

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #976

DATE: May 14, 2019

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

TIME: **6:00 p.m. Open Session – G9**

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, President

Barbara Laifman, Vice President

Allen Rosen, Clerk

Drew Hazelton, Member

Derek Ross, Member

Gavin Cornick, Student Board Member



Educating Compassionate and Creative Global Citizens

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent

Ragini Aggarwal, Executive Assistant

Martin Klauss, Assistant Superintendent, Business & Administrative Services

Dr. Leslie Heilbron, Assistant Superintendent, Human Resources

Dr. Jay Greenlinger, Director Curriculum and Instruction

Enoch Kwok, Director, Educational Technology & Information Systems

Susan Roberts, Director, Pupil Services

Stewart McGugan, Director, Student Support and School Safety

Brendan Callahan, Director Sustainability, Maintenance and Operations

COPY OF ENTIRE AGENDA ON WEB SITE

www.opusd.org

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: raggarwal@opusd.org

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

The President of the Board shall inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the closed session agenda, regular session agenda, or on any issue within the subject matter jurisdiction of the Governing Board. The speaker cards are available in the Board Room and must be completed and handed to Ragini Aggarwal, Executive Assistant, prior to the beginning of the meeting. All comments for either agenda items or non-agenda items must be limited to three minutes or less. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

Your comments are greatly appreciated. However, the Board cannot enter into a formal discussion at this time, nor can a decision be made. Matters warranting discussion will be placed on a future agenda. The information on the speaker card is voluntary but will assist the Board President in conducting the meeting. Thank you for your cooperation and compliance with these guidelines

All Board Actions and Discussions are electronically recorded and maintained for thirty days. Interested parties may review the recording upon request. Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

Agenda and supporting documents are available for review prior to the meeting at the District Office located at 5801 Conifer Street, Oak Park, CA 91377

NEXT REGULAR MEETING

Tuesday, June 18, 2019

Closed Session at 5:00 p.m. Open Session at 6:00 p.m.

Oak Park High School, Presentation Room, G9

AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:

District Office, 5801 Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Oak Park unified School District Website Home Page: <http://www.opusd.org/>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #976
May 14, 2019**

CALL TO ORDER – Followed by Public Comments/6:00 p.m.

OPEN SESSION: 6:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G9**, Oak Park, California.

I. CALL TO ORDER: _____ p.m.

A. ROLL CALL

B. FLAG SALUTE

C. ADOPTION OF AGENDA

II. PUBLIC SPEAKERS: SPEAKERS ON AGENDA AND NON-AGENDA ITEMS

III. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Retirement Recognition to Dick Billingsley, Pennie Brown, Serafin Cortes, Martin Klauss, Beck Koch, Cindy Lokitz, Enid Miller, Debbie Sands, and Joyce Thomas
2. Remarks from Board Members
3. Remarks from Student Board Member
4. Remarks from Superintendent
5. Report from School Site Councils
6. Report from Oak Park Education Foundation
7. Report from Oak Park Municipal Advisory Council

B. BUSINESS SESSION:

1. CONSENT AGENDA

Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.

At the request of any member of the Board, any item on the Consent Agenda shall be removed and given individual consideration for action as a regular agenda item.

a. Approve Minutes of Regular Board Meeting April 23, 2019 and Special Board Meeting May 7, 2019

Board Bylaw 9324 requires Board approval of minutes from previous meetings

b. Public Employee/Employment Changes 01CL24161-01CL24181 & 01CE09486-01CE09511

Board approval required for public employee employment and changes

- c. [Approve Purchase Orders – April 1 – April 30, 2019](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America \(FBLA\) Leadership Summit in Visalia, CA – June 21-22, 2019](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High School Cheer Students to Attend the Cheer Camp – July 21-24, 2019, Indian Wells, CA](#)
Board Policy 6153 requires Board approval for student overnight trips
- f. [Approve Out of State Travel for Certificated Employees to Attend Columbia University's Teachers College Reading Institute, Teaching of Reading, NY – June 24-28, 2019](#)
Board Policy 3350 requires Board approval for Out of State travel for employees
- g. [Approve Out of State Travel for Certificated Employee to Attend \(Computer Science Teachers Association\(CSTA\) Annual Conference in Phoenix, AZ – July 7-10, 2019](#)
Board Policy 3350 requires Board approval for Out of State travel for employees
- h. [Accept 2018-2019 Second Period Attendance Report](#)
Board approval required for Second Period Attendance Report
- i. [Approve Notice Of Completion for Project 19-02S, Area Drain Improvements at Oak Hills Elementary School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- j. [Approve Out of State Trip for Oak Park High School Future Business Leaders of America \(FBLA\) Students for the National Competition to San Antonio, TX – June 29 to July 3, 2019](#)
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. BUSINESS SERVICES

- a. [Accept Oak Park Citizens' Oversight Committee 2018 Annual Reports for Measures C6, R, and S](#)
Board acceptance required for OPCOC Annual Reports
- b. [Review and Discuss 2019-2020 Enrollment Projections](#)
Board will receive information from staff regarding the projected enrollment for the 2019-2020 school year
- c. [Approve Re-Appointment of Oak Park Citizens' Oversight Committee Members and Authorize Recruitment Process of New Members for the 2019-21 Term](#)
Board approval required for appointments to Citizens Oversight Committee
- d. [Ratify Award of Bid and Professional Services Agreements for Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School](#)
Board Policy 3312 requires Board approval for contracts for services
- e. [Review of Draft 2019-20 Oak Park Unified School District Local Control and Accountability Plan](#)
Board will review Draft of LCAP
- f. [Board Review of Governor's 2019-20 Budget Proposal – May Revision](#)
Board will receive an update on the May Revision

3. CURRICULUM

a. Approve Additional Textbook for Medea Creek Middle School's 7th Grade Humanities Curriculum

Board approval required for new textbook in support of the school curriculum

4. HUMAN RESOURCES

a. Approve Resolution #19-12 to Reestablish Particular Kinds of Service to Laid Off Certificated Employee

Board is being asked to approve rescinding layoff of certificated employee and authorizing staff to rehire that employee

b. Approve Resolution #19-13 Regarding Reduction of Services of Certificated Employees in Particular Kinds of Service

Board approval required to reduce or discontinue particular kinds of service in the 2019-20 school year

5. BOARD

a. Approve 2019-2020 School Handbooks/Discipline Plans

Board approval required for school handbooks/discipline plans

b. Review Assessments of the Board Approved 2018-19 Goals and Moral Imperatives

The Board will review the assessments in its Goals and Actions plans which were approved in August 2018

IV. INFORMATION ITEMS

- 1. Month 8 Enrollment and Attendance Report**
- 2. Monthly Cash Flow Report**
- 3. Monthly Measure S Status Report**
- 4. Monthly General Fund Budget Report**

V. OPEN DISCUSSION

VI. ADJOURNMENT:

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

VII. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

- 1. Brookside Elementary School Report**
- 2. Oak Hills Elementary School Report**
- 3. Red Oak Elementary School Report**
- 4. Medea Creek Middle School Report**
- 5. Oak Park High School Report**
- 6. Oak View High School/Oak Park Independent School**

MINUTES OF REGULAR BOARD MEETING 4-23-19 #974
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 5:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, and Mr. Derek Ross, Member.

BOARD ABSENT

None

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

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

A. SUPERINTENDENT EVALUATION

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

C. PUBLIC EMPLOYEE EMPLOYMENT: Food Service Subs, Campus Supervisor
Subs, Extended Care Site Leader, Walk-On-Coach, Assistant Principal, OPHS

The Board adjourned to Closed Session at 5:01 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 6:08 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, Mr. Derek Ross, Member, and Gavin Cornick, Student Board Member

BOARD ABSENT

None

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, and Mrs. Ragini Aggarwal, Executive Assistant.

FLAG SALUTE

Jay Greenlinger led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President, Denise Helfstein reported that in closed session the Board took no action.

ADOPTION OF AGENDA

Student Board Member, Gavin Cornick cast a preferential vote to approve the adoption of the Agenda. On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education adopted the agenda as presented except to table item VI.A.9 to the May meeting. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

PUBLIC SPEAKERS

3 Public Speakers

PRESENTATIONS AND RECOGNITIONS

College of the Canyon presented a check of \$3,000 to the Oak Park High School Robotics Team.

REPORT FROM BOARD MEMBERS

Board Member Derek Ross reported that he had no remarks

Board Member Barbara Laifman reported that she attended the EEAC meeting, Curriculum Council Meeting, Community Engagement Committee Meeting, and the Marie Panec Scholarship selection Meeting. Barbara reminded everyone about Big Sunday.

Board Member Drew Hazelton reported that he attended the Safety and Security Task Force Meeting, and the MCMS and BES Open House.

Board Member Allen Rosen reported that he was unable to attend the MAC meeting last month and the MAC meeting is tonight.

Board Member Denise Helfstein reported that she attended the MCMS PFA meeting, two County Committee meetings on School District Organization to vote on CVUSD's and Moorpark's move from at large elections to trustee area jurisdictions, OPUSD's technology committee meeting, MCMS Open House, Measure S Committee meeting, Like Documentary screening at OPHS, and the High School Task Force on alternative/outside credit for graduation and summer school. Denise thanked the MCMS PFA for funding the LIKE documentary and Stew McGugan for arranging the screening and putting the panelists together.

Student Board Member Gavin Cornick introduced Anna Stephens the incoming student Board member for 2019-20. Gavin reported that next week is Spirit Week with a dunk tank, rally, and Powder Puff all girls football game, and the PROM at Sky Space LA is on May 17, 2019. Students are registering for AP tests.

Superintendent Tony Knight hoped everyone had a great Spring Break. Dr. Knight mentioned that this week is Earth Week and the Walk to School Wednesday and that he was looking forward to the concert week coming up next week. The OPHS Rocket team led by Dr. Knight has qualified again for the National Competition in Washington DC. Dr. Knight also thanked Stew McGugan for organizing an active shooter response drill at MCMS.

REPORT FROM SCHOOL SITE COUNCILS

The Board received School Site Council reports from Brookside Elementary School and Oak Park High School.

REPORT FROM OAK PARK EDUCATION FOUNDATION There was no representative from the Oak Park Education Foundation.

PRESENTATIONS AND RECOGNITIONS

Carole Ly, Director of Student Nutrition, provided an overview of the student nutrition program, showing the growth of sales and participation, and highlighting how the program continues to be a model of high quality, nutritious, sustainable, and delicious food service.

The Board presented Audrey Walzer with a Partners in Education Award

B.1. CONSENT AGENDA

Student Board Member, Gavin Cornick cast a preferential vote to approve the Consent Agenda.

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0

- a. [Approve Minutes of Regular Board Meeting March 19, 2019 and Special Board Meeting April 11, 2019](#)
- b. [Public Employee/Employment Changes 01CL24135-01CL24160 & 01CE09430-01CE09485](#)
- c. [Approve Purchase Orders – March 1 - March 31, 2019](#)
- d. [Approve Overnight Trip for Oak Park High School Debate Students to Attend the State Tournament - May 3-5, 2019, Long Beach, CA](#)
- e. [Approve Out of State Trip for Oak Park High School Rocket Team to Attend the TARC Nationals Finals - May 16-19, 2019, Washington, DC](#)
- f. [Approve Out of State Trip for Oak Park USD Students to Attend Odyssey of the Mind World Competition – May 22-25, 2019, Michigan](#)
- g. [Approve Student Teacher Agreement with Cal State University, Channel Island](#)
- h. [Approve Student Teacher Agreement with Pepperdine University](#)
- i. [Approve 2019-2020 Agreement for Legal Services with Fagen Friedman & Fulfrost](#)
- j. [Approval and Certification of 2018-19 School Bell Schedules and Minimum Instructional Minutes](#)
- k. [Approve Quarterly Report on Williams Uniform Complaints – April 2019](#)
- l. [Approve Notice of Completion, Measure S Project 18-39S, Addition and Improvements to Counseling Offices at Medea Creek Middle School](#)
- m. [Approve Notice of Completion, Measure S Project 18-48S, EV Charging Station at Medea Creek Middle School](#)

B2. CURRICULUM AND INSTRUCTION

- a. [Approve Implementation of Gender Identity Curriculum for Grades K-5 and the Related Instructional Material](#)

Elementary Counselor, Holly Baxter, and Director of Student Support and Safety, Stew McGugan, shared a presentation about the proposed K-5 gender identity curriculum. Three members of the public spoke on this topic.

Student Board Member, Gavin Cornick cast a preferential vote in favor.

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Implementation of Gender Identity Curriculum for Grades K-5 and Related Instructional Material contingent on including a notice to parents prior to implementation and a parent education component. Parents will be invited to review materials and other relevant information and meet with the site counselor or principal if they have questions. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

b. Review Report on the Recommendations of the OPHS Task Force

OPHS Principal Kevin Buchanan provided a report to the Board about the Task Force recommendations. The Board asked for a report on the progress of these recommendations in or before April of the next school year.

c. Approve Amendment to Board Policy 6146.1 – High School Graduation Requirements – First Reading

Student Board Member, Gavin Cornick cast a preferential vote in favor.

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Amendment to Board Policy 6146.1 – High School Graduation Requirements as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

d. Approve Additional Textbook for Oak Park High School’s Journalism II Honors Curriculum

Student Board Member, Gavin Cornick cast a preferential vote in favor.

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved Additional Textbook for Oak Park High School’s Journalism II Honors Curriculum. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

e. Approve Additional Textbook for Oak Park High School’s AP Psychology Curriculum

Student Board Member, Gavin Cornick cast a preferential vote in favor.

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved Additional Textbook for Oak Park High School’s AP Psychology Curriculum. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

f. Approve Additional Textbook for Oak View High School’s New Environmental Science Course

Student Board Member, Gavin Cornick cast a preferential vote in favor.

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved Additional Textbook for Oak View High School’s New Environmental Science Course. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

Student Board Member, Gavin Cornick left the meeting at 9:01 pm.

g. Review and Discuss the Math Placement Protocols, Pathways, and Information Provided to Parents and Students about Math Placement in 6th through 12th Grade at Oak Park USD

The Board reviewed the information recently posted on the OPUSD website and charts and letters sent to parents regarding math placement and asked that both be clarified. The Board also requested that staff provide further information about the basis for the District’s math placement protocols and the percentages of students in each type of math class and the percentages that advance. In addition, the Board asked to have data presented annually that shows whether there are any patterns of placement based on student demographics including race, ethnicity, gender, or socio-economic background pursuant to BP 6152.1.

B3. BUSINESS SERVICES

a. Approve Acceptance of Donation

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the acceptance of Donation. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

- b. [Approve Measure S 2019 Master Plan Update and Related Funding Options](#)
On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved to table the Measure S 2019 Master Plan Update and Related Funding Options to an upcoming Special Board Meeting. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.
- c. [Approve and Authorize Project 19-07F, Chromebook 1:1 Take Home Program Implementation for Grades 5-12](#)
On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved and Authorized Project 19-07F, Chromebook 1:1 Take Home Program Implementation for Grades 5-12. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.
- d. [Approve and Ratify Measure S Project 19-05S, Emergency Trellis and Beam Removal at Medea Creek Middle School](#)
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved and Ratify Measure S Project 19-05S, Emergency Trellis and Beam Removal at Medea Creek Middle School. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.
- e. [Authorize and Ratify Measure S Project 19-06S, Interactive Flat Panel Display Refresh/Replacement at Oak Hills Elementary School](#)
On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved the authorization and ratification of Measure S Project 19-06S, Interactive Flat Panel Display Refresh/Replacement at Oak Hills Elementary School. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.
- f. [Approve Award of Bid, Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School](#)
- g. [Approve Agreement for DSA Inspection Services, Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School](#)
- h. [Approve Agreement for DSA Test and Inspection Services, Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School](#)
On motion of Derek Ross, seconded by Allen Rosen, the Board as permitted by Education Code 17604, authorized the Superintendent to award or reject bids and professional services agreements in connection with Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School; specifically, for construction bids received as itemized in Agenda Item B.3.f., for the DSA inspection services agreement as itemized in Agenda Item B.3.g., and for the DSA test and inspection services as itemized in Agenda Item B.3.h.

