

**OAK PARK UNIFIED SCHOOL DISTRICT
5801 CONIFER STREET
OAK PARK, CALIFORNIA 91377
(818) 735-3206**

NOTICE OF SPECIAL BOARD MEETING - AGENDA #943

Written notice is hereby given in accordance with Education Code Section 54957 that a Special Meeting of the Board of Education of Oak Park Unified School District will be held:

DATE: Monday, June 12, 2017
TIME: 5:00 p.m. Closed Session
6:00 p.m. Open Session
PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

Call to Order _____
Pledge of Allegiance
Roll Call
Public Comments – Closed Session Agenda Items

CLOSED SESSION

A. SUPERINTENDENT EVALUATION

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Pursuant to Government Code Section 5495

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss
Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of subdivision (d) of Section 54956.9
Name of Cases: Uniform Complaints filed by Mr. John Heeney

Call to Order _____
Roll Call
Report on Closed Session Items
Adoption of Agenda
Public Comments – Speakers on Agenda and Non-Agenda Items

OPEN SESSION

ACTION

A. BUSINESS SESSION

- a. [Public Hearing and Board Review: Proposed 2017-18 Oak Park Unified School District Local Control and Accountability Plan](#)
Board will conduct a Public Hearing and Review LCAP
- b. [Public Hearing and Board Review: Proposed 2017-18 Oak Park Unified School District Annual Budget](#)
Board will conduct a Public Hearing and Review the annual budget
- c. [Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Teachers Association](#)
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
- d. [Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Classified Association](#)
Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements
- e. [Public Disclosure and Approval of Compensation Adjustment for Administrative, Confidential, and Specified Unrepresented Employees](#)
Government Code 3547.5 requires public disclosure of the provisions of all collective b
- f. [Award Measure C6 Bond Project Contract – Battery Backup Equipment for Network Switches](#)
Board Policy 3312 requires Board approval for contracts of services
- g. [Award Measure S Bond Project Contracts– HVAC Replacement at Oak Hills Elementary School and Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts of services
- h. [Award Measure S Bond Project Contract - Roof Replacement at Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts of services
- i. [Authorize Measure C6 Bond Project – Network Server Backup Storage Refresh](#)
Board approval required for purchases made from Measure C6 Bond Fund
- j. [Authorize Measure C6 Bond Project – Mobile Virtual Reality Lab Equipment for All Schools](#)
Board approval required for purchases made from Measure C6 Bond Fund
- k. [Authorize Measure R Bond Project – Exterior Structural Lumber Repair and Replacement at Medea Creek Middle School](#)
Board approval required for purchases made from Measure R Bond Fund
- l. [Authorize Measure R Bond Project – Hydration Station Installation at Medea Creek Middle School and Education Services Center](#)
Board approval required for purchases made from Measure R Bond Fund
- m. [Authorize Measure S Bond Projects - EV Charging Stations at Oak View School and Oak Park High School](#)
Board approval required for purchases made from Measure S Bond Fund
- n. [Authorize Measure S Bond Projects – Building H Roof and HVAC Replacements at Oak Park High School](#)
Board approval required for purchases made from Measure S Bond Fund
- o. [Authorize Measure S Bond Projects – Districtwide Fencing for Campus Safety and Security](#)
Board approval required for purchases made from Measure S Bond Fund

- p. Authorize Measure S Bond Projects – Districtwide Security Cameras for Campus Safety and Security

Board approval required for purchases made from Measure S Bond Fund

- q. Authorize Measure S Bond Project – Exterior Lighting for Campus Safety and Security at Oak Park High School

Board approval required for purchases made from Measure S Bond Fund

Date: June 9, 2017

Anthony W. Knight, Ed.D.
Superintendent and Secretary to the Board of Education

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 12, 2017

**SUBJECT: A.a. PUBLIC HEARING AND BOARD REVIEW: PROPOSED 2017-18
OAK PARK UNIFIED SCHOOL DISTRICT LOCAL CONTROL
AND ACCOUNTABILITY PLAN**

PUBLIC HEARING/DISCUSSION

ISSUE: Shall the Board hold a public hearing and review the proposed 2017-18 Oak Park Unified School District Local Control and Accountability Plan?

BACKGROUND: Effective July 1, 2014, under the State's K-12 Local Control Funding Formula (LCFF) finance system, school districts and County Offices of Education are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), using a form adopted by the California State Board of Education (SBE). The LCAP identifies the District's goals and measurable outcomes for students in a three-year plan, and demonstrates compliance with the State's priorities and metrics in accordance with statutes.

The 2017-18 Oak Park Unified School District LCAP has been developed with the input from diverse groups of stakeholders. In conformance with Education Code 52062, the District's initial draft of the 2017-18 LCAP was presented at the Board's regular meeting on May 16, 2017. At this evening's meeting a public hearing will be conducted to solicit the comments and recommendations of the public regarding the proposed LCAP. The proposed 2017-18 Local Control Accountability Plan may be accessed at the following link: <https://goo.gl/gjFE34>

Adoption of the District's 2017-18 LCAP is scheduled for the June 19, 2017 meeting of the Board of Education.

RECOMMENDATION: None – for information, discussion, and receipt of public comment only.

Prepared by: Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Dr. Jay Greenlinger, Director, Curriculum and Instruction
Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 12, 2017

**SUBJECT: A.b. PUBLIC HEARING AND BOARD REVIEW: PROPOSED 2017-18
OAK PARK UNIFIED SCHOOL DISTRICT ANNUAL BUDGET**

PUBLIC HEARING/DISCUSSION

ISSUE: Shall the Board hold a public hearing and review the proposed 2017-18 Oak Park Unified School District annual budget?

BACKGROUND: On May 14, 2017 Governor Brown presented his May Revision to the proposed 2017-18 state budget. The Governor's proposed budget for K-12 education provides only slightly more funding than his January proposal. The impact of the May Revision on the District's proposals for its Local Control Funding Formula (LCFF) budget and accompanying Local Control and Accountability Plan (LCAP) will be the subject of this public hearing and Board review.

At this evening's meeting, after a public hearing on the 2017-18 LCAP, a public hearing will be held to solicit the recommendations and comments of the public regarding the proposed 2017-18 OPUSD budget. Staff will provide an update and recommendation based on the most current information available, including LCAP recommendations, local budget assumptions, enrollment and staffing projections, and revenue and expenditure forecasts. The proposed 2017-18 OPUSD budget may be accessed at the following link: <https://goo.gl/mvrXh3>

Adoption of the District's 2017-18 LCAP and annual operating budget is scheduled for the June 19, 2017 meeting of the Board of Education.

RECOMMENDATION: None – for information, discussion, and receipt of public comment only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.c. PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND OAK PARK TEACHERS ASSOCIATION

ACTION

ISSUE: Shall the Board of Education disclose and approve the collective bargaining agreement between the District and Oak Park Teachers Association (OPTA)?

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

On May 12, 2017, the District and OPTA reached a tentative agreement for 2016-17, the first year of a three-year CBA. The agreement includes a 2.5% increase to the salary schedules for all certificated bargaining unit members, retroactive to July 1, 2016. The agreement contains no other material financial impacts to the District, and the proposed CBA has been ratified by the full OPTA membership.

The Disclosure of Collective Bargaining Agreement statement required by AB 1200 and GC 3547.5 is included with this report. Also included is the proposed revision to the certificated salary schedule.

ALTERNATIVES:

1. Approve the 2016-17 Collective Bargaining Agreement between the District and Oak Park Teachers Association, effective retroactively to July 1, 2016.
2. Do not approve the proposed agreement.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

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

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Teachers Association

The proposed agreement covers the period:
 Beginning: July 1, 2016
 Ending: June 30, 2017

Employee Type:
 Certificated: XX
 Classified: _____

The proposed agreement will be acted upon by the Governing Board
 at its meeting on: June 12, 2017

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2016-17	Year 2 2017-18	Year 3 2018-19
1.	Salary Schedule - Increase/(Decrease)	\$ 18,512,544	\$ 462,814 2.50%	\$ 451,884 2.44%	\$ 451,884 2.44%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 3,719 0.02%	\$ 6,834 0.04%	\$ 6,881 0.04%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 2,942,874	\$ 74,935 2.55%	\$ 81,803 2.78%	\$ 90,299 3.07%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 2,970,167	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 24,425,585	\$ 541,468 2.22%	\$ 540,521 2.21%	\$ 549,064 2.25%
7.	Total Number (FTE) of Represented Employees	# 224	# 213	# 213	# 213
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 109,043	\$ 2,542 2.33%	\$ 2,538 2.33%	\$ 2,578 2.36%
9a.	Certificated Teacher's Salary (Excluding Benefits) -Minimum Daily Rate	\$ 262	\$ 268 2.50%	\$ 268 2.50%	# 268 2.50%
	-Maximum Daily Rate	\$ 572	\$ 586 2.50%	\$ 586 2.50%	\$ 586 2.50%
	-Substitute Daily Rate	\$ 120	\$ 120 0.00%	\$ 120 0.00%	\$ 120 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE <input type="checkbox"/> Actual <input type="checkbox"/> XXX Capped	\$ 18,127	\$ 18,127 0.00%	\$ 18,127 0.00%	\$ 18,127 0.00%

Please include comments and explanations as necessary: _____

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

Memorandum of Understanding with OPTA to confirm maintenance of current CBA language with regard to K-3 class size grade span adjustment as required by LCFF.

