SENIOR SEMINAR**

**ACTION**

**ISSUE:** Shall Oak Park High School add to its English 4 Senior Seminar course "*Percy Jackson: Lightning Thief*"?

**BACKGROUND:** Oak Park High School would like to add an additional text to its English IV Senior Seminar course as an introduction to Greek Mythology. This novel will be used to introduce the Greek Pantheon and the importance of understanding the connections between ancient mythology and modern culture.

This text is being recommended by the OPUSD Curriculum Council, who first reviewed it February 7, 2023 and recommended submitting for Board approval at the March 7, 2023 meeting.

**FISCAL IMPACT:** The estimated cost for 75 copies is \$600. Funding source is the Lottery Funds and will be included in the proposed 2023-24 budget.

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

**GOAL:** N/A

**ALTERNATIVES:** 1. Approve the request for additional text at Oak Park High School  
2. Do not approve the request for additional text at Oak Park High School.

**RECOMMENDATION:** Alternative #1

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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

## OPUSD New Text Request Form

**Course/Grade:** Myth to Science Fiction (English 4 Senior Seminar), 12th Grade  
**Text Title:** Percy Jackson: Lightning Thief  
**Author/Publisher:** Rick Riordan/Penguin/Random House  
**Date of Publication:** 2005

**OPHS Dept Chair Approval Date:** 1/23/2023  
**OPHS Department Approval Date:** 1/23/2023  
**OPHS Admin Approval Date:** 2/1/2023

**CC First Reading Date:** 2/7/2023  
**CC Recommendation Date:** 3/7/2023

### Text Description:

Quoted from Amazon: "Percy Jackson is about to be kicked out of boarding school . . . again. And that's the least of his troubles. Lately, mythological monsters and the gods of Mount Olympus seem to be walking straight out of the pages of Percy's Greek mythology textbook and into his life. And worse, he's angered a few of them. Zeus's master lightning bolt has been stolen, and Percy is the prime suspect. Now Percy and his friends have just ten days to find and return Zeus's stolen property and bring peace to a warring Mount Olympus. But to succeed on his quest, Percy will have to do more than catch the true thief: he must come to terms with the father who abandoned him; solve the riddle of the Oracle, which warns him of betrayal by a friend; and unravel a treachery more powerful than the gods themselves."

### Reason for Requesting a New Text:

This YA novel is the first in a series of Percy Jackson books and is a great introduction to Greek mythology. I will be using it at the beginning of the semester to introduce the Greek Pantheon and the importance of understanding the connections between ancient mythology and modern culture. It is also a fantastic vehicle for understanding how mythological stories morph over time to make statements on current society. Not only that, it is a rip-roaring adventure that keeps students riveted. I want to reinforce that reading is fun and a pleasure. This novel satisfies that notion.

### State Standards Addressed:

[ELA Standards](#) (See pages 74-77 of CDE Document or 80-83 of PDF)  
By the end of grade 11, read and comprehend literature, including stories, dramas, and poems, in the grades 11–CCR text complexity band proficiently, with scaffolding as needed at the high end of the range. By the end of grade 12, read and comprehend literature, including stories, dramas, and poems, at the high end of the grades 11–CCR text complexity band independently and proficiently

1. Cite strong and thorough textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text, including determining where the text leaves matters uncertain.
2. Determine two or more central ideas of a text and analyze their development over the course of the text, including how they interact and build on one another to provide a complex analysis; provide an objective summary of the text.
3. Analyze a complex set of ideas or sequence of events and explain how specific individuals, ideas, or events interact and develop over the course of the text.
4. Determine the meaning of words and phrases as they are used in a text, including figurative, connotative, and technical meanings; analyze how an author uses and refines the meaning of a key term or terms over the course of a text

## OPUSD New Text Request Form

5. Analyze and evaluate the effectiveness of the structure an author uses in his or her exposition or argument, including whether the structure makes points clear, convincing, and engaging.
6. Determine an author's point of view or purpose in a text in which the rhetoric is particularly effective, analyzing how style and content contribute to the power, persuasiveness, or beauty of the text.

### **District Goals Addressed:**

Goal 1: Increase academic achievement for all students.

### **Process for Selecting This Text:**

1. Asked students for input.
2. Read several of the books students recommended.
3. Brought text to department chair.
4. Wrote official request.
5. Filled out this form.

**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: DELEGATE AUTHORITY TO THE SUPERINTENDENT TO AWARD ARCHITECTURAL SERVICES CONTRACT FOR THE RELOCATION OF FOUR PORTABLE CLASSROOMS AT MEDEA CREEK MIDDLE SCHOOL**

ACTION

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**ISSUE:** Shall the Board delegate authority to the superintendent to award architectural services contract for the relocation of four portable classrooms at Medea Creek Middle School?

**BACKGROUND:** Medea Creek Middle School's newly-constructed G-Building is eligible for State Modernization funds if the District decommissions portable classrooms on the campus. Decommissioning a classroom requires that it is no longer used as a classroom. The District removed one of five portable classrooms on campus last summer.

Staff recommends hiring an architect to develop site plans that allow the remaining four classrooms to be repurposed by the District for non-classroom-based activities. The recommended relocation locations are as follows:

- One portable to remain at Medea, but moved to where T-1 used to reside, to be used by after school program,
- One portable to be moved to Red Oak to the location where D-58 used to reside, to be used by the after-school program,
- One portable to be moved to Oak Park High School near the snack shack to create an additional changing area for athletes, and
- One portable to be moved to the District office parking lot adjacent to the Pupil Services Building, to be used by the Education Services Department.

Staff is currently soliciting quotes for architectural services, utilizing the California Uniform Public Construction Cost Accounting Commission (CUPCCAA) thresholds. As time is of the essence, and with the March board meeting not being until the 21<sup>st</sup> of the month, it is requested that the Board delegate authority to the Superintendent to award and execute the contract.

Education Code 17604 permits the Board to delegate the authority to award contracts to the Superintendent, provided that the Board ratifies or formalizes the award at a subsequent meeting. Proposed contracts will be reviewed by the Superintendent and staff, considering price, quality, value, and needs of the District. Any contracts awarded shall be presented for Board ratification at its next regular meeting after the award of the contract.