The Superintendent's award or rejection of contracts will be made in consultation with District's general legal counsel, and will be brought to the Board of Education for ratification at its May 14, 2019 meeting. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

- i. [Approve Architectural Services Agreement for Measure S Project 19-08S, DSA Certification of Oak Park Neighborhood School Buildings](#)
On motion of Denise Helfstein, seconded by Allen Rosen, the Board of Education approved an architectural services agreement for Measure S Project 19-08S, DSA Certification of Oak Park Neighborhood School Buildings, with BCA Architects, in the amount of \$189,285, funded from the Measure S bond fund, contingent upon modification of the architectural services agreement, and including its three subconsultant agreements, to fully comply with insurance, liability, and indemnification requirements specified by the Ventura County

Schools Self-funding Authority. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. Absent – 0.

On motion of Barbara Laifman, seconded by Derek Ross, there being no further business before this Board, the Regular meeting is declared adjourned at 10:14 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

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 Park Unified School District, Conference Room, 5801 Conifer Street, Oak Park.

FLAG SALUTE

Martin Klauss led the Pledge of Allegiance to the Flag

BOARD PRESENT

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

BOARD ABSENT

Gavin Cornick, Student Board Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, and Mrs. Ragini Aggarwal, Executive Assistant.

PUBLIC COMMENTS

None

OPEN SESSION**A. BUSINESS SERVICES****a. Approve Measure S 2019 Master Plan Update and Related Funding Issues**

District's Financial Advisor, Tim Carty from Piper Jaffray & Co., provided information to the Board about Bond Anticipation Notes and the potential for the District to Issue a Bond Anticipation Note. The Board reviewed the information presented by the staff and held a discussion pertaining to Bond Anticipation Notes and scenarios 4, 5, and 6 for Measure S projects.

On motion of Barbara Laifman, seconded by Allen Rosen, the board approved Scenario 5 of Measure S recognizing that it is a fluid plan and that the implementation is contingent upon more specific information about future funding sources and the size of future funding sources including the risks, benefits, and costs attributed to each at that time. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

ADJOURN TO CLOSED SESSION

On motion of Allen Rosen, seconded by Denise Helfstein, the Board adjourned to Closed Session at 7:19 p.m.

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

A. SUPERINTENDENT EVALUATION (Gov. Code §54957)**BOARD PRESENT**

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

BOARD ABSENT

None

PUBLIC COMMENTS

None

RECONVENE OPEN SEESION CALL TO ORDER/MEETING PLACE

The Board of Education President, Mrs. Denise Helfstein, called the special meeting to order at 8:55 p.m. at Oak Park Unified School District, Conference Room, 5801 Conifer Street, Oak Park.

REPORT ON CLOSED SESSION

Board President, Denise Helfstein reported that in closed session the Board took no action.

There being no further business before this Board, the Special Board meeting is declared adjourned at 8:57 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

ISSUE: APPROVAL/RATIFICATION OF CLASSIFIED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO HIRE

Number	Name	Position	Start Date	Fund	Salary	Site
CL24161	Dustin Croick	Walk-On-Coach - Not to Exceed \$3,500.00	5/6/2019	Coaches, Athletics	TBD	OPHS
CL24162	Nathaniel Mosley	Walk-On-Coach - Not to Exceed \$3,500.00	5/6/2019	Coaches, Athletics	TBD	OPHS
CL24163	Adam Rauch	Assistant Superintendent - Business Administrative Services	7/1/2019	General		DO

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
CL24164	Sean Soloman	Boys Baseball Frosh Head Coach	2/8/2019	Coaches, Athletics	\$ 1,500.00	OPHS
CL24165	Lenny Beckerman	Boys Baseball Head Coach	2/8/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24166	Lewis Varney	Boys Volleyball Varsity Head Coach	2/9/2019	Coaches, Athletics	\$ 3,000.00	OPHS
CL24167	Scott Kevorken	Boys Volleyball JV Head Coach	2/9/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24168	Sam Saltman	Boys Volleyball Frosh Co-head Coach	2/9/2019	Coaches, Athletics	\$ 1,500.00	OPHS
CL24169	Kendall Bilbruck	Boys Volleyball Varsity Assistant Coach	2/9/2019	ASB	\$ 1,500.00	OPHS
CL24170	Nick Fahn	Boys Volleyball Frosh Co-Head Coach	2/9/2019	ASB	\$ 1,500.00	OPHS
CL24171	Chris Dotson	Girls Lacrosse Varsity Head Coach	2/9/2019	Coaches, Athletics	\$ 3,000.00	OPHS
CL24172	Tarik Ergin	Boys Lacrosse Varsity Head Coach	2/9/2019	Coaches, Athletics	\$ 3,500.00	OPHS
CL24173	Marc Goodnough	Boys Lacrosse JV Head Coach	2/9/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24174	Carl Joyce	Boys Tennis Varsity Head Coach	2/9/2019	Coaches, Athletics	\$ 2,500.00	OPHS
CL24175	Carl Joyce	Boys Tennis JV Head Coach	2/9/2019	Coaches, Athletics	\$ 2,000.00	OPHS
CL24176	Donn James	Boys Golf Varsity Head Coach	2/9/2019	Coaches, Athletics	\$ 2,500.00	OPHS
CL24177	Alison James	Boys Golf Assistant Varsity Coach	2/9/2019	ASB	\$ 500.00	OPHS
CL24178	Mark Jacobs	FootballJV Assistant Coach	12/2/2018	ASB	\$ 1,000.00	OPHS

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.1.b. APPROVE CLASSIFIED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT

SEPARATION

Number	Name	Position	Effective Date	Separation Type	Salary	Site
CL24179	Deborah Sands	Instructional Assistant II	5/27/2019	Retirement	\$21.05	OPHS
CL24180	Serafin Cortes	Custodian	6/16/2019	Retirement	\$23.65	OPHS
CL24181	Kelly Parnas	Student Services Assistant I	5/27/2019	Resignation	\$20.81	BES

Prepared by:
Leslie Heilbron Assistant Superintendent /Human Resources

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.1.b. APPROVE CERTIFICATED PERSONNEL ACTIONS AS RECOMMENDED BY THE SUPERINTENDENT
ISSUE: APPROVAL/RATIFICATION OF CERTIFICATED PERSONNEL ACTIONS

CONSENT

AUTHORIZATION TO HIRE

Number	Name	Position	Start Date	Fund	Site	
01CE09486	Michelle Cass	Elementary Teacher	8/1/2019	General	ROES	
01CE09487	Jamie Siskin	Elementary Teacher	8/1/2019	General	BES	
01CE09488	Carly Serota	Elementary Teacher	8/1/2019	General	BES	
01CE09489	Sarah Rosenblum	Elementary Teacher	8/1/2019	General	BES	
01CE09490	Michelle Gould	Elementary Teacher	8/1/2019	General	OHES	
01CE09491	Lauren Contillon	Elementary Teacher	8/1/2019	General	OHES	
01CE09492	Allison Kerr	Science Teacher	8/1/2019	General	OPHS	

AUTHORIZATION TO PAY STIPEND

Number	Name	Position	Start Date	Fund	Salary	Site
01CE09493	Rob Hall	Varsity Ass't Coach Softball	2/9/2019	General	\$ 408.00	OPHS
01CE09494	Brianne Hazlewood	Revised Life Skills Retreat	8/7/18-2/1/19	ASB	\$ 1,833.00	OPHS
01CE09495	Anna Bojorquez	Revised Life Skills Retreat	8/7/18-2/1/19	ASB	\$ 667.00	OPHS
01CE09496	Kathie Rohlf	Revised Life Skills Retreat	8/7/18-2/1/19	ASB	\$ 333.00	OPHS
01CE09497	Chris Meyer	Revised Life Skills Retreat	8/7/18-2/1/19	ASB	\$ 333.00	OPHS
01CE09498	Jennifer Charrett	Revised Life Skills Retreat	8/7/18-2/1/19	ASB	\$ 1,000.00	OPHS
01CE09499	Teri Isaguirre	EEAC	8/6/18-5/24/19	District	\$ 500.00	BES
01CE09500	Katie Cohen	EEAC	8/6/18-5/24/19	District	\$ 500.00	MCMS
01CE09501	Sheri Merfeld	EEAC	8/6/18-5/24/19	District	\$ 500.00	ROES
01CE09502	Julie Ross	TUPE	8/6/18-5/24/19	TUPE	\$ 300.00	OPHS
01CE09503	Janet Svoboda	TUPE	8/6/18-5/24/19	TUPE	\$ 300.00	OPHS
01CE09504	Holly Baxter	K-5 Gender Identity Curr. Creation	8/6/18-5/24/19	LCAP 2.5	\$ 250.00	ROES

IN-SERVICE CHANGE

Number	Name	Change	Effective Date	Fund	Site	
01CE09505	Julie Matthews	Temp to Prob 2	8/5/2019	General	ROES	
01CE09506	Martie Ewing	Temp to Prob 2	8/5/2019	General	ROES	
01CE09507	Lynnae Gaeta	Temp to Prob 2	8/5/2019	General	ROES	
01CE09508	Ericka Jauchen	Temp to Prob 2	8/5/2019	General	OHES	
01CE09509	Leslie Miller	Rescind LOA request	8/5/2019	General	OPHS	
01CE09510	Allison Gerin	Maternity Leave	4/18/2019	General	BES	
01CE09511	Robbin Lund	Medical Leave	4/1/19	General	ROES	

Prepared by:
 Leslie Heilbron Assistant Superintendent /Human Resources

Respectfully Submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.1.c. APPROVE PURCHASE ORDERS – APRIL 1 THROUGH 30, 2019

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued for the period April 1 through 30, 2019?

BACKGROUND: Attached is the Purchase Order Report listing all purchase orders issued during the reporting period.

FISCAL IMPACT: 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.

ALTERNATIVES:

1. Approve the attached Purchase Order Report as submitted.
2. Do not approve the Purchase Order Report.

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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes Purchase Orders dated 04/01/2019 - 04/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
010-4100	Approved Textbooks and Core Cu				
P19-00652	HEINEMANN	005	18/19 BES Gr 5 Essay	010-4100	59.50
Total:010-4100 Approved Textbooks and Core Cu					59.50
010-4200	Other Books and Reference Mate				
P19-00640	HEINEMANN	005	2018/19 BES/ROES/OHES TCRWP 2nd On Level Library	010-4200	4,417.50
Total:010-4200 Other Books and Reference Mate					4,417.50
010-4330	Other Materials and Supplies N				
B19-00032	Southwest School Supply	012	Open PO for Custodial supplies	010-4330	12,500.00
B19-00144	Cedar Valley Plumbing Supple	004	2018 - 2019 Plumbing Supplies & Tools	010-4330	5,790.00
B19-00264	Precision Data Products	018	Scantrons, etc/mat & supp - Summer School	010-4330	600.00
B19-00265	Southwest School Supply	018	Summer School Supplies & Janitorial OPHS	010-4330	2,000.00
B19-00266	Graphaids	018	Summer School Art Supplies OPHS	010-4330	1,400.00
P19-00646	PEARSON ASSESSMENTS ORDER PROC ESSING	000	2019/20 SpEd Protocols - ELEMENTARY	010-4330	256.31
P19-00647	Precision Plumbing	004	Repair men's restroom toilets at OPHS	010-4330	3,474.00
P19-00648	Pro-Ed	000	2019/20 SpEd Protocols - ELEMENTARY	010-4330	139.53
P19-00649	WILSON LANGUAGE TRAINING CORP	000	2019/20 SpEd Protocols - ELEMENTARY	010-4330	996.27
P19-00650	Houghton Mifflin Harcourt	000	2019/20 SpEd Protocols - ELEMENTARY	010-4330	1,269.79
P19-00653	C & A Safety Consultants	013	Ath Trng/ROP/mat & supp	010-4330	527.28
P19-00658	West Pac Design, Inc.	015	VCI Graphic Prod supplies	010-4330	1,616.26
Total:010-4330 Other Materials and Supplies N					30,569.44
010-5820	Other Operating Expense				
P19-00644	Southwinds Transportation	010	Buses for 5th Grade Field Trip to Reagan Library	010-5820	1,046.20
P19-00645	TLC Sportswear	010	T-shirts for 3 Piggy Opera	010-5820	459.03
P19-00651	Airport Connection, Inc Roadru nner Shuttle & Limo	009	Donation Gate Disney Bus	010-5820	323.50
P19-00654	Intermountain Children's Home	000	2018/19 - SpEd NPS School Services - FINAL BILL	010-5820	11,617.50
P19-00657	AML Global American Language S ervices	000	Interpreter Services - SpEd IEP	010-5820	468.20
Total:010-5820 Other Operating Expense					13,914.43
120-4330	Other Materials and Supplies N				
B19-00159	Sunrise Produce Company	028	Food/Produce supplies for Extended Care-Oak Hills	120-4330	4,000.00

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

ESCAPE ONLINE

Page 1

Includes Purchase Orders dated 04/01/2019 - 04/30/2019

PO Number	Vendor Name	Loc	Description	Fund Object	Account Amount
Total:120-4330 Other Materials and Supplies N					4,000.00
120-5820	Other Operating Expense				
P19-00659	M & J Kids Scientific Inc. DBA Mad Science of LA	028	Workshop-Electricity- BES & OHES- 4/17, ROES- 4/22	120-5820	1,820.00
P19-00660	Education Through Nature	028	Radical Reptiles Program-ROES, BES, OHES	120-5820	1,015.00
Total:120-5820 Other Operating Expense					2,835.00
211-5820	Other Operating Expense				
P19-00656	So Cal Edison	004	Proj 17-01S SCE Billing for OPHS & BES	211-5820	33,916.40
Total:211-5820 Other Operating Expense					33,916.40
211-6209	Main Construction-Buildings				
P19-00655	Omega Construction Company	004	Proj 19-05S Trellis and Stucco Demo at MCMS	211-6209	57,000.00
Total:211-6209 Main Construction-Buildings					57,000.00
211-6251	DSA/CDE Fees				
P19-00641	Department of Conservation	004	Proj 18-21S Geological Survey Review @MCMS	211-6251	3,600.00
P19-00642	Department of Conservation	004	Proj 18-18S Geological Survey Review @BES	211-6251	3,600.00
P19-00643	Department of Conservation	004	Proj 18-20S Geological Survey Review @ROES	211-6251	3,600.00
Total:211-6251 DSA/CDE Fees					10,800.00
211-6259	Other Costs/Planning/Change Or				
B19-00199	Colbi Technologies, Inc	004	Proj Measure S Purchase Bidder Pre Qual Software	211-6259	24,075.00
Total:211-6259 Other Costs/Planning/Change Or					24,075.00
Total Number of POs				28	
				Total	181,587.27

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	19	48,960.87
120	Child Development Fund	3	6,835.00
211	Measure S Facilities & Tech	6	125,791.40
		Total	181,587.27

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

Page 2

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
**SUBJECT: B.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
FUTURE BUSINESS LEADERS OF AMERICA, VISALIA, CA
- June 21-22, 2019**

CONSENT

ISSUE: Shall the Board approve an overnight field trip for the OPHS FBLA Leadership Summit?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the FBLA club officers to attend the Summit Meeting in Visalia, June 21-22, 2019. Arrangements and cost for air travel, hotel, shuttle and food etc. are being handled by FBLA. There will be 2 students and 1 advisor attending. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved Field Trip Planning Guide/Checklist have been met.

ALTERNATIVES: 1. Approve field trip as presented.
2. Do not approve field trip as presented.

FISCAL IMPACT: None, as the FBLA is paying for the trip.

RECOMMENDATION: Alternative #1.

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	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

**SUBJECT: B.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
CHEER TO SIDELINE CHEER SUMMER CAMP – JULY 21-24, 2019.**

CONSENT

ISSUE: Shall the Board approve an overnight field trip for the OPHS Varsity and JV Cheer to Indian Wells, CA?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this summer camp scheduled for July 21 - 24, 2019 in Indian Wells, CA. Approximately 36 athletes, 2 OPHS coaches will travel by a district approved bus. They will depart on Sunday, July 21st at 7:30 a.m. and return Wednesday, July 24th by approximately 6 p.m. Team and coach chaperones will stay at the Renaissance Inn Esmeralda, in Indian Wells. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

FISCAL IMPACT: The cost is approximately \$500 per participant to cover camp registration, transportation, food and lodging. Funding source is the ASB Fund and is included in the 2018-19 ASB Budget.

ALTERNATIVES:

1. Approve overnight trip for Oak Park High School Varsity and JV Cheer – Indian Wells, CA.
2. Do not approve the field trip as presented.