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

None.

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

None.

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

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

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Not applicable - settlement on salary and health benefits are for 2016-17 only; these articles are subject to negotiations each year.

Disclosure of Collective Bargaining Agreement

School District: Oak Park Unified School District

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 43,828,899
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$65,000 for a district with less than 1,001 ADA)	\$ 1,314,867

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

a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 772,982
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 10,023
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 949,945
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$
e. Total District Budgeted Unrestricted Reserves	\$ 1,732,950

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

☒ XX

Yes


☐

No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

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



District Superintendent
(Signature)

May 23, 2017

Date



District Chief Business Official
(Signature)

May 23, 2017

Date

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

	(Col. 1) Latest Board Approved Budget Before Settlement (As of 03.31.17)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	34,963,318			34,963,318
Remaining Revenues (8100-8799)	9,127,916			9,127,916
TOTAL REVENUES	44,091,234	0	0	44,091,234
EXPENDITURES				
1000 Certificated Salaries	21,048,964	530,338		21,579,302
2000 Classified Salaries	6,274,264	135,635		6,409,899
3000 Employees' Benefits	8,812,848	112,243		8,925,091
4000 Books and Supplies	1,280,571	0		1,280,571
5000 Services and Operating Expenses	4,474,301	0		4,474,301
6000 Capital Outlay	379,715	0		379,715
7100-7499 Other	427,867	0		427,867
TOTAL EXPENDITURES	42,698,530	778,216	0	43,476,746
OPERATING SURPLUS (DEFICIT)	1,392,704	(778,216)	0	614,488
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT	352,153			352,153
*CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,040,551	(778,216)	0	262,335
BEGINNING BALANCE	1,284,825			1,284,825
CURRENT YEAR ENDING BALANCE	2,325,376	(778,216)	0	1,547,160
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)				0
Restricted (9740)	265,747			265,747
Committed (9750 / 9760)				0
Assigned (9780)	498,408			498,408
Reserve for Economic Uncertainties (9789)	772,982			772,982
Unappropriated Amounts (9790)	788,239	(778,216)	0	10,023

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

Note - additional Reserves for Economic Uncertainties of \$949,046 are held in Fund 170.

OAK PARK UNIFIED SCHOOL DISTRICT CERTIFICATED SALARY SCHEDULE

2016-17 SCHOOL YEAR

For Board Approval: June 12, 2017

Effective: July 1, 2016

Years of Service	Class X Teacher 185 days BA	Class A Teacher 185 days BA + 30	Class B Teacher 185 days BA + 45 BA+30+MA	Class C Teacher 185 days BA + 60 BA+45+MA	Class D Teacher 185 days BA + 75 BA+60+MA	Years of Service	Class F Counselor 192 days 5 Steps	Class G Psychologist 190 days 5 Steps
1	268.43	281.42	294.43	307.44	320.46	1	449.03	459.29
1	49,659.55	52,062.70	54,469.55	56,876.40	59,285.10	1	86,213.76	87,265.10
2	281.42	294.43	307.44	320.46	333.45	2	466.47	473.50
2	52,062.70	54,469.55	56,876.40	59,285.10	61,688.25	2	89,562.24	89,965.00
3	294.43	307.44	320.46	333.45	346.46	3	482.76	488.15
3	54,469.55	56,876.40	59,285.10	61,688.25	64,095.10	3	92,689.92	92,748.50
4	307.44	320.46	333.45	346.46	359.46	4	498.95	503.23
4	56,876.40	59,285.10	61,688.25	64,095.10	66,500.10	4	95,798.40	95,613.70
5		333.45	346.46	359.46	372.47	5	515.27	519.79
5		61,688.25	64,095.10	66,500.10	68,906.95	5	98,931.65	98,760.10
6		346.46	359.46	372.47	385.48	6		
6		64,095.10	66,500.10	68,906.95	71,313.80	6		
7		359.46	372.47	385.48	398.50	7		
7		66,500.10	68,906.95	71,313.80	73,722.50	7		
8		372.47	385.48	398.50	411.49	8		
8		68,906.95	71,313.80	73,722.50	76,125.65	8		
9			398.50	411.49	424.50	9		
9			73,722.50	76,125.65	78,532.50	9		
10			411.49	424.50	437.50	10		
10			76,125.65	78,532.50	80,937.50	10		
11				437.50	450.53	11		
11				80,937.50	83,348.05	11		
12	<u>Special Assignment Rates</u>			450.53	463.54	12		
12	SWAP (X1/ 6 Hrs)		44.74	83,348.05	85,754.90	12		
13	Home & Hospital (B1/ 6 Hrs)		49.07		476.54	13		
13	Saturday School (B1/ 6 Hrs)		49.07		88,159.90	13		
14					494.40	14		
14	Summer School (A3 / 6 Hrs) *				91,464.00	14		
16	Summer School (D4/6 Hrs)**			463.54		16		
16	Per Article 9.3 of contract:			85,754.90		16		
18	* Temp., Prob., Not reg employed				507.75	18		
18	** 1 or more years as permanent				93,933.75	18		
20				476.54		20		
20	Annual stipends of \$1,000 per			88,159.90		20		
22	Articles 9.5b, 9.5e, and 9.5g of contract				520.76	22		
22					96,340.60	22		
24	Longevity increments every four years			489.54		24		
24	Class C and D per Article 9.2 of contract			90,564.90		24		
26					533.80	26		
26	Substitute - Daily Rate	120.00			98,753.00	26		
30	Substitutue - Long Term Rate	205.00			546.94	30		
30	<i>Sub rates adopted 12/06/16, effective 01/01/17</i>				101,183.90	30		

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.d. PUBLIC DISCLOSURE AND APPROVAL OF COLLECTIVE BARGAINING AGREEMENT BETWEEN THE DISTRICT AND OAK PARK CLASSIFIED ASSOCIATION

ACTION

ISSUE: Shall the Board of Education disclose and approve the Collective Bargaining Agreement between the District and Oak Park Classified Association (OPCA)?

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

On May 12, 2017, the District and OPCA reached a tentative agreement for 2016-17, the first year of a three-year CBA. The agreement includes a 2.5% increase to the salary schedules for all classified bargaining unit members, retroactive to July 1, 2016. The agreement contains no other material financial impacts to the District, and the proposed CBA has been ratified by the full OPCA membership.

The Disclosure of Collective Bargaining Agreement statement required by AB 1200 and GC 3547.5 is included in this report. Also included is the proposed revision to the classified salary schedule.