**FISCAL IMPACT:** The estimated cost for the Architectural Services is between \$60,000-\$200,000.

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

**BOARD MEETING, MARCH 21, 2023**

Delegate authority to the superintendent to award architectural services contract for the relocation of four portable classrooms at MCMS

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**GOAL:** None

**ALTERNATIVES:** 1. Delegate authority to the Superintendent to award contract.  
2. Do not delegate authority.

**RECOMMENDATION:** Alternative No. 1

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

Respectfully submitted:

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

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hardy	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____



**TO: MEMBERS, BOARD OF EDUCATION**  
**FROM: DR. JEFF DAVIS, SUPERINTENDENT**  
**DATE: MARCH 21, 2023**  
**SUBJECT: APPROVE FISCAL YEAR 2022-2023 SECOND INTERIM FINANCIAL REPORT, CERTIFICATION AND BUDGET REVISIONS**

ACTION

**ISSUE:** Shall the Board review and certify the 2022-23 Second Interim Financial Report and Budget Revisions?

**BACKGROUND:** Per Education Code Section 42131, after the adoption of the District's annual budget each June, school districts are required to certify twice a year regarding their ability to meet financial obligations for the remainder of the current fiscal year and the subsequent two fiscal years. The Second Interim Report reflects actual revenue and expenditures from July 1, 2022 thru January 31, 2023 and projects revenue and expenditures from February 1, 2023 thru June 30, 2023. Additionally, this report includes a multiyear financial projection and the State's criteria and standards report. The certifications are as follows:

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

Staff is recommending a positive certification.

The OPUSD 2022-23 Second Interim Financial Report is available on the District's website and may also be accessed at the following link: <http://bit.ly/42gcyaN>. The presentation and Second Interim at a glance on sheet are attached.

**FISCAL IMPACT:** None

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

**GOAL:** In support of OPUSD Goal 4 Fiscal Responsibility: Maintain a sustainable planning and budgeting process collaborating with all groups.

**ALTERNATIVES:**

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

**RECOMMENDATION:** Alternative No. 1

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

**BOARD OF EDUCATION MEETING, MARCH 21, 2022**  
Review and certify the 2022-23 Second Interim Financial  
Report and Budget Revisions  
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	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Lantsman	_____	_____	_____	_____
Moynihan	_____	_____	_____	_____
Wang	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

First Interim vs. Second Interim 22/23

REVENUE DETAIL	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
LCFF Revenue Sources (8010-8099)	\$ 46,094,442	\$ 46,094,442	\$ -	\$ -	\$ -	\$ -	\$ 46,094,442	\$ 46,094,442	\$ -
Federal Revenue (8100-8299)	\$ -	\$ -	\$ -	\$ 1,523,051	\$ 1,523,051	\$ -	\$ 1,523,051	\$ 1,523,051	\$ -
Other State Revenues (8300-8599)	\$ 960,146	\$ 968,347	\$ 8,201	\$ 5,627,456	\$ 4,736,853	\$ (890,603)	\$ 6,587,602	\$ 5,705,200	\$ (882,402)
Other Local Revenue (8600-8799)	\$ 419,409	\$ 475,848	\$ 56,439	\$ 5,534,722	\$ 5,639,966	\$ 105,244	\$ 5,954,131	\$ 6,115,814	\$ 161,683
Total Revenues	\$ 47,473,997	\$ 47,538,637	\$ 64,640	\$ 12,685,229	\$ 11,899,870	\$ (785,359)	\$ 60,159,226	\$ 59,438,507	\$ (720,719)

Expenditure Detail	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
SALARIES & BENEFITS (1000-3999)									
Total Certificated Salaries(1000-1999)	\$ 22,439,197	\$ 22,328,890	\$ 110,307	\$ 2,860,613	\$ 2,825,487	\$ 35,126	\$ 25,299,810	\$ 25,154,377	\$ 145,433
Total Classified Salaries (2000-2999)	\$ 5,538,362	\$ 5,450,502	\$ 87,860	\$ 3,101,533	\$ 2,827,587	\$ 273,946	\$ 8,639,895	\$ 8,278,089	\$ 361,806
Total Employee Benefits (3000-3999)	\$ 10,361,442	\$ 10,266,323	\$ 95,119	\$ 2,316,216	\$ 2,222,343	\$ 93,873	\$ 12,677,658	\$ 12,488,666	\$ 188,992
Total Salaries & Benefits	\$ 38,339,001	\$ 38,045,715	\$ 293,286	\$ 8,278,362	\$ 7,875,417	\$ 402,945	\$ 46,617,363	\$ 45,921,132	\$ 696,231

BOOKS AND SUPPLIES (4000-4999)	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Approved Textbooks (4100)	\$ 206,000	\$ 206,000	\$ -	\$ 686,729	\$ 707,325	\$ (20,596)	\$ 892,729	\$ 913,325	\$ (20,596)
Other Books and Reference Materials (4200)	\$ 6,523	\$ 6,523	\$ -	\$ 9,583	\$ 8,967	\$ 616	\$ 16,106	\$ 15,490	\$ 616
Materials and Supplies (4300)	\$ 440,821	\$ 452,163	\$ (11,342)	\$ 722,215	\$ 726,420	\$ (4,205)	\$ 1,163,036	\$ 1,178,583	\$ (15,547)
Non-Capitalized Equipment (4400)	\$ 208,042	\$ 208,826	\$ (784)	\$ 499,820	\$ 516,424	\$ (16,604)	\$ 707,862	\$ 725,250	\$ (17,388)
Total Books and Supplies	\$ 861,386	\$ 873,512	\$ (12,126)	\$ 1,918,347	\$ 1,959,136	\$ (40,789)	\$ 2,779,733	\$ 2,832,648	\$ (52,915)