RECOMMENDATION: Alternative #1

Prepared by:
Debbie Goodnough, Athletic Secretary, Oak Park High School
Kevin Buchanan, Principal, Oak Park High School

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.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.1.f. APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEES TO ATTEND THE TEACHERS COLLEGE READING INSTITUTE, TEACHING OF READING - JUNE 2019 IN, NY.

CONSENT

ISSUE: Shall the Board of Education approve out of state travel for certificated employees to attend Columbia University's Teachers College Reading Institute?

BACKGROUND: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated employees. OPUSD is proposing to send the following employees to the TCRWP Reading Institute, June 24-28, 2019, **Elya Fletcher & Lacey Concepcion**. During this five-day institute, small and large group sections will tackle, headfirst, the following topics and much more: the central role of curriculum development and planning in the teaching of reading, units of study in reading workshop, comprehension strategy instruction, the importance of assessment-based instruction, the role of the read-aloud book, methods of holding our students accountable for doing their best work, helping students grow ideas about literature, and classroom structures that support inquiry and collaboration.

FISCAL IMPACT: The estimated cost of this training is: Registration \$1700.00 + Lodging \$1500 + Airfare \$900.00 + meals/taxi \$850.00 = \$4,950. Funding source is the general Fund (LCAP Goal 1.3 – Professional Development) and will be included in the 2019-2020 proposed budget.

ALTERNATIVES:

1. Approve out of state travel for certificated employee to attend Columbia University's Teachers College Reading Institute in NY.
2. Do not approve out of state travel for certificated employee to attend Columbia University's Teachers College Coaching Reading Institute in NY.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Anthony W. Knight Ed.D.,
Superintendent

BOARD MEETING, MAY 14, 2019

B.1.f. Approve out of state travel for certificated employee to attend
Columbia University's Teachers College Reading Institute

Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.1.g. APPROVE OUT OF STATE TRAVEL FOR CERTIFICATED EMPLOYEE TO ATTEND THE CSTA (COMPUTER SCIENCE TEACHERS ASSOCIATION) ANNUAL CONFERENCE, JULY 7-10, 2019 IN PHOENIX, AZ.

CONSENT

ISSUE: Shall the Board of Education approve out of state travel for certificated employee to attend the CSTA Annual Conference in Phoenix, AZ on July 7-10, 2019.

BACKGROUND: According to Board Policy 3350, the Board of Education must approve out of state travel for certificated employees. OPUSD is proposing to send Catherine Steiner from Medea Creek Middle School to the 2019 Annual CSTA Conference in Phoenix, AZ. Attendance at this conference aligns with the district's goals to improve and align the CTE offerings at middle and high school. This conference will contribute to the updating of the MCMS technology elective courses.

FISCAL IMPACT: The estimated cost of this training is: Registration \$625.00+ Lodging \$740.00 + Airfare \$250.00 + meals/taxi \$350.00 = \$1965.00. Funding source is CTEIG Funds / Software Systems Development Pathway.

ALTERNATIVES:

1. Approve out of state travel for certificated employee to attend CSTA Annual Conference in Phoenix, AZ.
2. Do not approve out of state travel for certificated employee to attend CSTA Annual Conference in Phoenix, AZ.

RECOMMENDATION: Alternative #1

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

Respectfully submitted,

Anthony W. Knight Ed.D.,
Superintendent

BOARD MEETING, May 14, 2019

B.1.g. Approve out of state travel for certificated employee to attend CSTA Annual Conference in Phoenix, AZ.

Page 2

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.1.h. ACCEPT 2018-19 SECOND PERIOD ATTENDANCE REPORT

CONSENT

ISSUE: Shall the Board receive and review the Second Period (P-2) Attendance Report on the status of the District's Average Daily Attendance (ADA) ending with the eighth school month?

BACKGROUND: The District's Revenue Limit funding is based on its ADA, which is reported to the State three times annually. The First Period Attendance Report, commonly referred to as P-1, is filed with the State at the end of the fourth school month. The Second Period Attendance Report, typically called P-2, reports the average of month one through the last school month that ends on or before April 15th of the current school year. The District's actual Local Control Funding Formula revenue is based on the P-2 Report. The third and final report, the Annual Report, is filed at the conclusion of the fiscal year. The second reporting period has concluded and the District's P-2 Report follows for the Board's review.

RECOMMENDATION: None - information only.

Prepared by: Byron Jones, Senior Accountant, Fiscal Services
Lisa Nilles, Director, Fiscal Services
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	_____	_____	_____	_____

Attendance School District

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: CC511044✓

Regular ADA		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	A-1	1,052.14✓	962.71✓	750.62✓	1,660.53✓	4,426.00✓
Extended Year Special Education [EC 56345 (b)(3)] (Divisor 175)	A-2	0.97✓	0.62✓	0.20✓	0.31✓	2.10✓
Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions	A-3	0.00	0.65✓	0.00	0.95✓	1.60✓
Extended Year Special Education - Nonpublic, Nonsectarian Schools [EC 56366 (a)(7)] and/or Nonpublic, Nonsectarian Schools - Licensed Children's Institutions (Divisor 175)	A-4	0.00	0.11✓	0.00	0.12✓	0.23✓
Community Day School [EC 48660] (Divisor 70/135/180)	A-5	0.00	0.00	0.00	0.00	0.00
ADA Totals (Sum of A-1 through A-5)	A-6	1,053.11	964.09	750.82	1,661.91	4,429.93✓
Other						
Full-Time Traditional Independent Study ADA, pursuant to EC 51747, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-1	5.16	23.96	38.53	136.82	204.47✓
Full-Time Traditional Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-2	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: CC511044

Course Based Independent Study ADA, pursuant to EC 51749.5, included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-3	0.00	0.00	0.00	0.00	0.00
Course Based Independent Study ADA not eligible for general funding, pursuant to EC 51745.6, and not included in Section A or in the Attendance Supplement School District, Attendance Basic Aid Choice/Court-Ordered Voluntary Pupil Transfer, and Attendance Basic Aid Open Enrollment entry screens	B-4	0.00	0.00	0.00	0.00	0.00
ADA for Students in Transitional Kindergarten pursuant to EC 46300 included in Section A (Lines A-1 through A-5, TK/K-3 Column, First Year ADA Only)	B-5	64.71✓				64.71✓
ADA for Students in Continuation Education included in Section A (Line A-1, Grades 9-12 Column)	B-6				35.73✓	35.73✓
ADA for Students in Opportunity Classes included in Section A (Line A-1, Total Column)	B-7					0.00

Attendance School District

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: CC511044

Prior Year ADA Adjustment (P-1 and P-2 only)		TK/K-3	Grades 4-6	Grades 7-8	Grades 9-12	Total
Prior Year P-2 ADA for pupils attending a charter school sponsored by the district in the current year who attended a non-charter school of the district in the prior year [EC 42238.051(a) (2) (B)].						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-1	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-2	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-1 + C-2)	C-3	0.00	0.00	0.00	0.00	0.00
Prior Year P-2 ADA for pupils attending a non-charter school in the current year who attended a charter school sponsored by the district in the prior year [EC 42238.051(a) (2) (C)].						
Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-4	0.00	0.00	0.00	0.00	0.00
Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-5	0.00	0.00	0.00	0.00	0.00
ADA Totals (C-4 + C-5)	C-6	0.00	0.00	0.00	0.00	0.00

Attendance School District

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: CC511044

Prior Year P-2 ADA attributable to district
resident pupils attending a non-charter school
[EC 42238.052].

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-7	0.00	0.00	0.00	0.00	0.00
--	-----	------	------	------	------	------

Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-8	0.00	0.00	0.00	0.00	0.00
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ADA Totals (C-7 + C-8)	C-9	0.00	0.00	0.00	0.00	0.00
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Gain or Loss of ADA due to a Reorganization or
Transfer of Territory [EC 42238.05 (a) (3)]. If
the ADA adjustment is a loss, report the loss
as a negative number in Line C-10 or C-11.

Regular ADA (includes Opportunity Classes, Home and Hospital, Special Day Class, and Continuation Education)	C-10	0.00	0.00	0.00	0.00	0.00
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Extended Year Special Education [EC 56345 (b) (3)] (Divisor 175)	C-11	0.00	0.00	0.00	0.00	0.00
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ADA Totals (C-10 + C-11)	C-12	0.00	0.00	0.00	0.00	0.00
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Certification

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

ABB3A8BB ✓

Class Size Penalties

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent:


STANLEY C. MANTOOTH
COUNTY SUPERINTENDENT OF SCHOOLS

Date:

4/11/19

County Superintendent of Schools By:


Deputy

Date:

4.17.19

Any inquiries concerning this report should be directed to:

CONTACT NAME Byron Jones

PHONE (818) 735-3244 * 0244

FAX

E-Mail bsjones@opusd.org

Class Size Penalties

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: ABB3A8BB

Kindergarten

Classes Maintained for the Full Second Period

A-1	A-2	A-3	A-4	A-5
23	2	46	66	0
24	10	240	330	0
Total	12	286	396	

Kindergarten

Classes Maintained for Less than the Full Second Period

B-1	B-2	B-3	B-4	B-5	B-6	B-7
Total						

Grades 1-3

Classes Maintained for the Full Second Period

C-1	C-2	C-3	C-4	C-5
26	4	104	120	0
27	7	189	210	0
28	9	252	270	0
29	8	232	240	0
Total	28	777	840	

Grades 1-3

Classes Maintained for Less than the Full Second Period

D-1	D-2	D-3	D-4	D-5	D-6	D-7
Total						

Kindergarten Excess Enrollment Calculation

E-1: Total Classes (A-2 + B-2)	12
E-2: Total Pupils Enrolled (A-3 + B-3)	286
E-3: Average Number of Pupils per Class (E-2 / E-1)	23.8
E-4: Total Excess Enrollment (A-5 + B-7)	0

Grades 1-3 Excess Enrollment Calculation

E-5: Total Classes (C-2 + D-2)	28
E-6: Total Pupils Enrolled (C-3 + D-3)	777
E-7: Average Number of Pupils per Class (E-6 / E-5)	27.8
E-8: Total Excess Enrollment (C-5 + D-7)	0

Class Size Penalties

County: Ventura

Fiscal Year: 2018-19

District: Oak Park Unified

P-2

CDS CODE 56 73874

Certificate Number: ABB3A8BB

Grades 4-8 Average Enrollment Calculation

F-1: Total Number of Pupils Enrolled	1,702
F-2: Total Number of Full Time Equivalent Classroom Teachers	66.8
F-3: Average Number of Pupils Enrolled Per Full-Time Equivalent Classroom Teacher (F-1 / F-2)	25.5

Kindergarten Full Second Period

A-1: Average Class Enrollment Size
A-2: Number of Classes of this Size
A-3: Total Pupils Per Class Size ($A-1 * A-2$)
A-4: Approved Limit of Enrollment ($A-2 * 33$)
A-5: Excess Enrollment (If $A-3 > A-4$ then $A-3 - A-4$, else 0)

Grades 1-3 Full Second Period

C-1: Average Class Enrollment Size
C-2: Number of Classes of this Size
C-3: Total Pupils Per Class Size ($C-1 * C-2$)
C-4: Approved Limit of Enrollment ($C-2 * 30$)
C-5: Excess Enrollment (If $C-3 > C-4$ then $C-3 - C-4$, else 0)

Kindergarten Less Than Full Second Period

B-1: Average Class Enrollment Size
B-2: Number of Classes of this Size
B-3: Total Pupils Per Class Size ($B-1 * B-2$)
B-4: Approved Limit of Enrollment ($B-2 * 33$)
B-5: Excess Enrollment (If $B-3 > B-4$ then $B-3 - B-4$, else 0)
B-6: Fraction of Period in Session (ex: $4/7 = .57$)
B-7: Modified Excess Enrollment ($B-5 * B-6$)

Grades 1-3 Less Than Full Second Period

D-1: Average Class Enrollment Size
D-2: Number of Classes of this Size
D-3: Total Pupils Per Class Size ($D-1 * D-2$)
D-4: Approved Limit of Enrollment ($D-2 * 30$)
D-5: Excess Enrollment (If $D-3 > D-4$ then $D-3 - D-4$, else 0)
D-6: Fraction of Period in Session (ex: $4/7 = .57$)
D-7: Modified Excess Enrollment ($D-5 * D-6$)

Certification

County: Ventura
District: Oak Park Unified
CDS CODE 56 73874

Fiscal Year: 2018-19

P-2

CC511044✓

Attendance School District

I hereby certify that, to the best of my knowledge, all data have been compiled and reported in accordance with all applicable laws, regulations and instructions.

School District Superintendent: _____

Date: _____

STANLEY C. MANTOOTH
COUNTY SUPERINTENDENT OF SCHOOLS

County Superintendent of Schools By: _____

Date: _____

Deputy

Any inquiries concerning this report should be directed to:

CONTACT NAME Byron Jones

PHONE (818) 735-3244 * 0244

FAX

E-Mail bsjones@opusd.org

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.1.i APPROVE NOTICE OF COMPLETION, MEASURE S PROJECT 19-02S, AREA DRAIN IMPROVEMENTS AT OAK HILLS ELEMENTARY SCHOOL

CONSENT

ISSUE: Shall the Board approve the Notice of Completion for Project 19-02S, Area Drain Improvements at Oak Hills Elementary School, contracted with Hughes General Engineering, Inc.?

BACKGROUND: On February 19, 2019, the Board of Education authorized the award of a contract for Project 19-02S, Area Drain Improvements at Oak Hills Elementary School, contracted with Hughes General Engineering, Inc.

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

FISCAL IMPACT: No direct impact; a Notice of Completion limits the period that prime contractors, subcontractors and suppliers may record liens or file stop payment notices.

ALTERNATIVES: 1. Approve the Notice of Completion for Project 19-02S, Area Drain Improvements at Oak Hills Elementary School, contracted with Hughes General Engineering, Inc. of Camarillo, California.

2. Do not approve the Notice of Completion.

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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Notice of Completion

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

Description: Oak Hills Elementary School, 1010 Kanan Road, Oak Park, CA 91377

That on or about February 19, 2019 the said Oak Park Unified School District of Ventura County entered into a contract with Hughes General Engineering, Inc. of Camarillo, California for Project 19-02S, Area Drain Improvements, on certain real property hereinbefore described: that said building and improvements were actually completed on May 14, 2019; that the address of said Oak Park Unified School District is 5801 E. Conifer Street, Oak Park, CA 91377, Ventura County, California.

OAK PARK UNIFIED SCHOOL DISTRICT

By Anthony W. Knight, Ed.D., Superintendent, Secretary to the
Oak Park Unified School District Board of Trustees

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

Anthony W. Knight, Ed.D., Superintendent

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

STATE OF CALIFORNIA
COUNTY OF VENTURA

Oak Park Unified School District

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

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

WITNESS my hand and official seal.

Signature _____ (SEAL)

PROJECT AND CONTRACT SUMMARY

NOTICE OF COMPLETION, PROJECT 19-02, AREA DRAIN IMPROVEMENTS AT OAK HILLS ELEMENTARY SCHOOL

PROJECT NUMBER AND TITLE

TITLE: PROJECT 19-02S AREA DRAIN IMPROVEMENTS AT OAK HILLS ELEMENTARY SCHOOL
DESCRIPTION: HEAVEY RAINS HIGHLIGHTED DRAINAGE PROBLEM TO SEVERAL CLASSROOMS
WHICH REQUIRED IMMEDIATE REPAIRS.
DATE OF AUTHORIZATION: FEBRUARY 19, 2019

PROJECT BUDGET

AMOUNT: \$12,400
DATE OF AUTHORIZATION: FEBRUARY 19, 2019

AWARD OF CONTRACT

DATE OF BOARD AWARD: FEBRUARY 19, 2019

CONTRACTOR INFORMATION

COMPANY NAME: HUGHES GENERAL ENGINEERING, INC.
LOCATION: CAMARILLO, CA

CONTRACT AMOUNT

ORIGINAL CONTRACT AMOUNT: \$12,400

CONTRACTORS CHANGE ORDERS (IF APPLICABLE)

NUMBER OF CHANGE ORDERS: 0
TOTAL COST OF ALL CHANGE ORDERS: \$0
REVISED CONTRACT AMOUNT: \$0

NOTICE OF COMPLETION

DATE OF APPROVAL: MAY 14, 2019
FINAL CONTRACT AMOUNT: \$12,400

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

**SUBJECT: B.1.j. APPROVE OUT OF STATE TRIP FOR OAK PARK HIGH SCHOOL
FUTURE BUSINESS LEADERS OF AMERICA – JUNE 29-JULY 3, 2019.**
CONSENT

ISSUE: Shall the Board approve an out of state field trip for the OPHS Future Business Leaders of America (FBLA) students to San Antonio, Texas?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the national FBLA invitational scheduled for June 29-July 3, 2019, in San Antonio, Texas. Approximately 4 students, and 1 OPHS male advisor and 1 OPHS female chaperone will travel by plane and rented minivan or full-size car. They will depart on Thursday, June 29th in the morning to Austin, Texas and rent a minivan or full-size car and travel to San Antonio. Students and chaperones will stay at a hotel TBD in San Antonio, Texas. Accept this as certification that the Principal has reviewed and verified that all the required components of the approved *Field Trip Planning Guide/Checklist* have been met.