ALTERNATIVES:

1. Approve the 2016-17 Collective Bargaining Agreement between the District and Oak Park Classified Association, effective retroactively to July 1, 2016.
2. Do not approve the proposed Agreement.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

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

School District: Oak Park Unified School District

Name of Bargaining Unit: Oak Park Classified Association

The proposed agreement covers the period:
 Beginning: July 1, 2016
 Ending: June 30, 2017

Employee Type:
 Certificated: _____
 Classified: XX

The proposed agreement will be acted upon by the Governing Board
 at its meeting on: June 12, 2017

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2016-17	Year 2 2017-18	Year 3 2018-19
1.	Salary Schedule - Increase/(Decrease)	\$ 4,812,170	\$ 120,304 2.50%	\$ 120,304 2.50%	\$ 120,304 2.50%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 1,139 0.02%	\$ 1,822 0.04%	\$ 1,832 0.04%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 946,057	\$ 23,876 2.52%	\$ 24,010 2.54%	\$ 24,012 2.54%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 923,971	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 6,682,198	\$ 145,319 2.17%	\$ 146,136 2.19%	\$ 146,148 2.19%
7.	Total Number (FTE) of Represented Employees	# 126	# 126	# 126	# 126
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 53,033	\$ 1,153 2.17%	\$ 1,160 2.19%	\$ 1,160 2.19%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 262	\$ 268 2.50%	\$ 268 2.50%	# 268 2.50%
	-Maximum Daily Rate	\$ 572	\$ 586 2.50%	\$ 586 2.50%	\$ 586 2.50%
	-Substitute Daily Rate	\$ 120	\$ 120 0.00%	\$ 120 0.00%	\$ 120 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE <input type="checkbox"/> Actual <input type="checkbox"/> XXX Capped	\$ 18,127	\$ 18,127 0.00%	\$ 18,127 0.00%	\$ 18,127 0.00%

Please include comments and explanations as necessary:

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

Memorandum of Understanding with OPTA to confirm maintenance of current CBA language with regard to K-3 class size grade span adjustment as required by LCFF.

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

None.

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

None.

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

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

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Not applicable - settlement on salary and health benefits are for 2016-17 only; these articles are subject to negotiations each year.

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 43,828,899
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$65,000 for a district with less than 1,001 ADA)	\$ 1,314,867

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

a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 772,982
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 10,023
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 949,945
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$
e. Total District Budgeted Unrestricted Reserves	\$ 1,732,950

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



Yes



No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

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

District Superintendent
(Signature)

May 23, 2017

Date

District Chief Business Official
(Signature)

May 23, 2017

Date

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

	(Col. 1) Latest Board Approved Budget Before Settlement (As of 03.31.17)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	34,963,318			34,963,318
Remaining Revenues (8100-8799)	9,127,916			9,127,916
TOTAL REVENUES	44,091,234	0	0	44,091,234
EXPENDITURES				
1000 Certificated Salaries	21,048,964	530,338		21,579,302
2000 Classified Salaries	6,274,264	135,635		6,409,899
3000 Employees' Benefits	8,812,848	112,243		8,925,091
4000 Books and Supplies	1,280,571	0		1,280,571
5000 Services and Operating Expenses	4,474,301	0		4,474,301
6000 Capital Outlay	379,715	0		379,715
7100-7499 Other	427,867	0		427,867
TOTAL EXPENDITURES	42,698,530	778,216	0	43,476,746
OPERATING SURPLUS (DEFICIT)	1,392,704	(778,216)	0	614,488
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT	352,153			352,153
*CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,040,551	(778,216)	0	262,335
BEGINNING BALANCE	1,284,825			1,284,825
CURRENT YEAR ENDING BALANCE	2,325,376	(778,216)	0	1,547,160
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)				0
Restricted (9740)	265,747			265,747
Committed (9750 / 9760)				0
Assigned (9780)	498,408			498,408
Reserve for Economic Uncertainties (9789)	772,982			772,982
Unappropriated Amounts (9790)	788,239	(778,216)	0	10,023

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

Note - additional Reserves for Economic Uncertainties of \$949,046 are held in Fund 170.

OAK PARK UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULES CC & CH & CB2
EMPLOYEES WORKING 20 HOURS OR MORE PER WEEK

2016-17 SCHOOL YEAR

For Board Approval: June 12, 2017

Effective: July 1, 2016

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
<u>CLERICAL SUPPORT</u>							
Health Services Technician	10	16.13	17.10	18.16	19.26	20.44	10 Month
Student Services Assistant I	10	2796.22	2964.31	3148.56	3339.32	3542.94	10 Month
Department Clerk	10						10 Month
Guest Teacher/Interdistrict Permit Coordinator	12	17.10	18.16	19.26	20.44	21.65	11 Month
Student Services Assistant II	12	2964.31	3148.56	3339.32	3542.94	3752.88	10.5 Month
Support Services Coordinator	12						12 Month
ASB Bookkeeper/Athletics Secretary	14	18.16	19.26	20.44	21.65	22.96	10.5 Month
Student Services Assistant III	14	3148.56	3339.32	3542.94	3752.88	3979.36	11.5 Month
Student Services Bookkeeper	14						10.5 Month
Support Services Coordinator	14						12 Month
Accounting Assistant I	14.5	18.59	19.66	20.81	22.01	23.29	12 Month
		3222.48	3408.29	3607.97	3815.99	4037.92	
Department Secretary	16	19.91	21.06	22.26	23.55	24.90	11 Month
School Office Manager I	16	3450.51	3650.23	3858.21	4082.87	4315.87	10.5 Month
Credentials Technician	16						12 Month
Accounting Assistant II	16.5	20.67	21.85	23.12	24.43	25.85	12 Month
		3582.77	3788.04	4007.16	4234.58	4481.44	
School Office Manager II	17.5	20.84	22.09	23.42	24.81	26.29	11 Month
		3612.20	3829.45	4058.81	4300.20	4556.73	
School Office Manager III	18.5	21.34	22.63	23.99	25.43	26.97	11.5 Month
		3699.73	3922.98	4158.38	4408.86	4674.44	
Business Department Assistant	20	22.34	23.68	25.10	26.60	28.20	12 Month
		3872.06	4104.38	4350.62	4611.67	4888.38	
Accounting Assistant III	23	25.86	27.41	29.05	30.80	32.65	12 Month
		4482.33	4751.26	5036.35	5338.53	5658.84	
Senior Accountant	28	331.26	33.15	35.16	37.29	39.54	12 Month
		5418.96	5746.80	6094.50	6463.28	6854.46	
<u>CUSTODIAL/MAINTENANCE/GROUNDS</u>							
Custodian	14	18.16	19.26	20.44	21.65	22.96	12 Month
		3148.56	3339.32	3542.94	3752.88	3979.36	
Grounds Maintenance Worker	15	18.69	19.84	21.04	22.34	23.68	12 Month
		3239.07	3439.52	3646.41	3872.67	4105.44	
Head Custodian I	15.5	18.79	19.94	21.12	22.40	23.74	12 Month
		3257.87	3456.53	3661.35	3882.30	4115.24	
Head Custodian II	17	20.65	21.88	23.19	24.58	26.06	12 Month
		3578.98	3793.23	4019.55	4261.01	4517.49	
General Maintenance Worker	18	20.96	22.21	23.54	24.95	26.44	12 Month
		3633.30	3850.58	4079.94	4324.37	4583.88	
Head Custodian III	18.5	21.34	22.63	23.99	25.43	26.97	12 Month
		3699.73	3922.98	4158.38	4408.86	4674.44	
Maintenance Engineer	20	22.34	23.68	25.10	26.60	28.20	12 Month
		3872.06	4104.38	4350.62	4611.67	4888.38	