SERVICES AND OTHER OPERATING EXPENSES (5000-5999)	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Travel and Conference (5200)	\$ 77,029	\$ 79,385	\$ (2,356)	\$ 59,977	\$ 90,138	\$ (30,161)	\$ 137,006	\$ 169,523	\$ (32,517)
Dues and Memberships (5300)	\$ 47,908	\$ 44,813	\$ 3,095	\$ -	\$ -	\$ -	\$ 47,908	\$ 44,813	\$ 3,095
Insurance (5400-5450)	\$ 722,566	\$ 835,593	\$ (113,027)	\$ -	\$ -	\$ -	\$ 722,566	\$ 835,593	\$ (113,027)
Gas Utility Service (5510)	\$ 53,586	\$ 94,000	\$ (40,414)	\$ -	\$ -	\$ -	\$ 53,586	\$ 94,000	\$ (40,414)
Electric Utility Service (5520)	\$ 250,203	\$ 350,203	\$ (100,000)	\$ -	\$ -	\$ -	\$ 250,203	\$ 350,203	\$ (100,000)
Water Utility Service (5540)	\$ 279,302	\$ 279,302	\$ -	\$ -	\$ -	\$ -	\$ 279,302	\$ 279,302	\$ -
Trash / Sewer Services (5560)	\$ 299,583	\$ 299,583	\$ -	\$ -	\$ -	\$ -	\$ 299,583	\$ 299,583	\$ -
Rents, Leases, and Repairs (5600)	\$ 156,798	\$ 200,298	\$ (43,500)	\$ 494,197	\$ 513,518	\$ (19,321)	\$ 650,995	\$ 713,816	\$ (62,821)
Professnl/Consult Serv & Opera (5800)	\$ 109,271	\$ 132,106	\$ (22,835)	\$ -	\$ 1,646	\$ (1,646)	\$ 109,271	\$ 133,752	\$ (24,481)
Other Operating Expense (5820)	\$ 1,248,135	\$ 1,209,885	\$ 38,250	\$ 1,637,282	\$ 2,092,526	\$ (455,244)	\$ 2,885,417	\$ 3,302,411	\$ (416,994)
Legal Fees (5899)	\$ 243,160	\$ 243,160	\$ -	\$ 50,000	\$ -	\$ 50,000	\$ 293,160	\$ 243,160	\$ 50,000
Telephone and Communications (5900)	\$ 57,161	\$ 53,022	\$ 4,139	\$ -	\$ -	\$ -	\$ 57,161	\$ 53,022	\$ 4,139
Total Services and Other Operating Expenditures	\$ 3,544,702	\$ 3,821,350	\$ (276,648)	\$ 2,241,456	\$ 2,697,828	\$ (456,372)	\$ 5,786,158	\$ 6,519,178	\$ (733,020)

CAPITAL OUTLAY (6000-6999)	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Site Improvements (6100)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment New \$5000+ (6400)	\$ -	\$ -	\$ -	\$ 37,194	\$ 37,194	\$ -	\$ 37,194	\$ 37,194	\$ -
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 37,194	\$ 37,194	\$ -	\$ 37,194	\$ 37,194	\$ -

OTHER OUTGO (7100-7299, 7400-7499, & 7300-7399)	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Excess Costs payments to Other (7141)	\$ -	\$ -	\$ -	\$ 297,940	\$ 230,611	\$ 67,329	\$ 297,940	\$ 230,611	\$ 67,329
Excess Costs payments to County (7142)	\$ 52,703	\$ 52,703	\$ -	\$ 116,001	\$ 172,704	\$ (56,703)	\$ 168,704	\$ 225,407	\$ (56,703)
Debt Service - Interest (7438)	\$ 4,422	\$ 4,422	\$ -	\$ -	\$ -	\$ -	\$ 4,422	\$ 4,422	\$ -
Debt Service - Principal (7439)	\$ 53,649	\$ 53,649	\$ -	\$ -	\$ -	\$ -	\$ 53,649	\$ 53,649	\$ -
Transfers of Indirect Costs (7310)	\$ (32,415)	\$ (32,415)	\$ -	\$ 32,415	\$ 32,415	\$ -	\$ -	\$ -	\$ -
Transfers of Indirect Costs (7350) (Club & CNS)	\$ (46,775)	\$ (60,233)	\$ 13,458	\$ -	\$ -	\$ -	\$ (46,775)	\$ (60,233)	\$ 13,458
Other Outgo Total	\$ 31,584	\$ 18,126	\$ 13,458	\$ 446,356	\$ 435,730	\$ 10,626	\$ 477,940	\$ 453,856	\$ 24,084

	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Total Expenditures	\$ 42,776,673	\$ 42,758,703	\$ 17,970	\$ 12,921,715	\$ 13,005,305	\$ (83,590)	\$ 55,698,388	\$ 55,764,008	\$ (65,620)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES BEFORE OTHER FINANCING SOURCES	\$ 4,697,324	\$ 4,779,934		\$ (236,486)	\$ (1,105,435)		\$ 4,460,838	\$ 3,674,499	

OTHER FINANCING SOURCES	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out (7611): GF to Fund 120 (Club)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out (7616): GF to Fund 130 (CNS)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer Out (7612): GF to Fund 170 (Special Reserve)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contributions (8980)	\$ (2,590,713)	\$ (2,572,065)	\$ 18,648	\$ 2,590,713	\$ 2,572,065	\$ (18,648)	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ (2,590,713)	\$ (2,572,065)	\$ 18,648	\$ 2,590,713	\$ 2,572,065	\$ (18,648)	\$ -	\$ -	\$ -

FUND BALANCE RESERVES	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23		First Interim 2022-23	Second Interim 2022-23	Difference	First Interim 2022-23	Second Interim 2022-23	Difference
Beginning Fund Balance (July 1)	\$ 2,429,783	\$ 2,429,783		\$ 2,730,627	\$ 2,730,627		\$ 5,160,410	\$ 5,160,410	
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 2,106,611	\$ 2,207,869		\$ 2,354,227	\$ 1,466,630		\$ 4,460,838	\$ 3,674,499	
Ending Balance (June 30)	\$ 4,536,394	\$ 4,637,652		\$ 5,084,854	\$ 4,197,257		\$ 9,621,248	\$ 8,834,909	

