

**OAK PARK UNIFIED SCHOOL DISTRICT
5801 E. CONIFER STREET
OAK PARK, CALIFORNIA 91377
(818) 735-3206
ADDENDUM BOARD MEETING – AGENDA #947**

DATE: Tuesday, August 15, 2017
TIME: **6:00 p.m. Open Session**
PLACE: Oak Park High School
Presentation Room-G9
899 Kanan Road
Oak Park, CA 91377

ACTION

B.3.h. Approve Establishment of A District Supervisor of Attendance as Required by Education Code Section 48240

Board approval required to establish a Supervisor of Attendance

Date: August 12, 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: AUGUST 15, 2017
SUBJECT: B.3.h. APPROVE ESTABLISHMENT OF A DISTRICT SUPERVISOR OF ATTENDANCE AS REQUIRED BY EDUCATION CODE SECTION 48240

ACTION

ISSUE: Shall the Board approve establishment of a district Supervisor of Attendance as required by Education Code (EC) Section 48240, to promote a culture of attendance and establish a system to accurately track pupil attendance?

BACKGROUND: EC 48240 requires that the governing board of each school district shall appoint a supervisor of attendance to supervise the attendance of pupils in the school district. The governing board shall prescribe the duties of the supervisor of attendance to include, among other duties that may be required, those specific duties related to compulsory full-time education, truancy, work permits, compulsory continuation education, and opportunity schools, classes, and programs now required of the attendance supervisors by EC 48240, 48450 and 48640. It is the intent of the Legislature that in performing these duties, the supervisor of attendance promotes a culture of attendance and establishes a system to accurately track pupil attendance.

It is recommended that the Board direct the Administration to establish a position of district Supervisor of Attendance, either as a district employee or as an independent consultant, whichever is in the best interest of the District, and return to the Board at the earliest subsequent meeting with a recommendation to ratify the new position, the scope of its services, and if feasible, a recommendation for appointment.

ALTERNATIVES:

1. Approve establishment of a district Supervisor of Attendance as required by EC 48240, either a district employee or as an independent consultant, whichever is in the best interest of the District, and return to the Board at the earliest subsequent meeting, with a recommendation to ratify the new position, the scope of its services, and if feasible, a recommendation for appointment.
2. Do not approve the establishment of the new classified service position.

RECOMMENDATION: Alternative No. 1

Prepared by: Leslie Heilbron, Ed.D., Assistant Superintendent, Human Resources
 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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____