OAK PARK UNIFIED SCHOOL DISTRICT
CLASSIFIED SALARY SCHEDULES CC & CH & CB2
EMPLOYEES WORKING 20 HOURS OR MORE PER WEEK

2016-17 SCHOOL YEAR

For Board Approval: June 12, 2017

Effective: July 1, 2016

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
Grounds Maintenance Supervisor	21	23.68 4104.38	25.10 4350.62	26.60 4611.67	28.20 4888.38	29.95 5191.58	12 Month
<u>CHILD NUTRITION SERVICES</u>							
Child Nutrition Services Assistant I	5	13.99	14.80	15.70	16.66	17.67	180 Days
Child Nutrition Services Assistant II	7	14.80	15.70	16.66	17.67	18.71	180 Days
Child Nutrition Services Cook	8	15.22	16.13	17.10	18.16	19.26	180 Days
Child Nutrition Services Manager	10	16.13 2796.22	17.10 2964.31	18.16 3148.56	19.26 3339.32	20.44 3542.94	180 Days
Child Nutrition Services Assistant/Delivery	12	17.10 2964.31	18.16 3148.56	19.26 3339.32	20.44 3542.94	21.65 3752.88	180 Days
<u>OTHER CLASSIFIED SUPPORT</u>							
Assistant Computer Support Technician	7.0	14.80 2565.61	15.70 2721.96	16.66 2887.20	17.67 3063.09	18.71 3242.55	12 Month
Instructional Assistant I	7.5	14.91 2583.86	15.80 2739.42	16.76 2905.62	17.77 3080.16	18.82 3263.11	180 Days
Instructional Assistant II	10	16.13 2796.22	17.10 2964.31	18.16 3148.56	19.26 3339.32	20.44 3542.94	180 Days
Library/Media Technician	13	17.78 3082.38	18.85 3267.30	20.00 3467.02	21.20 3675.04	22.50 3899.73	10 Month
College/Career Center Technician	13.5	17.90 3102.74	18.97 3287.68	20.12 3487.38	21.32 3695.39	22.61 3920.08	10.5 Month
Instructional Assistant III	14	18.16 3148.56	19.26 3339.32	20.44 3542.94	21.65 3752.88	22.96 3979.36	180 Days
Computer Technician	18	20.96 3633.30	22.21 3850.58	23.54 4079.94	24.95 4324.37	26.44 4583.88	12 Month
Certified Sign Language Interpreter	20	22.34	23.68	25.10	26.60	28.20	180 Days
Technology Department Assistant	20	3872.06	4104.38	4350.62	4611.67	4888.38	12 Month
Technology Assistant Lead	23	25.86	27.41	29.05	30.80	32.65	12 Month
Certified Repair Technician	23	4482.33	4751.26	5036.35	5338.53	5658.84	12 Month
Network Administrator	26	29.04 5033.09	30.79 5337.33	32.65 5659.96	34.63 6002.06	36.72 6364.87	12 Month
Occupational Therapist	30	34.86 6042.93	36.95 6405.49	39.17 6789.79	41.52 7197.20	44.01 7629.02	10 Month
Behavior Specialist* CB2	G*	404.00 76760.00	416.50 79135.00	429.38 81582.20	442.66 84105.40	456.35 86706.50	204 Days

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

2016-17 SCHOOL YEAR

For Board Approval: June 12, 2017

Effective: July 1, 2016

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
<u>CLERICAL SUPPORT</u>							
Health Services Technician	10	17.00	18.00	19.05	20.20	21.41	10 Month
Student Services Assistant I	10	17.00	18.00	19.05	20.20	21.41	10 Month
Department Clerk	10	17.00	18.00	19.05	20.20	21.41	10 Month
Student Services Assistant II	12	18.00	19.05	20.20	21.41	22.70	10.5 Month
Guest Teacher Coordinator	12	18.00	19.05	20.20	21.41	22.70	180 Day
Student Services Assistant III	14	19.05	20.20	21.41	22.70	24.01	10.5 Month
<u>CUSTODIAL/MAINTENANCE/GROUNDS</u>							
Custodian	14	19.05	20.20	21.41	22.70	24.01	12 Month
Warehouse Worker/Delivery	18	20.80	22.04	23.33	24.68	26.16	12 Month
<u>CHILD NUTRITION SERVICES</u>							
Child Nutrition Services Assistant I	05	14.77	15.60	16.52	17.49	18.57	180 Day
Child Nutrition Services Assistant II	07	15.60	16.52	17.49	18.57	19.67	180 Day
Child Nutrition Services Cook	08	15.98	16.69	17.95	19.08	20.22	180 Day
Child Nutrition Services Bookkeeper	12	18.00	19.05	20.20	21.41	22.70	10 Month
Child Nutrition Services Assistant/Delivery	12	18.00	19.05	20.20	21.41	22.70	180 Day
<u>OTHER CLASSIFIED SUPPORT</u>							
Instructional Assistant I	7.5	15.72	16.64	17.60	18.68	19.77	180 Day
Instructional Assistant II	10	17.00	18.00	19.05	20.20	21.41	180 Day
Technology Assistant	10	17.00	18.00	19.05	20.20	21.41	180 Day
Library/Media Technician	13	18.69	19.79	20.97	22.16	23.48	10 Month
College/Career Center Technician	13.5	18.81	19.92	21.08	22.27	23.61	10.5 Month
Instructional Assistant III	14	19.05	20.20	21.41	22.70	24.01	180 Day
Social Emotional Services Specialist	27	29.74	31.25	32.84	34.52	36.27	192 Day
Occupational Therapist	30	36.58	38.77	41.10	43.57	46.19	10 Month
<u>EXEMPT POSITIONS</u>							
Campus Supervisor	X03	17.12					180 Day
Student/Casual Worker	X01	9.41					As Assigned
Child Nutrition Services Substitute	X04	14.77					As Assigned
Clerical Substitute	X04	14.77					As Assigned
Custodial Substitute	X05	19.05					As Assigned
Child Nutrition Services/Facility Use	X08	26.21					As Assigned
<u>SUMMER SCHOOL</u>							
Clerical	X02	17.00					As Assigned
Custodial	X06	15.72					As Assigned
Instructional Assistant	X07	17.00					As Assigned
Supervision	X09	19.05					As Assigned

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
**SUBJECT: A.e. PUBLIC DISCLOSURE AND APPROVAL OF COMPENSATION
ADJUSTMENT FOR ADMINISTRATIVE, CONFIDENTIAL, AND
SPECIFIED UNREPRESENTED EMPLOYEES**

ACTION

ISSUE: Shall the Board approve an increase in compensation for administrative, confidential and unrepresented employees for fiscal year 2016-17?

BACKGROUND: Consistent with the tentative OPTA and OPCA agreements, it is recommended that the Board approve a 2.5% increase to the salary schedules for all confidential and administrative employees, effective retroactively to July 1, 2016.

It is recommended that the Board approve a 2.5% increase to the salary schedules for unrepresented preschool staff members, effective retroactively to July 1, 2016.

It is also recommended that the Board approve a 2.5% increase to the salary schedules for specified unrepresented positions, effective retroactively to July 1, 2016. The specified positions include campus supervisors and classified substitutes.

The recommendation for administrative, confidential and unrepresented employees does not include any other increases in compensation or health benefits, and contains no other material financial impacts to the District.

The Disclosure Statement required by AB 1200 is included with this report. Also included is the proposed revision to the Administrative/Confidential and Preschool salary schedules.

ALTERNATIVES:

1. Approve the proposed increases in compensation for administrative, confidential and unrepresented employees for fiscal year 2016-17, effective retroactively to July 1, 2016.
2. Do not approve the proposed compensation increases.

RECOMMENDATION: Alternatives No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

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

School District: Oak Park Unified School District

Name of Bargaining Unit: Management/ Confidential

The proposed agreement covers the period:

Beginning: July 1, 2016

Ending: June 30, 2017

Employee Type:

Certificated: XX

Classified: XX

The proposed agreement will be acted upon by the Governing Board

at its meeting on: June 12, 2017

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2016-17	Year 2 2017-18	Year 3 2018-19
1.	Salary Schedule - Increase/(Decrease)	\$ 2,543,002	\$ 63,575 2.50%	\$ 63,575 2.50%	\$ 63,575 2.50%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 230 0.01%	\$ 957 0.04%	\$ 968 0.04%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 442,425	\$ 11,102 2.51%	\$ 11,229 2.54%	\$ 11,230 2.54%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 312,836	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 3,298,263	\$ 74,907 2.27%	\$ 75,761 2.30%	\$ 75,773 2.30%
7.	Total Number (FTE) of Represented Employees	# 23	# 23	# 23	# 23
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 143,403	\$ 3,257 2.27%	\$ 3,294 2.30%	\$ 3,294 2.30%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 262	\$ 268 2.50%	\$ 268 2.50%	# 268 2.50%
	-Maximum Daily Rate	\$ 572	\$ 586 2.50%	\$ 586 2.50%	\$ 586 2.50%
	-Substitute Daily Rate	\$ 120	\$ 120 0.00%	\$ 120 0.00%	\$ 120 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 18,127	\$ 18,127 0.00%	\$ 18,127 0.00%	\$ 18,127 0.00%
	<input type="checkbox"/> Actual <input type="checkbox"/> XXX Capped				

Please include comments and explanations as necessary:

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

Memorandum of Understanding with OPTA to confirm maintenance of current CBA language with regard to K-3 class size grade span adjustment as required by LCFF.

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

None.

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

None.

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

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

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Not applicable - settlement on salary and health benefits are for 2016-17 only; these articles are subject to negotiations each year.