COMPONENTS OF FUND/ENDING BALANCE	UNRESTRICTED			RESTRICTED			COMBINED		
	First Interim 2022-23	Second Interim 2022-23		First Interim 2022-23	Second Interim 2022-23		First Interim 2022-23	Second Interim 2022-23	
·Restricted	\$ -	\$ -		\$ 5,084,854	\$ 4,197,257		\$ 5,084,854	\$ 4,197,257	
·Assigned									
· Lottery Funds (1100) for Future Tech. & Textbooks	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	
· Capital Improvement Projects	\$ -	\$ 492,038		\$ -	\$ -		\$ -	\$ 492,038	
· Additional Funds to Meet 6% REU Policy	\$ -	\$ 1,657,820		\$ -	\$ -		\$ -	\$ 1,657,820	
· Set Aside for Salary Increases	\$ -	\$ 2,487,794		\$ -	\$ -		\$ -	\$ 2,487,794	
·Unassigned Reserve	\$ 4,536,394	\$ -		\$ -	\$ -		\$ 4,536,394	\$ -	
Fund 17: Special Reserve Fund (REU)	\$ 1,676,837	\$ 1,688,020		\$ -	\$ -		\$ 1,676,837	\$ 1,688,020	
Total REU Amount (Fund 17 + Assigned Fund Balance)	\$ 6,213,231	\$ 3,345,840		\$ -	\$ -		\$ 6,213,231	\$ 3,345,840	
Total REU by Percent	11.16%	6.00%							

State Statute 3% REU	\$ 1,670,952	\$ 1,672,920
District Minimum Reserve Policy 6% REU	\$ 3,341,903	\$ 3,345,840

Multi-Year Projection - Combined

General Fund	Second Interim 2022-23	Projection 2023-24	Projections 2024-25
Revenues and Other Financing Sources			
LCFF Revenue	\$ 46,094,442	\$ 48,662,431	\$ 48,756,665
Federal Revenue	\$ 1,523,051	\$ 1,086,987	\$ 1,086,987
State Revenue	\$ 5,705,200	\$ 2,102,489	\$ 2,094,198
Local Revenue	\$ 6,115,814	\$ 6,363,555	\$ 6,544,065
Contributions (SPED/Maint)	\$ -	\$ -	\$ -
Total Revenue	\$ 59,438,507	\$ 58,215,462	\$ 58,481,914
Expenditures and Other Financing Uses			
Certificated Salaries	\$ 25,154,377	\$ 25,457,254	\$ 25,435,560
Classified Salaries	\$ 8,278,089	\$ 8,358,325	\$ 8,437,472
Benefits	\$ 12,488,666	\$ 12,684,838	\$ 12,735,104
Books and Supplies	\$ 2,832,648	\$ 2,612,683	\$ 2,977,019
Services and Operating	\$ 6,519,178	\$ 6,961,210	\$ 6,981,477
Capital Outlay	\$ 37,194	\$ 12,194	\$ 12,194
Other Outgo	\$ 453,856	\$ 453,856	\$ 453,856
Other Financing Uses: Transfers Out	\$ -	\$ -	\$ -
Total Expenditures & Transfers Out	\$ 55,764,008	\$ 56,540,360	\$ 57,032,683
Net Increase (Decrease) in Fund Balance	\$ 3,674,499	\$ 1,675,102	\$ 1,449,232
Fund Balance			
Beginning Fund Balance: July 1	\$ 5,160,410	\$ 8,834,909	\$ 10,510,011
Ending Fund Balance: June 30	\$ 8,834,909	\$ 10,510,011	\$ 11,959,243
Components of Fund Balance			
·Restricted	\$ 4,197,257	\$ 2,959,552	\$ 1,609,090
·Assigned	\$ 4,637,652	\$ 7,550,459	\$ 10,350,153
·Unassigned	\$ -	\$ -	\$ -
Fund 17: Special Reserve Fund (REU)	\$ 1,688,020	\$ 1,688,020	\$ 1,688,020
Total Reserve for Economic Uncertainty by Amount	\$ 3,345,840	\$ 3,392,422	\$ 3,421,961
Total Reserve for Economic Uncertainty by Percent	6.00%	6.00%	6.00%
State Statute 3% REU	\$ 1,672,920	\$ 1,696,211	\$ 1,710,980
Reserve Policy 6% REU	\$ 3,345,840	\$ 3,392,422	\$ 3,421,961
Meets State and Local Reserve Standards	Yes	Yes	Yes

Second Interim

Multi-Year Projection Assumptions	Second Interim 2022-23	Projection 2023-24	Projection 2024-25
Department of Finance Statutory COLA	6.56%	8.13%	3.54%
Planning COLA	6.56%	8.13%	3.54%
Additional LCFF Investment	6.70%	N/A	N/A
Enrollment	4235	4195	4132
P2 ADA (Projection) @ 2nd Interim	4010.44	3971.95	3993.56
P2 ADA (Projection) @ 1st Interim	4093.25	4054.85	3993.56
Funded ADA (Prior 3-Year Average) @ 2nd Interim	4304.55	4183.62	4049.87
Funded ADA (Prior 3-Year Average) @ 1st Interim	4304.55	4211.22	4105.09
Attendance Factor @ 2nd Interim	94.70%	94.70%	94.70%
Attendance Factor @ 1st Interim	96.66%	96.66%	96.66%
Funding Per ADA - LCFF	\$10,694	\$11,616	\$12,023
Unduplicated % (3 Year Rolling Average)	15.35%	16.96%	16.73%
LCFF Supplemental	\$1,365,935	\$1,586,425	\$1,568,555
Lottery-Unrestricted (Per ADA)	\$170	\$170	\$170
Lottery-Restricted (Per ADA)	\$67	\$67	\$67
Certificated FTEs	231.8	231.8	230.4
CalSTRS Employer Rates	19.10%	19.10%	19.10%
CalPERS Employer Rates	25.37%	27.00%	28.10%
Unemployment Insurance Rate	0.50%	0.20%	0.20%
CPI	6.00%	3.44%	2.77%
Restricted Salaries Moving to Unrestricted Budget	\$312,469	\$326,952	\$67,497

# Second Interim Budget Update 2022-23

## Oak Park Unified School District

March 24, 2022



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## Interim Reports

Education Code (EC) Sections 35035(g), 42130, and 42131 require the Governing Board of each school district to certify at least twice a year the District's ability to meet its financial obligations for the remainder of that fiscal year and for the subsequent two fiscal years. This is called the Interim Report Process. This Second Interim Report reflects actual revenue and expenditures from **July 1, 2022, thru January 31, 2023**, and projects revenue and expenditures from **February 1, 2023, thru June 30, 2023**.