FISCAL IMPACT: The approximate cost is \$1,000 per person (which includes transportation and lodging only. Food and activity cost TBD). Funding source is the FBLA ASB Fund and is included in the 2018-19 ASB Budget.

ALTERNATIVES:

1. Approve overnight trip for Oak Park High School FBLA to San Antonio, TX.
2. Do not approve the field trip as presented.

RECOMMENDATION: Alternative #1

Prepared by:
Debbie Goodnough, Athletic Secretary, Oak Park High School
Kevin Buchanan, Principal, Oak Park High School

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.	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.2.a. ACCEPT OAK PARK CITIZENS' OVERSIGHT COMMITTEE ANNUAL REPORTS FOR MEASURES C6, R, AND S

ACTION

ISSUE: Shall the Board receive and accept the annual report of the Oak Park Citizens' Oversight Committee for Measures C6, R, and S?

BACKGROUND: A major provision of Bond Measures C6, R and S, was the establishment of a citizen's oversight committee to monitor the use of monies expended from these sources. As required by its bylaws, the full membership of the Board-appointed committee met four times, on January 28, 2019, February 25, 2019, March 25, 2019, and April 29, 2019. On April 29, 2019, the full Committee met to complete its annual reports for Measures C6, R, and S. The written reports are included with this agenda for the Board's review, information and acceptance.

FISCAL IMPACT: None; submittal and acceptance of the Bond Oversight Committee's annual reports fulfills its obligation under Article XIII. B of the State Constitution to report to the Board and community on bond expenditures.

ALTERNATIVES:

1. Review and accept the reports from the Oak Park Citizens' Bond Oversight Committee, with thanks for its service.
2. Do not accept the report.

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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Oak Park Citizens' Oversight Committee 2018 Measure C-6 Annual Report May, 2019

Background

On June 6, 2006, the Oak Park Unified School District (the "District") was authorized to issue and sell bonds up to \$17,500,000 in aggregate principal to provide financing for the following school facilities projects and equipment:

- Educational technology;
- Classroom furniture and equipment;
- Playground equipment;
- District vehicles;
- Food preparation and kitchen equipment;
- Equipment replacement

Measure C6 was approved by at least 55% of the voters of the District pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified under Sections 15264 et seq. of the Education Code (Proposition 39). The Act requires the Board of Trustees (the "Board") to appoint a Citizens' Oversight Committee (the "Committee") after the successful bond election. Legal authority for formation and duties of the Committee is found in Sections 15264 and 15278 to 15282 of the Education Code.

Committee Purpose

The Committee is charged by statute with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school construction bond money. *Educ. Code §15264(c)*;
2. To inform the public concerning the expenditure of bond revenues. *Educ. Code §15278(b)*;
3. To ensure that bond revenues are expended only for the purposes described in the Constitution; that is, for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities. *Calif. Const. art. XIII A, §1(b)(3)*; *Educ. Code §15278(b)(1)*;
4. To ensure that no funds are used for any teacher or administrative salaries or other school operating expenses. *Calif. Const. art. XIII A, §1(b)(3)(A)*; *Educ. Code §15278(b)(2)*.

Committee Jurisdiction and Authorized Activities

In furtherance of its purposes, the Committee is authorized by statute to engage in the following activities:

1. Receive and review copies of the annual, independent **performance** audit required by the California Constitution;
2. Receive and review copies of the annual, independent **financial** audit required by the California Constitution;

Oak Park Citizens' Oversight Committee
2018 Measure C-6 Annual Report
May, 2019
Page 2 of 3

3. Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution;
4. Review efforts by the District to maximize bond revenues by implementing cost saving measures, including, but not limited to, all of the following:
 - a. Mechanisms designed to reduce the costs of professional fees;
 - b. Mechanisms designed to reduce the cost of site preparation;
 - c. Recommendations regarding the joint use of core facilities;
 - d. Mechanisms designed to reduce costs by incorporating efficiencies in school site design;
 - e. Recommendations regarding the use of cost-effective and efficient reusable facility plans.

It is also important to note that this Committee is specifically not responsible for, and has no jurisdiction over, the approval of contracts, the approval of change orders, the appropriation of funds, the handling of any legal matters, the approval of any plans or schedules, the approval of deferred maintenance plans, or the approval of the sale of bonds. The Committee is also not responsible for the creation or approval of technology plans or the recommendation or approval of any specific technologies.

It is within these parameters that the Committee performed its functions during the calendar year ended December 31, 2018.

Audits

California State law requires that the sponsoring school district of an approved measure conduct an annual independent **performance** audit to ensure that bond funds have been expended only on the specific projects included on the list of projects the district presented to voters prior to approval of Measure C6.

Proposition 39 requires that the school district conduct an annual independent **financial audit** of the proceeds from the sale of the bonds until all of the proceeds have been expended for approved projects.

The annual financial and performance audits of OPUSD Measure C6 bond expenditures were conducted by Christy White Associates, A Professional Accountancy Corporation, an independent CPA firm. In the firm's report of the audits, they note: "We found the expenditures and transfers tested to be in compliance with the terms of the Measure C6 ballot measure, Facilities Plan, and applicable state laws and regulations without exception."

The annual fiscal audit of OPUSD Measure C6 bond expenditures for 2017 – 2018 ending June 30, 2018 was conducted by Christy White Accountancy Corporation (CWA), an independent auditing firm. The report is dated January 4, 2018. CWA tested \$529,708 of non-personnel expenses or 46% of the 2017-2018 expenditures for "validity, allowability and accuracy". CWA reported that they

Oak Park Citizens' Oversight Committee
2018 Measure C-6 Annual Report
May, 2019
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found the expenditures and transactions tested to be in compliance with the terms of the Measure C6 Ballot measure, facilities plan and applicable state laws and regulations without exception.

Special note: The Committee report includes expenditures from July 2017 through June 2018 (school fiscal year basis – subject of the independent auditor's report).

Committee Findings

The Oak Park Unified School District's Citizens' Oversight Committee met on January 28, 2019, February 25, 2019, March 25, 2019 and April 29, 2019. The Committee has reviewed the audits of C6 bond expenditures conducted by Christy White Associates for the Fiscal Year ended on June 30, 2018 as well as unaudited expenditures through January 31, 2018. This report and more information regarding the Citizens' Oversight Committee can be found on the Oak Park School District's website (www.oakparkusd.org). C6 expenditures during the fiscal year ending June 30th, 2018 reporting period were \$1,141,443. Cumulative C6 bond expenditures from inception through June 30, 2018 total \$18,714,533.

The Committee finds and notes the following:

1. From July 1, 2017 to June 30, 2018 the Bond Proceeds appear to have been expended for the purposes set forth in Measure C6.
2. The committee would like to acknowledge additional revenues shown during this period related to rebates, programs or discounts on eligible products (i.e. wireless classrooms and network switches) displayed a proactive approach to save money.

On June 30, 2018 the remaining fund balance for Measure C6 was \$5,071. It is expected that these funds will be expended by June 30, 2019.

Respectfully submitted,
OAK PARK CITIZENS' OVERSIGHT COMMITTEE
Grant Meikle, Committee Chair

Citizens' Bond Oversight Committee Members

Ty Avendano
Audrey Israel
Grant Meikle
Durga Naga Lakshmi Kosaraju
Michael Schneider
Marc Shapiro
Bing Xu Liu

Oak Park Citizens' Oversight Committee 2018 Measure R Annual Report May 2019

Summary

- The District's auditor reported that the District spent \$774,582 of Measure R bond funds on facilities acquisition and maintenance during the *fiscal* year July 1, 2017 through June 30, 2018.
- The District's auditor found that the District's expenditures from, and accounting for, Measure R bond funds was in compliance with Generally Accepted Accounting Principles and the relevant statutes and regulations.
- The District reported to the Citizens' Oversight Committee that projected spending for Measure R bond funds on facilities acquisition and maintenance during *calendar* year 2018 was \$610,170.
- The Citizens' Oversight Committee finds that the District's expenditures from Measure R bond funds was in compliance with Measure R.
- The Citizens' Oversight Committee finds that the District delivered good value to the taxpayers with regard to the costs and benefits of the projects funded by Measure R bond funds.
- The Citizens' Oversight Committee finds that there were no irregularities regarding the bond monies (bond issuance, expenditures, audits).

Background

On November 4, 2008 voters in the Oak Park Unified School District (the "District") authorized \$29,445,000 in general obligation bonds for school projects as listed in the 2008 Bond Resolution Project List (included in the ballot measure passed by the voters). Specific construction and modernization projects include repairing, renovating and improving aging facilities; repairing water damage and failing roofs; removing hazardous materials; making schools earthquake safe; replacing outdated fire and security systems; and improving classrooms to meet modern safety and instructional standards.

Measure R is also referred to as the "School Improvement Bond of 2008". Measure R was approved by at least 55% of the voters of Oak Park pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified under Sections

15264 et seq. of the Educational Code (Proposition 39). The Act required that the school district Board of Trustees (the "Board") appoint a Citizens' Oversight Committee (the "COC" or "Committee") after the successful bond election.

The COC is required by state law to actively review and report on the proper expenditure of the taxpayers' money. The COC provides oversight and advises the public whether the District is spending the Measure R bond funds for school improvements within the scope of projects outlined in the Measure R project list.

Committee Purpose

The committee is charged by statute with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school construction bond money.
2. To inform the public concerning the expenditure of bond revenues.
3. To ensure that bond revenues are expended only for the purposes described in the California Constitution; that is, for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.
4. To ensure that no funds are used for any teacher or administrative salaries or other school operating expenses.

Committee Jurisdiction and Authorized Activities

In furtherance of its purposes, The Committee is authorized by statute to engage in the following activities:

1. Receive and review the annual independent performance audit required by the California Constitution.
2. Receive and review the annual independent financial audit required by the California Constitution.
3. Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
4. Review efforts by the District to maximize the impact of bond expenditures by implementing cost-saving measures, including, but not limited to, all of the following mechanisms:
 - a. Mechanisms designed to reduce the costs of professional fees.
 - b. Mechanisms designed to reduce the costs of site preparation.
 - c. Recommendations regarding the joint use of core facilities.
 - d. Mechanisms designed to reduce costs by incorporating efficiencies in school design.
 - e. Recommendations regarding the use of cost-effective and efficient reusable facility plans.

It is also important to note that the Committee does not perform certain functions such as: participate in the District's actual bond sale and issuance process nor participate in the bid process for contractors or consultants (Proposition 39 Roles and Responsibilities, III. I.). It is within these parameters that the Committee performed its functions during the period from August, 2017 through May, 2018.

Audits

Proposition 39 requires that the sponsoring school district of an approved measure conduct an annual independent performance audit to ensure that the bond funds have been expended only on the specific projects included on the list of projects the district was required to provide when Measure R was presented to the voters.

Proposition 39 also requires that the school district conduct an annual independent financial audit of the proceeds from the sales of the bonds until all the proceeds have been expended for the school facilities projects.

The annual audits of OPUSD Measure R bond expenditures for the fiscal year ended June 30, 2018 were conducted by Christy White Accountancy Corporation (CWA), an independent auditing firm. CWA tested approximately \$439,793 or 57% of the 2017-2018 expenditures included payments made to contractors, consultants and other vendors for "validity, allow-ability and accuracy". CWA reported that they found the expenditures and transactions tested to be in compliance with the terms of the Measure R Ballot measure, the facilities master plan, and applicable state laws and regulations without exception.

Note that the Committee is reporting on calendar year 2018, of which only the period Jan 1, 2018–June 30, 2018 is addressed in the CWA audit reports. The Committee relied on unaudited district financial statements for the period July 1, 2018–December 31, 2018 in fulfilling its oversight obligations.

Committee Activities

In order to fulfill the committee's purpose as described above, the OPCOC engaged in the following activities:

- The Oak Park Unified School District's Citizens' Oversight Committee met on January 28, 2019 and February 25, 2019, March 25, 2019 and April 29, 2019.
- The committee members met with CWA to review the audit findings for the fiscal year ending June 30, 2018. Both the financial audit and the performance audit were reviewed.
- To understand the expenditures for the unaudited period from July 1, 2018 to December 31, 2018 the committee reviewed Bond Proceeds and Expenditures through December 31, 2018.

Committee Findings

1. The OPCOC did not find instances of waste or improper expenditures.
2. The Committee found no instances of expenditures other than for the purposes set forth in the bond measure.
3. According to the most recent version of the Measure R master plan, total projected expenditures during calendar 2018 totaled to approximately \$610,170. The majority of the work in 2018 centered around performing arts improvements, JV softball field, AM/PM building and OPIS roof.

As of December 31, 2018, the total inception to date expenditures for Measure R was \$29,924,825.

Oak Park Citizens' Oversight Committee
2018 Measure R Annual Report
May 2019
Page 4 of 4

On December 31, 2018 the remaining fund balance for Measure R was \$17,133.34. The balance will not be rolled into Measure S but rather expended via Measure R. It is expected that these funds will be expended by December 31, 2019.

Respectfully submitted,
OAK PARK CITIZENS' OVERSIGHT COMMITTEE
Grant Meikle, Committee Chair

Citizens' Bond Oversight Committee Members

Ty Avendano
Audrey Israel
Grant Meikle
Durga Naga Lakshmi Kosaraju
Michael Schneider
Marc Shapiro
Bing Xu Liu
Bing Xu Liu

Oak Park Citizens' Oversight Committee 2018 Measure S Annual Report May 2019

Summary

- The District's auditor reported that the District spent \$3,922,533 of Measure S bond funds on construction and modernization projects, include providing classrooms and labs for career and technology education classes, repairing or replacing facilities including roofs, plumbing, electrical and air conditioning systems; and upgrading instructional technology in classrooms during the *fiscal* year July 1, 2017 through June 30, 2018.
- The District's auditor found that the District's expenditures from, and accounting for, Measure S bond funds was in compliance with Generally Accepted Accounting Principles and the relevant statutes and regulations.
- The District reported to the Citizens' Oversight Committee that projected spending for Measure S bond funds on construction and modernization projects, include providing classrooms and labs for career and technology education classes, repairing or replacing facilities including roofs, plumbing, electrical and air conditioning systems; and upgrading instructional technology in classrooms during *calendar* year 2018 was \$5,284,897.
- The Citizens' Oversight Committee finds that the District's expenditures from Measure S bond funds was in compliance with the Measure S bond resolution project list included in the ballot measure passed by the voters.
- The Citizens' Oversight Committee finds that the District delivered good value to the taxpayers with regard to the costs and benefits of the projects funded by Measure S bond funds.
- The Citizens' Oversight Committee finds that there were no irregularities regarding the bond monies (bond issuance, expenditures, audits).

Background

On November 8, 2016 voters in the Oak Park Unified School District (the "District") authorized \$60,000,000 in general obligation bonds for school projects as listed in the 2016 bond resolution project list included in the ballot measure passed by the voters. Specific construction and modernization projects include providing classrooms and labs for career and technology education classes, repairing or replacing facilities including roofs, plumbing, electrical and air conditioning systems; and upgrading instructional technology in the classroom.

Measure S is also referred to as the "Facility Improvement, Technology and Equipment Bond". Measure S was approved by at least 55% of the voters of Oak Park pursuant to the provisions of the Strict Accountability in Local School Construction Bonds Act of 2000, codified under Sections 15264 et seq. of the Educational Code (Proposition 39). The Act required that the school district Board of Trustees (the "Board") appoint a Citizens' Oversight Committee (the "COC" or "Committee") after the successful bond election.