Disclosure of Collective Bargaining Agreement

School District: Oak Park Unified School District

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 43,828,899
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$65,000 for a district with less than 1,001 ADA)	\$ 1,314,867

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

a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 772,982
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 10,023
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 949,945
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$
e. Total District Budgeted Unrestricted Reserves	\$ 1,732,950

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

☒ XX

Yes

☐

No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

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

District Superintendent
(Signature)

May 23, 2017

Date

District Chief Business Official
(Signature)

May 23, 2017

Date

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

	(Col. 1) Latest Board Approved Budget Before Settlement (As of 03.31.17)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	34,963,318			34,963,318
Remaining Revenues (8100-8799)	9,127,916			9,127,916
TOTAL REVENUES	44,091,234	0	0	44,091,234
EXPENDITURES				
1000 Certificated Salaries	21,048,964	530,338		21,579,302
2000 Classified Salaries	6,274,264	135,635		6,409,899
3000 Employees' Benefits	8,812,848	112,243		8,925,091
4000 Books and Supplies	1,280,571	0		1,280,571
5000 Services and Operating Expenses	4,474,301	0		4,474,301
6000 Capital Outlay	379,715	0		379,715
7100-7499 Other	427,867	0		427,867
TOTAL EXPENDITURES	42,698,530	778,216	0	43,476,746
OPERATING SURPLUS (DEFICIT)	1,392,704	(778,216)	0	614,488
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT	352,153			352,153
*CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,040,551	(778,216)	0	262,335
BEGINNING BALANCE	1,284,825			1,284,825
CURRENT YEAR ENDING BALANCE	2,325,376	(778,216)	0	1,547,160
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)				0
Restricted (9740)	265,747			265,747
Committed (9750 / 9760)				0
Assigned (9780)	498,408			498,408
Reserve for Economic Uncertainties (9789)	772,982			772,982
Unappropriated Amounts (9790)	788,239	(778,216)	0	10,023

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

Note - additional Reserves for Economic Uncertainties of \$949,046 are held in Fund 170.

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

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

School District: Oak Park Unified School District

Name of Bargaining Unit: Unrepresented

The proposed agreement covers the period:
 Beginning: July 1, 2016
 Ending: June 30, 2017

Employee Type:
 Certificated: _____
 Classified: XX

The proposed agreement will be acted upon by the Governing Board
 at its meeting on: June 12, 2017

A. Proposed Change in Compensation:

Compensation		Cost Prior To Proposed Agreement	Fiscal Impact of Proposed Agreement		
			Current Year 2016-17	Year 2 2017-18	Year 3 2018-19
1.	Salary Schedule - Increase/(Decrease)	\$ 567,683	\$ 14,192 2.50%	\$ 14,192 2.50%	\$ 14,192 2.50%
2.	Step and Column - Increase/(Decrease) due to movement plus any changes due to settlement.		\$ 0 0.00%	\$ 213 0.04%	\$ 216 0.04%
3.	Other Compensation - Increase/(Decrease) (Stipends, Bonuses, Etc)		\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
4.	Statutory Benefits - Increase/(Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	\$ 93,215	\$ 2,330 2.50%	\$ 2,365 2.54%	\$ 2,366 2.54%
5.	Health/Welfare Benefits - Increase/(Decrease)	\$ 85,011	\$ 0 0.00%	\$ 0 0.00%	\$ 0 0.00%
6.	Total Compensation - Increase/(Decrease) (Total Lines 1-5)	\$ 745,909	\$ 16,522 2.22%	\$ 16,770 2.25%	\$ 16,774 2.25%
7.	Total Number (FTE) of Represented Employees	# 20	# 20	# 20	# 20
8.	Total Compensation Cost for Average Employee Increase/(Decrease) (Line 6/Line 7)	\$ 37,768	\$ 837 2.22%	\$ 849 2.25%	\$ 849 2.25%
9a.	Certificated Teacher's Salary (Excluding Benefits)				
	-Minimum Daily Rate	\$ 262	\$ 268 2.50%	\$ 268 2.50%	# 268 2.50%
	-Maximum Daily Rate	\$ 572	\$ 586 2.50%	\$ 586 2.50%	\$ 586 2.50%
	-Substitute Daily Rate	\$ 120	\$ 120 0.00%	\$ 120 0.00%	\$ 120 0.00%
9b.	- Annual Health/Welfare Benefit amount per FTE	\$ 18,127	\$ 18,127 0.00%	\$ 18,127 0.00%	\$ 18,127 0.00%
	<input type="checkbox"/> Actual <input type="checkbox"/> XXX Capped				

Please include comments and explanations as necessary: _____

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

Memorandum of Understanding with OPTA to confirm maintenance of current CBA language with regard to K-3 class size grade span adjustment as required by LCFF.

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

None.

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

None.

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

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

F. Source of Funding for the Proposed Agreement:

1. Current Year:

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Anticipated maintenance of enrollment/ADA levels and State-provided incremental funding increases toward LCFF target.

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

Not applicable - settlement on salary and health benefits are for 2016-17 only; these articles are subject to negotiations each year.

G. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	\$ 43,828,899
b. State Standard Minimum Reserve Percentage for this District	3%
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$65,000 for a district with less than 1,001 ADA)	\$ 1,314,867

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

a. General Fund Budgeted <u>Unrestricted</u> Reserve for Economic Uncertainties	\$ 772,982
b. General Fund Budgeted <u>Unrestricted</u> Unappropriated Amount	\$ 10,023
c. Special Reserve Fund (17) Budgeted Reserve for Economic Uncertainties	\$ 949,945
d. Special Reserve Fund (17) Budgeted Unappropriated Amount	\$
e. Total District Budgeted Unrestricted Reserves	\$ 1,732,950

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



Yes



No

H. Certification

The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions in the agreement in accordance with the requirements of AB 1200 and G.C. 3547.5.

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

District Superintendent
(Signature)

May 23, 2017

Date

District Chief Business Official
(Signature)

May 23, 2017

Date

Disclosure of Collective Bargaining Agreement
School District: Oak Park Unified School District

	(Col. 1) Latest Board Approved Budget Before Settlement (As of 03.31.17)	(Col. 2) Adjustment as a Result of Settlement	(Col. 3) Other Revisions	(Col. 4) Total Impact on Budget (Col. 1+2+3)
REVENUES				
LCFF Revenues (8010-8099)	34,963,318			34,963,318
Remaining Revenues (8100-8799)	9,127,916			9,127,916
TOTAL REVENUES	44,091,234	0	0	44,091,234
EXPENDITURES				
1000 Certificated Salaries	21,048,964	530,338		21,579,302
2000 Classified Salaries	6,274,264	135,635		6,409,899
3000 Employees' Benefits	8,812,848	112,243		8,925,091
4000 Books and Supplies	1,280,571	0		1,280,571
5000 Services and Operating Expenses	4,474,301	0		4,474,301
6000 Capital Outlay	379,715	0		379,715
7100-7499 Other	427,867	0		427,867
TOTAL EXPENDITURES	42,698,530	778,216	0	43,476,746
OPERATING SURPLUS (DEFICIT)	1,392,704	(778,216)	0	614,488
OTHER SOURCES AND TRANSFERS IN				
OTHER USES AND TRANSFERS OUT	352,153			352,153
*CURRENT YEAR INCREASE (DECREASE) IN FUND BALANCE	1,040,551	(778,216)	0	262,335
BEGINNING BALANCE	1,284,825			1,284,825
CURRENT YEAR ENDING BALANCE	2,325,376	(778,216)	0	1,547,160
COMPONENTS OF ENDING BALANCE				
Non-spendable (9711-9719)				0
Restricted (9740)	265,747			265,747
Committed (9750 / 9760)				0
Assigned (9780)	498,408			498,408
Reserve for Economic Uncertainties (9789)	772,982			772,982
Unappropriated Amounts (9790)	788,239	(778,216)	0	10,023

* If the total amount of the Adjustment in Column 2 does not agree with the amount of the Total Compensation Increase in Section A, Line 6, page 1 (increase was partially budgeted, there were revenue revisions as reflected in Column 3, etc.), explain the variance below.

Please include comments and explanations as necessary:

Note - additional Reserves for Economic Uncertainties of \$949,046 are held in Fund 170.