The Governing Board must certify that the District budget fits one of the following criteria:

**Positive** - based upon the current projections, the District will meet its financial obligations for the current fiscal year and the subsequent two fiscal years.

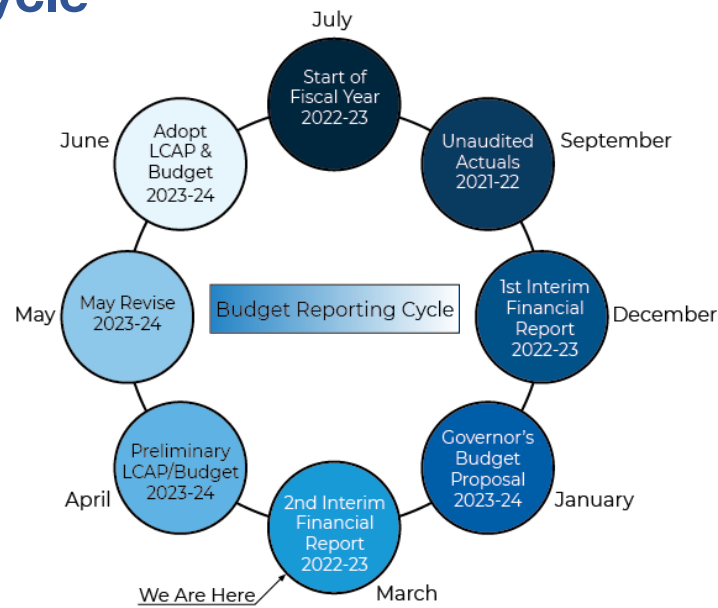
**Qualified** - based upon the current projections, the District may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

**Negative** - based upon the current projections, the District cannot meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year(s).

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## Budget Cycle



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## Combined Revenue

COMBINED			
REVENUE DETAIL	First Interim 2022-23	Second Interim 2022-23	Difference
LCFF Revenue Sources (8010-8099)	\$ 46,094,442	\$ 46,094,442	\$ -
Federal Revenue (8100-8299)	\$ 1,523,051	\$ 1,523,051	\$ -
Other State Revenues (8300-8599)	\$ 6,587,602	\$ 5,705,200	\$ (882,402)
Other Local Revenue (8600-8799)	\$ 5,954,131	\$ 6,115,814	\$ 161,683
<b>Total Revenues</b>	<b>\$ 60,159,226</b>	<b>\$ 59,438,507</b>	<b>\$ (720,719)</b>

Other State Revenue (8300-8599):  
Potential/Projected Decrease in Discretionary Block Grant: \$972,000

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## Combined Expenditures

COMBINED			
EXPENDITURE DETAIL	First Interim 2022-23	Second Interim 2022-23	Difference
Certificated Salaries (1000-1999)	\$ 25,299,810	\$ 25,154,377	\$ 145,433
Classified Salaries (2000-2999)	\$ 8,639,895	\$ 8,278,089	\$ 361,806
Benefits (3000-3999)	\$ 12,677,658	\$ 12,488,666	\$ 188,992
Total Books and Supplies (4000-4999)	\$ 2,779,733	\$ 2,832,648	\$ (52,915)
Total Services and Other Operating Expenditures (5000-5999)	\$ 5,786,158	\$ 6,519,178	\$ (733,020)
Total Capital Outlay (6000-6999)	\$ 37,194	\$ 37,194	\$ -
Other Outgo Total (7100-7299, 7400-7499, & 7300-7399)	\$ 477,940	\$ 453,856	\$ 24,084
<b>Total Expenditures</b>	<b>\$ 55,698,388</b>	<b>\$ 55,764,008</b>	<b>\$ (65,620)</b>

### Certificated Salaries (1000-1999):

Retirement Savings: \$70,000

Unpaid Leaves: \$70,000

### Classified Salaries (2000-2999):

Vacancy Actual Savings: \$196,000

Projected Vacancy Saving for Special Education: \$150,000

Salaries and Benefits: 88.98% of Unrestricted Expenditures

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## Combined Expenditures

COMBINED			
EXPENDITURE DETAIL	First Interim 2022-23	Second Interim 2022-23	Difference
Certificated Salaries (1000-1999)	\$ 25,299,810	\$ 25,154,377	\$ 145,433
Classified Salaries (2000-2999)	\$ 8,639,895	\$ 8,278,089	\$ 361,806
Benefits (3000-3999)	\$ 12,677,658	\$ 12,488,666	\$ 188,992
Total Books and Supplies (4000-4999)	\$ 2,779,733	\$ 2,832,648	\$ (52,915)
Total Services and Other Operating Expenditures (5000-5999)	\$ 5,786,158	\$ 6,519,178	\$ (733,020)
Total Capital Outlay (6000-6999)	\$ 37,194	\$ 37,194	\$ -
Other Outgo Total (7100-7299, 7400-7499, & 7300-7399)	\$ 477,940	\$ 453,856	\$ 24,084
<b>Total Expenditures</b>	<b>\$ 55,698,388</b>	<b>\$ 55,764,008</b>	<b>\$ (65,620)</b>