The COC is required by state law to actively review and report on the proper expenditure of the taxpayers' money. The COC provides oversight and advises the public whether the District is spending Measure S bond funds for improvements within the scope of projects outlined in the Measure S project list.

Committee Purpose

The committee is charged by statute with the following purposes:

1. To promptly alert the public to any waste or improper expenditure of school construction bond money.
2. To inform the public concerning the expenditure of bond revenues.
3. To ensure that bond revenues are expended only for the purposes described in the California Constitution; that is, for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.
4. To ensure that no funds are used for any teacher or administrative salaries or other school operating expenses.

Committee Jurisdiction and Authorized Activities

In furtherance of its purposes, the Committee is authorized by statute to engage in the following activities:

1. Receive and review the annual independent performance audit required by the California Constitution.
2. Receive and review the annual independent financial audit required by the California Constitution.
3. Inspect school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution.
4. Review efforts by the District to maximize the impact of bond expenditures by implementing cost-saving measures, including, but not limited to, all of the following mechanisms:
 - a. Mechanisms designed to reduce the costs of professional fees.
 - b. Mechanisms designed to reduce the costs of site preparation.
 - c. Recommendations regarding the joint use of core facilities.
 - d. Mechanisms designed to reduce costs by incorporating efficiencies in school design.
 - e. Recommendations regarding the use of cost-effective and efficient reusable facility plans.

It is also important to note that the Committee does not perform certain functions such as: participate in the District's actual bond sale and issuance process nor participate in the bid process for contractors or consultants (Proposition 39 Roles and Responsibilities, III. I.). It is within these parameters that the Committee performed its functions during the period from January, 2019 through May, 2019.

Audits

Proposition 39 requires that the sponsoring school district of an approved measure conduct an annual independent performance audit to ensure that the bond funds have been expended only on

Oak Park Citizens' Oversight Committee
2018 Measure S Annual Report
May 2019
Page 3 of 4

the specific projects included on the list of projects the district was required to provide when Measure S was presented to the voters.

Proposition 39 also requires that the school district conduct an annual independent financial audit of the proceeds from the sales of the bonds until all the proceeds have been expended for the school facilities projects.

The annual audits of OPUSD Measure S bond expenditures for the fiscal year ended June 30, 2018 were conducted by Christy White Accountancy Corporation (CWA), an independent auditing firm. The report is dated January 4, 2019. CWA tested approximately \$2.1 million or 55% of the 2017-18 expenditures included payments made to contractors, consultants and other vendors for "validity, allow-ability and accuracy". CWA reported that they found the expenditures and transactions tested to be in compliance with the terms of the Measure S Ballot measure, the facilities master plan, and applicable state laws and regulations without exception.

Additionally, CWA performed testing on contract and bid procedures. For the fiscal year ended June 30, 2018, all project projects, purchases, and acquisitions for Bond Measure S were found compliant with applicable law.

Note that the Committee is reporting on calendar year 2018, of which only the period Jan 1, 2018–June 30, 2018 is addressed in the CWA audit report. The Committee relied on unaudited district financial statements for the period July 1, 2018–December 31, 2018 in fulfilling its oversight obligations.

Committee Activities

In order to fulfill the committee's purpose as described above, the OPCOC engaged in the following activities:

- The Oak Park Unified School District's Citizens' Oversight Committee met on January 28, 2019, February 25, 2019, March 25, 2019, and April 29, 2019.
- The committee members met with CWA to review the audit findings for the fiscal year ending June 30, 2018. Both the financial audit and the performance audit were reviewed.
- To understand the expenditures for the unaudited period from July 1, 2018 to December 31, 2018 the committee reviewed Bond Proceeds and Expenditures through December 31, 2018.

Citizens' Oversight Committee Findings

1. The OPCOC did not find instances of waste or improper expenditures.
2. The Committee found no instances of expenditures other than for the purposes set forth in the bond measure.
3. The District reported that projected spending for Measure S bond funds during *calendar* year 2018 was \$5,284,897. This included concept and design for upcoming classroom replacements, extensive kitchen remodel and required ADA compliance (including adjacent

Oak Park Citizens' Oversight Committee
2018 Measure S Annual Report
May 2019
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bathroom and locker room) at MCMS, Salary/Compensation for Director of Education Technology and Information Systems, Salary/Compensation for Bond Construction Manager and Secretary.

As of December 31, 2018, the total inception to date expenditures for Measure S were \$13,862,147. Of this amount, bond-related administrative and construction management salaries and benefits were \$659,643 or 4.7% of total expenses, and total construction management fees were \$1,262,128 or 9.1%.

On December 31, 2018 the fund balance for Measure S was \$18,167,011. It is expected that these funds will be expended in accordance with the Board-approved Measure S Master Plan.

Respectfully submitted,
OAK PARK CITIZENS' OVERSIGHT COMMITTEE
Grant Meikle, Committee Chair

Citizens' Bond Oversight Committee Members

Ty Avendano
Audrey Israel
Grant Meikle
Durga Naga Lakshmi Kosaraju
Michael Schneider
Marc Shapiro
Bing Xu Liu

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

**SUBJECT: B.2.b. 2019-20 DISTRICT CAPACITY/ENROLLMENT
PROJECTIONS/DOC VACANCY PROJECTIONS**

INFORMATION/DISCUSSION

ISSUE: The board will receive a report from staff related to program capacity and student enrollment projections for the 2019-20 School Year.

BACKGROUND: Current enrollment and the enrollment projections for the 2019-20 School Year will be presented to the governing board for discussion at the meeting. New resident enrollment for next school year has taken place at the school sites during the month of January and early February. These new resident numbers, based on historical data, have been incorporated into the projections for next year.

FISCAL IMPACT: The initial budget for next school year will be based on the enrollment projections of 4643 approved by the board at its December 11, 2018 Meeting.

Prepared by:
Stewart McGugan
Director Student Support and School Safety

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.2.c. APPROVE RE-APPOINTMENT OF OAK PARK CITIZENS' OVERSIGHT COMMITTEE MEMBERS AND AUTHORIZE RECRUITMENT PROCESS OF NEW MEMBERS FOR THE 2019-21 TERM

ACTION

ISSUE: Shall the Board of Education approve the re-appointment of members of the Oak Park Citizens' Oversight Committee (OPCOC) and authorize a recruitment process for new members for the 2019-21 term of the OPCOC?

BACKGROUND: At the end of the current 2018-19 school year, five members of the OPCOC will have completed their respective two-year terms. Two members, Michael Schneider and Marc Shapiro, have completed their third two-year terms, the maximum number permitted. Three members, Audrey Israel, Grant Meikle, and Bing Xu Liu, have completed their second two-year term and are eligible to serve one additional term. All three members have indicated their desire to continue to serve a final two-year term from 07/01/19 to 06/30/21. As specified in the OPCOC bylaws, these members are eligible for reappointment by the Board for up to three two-year terms. Assuming the Board's re-appointment of these members, there are two vacancies to be filled for the 2019-21 term.

It is recommended that the Board approve the re-appointment of Audrey Israel, Grant Meikle, and Bing Xu Liu, and authorize a recruitment process for filling the two member vacancies for the 2019-21 term.

In its most recent process for recruitment and appointment, the Board elected to advertise for qualified candidates and accept applications for membership. A Board sub-committee was appointed to paper-screen and interview candidates, and to return a recommendation for OPCOC appointments to the full Board for its action. Both effective and efficient, it is recommended that the Board continue this process. The precise timing of the recruitment and selection will be discussed at this evening's meeting, with a goal of appointing the new members not later than the Board's August meeting.

ALTERNATIVES:

1. Approve the reappointment of Audrey Israel, Grant Meikle, and Bing Xu Liu to serve as OPCOC members for a third and final term from 07/01/19 to 06/30/21, and thank outgoing members Michael Schneider and Marc Shapiro for their years of service.
2. Approve advertizing for qualified candidates and accept applications for OPCOC membership for the 2019-21 term.
3. Appoint a Board sub-committee to paper-screen and interview candidates, and return a recommendation for OPCOC appointments for Board action.
4. After discussion, identify and implement an alternate recruitment and selection process.

BOARD MEETING, MAY 14, 2019

Approve Re-Appointment of Oak Park Citizens' Oversight Committee Members

And Authorize Recruitment Process of New Members for the 2019-21 Term

Page 2

FISCAL IMPACT: None.

RECOMMENDATION: Approve Alternative Nos. 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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.2.d. RATIFY AWARD OF BID AND PROFESSIONAL SERVICES AGREEMENTS FOR MEASURE S PROJECT 17-47S, DSA CERTIFICATION OF ADMINISTRATION BUILDING AT BROOKSIDE ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board ratify the award of bid and professional services agreements for Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School?

BACKGROUND: At its meeting on April 23, 2019, the Board authorized the Superintendent to award or reject bids for construction and related professional services agreements in connection with Measure S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School, specifically for

- Construction bids received as itemized in Agenda (04/23/19) Item B.3.f.,
- DSA inspection services agreement as itemized in Agenda (04/23/19) Item B.3.g.
- DSA test and inspection services as itemized in Agenda (04/23/19) Item B.3.h.

The Superintendent's award or rejection of contracts was to be made in consultation with District's general legal counsel, pending the outcome of counsel's investigation of the building's certification status with the Division of the State architect. General counsel concluded its investigation, advising the Superintendent that it was in the District's best interest to award the bid for construction and the related professional services agreements and proceed with the building upgrades to obtain the required DSA certification. Upon that recommendation, the Superintendent awarded the bid and professional services agreement as itemized in the April 23, 2019 agenda. It is respectfully requested that the Board ratify those contracts at this evening's meeting.

FISCAL IMPACT: The recommended ratification of the award of bid and professional services agreements will increase the budget for this project by \$312,858; the Measure S Master Plan will be adjusted accordingly.

ALTERNATIVES:

1. Ratify the award of Bid 17-47S Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School to SBS Corporation, Inc. Base Bid only, in the amount of \$989,827, as lowest responsive and responsible bidder;
2. Ratify professional services agreements for Project 17-47S with Kenco Construction Services, Inc. for DSA Inspector of Record services, in the amount of \$33,920, and with NV5, Inc. for DSA testing and inspection services, in the amount of \$11,323.
3. Do not ratify the award of bid and professional services agreements.

RECOMMENDATION: Approve Alternative Nos. 1 and 2

BOARD MEETING, MAY 14, 2019

Ratify Award of Bid and Professional Services Agreements
For Measure S Project 17-47S, DSA Certification of
Administration Building at Brookside Elementary School
Page 2

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	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____



Oak Park Unified School District
5801 East Conifer Street
Oak Park, CA 91377
Attn: Martin Klauss, Assistant Superintendent Business Services

March 6, 2019

Subject: Measure "S"
Oak Park Unified School District
Oak Park, CA

Re: Project 17-47S DSA Certification of Administration Building at Brookside E.S.
Recommendation to Award to the Lowest Responsive Bidder

Dear Mr. Klauss,

The District received bids for 17-47S DSA Certification of Administration Building at Brookside Elementary on March 6, 2019. The following company's submitted bids in the order listed (bid opening sheet is attached). This Project is indicated in the updated Master Plan update approved by the Board on March 20, 2018 and is scheduled to be completed by August 15, 2019.

CONTRACTOR	BASE BID	Add Alternate (Not accepted)	Total Bid
<i>SBS Corporation</i>	\$989,827.00	\$19,720	\$989,827.00
<i>Waisman Construction, Inc.</i>	\$1,060,000.00	\$15,000	\$1,060,000.00
<i>Omega Construction</i>	\$1,118,000.00	\$9,500	\$1,118,000.00

The preliminary construction budget for the DSA Certification work and interior remodel and fencing was \$1,023,416.00.

Contributing to the construction budget over-run is that the Construction industry remains extremely busy and that this a complex project introduced to the market when there are less complicated projects available during the busy summer vacation schedule. In addition, this project follows a very aggressive 45-day construction schedule which requires careful planning and several concurrent activities ongoing at the same time.

Balfour Beatty Construction has reviewed the bid result and confirmed the submitted proposal is responsive and no bid protests have been received by the District.

It is our recommendation that the Board of Education at its March 19, 2019 meeting authorize the District staff to proceed with issuance of a Notice of Award and agreement to SBS Corporation for a total Project Budget of \$1,336,274.00, which includes a Contingency of \$71,568.00 and a soft cost commitment of \$274,879.00.

Should you have any questions or require any additional information, please contact me at anytime.

Respectfully,

Dennis Kuykendall
Senior Project Executive, Balfour Beatty Construction

Attachments: Bid Sheet Tabulation
Project Budget

cc. Keith Henderson, OPUSD
Leon Cavallo, BBC

[illegible]

17-47S Brookside Admin Post Bid Budget			
	Planning Costs	Construction Hard Cost	Adjusted Budget-Final
6240	Preliminary Testing		\$ -
6250	A/E		\$ 128,721.00
6251	DSA Fees		\$ 16,683.71
6251	CDE Fee's		\$ -
6259	Other Costs-Planning		\$ 1,979.65
	Construction Costs		
6209	Main Construction Contractor	\$ 989,827.00	\$ -
6272	CM Fees		\$ 82,252.00
6274	Other Costs-Construction		\$ -
			\$ -
	Construction Testing		\$ -
6280	Construction Tests		\$ 11,322.00
			\$ -
	Construction Inspection		\$ -
6290	Construction Inspection		\$ 33,920.00
			\$ -
	Furniture & Equipment		\$ -
4300	Material & Supplies		\$ -
			\$ -
Total Soft Cost			\$ 274,878.36
	Project Contingency		
6299	Project Contingency		\$ 71,568.00
Project Budget Grand Total			\$ 1,336,273.36



EIN #27-2782038
SOS Corp. # 3245180

“Building Safer Schools”

Proposal for DSA Inspection.

Date: 2-01-19

Project Client: Oak Park Unified School District
5701 Conifer st.
Oak Park, CA 91377

Proposed Projects: **Brookside Admin Building post installation repairs and certification :**
Brookside Elementary School 165 Satinwood Ave. Oak Park, CA. 91377

DSA App. Number: 03-118756

Scope of Work: Provide onsite DSA Class 2 inspection including oversight for the repairs and improvements to the buildings per the drawings and specs.

Project Duration: Estimated project start date May 25th, 2019
Estimated project completion date July 25th, 2019

Estimated Cost: DSA Class 2 Inspector @ \$80.00 per hour
Estimated days of inspection including occasional Saturdays (53days) 424 hrs.
Estimated cost for DSA inspection/oversite **\$ 33,920.00**

Total estimated cost for onsite inspection\$ 33,920.00

NOTE:

If “Over Time” work becomes necessary, all OT must be approved by the District prior to OT inspections. OT is at a rate of \$120.00 per hour for any holidays, weekends, and anything over 8 hours a day.

*Please be advised that all inspections are subject to contractor performance.

Therefore the total cost proposal is an estimate and subject to increase or credit

Project Inspector Agency Agreement and Contract Duties:

KENCO Construction Services agrees to provide continuous inspection of work for compliance with approved contract documents and California Building Codes, including Title 24.. Project Inspector duties are outlined in Title 24, Part 1, Chapter 4, Section 4-333 thru 4-342 California Code of Regulations, including DSA Interpretation of Regulations A-6, A-7, A-8, and as incorporated in the following sections:

Page 1.