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE AND CONFIDENTIAL SALARY SCHEDULE
2016-17 SCHOOL YEAR**

For Board Approval: June 12, 2017

Effective: July 1, 2016

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	DAYS
<u>CONFIDENTIAL</u>							
Administrative Secretary	A	4,418.33 53,019.96	4,683.44 56,201.28	4,964.44 59,573.28	5,262.31 63,147.72	5,578.05 66,936.60	12 Month
Executive Assistant	B	5,084.45 61,013.40	5,391.14 64,693.68	5,714.27 68,571.24	6,057.39 72,688.68	6,422.82 77,073.84	12 Month
<u>ADMINISTRATION</u>							
Director Child Nutrition Services	C	363.47 80,690.34	374.37 83,110.14	385.61 85,605.42	397.19 88,176.18	409.11 90,822.42	222
Director Business Operations	D	457.05 101,465.10	470.76 104,508.72	484.89 107,645.58	499.43 110,873.46	514.42 114,201.24	222
Director Fiscal Services	E	494.78 109,841.16	509.63 113,137.86	524.91 116,530.02	540.67 120,028.74	556.88 123,627.36	222
Middle School Dean	F	449.03 87,560.85	466.47 90,961.65	482.76 94,138.20	498.95 97,295.25	515.29 100,481.55	195
Program Specialist	G.1	478.38 95,676.00	492.89 98,578.00	507.31 101,462.00	522.17 104,434.00	537.45 107,490.00	200 200
Middle School Assistant Principal	G.2	484.75 96,950.00	499.29 99,858.00	514.27 102,854.00	529.70 105,940.00	545.60 109,120.00	200 200
High School Assistant Principal	H	511.37 104,830.85	526.69 107,971.45	542.46 111,204.30	558.75 114,543.75	575.53 117,983.65	205
Elementary School Principal	J	525.04 110,258.40	540.12 113,425.20	555.62 116,680.20	571.61 120,038.10	588.07 123,494.70	210
Middle School Principal	K	533.37 112,007.70	548.69 115,224.90	564.45 118,534.50	580.65 121,936.50	597.39 125,451.90	210
Director Pupil Services	L	572.99 120,327.90	590.17 123,935.70	607.89 127,656.90	626.12 131,485.20	644.90 135,429.00	210
Director Curriculum and Instruction	L	572.99 123,192.85	590.17 126,886.55	607.89 130,696.35	626.12 134,615.80	644.90 135,429.00	210
Director Educational Technology and Information Systems	L	572.99 127,203.78	590.17 131,017.74	607.89 134,951.58	626.12 138,998.64	644.90 143,167.80	222
High School Principal	M	594.78 132,041.16	611.55 135,764.10	628.30 139,482.60	645.18 143,229.96	661.92 146,946.24	222
Bond Construction Manager	N	635.86 141,160.92	654.92 145,392.24	674.57 149,754.54	694.81 154,247.82	715.66 158,876.52	222
Assistant Superintendent HR, and Business & Admin Services	O	659.95 146,508.90	679.75 150,904.50	700.14 155,431.08	721.14 160,093.08	742.78 164,897.16	222

Annual stipend of \$1,000 for doctorate.

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

2016-17 SCHOOL YEAR

For Board Approval: June 12, 2017

Effective: July 1, 2016

JOB CLASSIFICATION	RANGE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	WORK YEAR
<u>PRE-SCHOOL PERSONNEL</u>							
Pre-school Assistant	PSH 001	17.10	18.15	19.26	20.41	21.63	188 Day
Pre-school Specialist	PSH 002	26.29	27.88	29.54	31.31	33.19	188 Day
Pre-school Specialist - Art	PSH 002	26.29	27.88	29.54	31.31	33.19	188 Day
Lead Pre-School Specialist	PSH 003	27.28	28.91	30.66	32.48	34.44	188 Day
Pre-school Director	PSH 004	32.55	34.50	36.57	38.77	41.09	195 Day

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.f AWARD MEASURE C6 BOND PROJECT 17-22C, BATTERY BACKUP EQUIPMENT FOR NETWORK SWITCHES

ACTION

ISSUE: Shall the Board award a contract for Project 17-22C, Battery Backup Equipment for Network Switches?

BACKGROUND: At its meeting on May 16, 2017, the Board authorized staff to proceed with Project 17-22C, Battery Backup Equipment for Network Switches, to be funded from the Measure C6 bond fund. Technology staff is recommending the Board's acceptance and award of contract for the following proposal received from CompuWave of Ventura California:

SCOPE OF WORK	AMOUNT
APC UPS Batteries for IDFs	\$ 39,274
APC Power Distribution Units	\$ 9,991
APC Preventative Maintenance and Support Plan	\$ 3,822
TOTAL PROPOSAL AMOUNT (INCUDING SHIPPING/SALES TAX)	\$ 53,087

The budget established for this project is \$50,000 for equipment, installation, and Maintenance and Support Plan, with a 20% contingency of \$10,000, for a total budget of \$60,000.

The CompuWave proposal has been evaluated and analyzed by the District's Technology Department who recommends the award of a contract to CompuWave for Project 17-22C, Battery Backup Equipment for Network Switches.

ALTERNATIVES:

1. Award a contract for Project 17-22C, Battery Backup Equipment for Network Switches, to CompuWave of Ventura California, in the amount of \$53,087, to be funded by Measure C6 bond funds.
2. Do not award the contract for this project.

RECOMMENDATION: Alternative 1.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 12, 2017

SUBJECT: A.g AWARD MEASURE S BOND PROJECT CONTRACTS – HVAC REPLACEMENT AT OAK HILLS ELEMENTARY SCHOOL AND MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board award construction and equipment contracts for two projects for HVAC replacement at Oak Hills Elementary School (Project 17-24S) and Medea Creek Middle School (Project 17-25S), funded from the Measure S bond fund?

BACKGROUND: At its meeting on May 16, 2017, the Board authorized staff to proceed with two projects for HVAC replacement at Oak Hills Elementary School (OHES) and Medea Creek Middle School (MCMS), funded from the Measure S bond fund. Accordingly, staff solicited bid proposals from HVAC equipment providers and from installing contractors on the District's approved list of California Uniform Public Contract Cost Accounting Act (CUPCAA) contractor list. The following is a recap of the bids received

CONTRACTOR	SCOPE OF WORK	SITE	AMOUNT
Lennox Industries/PACE Bid P00143	Equipment Supplier	OHES	\$ 74,385
Lennox Industries/PACE Bid P00143	Equipment Supplier	MCMS	\$ 81,729
Greenheck/Norman S. Wright Climatech Mech	Equipment Supplier	MCMS	\$ 10,961
Kaiser Air Conditioning	Equipment Installer	MCMS	\$ 54,180
Kaiser Air Conditioning	Equipment Installer	OHES	\$ 72,000
Reed Mechanical Systems	Equipment Installer	OHES	\$ 33,900
Bragg Crane Service	Crane Services	MC/OH	\$ 27,216
T&T Truck & Crane Service	Crane Services	MC/OH	\$ 29,320

The established District standard for HVAC equipment is Lennox. Utilizing Purchasing Association of Cooperative Entities (PACE) piggybackable bid #P00143, Lennox has proposed to furnish 14 units at a total cost of \$74,385 for OHES, and 11 units at MCMS for a total cost of \$81,729. Additionally, Greenheck Fan Corporation, through its distributor Norman S. Wright Climatech Mechanical Equipment, proposes to provide a single HVAC unit unique to the needs of the MCMS kitchen for a total cost of \$10,961. It is the recommendation of staff to award contracts to these companies for this equipment.

For equipment installation, staff is recommending the award of contract to Reed Mechanical Systems, in the amount of \$33,900, for Project 17-24S at OHES, and to Kaiser Air Conditioning for Project 17-25S at MCMS, in the amount of \$54,180.

For craning services for both projects, staff is recommending the award of contract to Bragg Crane Service in the amount of \$27,216.

BOARD MEETING, JUNE 12, 2017

The budget established for OHES Project 17-24S is \$115,000 for both equipment and installation, with a 25% contingency of \$28,750, for a total budget of \$143,750.

The budget established for MCMS Project 17-25S is \$162,000 for both equipment and installation, with a 25% contingency of \$40,500, for a total budget of \$202,500.

The bids submitted for this project has been evaluated and analyzed by the District's Construction Management, Maintenance, and Business Office staff, who recommend the award of contracts as outlined in the alternatives and recommendation below.

ALTERNATIVES:

1. Award contracts for Project 17-24S at Oak Hills Elementary School to Lennox Industries, utilizing PACE Bid #P00143, in the amount of \$74,385, and to Reed Mechanical Systems, in the amount of \$33,900, to be funded by Measure S bond funds.
2. Award contracts for Project 17-25S at Medea Creek Middle School to Lennox Industries, utilizing PACE Bid #P00143, in the amount of \$81,729, to Greenheck Fan Corporation, in the amount of \$10,961, and to Kaiser Air Conditioning, in the amount of \$54,180, to be funded by Measure S bond funds.
3. Award a contract for both Project 17-24S at Oak Hills Elementary School and Project 17-25S at Medea Creek Middle School to Bragg Crane Service, in the amount of \$27,216, to be funded by Measure S bond funds.
4. Do not award contracts for these projects.