### Services and Other Operating (5000-5999): Increases

Property & Liability Insurance: \$113,000

Utilities: \$140,000

Contracts to Provide Services for Special Education: \$455,000

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## Ending Balances

FUND BALANCE AND RESERVE DETAIL	UNRESTRICTED		RESTRICTED		COMBINED	
	First Interim 2022-23	Second Interim 2022-23	First Interim 2022-23	Second Interim 2022-23	First Interim 2022-23	Second Interim 2022-23
Beginning Fund Balance (July 1)	\$ 2,429,783	\$ 2,429,783	\$ 2,730,627	\$ 2,730,627	\$ 5,160,410	\$ 5,160,410
NET INCREASE (DECREASE) IN FUND BALANCE	\$ 2,106,611	\$ 2,207,869	\$ 2,354,227	\$ 1,466,630	\$ 3,573,241	\$ 3,674,499
Ending Balance (June 30)	\$ 4,536,394	\$ 4,637,652	\$ 5,084,854	\$ 4,197,257	\$ 8,733,651	\$ 8,834,909
COMPONENTS OF FUND/ENDING BALANCE						
·Restricted	\$ -	\$ -	\$ 5,084,854	\$ 4,197,257	\$ 5,084,854	\$ 4,197,257
·Assigned						
· Lottery Funds (1100) for Future Tech. & Textbooks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
· Capital Improvement Projects	\$ -	\$ 492,038	\$ -	\$ -	\$ -	\$ 492,038
· Additional Funds to Meet 6% REU Policy	\$ -	\$ 1,657,820	\$ -	\$ -	\$ -	\$ 1,657,820
· Set Aside for Salary Increases	\$ -	\$ 2,487,794				
·Unassigned Reserve	\$ 4,536,394	\$ -	\$ -	\$ -	\$ 4,536,394	\$ -
Fund 17: Special Reserve Fund (REU)	\$ 1,676,837	\$ 1,688,020	\$ -	\$ -	\$ 1,676,837	\$ 1,688,020
Total REU Amount (Fund 17 + Assigned Fund Balance)	\$ 6,213,231	\$ 3,345,840		\$ -	\$ 6,213,231	\$ 3,345,840
Total REU by Percent	11.16%	6.00%				

State Statute 3% REU	\$ 1,670,952	\$ 1,672,920
Reserve Policy 6% REU	\$ 3,341,903	\$ 3,345,840

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## MYP Assumptions

Multi-Year Projection Assumptions	Second Interim 2022-23	Projection 2023-24	Projection 2024-25
Department of Finance Statutory COLA	6.56%	8.13%	3.54%
Planning COLA	6.56%	8.13%	3.54%
Additional LCFF Investment	6.70%	N/A	N/A
Enrollment	4235	4195	4132
P2 ADA (Projection) @ 2nd Interim	4010.44	3971.95	3993.56
Funded ADA (Prior 3-Year Average) @ 2nd Interim	4304.55	4183.62	4049.87
Attendance Factor @ 2nd Interim	94.70%	94.70%	94.70%
Funding Per ADA - LCFF	\$10,694	\$11,616	\$12,023
Unduplicated % (3 Year Rolling Average)	15.35%	16.96%	16.73%
LCFF Supplemental	\$1,365,935	\$1,586,425	\$1,568,555
Lottery-Unrestricted (Per ADA)	\$170	\$170	\$170
Lottery-Restricted (Per ADA)	\$67	\$67	\$67
Certificated FTEs	231.8	231.8	230.4
CalSTRS Employer Rates	19.10%	19.10%	19.10%
CalPERS Employer Rates	25.37%	27.00%	28.10%
Unemployment Insurance Rate	0.50%	0.20%	0.20%
CPI	6.00%	3.44%	2.77%
Restricted Salaries Moving to Unrestricted Budget	\$312,469	\$326,952	\$67,497

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## Changes in Assumptions

Assumptions	2022-23 Second Interim	2023-24 Projection	2024-25 Projection
Planning COLA @ 2nd Interim	6.56%	8.13%	3.54%
Planning COLA @ 1st Interim	6.56%	5.38%	4.02%
Attendance Factor @ 2nd Interim	94.70%	94.70%	94.70%
Attendance Factor @ 1st Interim	96.66%	96.66%	96.66%
P2 ADA (Projection) @ 2nd Interim	4010.44	3971.95	3912.52
P2 ADA (Projection) @ 1st Interim	4093.25	4054.85	3993.56
Funded ADA (Prior 3-Year Average) @ 2nd Interim	4304.55	4183.62	4049.87
Funded ADA (Prior 3-Year Average) @ 1st Interim	4304.55	4211.22	4105.09
LCFF Revenue (Unrestricted) @ 2nd Interim	\$46,094,442	\$48,662,431	\$48,756,665
LCFF Revenue (Unrestricted) @ 1st Interim	\$46,094,442	\$47,723,165	\$48,356,972
Increase in LCFF Revenue	\$0	\$939,266	\$399,693
Increase in LCFF Revenue by Percentage	0.00%	1.97%	0.83%

Increase in Planning COLA in Year 2 and a Decrease in Year 3

1.96% Decrease in Attendance Factor

Attendance Factor Decrease Equals a Projected Decrease of 27.6 Funded ADA in Year 2 (\$320K) and 55.22 Funded ADA in Year 3 (\$664K)