1. Represent the client under the guidance of the Architect, Construction Manager or designated agent.
2. Attend all planning, pre-con conferences, project meetings, or meetings as required by the client.
3. Monitor and observe all special inspections performed by the client-contracted testing laboratory as required by the Testing and Inspection Sheet and as outlined in the Project Specifications. Maintain and update a log specifying hours spent on the project by the special inspectors. Perform or monitor testing for Torque, Epoxy, and Pull Tests as required.
4. The client and the inspector shall each defend and hold harmless each other against any losses, liabilities, damages, injuries, claims, costs, or expenses arising out of, or connected with the provisions of this agreement and the contract documents.
5. This Agreement shall begin on or about **May 25th, 2019** and remain in effect continuously until completed, or terminated in writing. This Contract is intended to be an agency agreement and may be terminated in 30 days by either party with, or without cause. This agency agreement shall be assignable to other schools within the District, and shall apply to other inspectors as requested and approved by the District. The District shall not employ, contract, or engage in business or mutually beneficial relationship with any inspectors introduced to the District through KENCO Construction Services for a period of two (2) years after the dissolution of any contracts through KENCO Construction Services, unless written permission is granted prior to each relationship.
6. **The Oak Park Unified School District** agrees to pay *KENCO Construction Services, Inc.* our monthly invoice for project services, billed at a rate of **\$80.00 per hour for one DSA Class 2 inspector**, within 15 working days of receipt of invoice. Each monthly billing shall separately identify hours and charges for each individual school, consistent with required site accounting. KENCO Construction Services shall provide all necessary cell phones, laptop computers, digital cameras, and any equipment necessary to maintain proper documentation and administration functions throughout the duration of the project. The District shall provide all office space, utility lines, and equipment necessary per the project specifications.
7. KENCO Construction Services shall provide to the District at the end of the project all documentation in a professional format, either in binders or on a computer CD.
8. KENCO Construction Services shall not bill the client for any time not directly paid to the project inspectors working directly on the project. A DSA certified project manager will be assigned to oversee the project inspector to ensure accurate reporting of all activities and DSA compliance. Should any emergency arise where the consultant/inspector becomes absent, on vacation, or is not able to be on site due to causes beyond his/her reasonable control, this DSA certified project manager will provide inspections until the IOR returns.

Jeff M. Barnes

Digitally signed by Jeff M.
Barnes V.P.
Date: 2019.02.01 15:54:09
-08'00'

X V.P.

X

Jeff Barnes, Executive Vice President
KENCO Construction Services, Inc.
Date: 2-1-19

District Authorized Agent
Oak Park Unified School District
Date:

Pg. 2

Oak Park Unified School District
5801 E. Conifer Street
Oak Park, CA 91377

February 5, 2019
Proposal No: 2019.06.0013
DSA No.: 03-118756
File No.: 56-45

ATTENTION: Keith Henderson

SUBJECT: Proposal for Materials Testing and Inspection Services for the Brookside Administration Building Renovation, 165 N. Satinwood Drive, Oak Park, CA 91301

NV5 is pleased to submit this proposal for the referenced project. Our estimated scope of services and estimated costs are detailed below.

Scope of Work and Cost Estimate

	Rate	Units	Total
Soils:			
Sr. Soil Technician (ncluding nuclear guage)	\$ 104 hr	8	\$ 832.00
Maximum Density (soil) (if required)	\$ 185 ea	1	\$ 185.00
Mileage	\$ 0.65 mi	140	\$ 91.00
Geotechnical Engineer	\$ 175 hr	1	\$ 175.00
Concrete:			
Mix Design Review (if required)	\$ 230 ea	1	\$ 230.00
Concrete Batch Plant Inspection & follow the truck to cast cylinders	\$ 104 hr	6	\$ 624.00
Concrete compression tests (5 cys. per set)	\$ 22 ea	5	\$ 110.00
Concrete cylinder pickup	\$ 9.5 ea	5	\$ 47.50
Reinforcing Steel:			
Reinforcing Steel Bend tests (#5)	\$ 50 ea	1	\$ 50.00
Reinforcing Steel Tensile tests (#5)	\$ 55 ea	1	\$ 55.00
Reinforcing Steel sampling (2 hr. min.)	\$ 104 hr	2	\$ 208.00
Structural Steel:			
Shop Welding Inspection - material ID, welders certs & weld procedures)	\$ 88 hr	8	\$ 704.00
Field Welding Inspection	\$ 104 hr	40	\$ 4,160.00
Miscellaneous:			
Inspection of installation and testing of expansion anchors	\$ 104 hr	24	\$ 2,496.00
Engineering	\$ 160 hr	6	\$ 960.00
DSA (LVR-291)	\$ 395 ea	1	\$ 395.00
TOTAL:			\$ 11,322.50

Assumptions:

- 1 Estimate is from information provided by Client's representative.
- 2 The estimate is provided for budgetary purposes only and is not a lump sum / not to exceed cost. Billing will be for actual service provided.
- 3 Added charges will be charged in accordance with the attached 2018 Schedule of Fees and prevailing wage rates.


NV5 West, Inc. appreciates the opportunity to be of service. If you have any questions, please do not hesitate to contact us.

Respectfully Submitted,
NV5 West, Inc.

Reviewed By,



Carol Harrison
Marketing Manager



Scott Moors, CEG 1901
Vice President

Attachment: Terms and Conditions
 2018 Fee Schedule

GENERAL TERMS AND CONDITIONS

NV5

1. The Agreement. This Agreement between the parties, which shall describe and govern Client's engagement of "Consultant" to provide "Services" in connection with the "Project" identified in the "Proposal", consists of the Proposal, these terms and conditions, Consultant's fee schedule, and any exhibits or attachments referenced in any of these documents. Together these elements constitute the entire agreement between the parties, superseding any and all prior negotiations, correspondence, or agreements, either written or oral, with respect to the subject matter of this engagement. Consultant requests written acceptance of the Agreement through its Proposal Acceptance Form, but the following actions shall also constitute Client's acceptance of the Agreement: (1) issuing an authorizing purchase order for any of the Services; (2) authorizing Consultant's presence on site; or (3) notification, written (including e-mail) or oral, to Consultant to proceed with any of the Services.

2. Standard of Care. The Services shall be performed in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant's profession currently practicing under similar conditions and in the same locality as the Project. Data, interpretations and recommendations by Consultant will be based solely on information discovered by, or made available to, consultant during the course of the engagement. In connection with such information, Client recognizes that subsurface conditions may vary from those observed at locations where borings, surveys, or explorations are made, and that site conditions may change over time. Consultant shall not be responsible for the use or interpretation of such information by non-parties to this Agreement. Consultant shall not be held liable for problems that may occur if Consultant's recommendations are not followed.

3. Site Access and Conditions. Client will provide Consultant access to the Project site for all equipment and personnel necessary for the performance of the Services. As required to effectuate such access, Client will notify all owners, lessees, contractors, subcontractors, and other possessors of the Project site that Consultant must be allowed free access to the site. While Consultant agrees to take reasonable precautions to minimize damage to the site, Client understands that, in the normal course of performing the Services, some damage may occur, and further understands that Consultant is not responsible for the correction of any such damage unless so specified in the Proposal. Client is responsible for the accuracy of locations for all subterranean structures and utilities. Consultant will take reasonable precautions to avoid known subterranean structures and utilities, and Client waives any claim against Consultant, and agrees to defend, indemnify, and hold Consultant harmless from any claim or liability for injury or loss of any party, including costs of defense, arising from damage done to subterranean structures and utilities not identified or accurately located. In addition, Client agrees to compensate Consultant for any time spent or expenses incurred by Consultant in defense of any such claim with compensation to be based upon Consultant's prevailing fee schedule and expense reimbursement policy.

4. Cooperation and Project Understanding. To the extent requested by Consultant, Client will make available to Consultant all information in its possession regarding existing and proposed conditions at the site. Such information shall include, but not be limited to engineering reports, plot plans, topographic surveys, hydrographic data, soil data including borings, field and laboratory tests and written reports. Client shall immediately transmit to Consultant any new information concerning site condition which becomes available, and any change in plans or specifications concerning the Project to the extent such information may affect Consultant's performance of the Services. Client agrees, upon 24 hours oral or written notice, to provide a representative at the job site to supervise and coordinate the Services. Consultant shall not be liable for any inaccurate or incorrect advice, judgment or decision which is based on any inaccurate information furnished by Client and Client shall indemnify Consultant against claims, demands, or liability arising out of, or contributed to, by such inaccurate information.

5. Sample Disposal. Unless other arrangements are made, Consultant will dispose of all soil and rock samples remaining at the time of report completion. Further storage or transfer of samples can be arranged at Client's prior written request, subject to a reasonable charge by Consultant. Client acknowledges that contaminated drill cuttings, sample spoils, wash water, and other materials may be produced as a result of encountering hazardous materials at the site. In such event, Consultant shall properly contain, label, and store such materials on-site, and Client shall be responsible for its proper transportation and disposal. Consultant may be able to arrange for the transportation and disposal of hazardous materials at Client's request.

6. Construction Monitoring. If Consultant is engaged by Client to provide a site representative for the purpose of monitoring specific portions of any construction work, as set forth in the Proposal, then this Section 6 shall apply. If Consultant's engagement does not include such construction monitoring, then this Section shall be null and void. In connection with construction monitoring, Consultant will report observations and professional opinions to Client. Consultant shall report to Client any observed work which, in Consultant's opinion, does not conform to plans and specifications. Consultant shall have no authority to reject or terminate the work of any agent or contractor of Client. No action, statements, or communications of Consultant, or Consultant's site representative, can be construed as modifying any agreement between Client and others. Consultant's presence on the Project site in no way guarantees the completion or quality of the performance of the work of any party retained by Client to provide construction related services. Neither the professional activities of Consultant, nor the presence of Consultant or its employees, representatives, or subcontractors on the Project Site, shall be construed to impose upon Consultant any responsibility for methods of work performance, superintendence, sequencing of construction, or safety conditions at the Project site. Client acknowledges that Client its general contractor or construction manager is solely responsible for job site safety, and warrants and agrees that such responsibility shall be made evident in any Project owner's agreement with the general contractor. Client also agrees to make Consultant an additional insured under any general contractor's general liability insurance policy. Prior to the commencement of the Work, Client shall provide Consultant with a certificate of insurance evidencing the required insurance. Such certificates shall be issued by an insurance carrier(s) acceptable to Consultant and shall be endorsed to include: (1) Consultant as additional insured; and (2) a waiver of subrogation as to Consultant. This insurance shall be primary to any insurance available to Consultant. In the event Consultant expressly assumes any health and safety responsibilities for hazardous materials or other items specified in this Agreement, the acceptance of such responsibility does not and shall not be deemed an acceptance of responsibility for any other health and safety requirements, such as, but not limited to, those relating to excavation, trenching, drilling or backfilling.

7. Project Changes. In the event Client, the Project owner, or other party makes any changes in the plans and specifications, Client agrees to hold Consultant harmless from any liability arising out of such changes, and Client assumes full responsibility unless Client has given Consultant prior notice and has received Consultant's written consent for such changes.

8. Ownership of Documents. All reports, boring logs, field data, field notes, laboratory test data, calculations, estimates and other documents prepared by Consultant in connection with this engagement, shall remain the property of Consultant.

9. Termination. This Agreement may be terminated without cause by either party upon thirty (30) days written notice, and at any time by either party if the other party defaults in the performance of any material provision of this Agreement and such default continues for a period of seven (7) days after written notice thereof. In the event of termination, Consultant will be paid for Services performed through the date of termination, plus reasonable termination expenses, including the cost of completing analyses, demobilization, records and reports necessary to document job status at the time of termination.

10. Risk Allocation and Limitation of Liability. To the fullest extent permitted by law, and not withstanding any other provision of this Agreement, the total liability, in the aggregate, of the Consultant, and its officers, directors, partners, employees, agents and sub-consultants, and any of them, to the Client and anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages of any nature whatsoever arising out of, resulting from or in any way related to the Project or the agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract or warranty, express or implied, of the Consultant, and its officers, directors, employees, agents or sub-consultants, or any of them, shall not exceed the total compensation received by the Consultant, for Services provided under this Agreement or \$50,000 whichever is more. Client agrees that Consultant shall not be responsible for the means, methods, procedures performance, site safety of the construction contractors or subcontractors, or for their errors or omissions. Client agrees that the work created pursuant to this Agreement is for the sole and exclusive use of Client and is not for the benefit of any third parties. This Agreement and the Services to be performed hereunder shall in no way be construed as a guarantee of deficient-free construction.

11. Discovery of Unanticipated Hazardous Materials. Client warrants that it has made reasonable efforts to inform Consultant of known or suspected hazardous materials on or near the Project site. The parties acknowledge that hazardous materials may exist at a site where there is no reason to believe they are present. Consultant and Client agree that the discovery of such unanticipated hazardous materials constitutes a changed condition which may require either a renegotiation of the scope of Consultant's Services or termination of such Services or this Agreement. Consultant agrees to notify Client as soon as practicable should hazardous materials be encountered at the site. Client agrees that in the event of the discovery of hazardous materials at the site it will report such discovery to the proper authorities as required by

Federal, State, and local regulations. Client agrees to make the required report at the recommendation of Consultant, or, if unable to do so, authorizes Consultant to make such report. Client also agrees to inform the Project site owner in the event that hazardous materials are encountered at the site. Notwithstanding any other provision of this Agreement, Client waives any claim against Consultant, and to the maximum extent permitted by law, agrees to defend, indemnify, and save Consultant harmless from any claim, liability and/or defense costs for injury or loss arising from the presence of hazardous materials on the Project site, including any costs created by delay of the Project and any costs associated with possible reduction of the property's value. Client is responsible for ultimate disposal of any samples secured by Consultant which are found to be contaminated.

12. Subsurface Conditions. Consultant cannot know or guarantee the exact composition of a site's subsurface, even after conducting a comprehensive exploratory program. Client acknowledges that there is a risk that drilling and sampling may result in contamination of certain subsurface areas. Although Consultant will take reasonable precautions to avoid such an occurrence, Client waives any claim against, and agrees to defend, indemnify and save Consultant harmless from any claim or liability for injury or loss which may arise as a result of subsurface contamination caused by drilling, sampling, or monitoring well installation. Client also agrees to adequately compensate Consultant for any time spent and expenses incurred in defense of any such claim.

13. Insurance. Consultant shall not (1) post a bond, (2) insure, or (3) indemnify Client against losses caused from the acts or omissions of other Contractors or Subcontractors that are not under contract to perform work for Consultant. Client shall require other Contractors and Subcontractors to carry adequate insurance coverage and any performance for Client to insure and indemnify Consultant against claims for damages and to insure compliance or work performance and materials with Project requirements. Client also agrees to make Consultant an additional insured under any general contractor's general liability insurance policy.

14. Resolution of Disputes. The Client shall make no claim for professional negligence, either directly or by way of a cross complaint against the Consultant, unless the Client has first provided the Consultant with a written certification executed by an independent consultant currently practicing in the same discipline as the Consultant and licensed in the State where the Project is located. This certification shall: (a) contain the name and license number of the certifier; (b) specify the acts or omissions that the certifier contends are not in conformance with the standard of care for a consultant performing professional services under similar circumstances; and (c) state in detail the basis for the certifier's opinion that such acts or omissions do not conform to the standard of care. All claims, disputes, controversies or matters in question arising out of, or relating to, this Agreement or any breach thereof, including but not limited to disputes arising out of alleged design defects, breaches of contract, errors, omissions, or acts of professional negligence, (collectively "Disputes") shall be submitted to mediation before and as a condition precedent to pursuing any other remedy. Upon written request by either party to this Agreement for mediation of any dispute, Client and Consultant shall select a neutral mediator by mutual agreement. Such selection shall be made within ten (10) calendar days of the date of receipt by the other party of the written request for mediation. In the event of failure to reach such agreement or in any instance when the selected mediator is unable or unwilling to serve and a replacement mediator cannot be agreed upon by Client and Consultant within ten (10) calendar days, a mediator shall be chosen as specified in the Mediation Rules of the American Arbitration Association then in effect, or any other appropriate rules upon which the parties may agree. Any cause of action brought against Consultant shall be brought within one year of the work or Services performed under this Agreement.

15. Assigns. Client may not assign this Agreement or any right or obligation hereunder without the prior written consent of Consultant, which shall not be unreasonably withheld or delayed; provided, however, that no consent shall be necessary in the event of an assignment to a successor entity resulting from a merger, acquisition or consolidation by either party or an assignment to an Affiliate of either party if such successor or Affiliate assumes all obligations under this Agreement.

16. Non-Solicitation & Hiring of Employees. To promote an optimum working relationship, the Client agrees in good faith not to directly or indirectly employ or otherwise engage any employee of Consultant or any person employed by Consultant within the prior twelve month period without the prior written consent of Consultant. This restriction shall apply during the term of and for a period of one (1) year after the termination of this Agreement. The Client further agrees that loss of any such employee would involve considerable financial loss of an amount that could not be readily established by Consultant. Therefore, in the event that Client should breach this provision and without limiting any other remedy that may be available to Consultant, the Client shall pay to Consultant a sum equal to the employee's current annual salary plus twelve (12) additional months of the employee's current annual salary for training of a new employee as liquidated damages.