RECOMMENDATION: Alternatives 1, 2, and 3.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.h. AWARD MEASURE S BOND PROJECT CONTRACT - ROOF REPLACEMENT AT MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall the Board award a construction contract for Project 17-23S, Roof Replacement at Medea Creek Middle School, to be funded from the Measure S bond fund?

BACKGROUND: At its meeting on May 16, 2017, the Board authorized staff to proceed with Project 17-23S, Roof Replacement at Medea Creek Middle School, to be funded from the Measure S bond fund. Accordingly, staff solicited bid proposals from qualified roofing contractors on the District's approved list of California Uniform Public Contract Cost Accounting Act (CUPCAA) contractor list. The following is a recap of the bids received

CONTRACTOR	SCOPE OF WORK	SITE	AMOUNT
Channel Islands Roofing Co.	Roof Replacement	MCMS	\$ 60,316
Craig Roofing Co.	Roof Replacement	MCMS	\$ 81,913
Falcon Roofing	Roof Replacement	MCMS	\$ 83,886
Best Contracting	Roof Replacement	MCMS	\$ 88,809

The project budget, including all materials and installation at \$66,400 and a 25% contingency of \$16,600, is \$83,000.

The bids submitted for this project have been evaluated and analyzed by the District's Construction Management, Maintenance, and Business Office staff, who collectively recommend the award of a contract for roof replacement at Medea Creek Middle School to Channel Islands Roofing Company.

ALTERNATIVES:

1. Award a construction contract for Project 17-23S, Roof Replacement at Medea Creek Middle School to Channel Islands Roofing Company, in the amount of \$60,316, as lowest responsive and responsible bidder, to be funded from the Measure S bond fund.
2. Do not award a contract and reject all bids received for this project.

RECOMMENDATION: Alternative 1.

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
**SUBJECT: A.i. AUTHORIZE MEASURE C6 BOND PROJECT – NETWORK SERVER
BACKUP STORAGE REFRESH**

ACTION

ISSUE: Shall the Board authorize technology Project 17-29C, Network Server Backup Storage Refresh, to be funded from the Measure C6 bond fund?

BACKGROUND: The Measure C6 Master Plan approved by the Board in April 2017 provides for the refresh of the District's aging network server backup storage system. To be identified as Project 17-29C, the scope of this work provides for the replacement and upgrade of the backup server and storage appliance for on-premise data and application protection and an off-site cloud storage repository and replication environment, to be completed over the 2017 summer break. The proposed project budget, including all equipment, installation, licensing, and support is estimated at \$125,000 with a 10% contingency of \$12,500, for a total of \$137,500.

Staff requests the Board's authorization to proceed with this project, preparing specifications, and soliciting bids and/or proposals as necessary to implement the acquisition. Once quotations are obtained staff will return to the Board with a recap of the proposals received and a recommendation for award of contract.

ALTERNATIVES:

1. Authorize staff to proceed with Project 17-29C, Network Server Backup Storage Refresh, to be funded from the Measure C6 bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contracts.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information Systems
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.j. AUTHORIZE MEASURE C6 BOND PROJECT – MOBILE VIRTUAL REALITY LAB EQUIPMENT FOR ALL SCHOOLS

ACTION

ISSUE: Shall the Board authorize technology Project 17-12C, Mobile VR Lab Totes, to be funded from the Measure C6 bond fund?

BACKGROUND: In November 2016, on the recommendation of the Technology Committee, the Board authorized the expenditure of C6 funds to pilot a virtual reality (VR) project including iPod Touches, Google VR viewing glasses, housed in a traveling tote, to be shared among District schools. The pilot was very successful, and after careful consideration at its April meeting, the Technology Committee recommended the Board's approval of the accompanying technology request. Under the proposal each site have its own resident set of VR goggles, with two totes of 18 devices provided to each elementary and secondary school. The proposed budget for the project, labeled 17-12C, is \$44,000.

Staff requests the Board's authorization to proceed with this project, preparing specifications, and soliciting bids and/or proposals as necessary to implement the acquisition. Once quotations are obtained staff will return to the Board with a recap of the proposals received and a recommendation for award of contract.

ALTERNATIVES:

1. Authorize staff to proceed with Project 17-12C, Mobile VR Lab Totes, to be funded from the Measure C6 bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contracts.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Enoch Kwok, Director, Educational Technology and Information Systems
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

Technology Resource Request Form

The following form should be completed by a site or district level administrator and submitted to the District Technology Committee to request the expenditures of district funds (not site based funds) to purchase new technology equipment, software, or services to be used at their school site. This form may be submitted via email to the district's Director of Technology and will be brought forward to the next Tech Committee meeting for discussion. The Tech Committee may vote to forward the request to the governing board with its recommendation for approval, request further information or modifications of the proposal, or decline to support the request. Teachers with ideas for technology acquisition will need to work with their site principals to submit their request using this form.

1) Name of Principal: All site principals

2) Date Submitted: 4/26/2017

3) Describe specific equipment and or software/service requested (include quantities):

8 mobile VR Totes - Each tote consists of 18 iPod Touches, VR Goggles, 2 USB 10 port chargers, rolling tote, and a lock. Spare devices will be purchased for attrition and damage/repair swap-out.

4) Describe the program(s), grade levels, students, etc. impacted by this technology acquisition and how it will be used to enhance instruction.

By repurposing the two VR totes of the successful pilot project authorized by the Board in November 2016, this proposal will provide each site with its own resident set of VR goggles. Elementary schools will each have two totes of 18 devices each, and secondary schools will also house two totes each.

5) Describe any pre-existing resources, technologies, that this technology will replace, refresh, or augment.

District currently has two VR totes, housed at the district office, which will be reassigned to Oak Park High School. The eight new totes will be issued two each to the middle school and three elementary schools.

6) Provide an estimate of the total cost of acquiring this technology resource.

\$44,000 to be paid for out of C6

7) Identify who will be responsible to manage and take care of this equipment once it is received and put into operation.

Totes to be housed by the school site administration (principal's office) or at the computer lab for checkout by teachers.

8) What is the requested time frame for acquiring these resources?

Summer 2017

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12 2017
**SUBJECT: A.k. AUTHORIZE MEASURE R BOND PROJECT – EXTERIOR
STRUCTURAL LUMBER REPAIR AND REPLACEMENT AT
MEDEA CREEK MIDDLE SCHOOL**

ACTION

ISSUE: Shall the Board authorize Staff to proceed with Project 17-30R, Exterior Structural Lumber Repair and Replacement at Medea Creek Middle School, to be funded from the Measure R bond fund?

BACKGROUND: The Measure R Master Plan approved by the Board in April 2017 provides for exterior structural lumber repair and replacement at Medea Creek Middle School. To be identified as Project 17-30R, the scope of this work provides for the repair or replacement of structural lumber throughout specified exterior areas of the campus, to be completed over the 2017 summer break. The proposed project budget, including all materials and installation, is estimated at \$104,000 with a 20% contingency of \$20,800, for a total of \$124,800.

It is requested that the Board authorize Staff to proceed with this project, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement the identified scope. Once bids are obtained, Staff will return to the Board with a recap and analysis of the proposals received, a recommendation for award of contract(s), and to obtain the Board's approval to commence with the work of the project.

ALTERNATIVES:

1. Authorize Staff to proceed with Project 17-30R, Exterior Structural Lumber Repair and Replacement at Medea Creek Middle School, to be funded from the Measure R bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contract or contracts as appropriate.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.I AUTHORIZE MEASURE R BOND PROJECT – HYDRATION STATION INSTALLATION AT MEDEA CREEK MIDDLE SCHOOL AND EDUCATION SERVICES CENTER

ACTION

ISSUE: Shall the Board authorize Staff to proceed with Project 17-31R, Hydration Station Installation at Medea Creek Middle School (MCMS) and Education Services Center (ESC), to be funded from MCMS Parent-Faculty Association (PFA) donations and the Measure R bond fund?