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## Combined MYP

General Fund	Second Interim 2022-23	Projection 2023-24	Projections 2024-25
<b>Revenues and Other Financing Sources</b>			
LCFF Revenue	\$ 46,094,442	\$ 48,662,431	\$ 48,756,665
Federal Revenue	\$ 1,523,051	\$ 1,086,987	\$ 1,086,987
State Revenue	\$ 5,705,200	\$ 2,102,489	\$ 2,094,198
Local Revenue	\$ 6,115,814	\$ 6,363,555	\$ 6,544,065
Contributions (SPED/Maint)	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 59,438,507</b>	<b>\$ 58,215,462</b>	<b>\$ 58,481,914</b>
<b>Expenditures and Other Financing Uses</b>			
Certificated Salaries	\$ 25,154,377	\$ 25,457,254	\$ 25,435,560
Classified Salaries	\$ 8,278,089	\$ 8,358,325	\$ 8,437,472
Benefits	\$ 12,488,666	\$ 12,684,838	\$ 12,735,104
Books and Supplies	\$ 2,832,648	\$ 2,612,683	\$ 2,977,019
Services and Operating	\$ 6,519,178	\$ 6,961,210	\$ 6,981,477
Capital Outlay	\$ 37,194	\$ 12,194	\$ 12,194
Other Outgo	\$ 453,856	\$ 453,856	\$ 453,856
Other Financing Uses: Transfers Out	\$ -	\$ -	\$ -
<b>Total Expenditures &amp; Transfers Out</b>	<b>\$ 55,764,008</b>	<b>\$ 56,540,360</b>	<b>\$ 57,032,683</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$ 3,674,499</b>	<b>\$ 1,675,102</b>	<b>\$ 1,449,232</b>
<b>Fund Balance</b>			
Beginning Fund Balance: July 1	\$ 5,160,410	\$ 8,834,909	\$ 10,510,011
Ending Fund Balance: June 30	\$ 8,834,909	\$ 10,510,011	\$ 11,959,243
<b>Components of Fund Balance</b>			
-Restricted	\$ 4,197,257	\$ 2,959,552	\$ 1,609,090
-Assigned	\$ 4,637,652	\$ 7,550,459	\$ 10,350,153
-Unassigned	\$ -	\$ -	\$ -
<b>Fund 17: Special Reserve Fund (REU)</b>	<b>\$ 1,688,020</b>	<b>\$ 1,688,020</b>	<b>\$ 1,688,020</b>
<b>Total Reserve for Economic Uncertainty by Amount</b>	<b>\$ 3,345,840</b>	<b>\$ 3,392,422</b>	<b>\$ 3,421,961</b>
<b>Total Reserve for Economic Uncertainty by Percent</b>	<b>6.00%</b>	<b>6.00%</b>	<b>6.00%</b>
State Statute 3% REU	\$ 1,672,920	\$ 1,696,211	\$ 1,710,980
Reserve Policy 6% REU	\$ 3,345,840	\$ 3,392,422	\$ 3,421,961
Meets State and Local Reserve Standards	Yes	Yes	Yes

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## Club Oak Park & Nutrition Services

General Fund	Club Oak Park Fund 12	Nutrition Services Fund 13
<b>Revenues and Other Financing Sources</b>		
LCFF Revenue	\$ -	\$ -
Federal Revenue	\$ -	\$ 380,537
State Revenue	\$ -	\$ 1,612,849
Local Revenue	\$ 2,222,167	\$ 55,235
Contributions (SPED/Maint)	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 2,222,167</b>	<b>\$ 2,048,621</b>
<b>Expenditures and Other Financing Uses</b>		
Certificated Salaries	\$ 134,422	\$ -
Classified Salaries	\$ 516,569	\$ 633,487
Benefits	\$ 308,284	\$ 209,794
Books and Supplies	\$ 64,132	\$ 1,051,811
Services and Operating	\$ 1,100,099	\$ 18,600
Capital Outlay	\$ -	\$ -
Other Outgo	\$ -	\$ 60,233
Other Financing Uses: Transfers Out	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 2,123,506</b>	<b>\$ 1,973,925</b>
<b>Net Increase (Decrease) in Fund Balance</b>	<b>\$ 98,661</b>	<b>\$ 74,696</b>
<b>Fund Balance</b>		
Beginning Fund Balance: July 1	\$ 265.00	\$ 791,476.00
<b>Ending Fund Balance: June 30</b>	<b>\$ 98,926.00</b>	<b>\$ 866,172.00</b>

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## Certification

**The Governing Board must certify that the District budget fits one of the following criteria:**

**Positive** (\*\*Staff Recommendation\*\*) - based upon the current projections, the District will meet its financial obligations for the current fiscal year and subsequent two fiscal years.

**Qualified** – based upon the current projections, the District may not meet its financial obligations for the current fiscal year or two subsequent fiscal years.

**Negative** – based upon the current projections, the District is unable to meet its financial obligations for the remainder of the fiscal year or the subsequent fiscal year(s).

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# Questions?



*Educating Compassionate and Creative Global Citizens*

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**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: MONTHLY MEASURE S BOND PROJECT STATUS REPORT**

INFORMATION

**ISSUE:** Shall the Board receive and review a status report on the progress of authorized Measure S bond projects through March 10, 2023?

**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	454,493	-
	<b>2,282,184</b>	<b>2,241,115</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) (4)	3,653,750	330,492	-
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)	67,859	67,859	-
	<b>5,267,771</b>	<b>1,837,937</b>	-
<b>District Office</b>			-
19-17S District Office Emergency Generator (1) (3) (4)	255,011	60,002	144,709
19-21S Upper Field Chain Link Fencing and Gates	12,416	12,416	-
	<b>267,427</b>	<b>72,418</b>	<b>144,709</b>
<b>District Wide</b>			-
17-49S Security Badge System Upgrade	9,586	9,586	-
17-01S Solar Project (2)	7,120,121	7,123,344	-
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	247,807	-
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)	395,168	314,666	125,215
22-07S Repair Exterior Modular Classrooms DW (1)	95,246	95,246	-
22-08S LED Lighting Upgrade DW (2)	221,741	221,741	-
22-03S DSA Certification Portables DW (1) (3)	21,555	2,456	19,000
	<b>9,655,886</b>	<b>9,365,799</b>	<b>310,472</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	-
18-21S Classroom Replacement (1) (2) (3)	5,483,710	5,009,649	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



## 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
18-48S 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>7,599,941</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	66,881	-
22-06S Upgrade Eating Area OHES (1)	116,029	116,029	-
22-09S Security Fence Front OHES (1)	108,237	108,237	-
	<b>1,170,996</b>	<b>897,290</b>	<b>174</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)	65,782	66,052	-
	<b>2,548,621</b>	<b>2,517,348</b>	<b>1,592</b>
<b>Oak View High School</b>			-
19-26S Reno Bldg Ext at OVHS	175,000	167,808	(880)
22-18S School Marquee OVHS	25,479	25,479	-
	<b>200,479</b>	<b>193,287</b>	<b>(880)</b>
<b>Red Oak Elementary School</b>			-
17-37S Modernization Campus Wide	10,000	10,000	-
17-32S Security Fencing	3,860	3,860	-
18-20S Modular Classroom Replacement (1) (3)	6,753,009	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)	58,922	56,723	2,198
20-18S Renovate Exteriors of Buildings B & C @ROES (1) (3)	2,660,902	2,582,439	19,748