17. Governing Law and Survival. The validity of this Agreement, these terms, their interpretation and performance shall be governed by the laws of the State in which the Project is located. If any of the provisions contained in this Agreement are held illegal, invalid, or unenforceable, the enforceability of the remaining provisions will not be impaired. Limitations of liability, indemnification, and non-solicitation & hiring of employees shall survive the termination of this Agreement for any reason. Failure of a party hereto at any time or times to require performance of any provision hereof shall in no manner affect its right at a later time to enforce the same. No waiver by a party of any condition or of any breach of any term contained in this Agreement shall be effective unless in writing and signed by the waiving party, and no waiver in any one or more instances shall be deemed to be a continuing waiver of any such condition or breach in other instance or a waiver of any other condition or breach of any other term.

18. Billing and Payment. Client shall pay Consultant the lump sum amount indicated in the Proposal, or, if no lump sum amount is indicated, in accordance with the schedule of fees or charges as shown in the Proposal or fee schedule. Backup data on billing will not be available unless prior arrangements have been made. Prior to initiation of the Services, Client is required to remit any retainer specified in the Proposal. Thereafter, Consultant will submit to Client invoices for the balance due, which shall be due and payable immediately upon submission. If Client objects to all or any portion of any invoice, Client will so notify Consultant in writing within ten (10) calendar days of the invoice date, identify the cause of disagreement, and immediately pay that portion of the invoice not in dispute. In the absence of written notification described above, the balance as stated on the invoice shall be deemed accepted. Client shall pay an additional charge of one and one-half (1.5) percent per month (or the maximum percentage allowed by law, whichever is lower) on any delinquent amount. Payment thereafter will first be applied to accrued interest and then to the principal unpaid amount. Consultant shall be entitled to recover for all costs and expenses incurred (including any attorney's fees) in connection with collection of any delinquent amount. Fee schedules are periodically revised. Unless otherwise agreed, new rates apply to ongoing work as such rates are issued. Should Consultant be called upon to testify for or on behalf of the Client on matters arising out of or related to the Work, Client shall compensate Consultant for its time at a rate of two times (2x) the Consultant's standard billing rates.

19. Waiver of Jury Trial. Each party waives its right to a jury trial in any court action arising between the parties, whether under this Agreement or otherwise related to the work being performed under this Agreement.

20. Liability for Others. Consultant shall not be responsible for the acts or omissions of the Client, architect, architect's other consultants, contractor, subcontractor, other third parties or their respective agents, employees, assigns, successors, or other persons performing any of the work. Consultant shall promptly notify Client if Consultant becomes aware of any inconsistencies in the Services or information provided by other parties.

21. Delays. Consultant shall not be liable to Client for delays. Client shall indemnify, defend, and hold harmless Consultant from any actions or claims arising from delays.

22. Waiver. No waiver by a party of any condition or of any breach of any term contained in this Agreement shall be effective unless in writing and signed by the waiving party, and no waiver in any one or more instances shall be deemed to be a continuing waiver of any such condition or breach in other instance or a waiver of any other condition or breach of any other term.

23. Enforceability. This Agreement shall be interpreted by the parties in a manner that ensures this Agreement's compliance with applicable local, state, federal, or foreign laws. The parties affirm that this Agreement is a collaborative effort between Client and Consultant, with no single party considered the drafter of this Agreement or having the drafting of this document construed against them.

24. Severability. Should a court find one of the provisions of this Agreement unenforceable, the remaining provisions of this Agreement shall remain in full force and effect.

25. Entire Agreement. To the extent allowed by law, any agreement that is part of the scope of Consultant's Services and incorporated by reference into this Agreement shall be subordinated to the terms and conditions of this Agreement where they conflict. This Agreement shall be interpreted as though prepared by all parties and shall not be construed unfavorably against either party.

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.2.e. REVIEW OF DRAFT 2019-20 OAK PARK UNIFIED SCHOOL DISTRICT LOCAL CONTROL AND ACCOUNTABILITY PLAN

DISCUSSION

ISSUE: Shall the Board review and discuss the draft 2019-20 Oak Park Unified School District Local Control and Accountability Plan?

BACKGROUND: Effective in 2013-14, the existing K-12 finance system was replaced with the new Local Control Funding Formula (LCFF). As part of shift to LCFF, 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 how districts and County Offices of Education address the State's priorities and metrics, and how expenditures are made in accordance with statutes. Following the process, requirements, and proposed schedule shared with the Board at its February 2019 meeting, the draft 2019-20 Oak Park Unified School District LCAP has been developed with the input from diverse groups of stakeholders. A copy of the draft LCAP document may be accessed at the following link: <http://bit.ly/2JfUdVw>

At this evening's meeting the Board will review and discuss the draft LCAP, and provide direction to staff in its preparation of a final draft for public comment. Education Code 52062 requires a public hearing to solicit the recommendations and comments of the public regarding the proposed LCAP. The public hearing has been scheduled for June 4, 2019. After receiving input from the public, the District's 2019-20 LCAP will be formally adopted at the Board's June 18, 2019 meeting.

FISCAL IMPACT: None.

RECOMMENDATION: None – for information and discussion only.

Prepared by: Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Dr. Jay Greenlinger, Director, Curriculum and Instruction
Lisa Nilles, 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: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.2.f. BOARD REVIEW OF GOVERNOR'S 2019-20 BUDGET PROPOSAL – MAY REVISION

DISCUSSION

ISSUE: Shall the Board receive and discuss information pertaining to the Governor's May Revision to his 2019-20 budget proposal and its implications for the Oak Park Unified School District?

BACKGROUND: On May 14, 2019, it is expected that Governor Newsom will present the May Revision to the 2019-20 budget proposal unveiled in January of this year. Staff will provide a report on the May Revision and its implications for Oak Park Unified School District at this evening's meeting. Staff will be attending budget workshops at the Ventura County Office of Education on May 20 and 31, 2019, which will provide further information and analysis of the Governor's May Revision.

FISCAL IMPACT: None.

RECOMMENDATION: None – information only.

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

Respectfully submitted:

Anthony W. Knight, Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.3.a. APPROVE ADDITIONAL TEXT BOOK FOR MEDEA CREEK MIDDLE SCHOOL

ACTION

ISSUE: Shall Medea Creek Middle School add an additional core novels in support of its curriculum?

BACKGROUND: Medea Creek Middle School would like to add an additional core novels to its 7th grade humanities curriculum. The core novels requested are: 1) Refugee by Alan Gratz 2) I Will Always Write Back by Caitlin Alifirenka, Liz Welch and Martin Ganda 3) Counting by 7's by Holly Goldberg Sloan 4) A Wrinkle in Time by Madeleine L' Engle These core novels are being recommended by the OPUSD Curriculum Council, which voted unanimously in favor of presenting these items to the board for approval at their May 7th, 2019 meeting.

FISCAL IMPACT: The fiscal impact of this request will vary. Not all four novels will be taught next year, this summer the selection for the 2019-2020 school year will be made, and then class sets of the selected novel will be purchased. Funding source is the general Fund (LCAP Goal – 1.2) and will be included in the proposed 2019-2020 budget.

ALTERNATIVES:

1. Approve the request for additional core novels for Medea Creek Middle School 7th grade humanities classes.
2. Do not approve the request for additional core novels for Medea Creek Middle School.

RECOMMENDATION: Alternative #1

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

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.	_____	_____	_____	_____

May 2019 Proposal for Core Novels: 7th Grade Humanities

These are the novels we would like added for 7th Grade as potential core/supplemental novels.

1. *Refugee* by Alan Gratz
2. *I Will Always Write Back* by Caitlin Alifirenka, Liz Welch, and Martin Ganda
3. *Counting by 7s* by Holly Goldberg Sloan
4. *A Wrinkle in Time* by Madeleine L'Engle

RATIONALE: These stories are focused on finding strength and resilience when hope is overshadowed by fear and the unknown. Our students will look for personal connections they can draw upon from the experiences of these similarly aged youth.

The first three have been used in our classroom with much success during the literature reading book clubs that we do.

1. Title of Novel: *Refugee*

Author: Alan Gratz

Genre: Historical Fiction

Summary: Powerful novel that tells the story of three different children told in alternating chapters. "Although separated by continents and decades, Josef, a Jewish boy living in 1930s Nazi Germany; Isabel, a Cuban girl trying to escape the riots and unrest plaguing her country in 1994; and Mahmoud, a Syrian boy in 2015 whose homeland is torn apart by violence and destruction, embark on harrowing journeys in search of refuge, discovering shocking connections that tie their stories together."

[Click here for a Book Trailer](#)

Acknowledgements:

Currently, *Refugee* has spent more than a year on the *New York Times* bestseller list and has received numerous awards

- Sydney Taylor Book Award
- National Jewish Book Award
- Cybils Middle Grade Fiction Award
- A Charlotte Huck Award Honor
- YALSA 2018 Best Fiction for Young Adults
- Amazon.com Best Books of 2017, Ages 9–12
- Malka Penn Award for Human Rights Honor
- Global Read Aloud Book for 2018

2. Title of Novel: *I Will Always Write Back*

Author: Caitlin Alifirenka, Liz Welch, and Martin Ganda

Genre: Non-Fiction

Summary (from Teen Reads): When Caitlin picked Zimbabwe for her school pen pal program, she had no idea how it would impact her life. Twelve-year-old Caitlin lived in the Pennsylvania suburbs. Martin Ganda lived in the slums of Zimbabwe. A series of handwritten letters connected their unlikely friendship. Caitlin had no idea what life was like outside of the US, let alone the exotic country of Zimbabwe. She had no idea how lucky she was to have running water, electricity or public schools. Martin taught her that life is bigger than break-ups and mall trips.

Martin knew that he could never really help his family survive the increasingly poor “neighborhood” without being the best of the best in his school. He studied hard but couldn’t always be there with his family starving at home. He needed support. He needed Caitlin. Through terrorist attacks, strikes, sickness and starvation, they made one promise to each other: no matter what happened, they would always write back.

[Click here for a book trailer:](#)

Acknowledgements:

2018-2019 Soaring Eagle Award Final Nominee Oregon Battle of the Books (OBOB) 2018—2019 Nominee 2017-2018 SD Teen Choice Book Award Winner, Middle School

2015 Parents’ Choice Book Awards: Nonfiction, Silver

2016 Notable Social Studies Trade Books for Young People, 6–8

2015 Cybils Awards Nomination, Young Adult Nonfiction

Children’s Book Committee Bank Street College of Education Best Children’s Books of 2016, Biography and Memoir

3. Title of Novel: *Counting By 7s*

Author: Holly Goldberg Sloan

Genre: Realistic Fiction

Summary (from Goodreads): Willow Chance is a twelve-year-old genius, obsessed with nature and diagnosing medical conditions, who finds it comforting to count by 7s. It has never been easy for her to connect with anyone other than her adoptive parents, but that hasn’t kept her from leading a quietly happy life...until now.

Suddenly Willow’s world is tragically changed when her parents both die in a car crash, leaving her alone in a baffling world. The triumph of this book is that it is *not* a tragedy. This extraordinarily odd, but extraordinarily endearing, girl manages to push through her grief. Her journey to find a fascinatingly diverse and fully believable surrogate family is a joy and a revelation to read.

[Click here for a book trailer](#)

Acknowledgements:

Amazon.com Best Books of the Year 2013: Ages 9-12; *SLJs* Best Books of 2013, Fiction; *Bulletin* Blue Ribbon 2013, Fiction; YALSA 2014 Best Fiction for Young Adults; Horn Book Fanfare, Best Books of 2013, Fiction; ALA 2014 Notable Children’s Books, Older Readers: 2014 E.B. White Read-Aloud Honor, Middle Reader; 2014 CLA Notable Children’s Books in the English Language Arts; *BuzzFeed* 2013 Best Books, Middle Grade Fiction; 2014 IRA Teachers’ Choices, Advanced Readers; William Allen White Children’s Book Awards 2015–2016 Master List

****This book does deal with overcoming loss/tragedy, however, all reviews do show that the content of this book can be very well handled with children over 10. This is a book about perseverance.**

4. Title of Novel: *A Wrinkle in Time*

Author: Madeleine L’Engle

Genre: Science

Fantasy

Summary (from Scholastic): Meg Murray, her little brother Charles Wallace, and their mother are having a midnight snack on a dark and stormy night when an unearthly stranger appears at their door. He claims to have been blown off course, and goes on to tell them that there is such a thing as a “tesseract,” which, if you didn’t know, is a wrinkle in time. Meg’s father had been

experimenting with time-travel when he suddenly disappeared. Will Meg, Charles Wallace, and their friend Calvin outwit the forces of evil as they search through space for their father?

[Click here for book trailer:](#)

Acknowledgements: Newbery Medal, Sequoyah Book Award, Lewis Carroll Shelf Award, runner-up for Hans Christian Andersen Award

Common Core Standards: Regardless of the novel, these standards will be addressed.

- Cite several pieces of textual evidence to support analysis of what the text says explicitly as well as inferences drawn from the text.
- Determine the meaning of words and phrases as they are used in a text, including figurative and connotative meanings; analyze the impact of rhymes and other repetitions of sounds (e.g., alliteration) on a specific verse or stanza of a poem or section of a story or drama.
- Analyze how particular elements of a story or drama interact (e.g., how setting shapes the characters or plot).
- Determine a theme or central idea of a text and analyze its development over the course of the text; provide an objective summary of the text.
- Analyze how an author develops and contrasts the points of view of different characters or narrators in a text.
- Compare and contrast a fictional portrayal of a time, place, or character and a historical account of the same period as a means of understanding how authors of fiction use or alter history.

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.4.a. APPROVE RESOLUTION #19-12 TO REESTABLISH PARTICULAR KINDS OF SERVICE TO LAID OFF CERTIFICATED EMPLOYEE
ACTION

ISSUE: Should the Board of Education approve Resolution #19-12 to reestablish particular kinds of service to laid-off certificated employee?

BACKGROUND: In considering staffing needs and budget for the 2019-20 school year, it has been determined that the District is able to restore the following position:

1.0 Secondary Counselor

ALTERNATIVES:

1. Approve Resolution #19-12 to reestablish particular kinds of service to laid-off certificated employee.
2. Do not approve the Resolution #19-12 to reestablish particular kinds of service to laid-off certificated employee.

FISCAL IMPACT: The position is funded by the Oak Park Education Foundation for 2019-20 and will be included in the 2019-20 staffing allocation.

RECOMMENDATION: Alternative No. 1

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

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	_____	_____	_____	_____

**BEFORE THE GOVERNING BOARD OF THE
OAK PARK UNIFIED SCHOOL DISTRICT
COUNTY OF VENTURA, STATE OF CALIFORNIA**

RESOLUTION NO. 19-12

**RESOLUTION TO REESTABLISH PARTICULAR KINDS OF SERVICE, INCREASE THE
NUMBER OF EMPLOYEES, AND AUTHORIZE OFFERS OF REAPPOINTMENT TO LAID OFF
CERTIFICATED EMPLOYEES**

WHEREAS, on February 19, 2019, this Board adopted Resolution No. 19-06 which included, in part, discontinuing and reducing particular kinds of certificated services not later than the beginning of the 2019-2020 school year, as described and set forth in that Resolution;

WHEREAS, the Board has determined that it is in the best interests of the District and of the pupils of the District to reestablish particular kinds of services previously reduced or discontinued pursuant to Resolutions No. 19-06;

NOW, THEREFORE, BE IT RESOLVED, that the following particular kinds of services previously reduced or discontinued pursuant to Resolutions No. 19-06 are reestablished to the extent indicated below:

1.0 FTE Secondary Counselor

BE IT FURTHER RESOLVED that it is in the best interests of the District to increase the number of certificated employees by 1.0 FTE;

BE IT FURTHER RESOLVED that the Superintendent, or designee, is authorized and directed to offer reappointment to employees whose services have been terminated in accordance with Education Code Section 44956 and 44957, to the extent applicable;

BE IT FURTHER RESOLVED that the Superintendent, or designee, has delegated the authority to take all actions necessary and proper to the accomplishment of the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the Oak Park Unified School District on the 14th day of May, 2019 by the following vote:

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

President, Governing Board of the
Oak Park Unified School District

I, Allen Rosen, Clerk of the Governing Board of the Oak Park Unified School District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its meeting held on May 14, 2019.