BACKGROUND: Staff is requesting the Board's authorization to proceed with the installation of two hydration stations, one at MCMS, the other at ESC. To be identified as Project 17-31R, the scope of this work provides for the purchase and installation of one hydration station each at MCMS and ESC to occur over the 2017 summer break. The proposed project budget, including all materials, equipment, and installation, is estimated at \$9,000 with a 20% contingency of \$1,800, for a total of \$10,800. The cost of the project will be divided equally between MCMS PFA donations and the Measure R bond fund.

It is requested that the Board authorize Staff to proceed with this project, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement the identified scope. Once bids are obtained, Staff will return to the Board with a recap and analysis of the proposals received, a recommendation for award of contract(s), and to obtain the Board's approval to commence with the work of the project.

ALTERNATIVES:

1. Authorize Staff to proceed with Project 17-31R, Hydration Station Installation at Medea Creek Middle School and Education Services Center, to be funded from MCMS PFA donations and the Measure R bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contract or contracts as appropriate.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.m. AUTHORIZE MEASURE S BOND FUND PROJECTS – EV CHARGING STATIONS AT OAK VIEW AND OAK PARK HIGH SCHOOLS

ACTION

ISSUE: Shall the Board authorize the installation of EV charging stations at Oak View and Oak Park High Schools, to be funded from the Measure S bond fund?

BACKGROUND: Included in the planning of Project 17-01S, Districtwide Solar Installation, was the intention to provide additional EV charging stations as part of the construction when feasible to take further advantage of the utility savings. Two such locations have been identified at Oak Park High School (OPHS) and at Oak View High School (OVHS). At both OPHS and OVHS, the solar parking lot structures have been modified to allow for two additional EV stations at each site. OPUSD is eligible for a \$16,667 grant from the Ventura County Air Quality Management District to assist with offsetting acquisition costs, and an incentive program to convert from single-to-dual chargers has been identified that may be used at OVHS.

To be incorporated as part of Project 17-01S, the proposed scope of work provides for four additional EV charging stations and the upgrade from a single to dual charger, taking advantage of incentive and grant programs to reduce both acquisition and ongoing utility costs. Work is expected to be completed over the 2017 summer break. The project budget, including equipment and installation at \$64,000, less the VCAQMD grant of \$16,667, is \$47,333.

The Board is requested to authorize staff to proceed with this project, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement the project. Once bids are obtained staff will return to the Board with a recap of the proposals received and a recommendation for award of contract(s) for the projects.

ALTERNATIVES:

1. Authorize staff to proceed with the project to install EV charging stations at Oak View and Oak Park High Schools (Project 17-01S), to be funded from the Measure S bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contract(s).
2. Do not authorize staff to proceed with the HVAC replacement projects.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.n. AUTHORIZE MEASURE S BOND PROJECTS – BUILDING H ROOF AND HVAC REPLACEMENTS AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board Authorize two projects at Oak Park High School for the replacement of the HVAC units (Project 17-27S) and roof (Project 17-28S) on Building H, to be funded from the Measure S bond fund?

BACKGROUND: Included in the Measure S Committee recommendation for initial Measure S priority projects is the replacement of both the roof and the HVAC equipment on two-story classroom building H at Oak Park High School.

- Project 17-27S provides for the in-kind replacement of 10 HVAC units on Building H to be performed over the 2017 summer break. The project budget, including equipment and installation at \$76,975 and a 25% contingency of \$19,244, is \$96,219.
- Project 17-28S provides for the roof replacement and upgrade on Building H to be performed over the 2017 summer break. The project budget, including equipment and installation at \$100,000 and a 25% contingency of \$25,000 is \$125,000.

The Board is requested to authorize staff to proceed with these two projects, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement these projects. Once bids are obtained staff will return to the Board with a recap of the proposals received and a recommendation for award of contract(s) for these projects.

ALTERNATIVES:

1. Authorize staff to proceed with Project 17-27S, Building H HVAC replacement, and Project 17-28S, Building H roof replacement, both at Oak Park High School, to be funded from the Measure S bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contracts.
2. Do not authorize staff to proceed with the these projects.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.o. AUTHORIZE MEASURE S BOND PROJECTS – DISTRICTWIDE FENCING FOR CAMPUS SAFETY AND SECURITY

ACTION

ISSUE: Shall the Board authorize Staff to proceed with Project 17-32S, Districtwide Fencing for Campus Safety and Security, to be funded from the Measure S bond fund?

BACKGROUND: A top priority of the Measure S Committee recommendation for initial Measure S projects includes the installation of fencing to improve campus security and safety for students and staff. To be identified as Project 17-32S, the scope of this work provides fencing installations as identified by the site administration at the Brookside, Oak Hills, Red Oak, and Oak Park High School campuses. Although inspected, no need for additional fencing was identified at the Medea Creek or Oak View campuses. The proposed project budget, including all materials and installation, is estimated at \$313,768 with a 25% contingency of \$78,442, for a total of \$392,210. With the Board's authorization, it is anticipated that the installation will occur over the 2017 summer break, in time for the start of the 2017-18 school year.

It is requested that the Board authorize Staff to proceed with this project, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement the identified scope. Once bids are obtained, Staff will return to the Board with a recap and analysis of the proposals received, a recommendation for award of contract(s), and to obtain the Board's approval to commence with the work of the project.

ALTERNATIVES:

1. Authorize Staff to proceed with Project 17-32, Districtwide Fencing for Campus Safety and Security, to be funded from the Measure S bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contract or contracts as appropriate.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
**SUBJECT: A.p. AUTHORIZE MEASURE S BOND PROJECTS – DISTRICTWIDE
SECURITY CAMERAS FOR CAMPUS SAFETY AND SECURITY**

ACTION

ISSUE: Shall the Board authorize Staff to proceed with Project 17-33S, Districtwide Security Cameras for Campus Safety and Security, to be funded from the Measure S bond fund?

BACKGROUND: A top priority of the Measure S Committee recommendation for initial Measure S projects includes the expansion of the security camera network at all of the District's school sites to improve campus security and safety for students and staff. To be identified as Project 17-33S, the scope of this work provides for the expansion in the number and quality of security cameras and upgrade of network hardware at every district school campus and site. The proposed project budget, including all materials and installation, is estimated at \$275,650 with a 25% contingency of \$68,913, for a total of \$344,563. With the Board's authorization, it is anticipated that the installation will occur over the 2017 summer break, in time for the start of the 2017-18 school year.

It is requested that the Board authorize Staff to proceed with this project, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement the identified scope. Once bids are obtained, Staff will return to the Board with a recap and analysis of the proposals received, a recommendation for award of contract(s), and to obtain the Board's approval to commence with the work of the project.

ALTERNATIVES:

1. Authorize Staff to proceed with Project 17-33S, Districtwide Security Cameras for Campus Safety and Security, to be funded from the Measure S bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contract or contracts as appropriate.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 12, 2017
SUBJECT: A.q AUTHORIZE MEASURE S BOND PROJECTS – EXTERIOR LIGHTING FOR CAMPUS SAFETY AND SECURITY AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board authorize Staff to proceed with Project 17-34S, Exterior Lighting for Campus Safety and Security at Oak Park High School, to be funded from the Measure S bond fund?

BACKGROUND: A top priority of the Measure S Committee recommendation for initial Measure S projects includes the expansion and upgrade of exterior lighting at Oak Park High School to improve campus security and safety for students and staff. To be identified as Project 17-34S, the scope of this work provides for the expansion lighting of the campus' stadium area to provide a safer environment for the many evening events held there, and to upgrade to more energy efficient LED lighting systems. The proposed project budget, including all materials and installation, is estimated at \$300,000 with a 25% contingency of \$75,000, for a total of \$375,000. With the Board's authorization, it is anticipated that the installation will occur over the 2017 summer break, in time for the start of the 2017-18 school year.

It is requested that the Board authorize Staff to proceed with this project, preparing plans, specifications, and bid documents to solicit bids and/or proposals as necessary to implement the identified scope. Once bids are obtained, Staff will return to the Board with a recap and analysis of the proposals received, a recommendation for award of contract(s), and to obtain the Board's approval to commence with the work of the project.

ALTERNATIVES:

1. Authorize Staff to proceed with Project 17-34S, Districtwide Security Cameras for Campus Safety and Security, to be funded from the Measure S bond fund, and return to the Board at a subsequent meeting with a recommendation for award of contract or contracts as appropriate.
2. Do not authorize staff to proceed with this project.

RECOMMENDATION: Alternative No. 1

Prepared by: Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____