## 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
22-12S Shades Sails @ROES	163,555	159,845	-
	<b>10,048,293</b>	<b>3,708,414</b>	<b>21,946</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 Prgm 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)	227,790	217,311	10,479
20-20S Chromebook 1:1 Program (1)	361,738	361,738	-
20-24S Oak Park High School Engineering Workstatio (1)	69,534	69,534	-
20-25S Apple iPad Air Refresh Wave 3 (1)	33,030	33,030	-
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	250,401	214,156	36,245
21-04S Network Access Appliance (3)	23,000	-	23,000
22-04S Smartboard Replacement DW (1)	144,621	212,816	-
22-02S Office Computer Refresh (1) (3)	100,000	16,013	8
	<b>4,333,825</b>	<b>3,854,994</b>	<b>218,157</b>
<b>Totals</b>	<b>43,774,526</b>	<b>32,288,542</b>	<b>1,182,927</b>

**TO: MEMBERS, BOARD OF EDUCATION**

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

**DATE: MARCH 21, 2023**

**SUBJECT: MONTH 6 ENROLLMENT AND ATTENDANCE REPORT**

**INFORMATION**

**ISSUE:** Shall the Board receive and review a status report on District enrollment and attendance through Month 6 of the 2022-2023 school year?

**BACKGROUND:** As student enrollment and attendance plays a key role in determining General Fund revenues, staffing, and expense, it is critical that the Board and Administration carefully monitor these factors in assessing both appropriate student support and the District's financial position. Accordingly, staff has prepared the following enrollment and attendance information through the end of the most recent reporting period to assist in this review.

**FISCAL IMPACT:** None. Information only.

**RECOMMENDATION:** None. Information only.

Prepared by: Julie Townsend, Senior Accountant  
Byron Jones, Director of Fiscal Services

Respectfully submitted,

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Jeff Davis, Ed.D.  
Superintendent



Month 6: January 9, 2023 - February 3, 2023				YTD: August 9, 2022 - February 3, 2023			
	Enrollment Comparison	ADA Comparison	ADA% Comparison		Enrollment Comparison	ADA Comparison	ADA% Comparison
	2022-23	2022-23	2022-23		2022-23	2022-23	2022-23
<b>BES</b>				<b>BES</b>			
K	94.00	90.48	96.26%	K	94.00	87.30	92.87%
1	82.00	78.89	96.21%	1	82.00	77.61	94.65%
2	105.00	101.47	96.64%	2	105.00	99.57	94.83%
3	79.00	75.37	95.41%	3	79.00	75.53	95.61%
4	83.00	79.79	96.13%	4	83.00	78.93	95.10%
5	118.00	112.21	95.09%	5	118.00	113.23	95.96%
SDC			0.00%	SDC			0.00%
<b>Total</b>	<b>561.00</b>	<b>538.21</b>	<b>95.94%</b>	<b>Total</b>	<b>561.00</b>	<b>532.17</b>	<b>94.86%</b>
<b>OHES</b>				<b>OHES</b>			
K	101.00	94.89	93.95%	K	101.00	93.12	92.20%
1	78.00	72.79	93.32%	1	78.00	72.56	93.03%
2	77.00	73.42	95.35%	2	77.00	71.36	92.68%
3	63.00	60.32	95.75%	3	63.00	61.56	97.71%
4	77.00	73.58	95.56%	4	77.00	73.90	95.97%
5	81.00	78.63	97.07%	5	81.00	77.78	96.02%
SDC			0.00%	SDC			0.00%
<b>Total</b>	<b>477.00</b>	<b>453.63</b>	<b>95.10%</b>	<b>Total</b>	<b>477.00</b>	<b>450.28</b>	<b>94.40%</b>
<b>ROES</b>				<b>ROES</b>			
K	120.00	112.31	93.59%	K	120.00	110.08	91.73%
1	85.00	80.42	94.61%	1	85.00	79.38	93.39%
2	83.00	79.53	95.82%	2	83.00	78.56	94.65%
3	97.00	93.68	96.58%	3	97.00	92.13	94.98%
4	113.00	109.37	96.79%	4	113.00	108.58	96.09%
5	89.00	85.84	96.45%	5	89.00	85.32	95.87%
SDC			0.00%	SDC			0.00%
<b>Total</b>	<b>587.00</b>	<b>561.15</b>	<b>95.60%</b>	<b>Total</b>	<b>587.00</b>	<b>554.05</b>	<b>94.39%</b>
<b>MCMS</b>				<b>MCMS</b>			
6	324.00	310.56	95.85%	6	324.00	310.04	95.69%
7	362.00	348.06	96.15%	7	362.00	343.47	94.88%
8	322.00	306.33	95.13%	8	322.00	303.16	94.15%
SDC			0.00%	SDC			0.00%
<b>Total</b>	<b>1,008.00</b>	<b>964.95</b>	<b>95.73%</b>	<b>Total</b>	<b>1008.00</b>	<b>956.67</b>	<b>94.91%</b>
<b>OPHS</b>				<b>OPHS</b>			
9	392.00	376.11	95.95%	9	392.00	378.70	96.61%
10	355.00	337.94	95.19%	10	355.00	336.83	94.88%
11	349.00	330.06	94.57%	11	349.00	334.50	95.85%
12	330.00	305.11	92.46%	12	330.00	307.75	93.26%
SDC			0.00%	SDC			0.00%
<b>Total</b>	<b>1,426.00</b>	<b>1349.22</b>	<b>94.62%</b>	<b>Total</b>	<b>1426.00</b>	<b>1357.78</b>	<b>95.22%</b>
<b>OVHS</b>				<b>OVHS</b>			
<b>Total</b>	<b>33.00</b>	<b>27.03</b>	<b>81.91%</b>	<b>Total</b>	<b>36.00</b>	<b>23.70</b>	<b>65.83%</b>
<b>OPIS</b>				<b>OPIS</b>			
<b>Total</b>	<b>206.00</b>	<b>197.74</b>	<b>95.99%</b>	<b>Total</b>	<b>206.00</b>	<b>183.00</b>	<b>88.83%</b>
<b>Other**</b>				<b>Other***</b>			
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total</b>	<b>4,298.00</b>	<b>4,091.93</b>	<b>95.21%</b>	<b>Total</b>	<b>4,301.00</b>	<b>4,057.65</b>	<b>94.34%</b>