Clerk, Governing Board of the
Oak Park Unified School District

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
**SUBJECT: B.4.b. APPROVE ADOPTION OF BOARD RESOLUTION #19-13 REGARDING
REDUCTION IN SERVICES OF CERTIFICATED EMPLOYEES IN
PARTICULAR KINDS OF SERVICE**

ACTION

ISSUE: Shall the Board authorize the reduction of 1.4 FTE full time certificated employees because of a reduction of particular kinds of service?

BACKGROUND: During this period of economic uncertainty, we ask the Board to reduce the following services for the 2019-2020 school year: Oak Park Independent School 1.2 FTE; Medea Creek Middle School .2 FTE. Should we receive a more positive economic forecast, the administration at the independent school and middle school may increase the FTE of staff accordingly.

ALTERNATIVES:

1. Approve the reduction of 1.4 FTE full time certificated employees because of a reduction of particular kinds of service.
2. Do not approve the reduction of 1.4 FTE full time certificated employees because of a reduction of particular kinds of service.

FISCAL IMPACT: This action will ensure appropriate staffing relative to anticipated enrollment and related expense to ensure a balanced 2019-20 operating budget.

RECOMMENDATION: Alternative No. 1

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

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	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT

**RESOLUTION TO REDUCE OR ELIMINATE PARTICULAR KINDS
OF CERTIFICATED SERVICES FOR THE 2019-2020 SCHOOL YEAR
AND TO ISSUE FINAL LAYOFF NOTICES TO AFFECTED EMPLOYEES**

Resolution Number: #19-13

WHEREAS, the Governing Board of the Oak Park Unified School District ("District") adopted a Resolution on February 19, 2019 authorizing and directing the Superintendent, or Superintendent's designee, to initiate and pursue procedures necessary to not reemploy the equivalent of 1.4 FTE full-time certificated employees of this District pursuant to Education Code sections 44949 and 44955 because of a reduction of particular kinds of services;

WHEREAS, on or before February 19, 2019, the District properly served on the employees listed on Exhibit "A" notice that the District did not intend to reemploy them for the 2019-2020 school year;

WHEREAS, the employees listed on Exhibit "A" did not request a hearing pursuant to Education Code section 44949(b), Education Code section 44949(c)(1), and Government Code section 11505;

WHEREAS, it is currently necessary to not reemploy certain certificated staff for the 2019-2020 school year;

THEREFORE, BE IT RESOLVED by the Governing Board of the Oak Park Unified School District as follows:

1. That the Superintendent or Superintendent's designee is authorized and directed to notify those certificated employees listed on Exhibit "A," by May 15, 2019 and consistent with Education Code section 44949, that their services will not be required by the District for the ensuing 2019-2020 school year.
2. That the Superintendent or Superintendent's designee, is authorized and directed to take any other actions necessary to effectuate the intent of this resolution and to finalize layoffs.

BE IT FURTHER RESOLVED that this action shall be deemed effective immediately.

Adopted by the Governing Board of the Oak Park Unified School District this 14th day of May, 2019.

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

OAK PARK UNIFIED SCHOOL DISTRICT
GOVERNING BOARD

President, Governing Board

EXHIBIT A

Recommended Reductions in 2019-2020 programs/services

The Superintendent recommends that the governing Board adopt a resolution to reduce the programs and services for 2019-2020 school year as follows:

<u>Services</u>	<u>Number of FTE Positions</u>
-----------------	--------------------------------

Middle School Technology	0.2
--------------------------	-----

Independent Study	1.2
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Total Full Time Equivalent Reductions: 1.4 FTE

TO: BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: B.5.a. APPROVE 2019-2020 SCHOOL HANDBOOK/DISCIPLINE PLANS
ACTION

ISSUE: Shall the Board of Education review and approve the 2019-2020 Handbooks/Discipline Plan?

BACKGROUND: Education Code 35291.5 requires each public school to adopt rules and procedures on school discipline applicable to the school. In developing the rules and procedures, each school is to solicit the participation, views, and advice of parents, teachers, school administrators, and in some cases, students.

Each year the schools review their handbooks to make sure they match practices and that there is uniformity within the District. School Handbooks can be accessed at this link: <http://bit.ly/2XZ6eT8>

ALTERNATIVES: 1. Review and approve 2019-2020 Handbook/Discipline Plans as presented.
2. Do not approve 2019-2020 Handbook/Discipline Plans.

RECOMMENDATION: Alternative # 1.

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: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: B.5.b. REVIEW ASSESSMENTS OF THE BOARD APPROVED 2018-19 GOALS AND MORAL IMPERATIVES

DISCUSSION

ISSUE: Shall the Board of Education review the assessments of the Board approved 2018-19 Goals and Moral Imperatives?

BACKGROUND: At its August 21, 2018, regular meeting the Board of Education approved the 2018-2019 Goals and Moral Imperatives. The Leadership Team has been adding assessments to the actions plans for each of the 10 goals approved by the Board. At this time, the Board will review those updates.

This document is posted on the District website and can be reviewed at this link: <https://www.oakparkusd.org/goals>

RECOMMENDATION: At Board's discretion.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: IV.1 MONTH 8 ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 8 of the 2018-19 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: Byron Jones, Senior Accountant, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Month 8: March 4, 2019 to March 29, 2019										Year to Date: August 8, 2018 - March 29, 2019									
	Enrollment Comparison			ADA Comparison			ADA% Comparison				Enrollment Comparison			ADA Comparison			ADA% Comparison		
	2018-19	2017-18	Variance	2018-19	2017-18	Variance	2018-19	2017-18	Variance		2018-19	2017-18	Variance	2018-19	2017-18	Variance	2018-19	2017-18	Variance
BES										BES									
K	94	98	(4)	89.00	93.21	(4.21)	94.68%	95.11%	-0.43%	K	94	98	(4)	91.28	94.63	(3.35)	97.11%	96.56%	0.55%
1	84	80	4	80.50	77.58	2.92	95.83%	96.98%	-1.14%	1	84	80	4	81.09	78.05	3.04	96.54%	97.56%	-1.03%
2	85	75	10	82.35	70.47	11.88	96.88%	93.96%	2.92%	2	85	75	10	82.43	72.90	9.53	96.98%	97.20%	-0.22%
3	81	97	(16)	77.65	94.11	(16.46)	95.86%	97.02%	-1.16%	3	81	97	(16)	78.65	94.70	(16.05)	97.10%	97.63%	-0.53%
4	97	117	(20)	93.10	115.05	(21.95)	95.98%	98.33%	-2.35%	4	97	117	(20)	94.16	114.61	(20.45)	97.07%	97.96%	-0.89%
5	122	99	23	115.85	96.26	19.59	94.96%	97.23%	-2.27%	5	122	99	23	120.08	96.84	23.24	98.43%	97.82%	0.61%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	563	566	(3)	538.45	546.68	(8.23)	95.64%	96.59%	-0.95%	Total	563	566	(3)	547.69	551.73	(4.04)	97.28%	97.48%	-0.20%
OHES										OHES									
K	92	100	(8)	87.90	95.79	(7.89)	95.54%	95.79%	-0.25%	K	92	100	(8)	89.17	96.64	(7.47)	96.92%	96.64%	0.28%
1	86	78	8	83.80	75.47	8.33	97.44%	96.76%	0.69%	1	86	78	8	84.09	74.57	9.52	97.78%	95.60%	2.18%
2	81	78	3	78.75	75.37	3.38	97.22%	96.63%	0.59%	2	81	78	3	79.71	76.55	3.16	98.41%	98.14%	0.27%
3	81	78	3	77.10	75.63	1.47	95.19%	96.96%	-1.78%	3	81	78	3	77.10	75.38	1.72	95.19%	96.64%	-1.46%
4	98	97	1	94.25	94.32	(0.07)	96.17%	97.24%	-1.06%	4	98	97	1	94.09	94.43	(0.34)	96.01%	97.35%	-1.34%
5	97	99	(2)	93.70	95.68	(1.98)	96.60%	96.65%	-0.05%	5	97	99	(2)	94.99	96.85	(1.86)	97.93%	97.83%	0.10%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	535	530	5	515.50	512.26	3.24	96.36%	96.65%	-0.30%	Total	535	530	5	519.15	514.42	4.73	97.04%	97.06%	-0.02%
ROES										ROES									
K	121	99	22	116.70	94.58	22.12	96.45%	95.54%	0.91%	K	121	99	22	114.49	93.37	21.12	94.62%	94.31%	0.31%
1	85	78	7	82.00	75.26	6.74	96.47%	96.49%	-0.02%	1	84	78	6	82.65	76.34	6.31	98.39%	97.87%	0.52%
2	85	100	(15)	82.80	96.53	(13.73)	97.41%	96.53%	0.88%	2	85	100	(15)	83.20	95.83	(12.63)	97.88%	95.83%	2.05%
3	108	103	5	102.40	99.79	2.61	94.81%	96.88%	-2.07%	3	108	103	5	103.12	98.94	4.18	95.48%	96.06%	-0.58%
4	99	96	3	95.60	93.95	1.65	96.57%	97.86%	-1.30%	4	99	96	3	95.19	96.23	(1.04)	96.15%	100.24%	-4.09%
5	95	101	(6)	91.60	96.79	(5.19)	96.42%	95.83%	0.59%	5	95	101	(6)	94.07	97.01	(2.94)	99.02%	96.05%	2.97%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%
Total	593	577	16	571.10	556.90	14.20	96.31%	96.52%	-0.21%	Total	592	577	15	572.72	557.72	15.00	96.74%	96.66%	0.08%
MCMS										MCMS									
6	354	343	11	342.40	332.74	9.66	96.72%	97.01%	-0.29%	6	354	343	11	346.17	336.35	9.82	97.79%	98.06%	-0.27%
7	352	363	(11)	335.30	352.26	(16.96)	95.26%	97.04%	-1.79%	7	352	363	(11)	339.96	354.57	(14.61)	96.58%	97.68%	-1.10%
8	382	372	10	367.80	359.74	8.06	96.28%	96.70%	-0.42%	8	382	372	10	371.81	364.32	7.49	97.33%	97.94%	-0.60%
SDC	-	1	(1)	-	1.00	(1.00)	0.00%	100.00%	-100.00%	SDC	-	1	(1)	-	1.32	(1.32)	0.00%	132.00%	-132.00%
Total	1,088	1,079	9	1,045.50	1,045.74	(0.24)	96.09%	96.92%	-0.82%	Total	1,088	1,079	9	1,057.94	1,056.56	1.38	97.24%	97.92%	-0.68%
OPHS										OPHS									
9	397	401	(4)	385.55	385.21	0.34	97.12%	96.06%	1.05%	9	397	401	(4)	390.18	393.92	(3.74)	98.28%	98.23%	0.05%
10	395	381	14	379.95	364.37	15.58	96.19%	95.64%	0.55%	10	395	381	14	386.66	373.30	13.36	97.89%	97.98%	-0.09%
11	357	384	(27)	339.20	366.16	(26.96)	95.01%	95.35%	-0.34%	11	357	384	(27)	348.42	371.39	(22.97)	97.60%	96.72%	0.88%
12	377	371	6	354.90	351.79	3.11	94.14%	94.82%	-0.68%	12	377	371	6	361.84	354.63	7.21	95.98%	95.59%	0.39%
SDC	-	-	-	-	-	-	0.00%	0.00%	0.00%	SDC	-	-	-	-	1.84	(1.84)	0.00%	0.00%	0.00%
Total	1,526	1,537	(11)	1,459.60	1,467.53	(7.93)	95.65%	95.48%	0.17%	Total	1,526	1,537	(11)	1,487.10	1,495.08	(7.98)	97.45%	97.27%	0.18%
OVHS										OVHS									
10-12	45	42	3	39.17	28.30	10.87	87.04%	67.38%	19.66%	10-12	45	42	3	35.73	30.17	5.56	79.40%	71.83%	7.57%
OPIS										OPIS									
K-12	216	222	(6)	209.70	218.21	(8.51)	97.08%	98.29%	-1.21%	K-12	216	222	(6)	204.47	198.37	6.10	94.66%	89.36%	5.31%
Other***	3	6	(3)	5.13	5.29	(0.16)				Other***	3	6	(3)	5.13	5.29	(0.16)			
Total	4,569	4,559	10	4,384.15	4,380.91	3.24	95.95%	96.09%	-0.14%	Total	4,568	4,559	9	4,429.93	4,409.34	20.59	96.98%	96.72%	0.26%

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MAY 14, 2019
SUBJECT: IV.2 MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow as of April 30th of the 2018-19 fiscal year?

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

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

Prepared by: Lisa Nilles, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

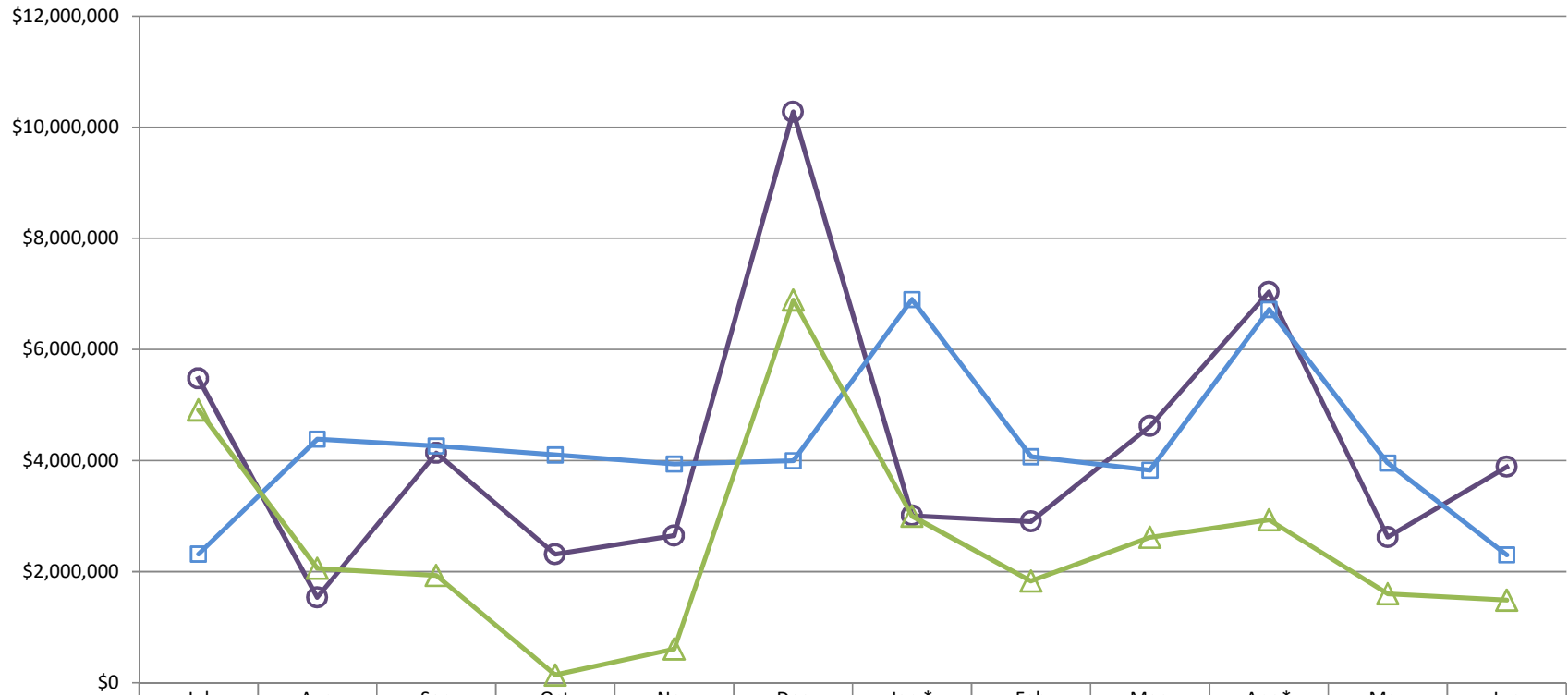
Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW															
Year: 2018-19 Budget															
Budget: Second Interim Revision															
Actuals through April 30, 2019															
BEGINNING BALANCE BASED ON 2017-18 YEAR-END ACTUALS															
	Object	July	August	September	October	November	December	January	February	March	April	May	June	Accruals	Total
A. BEGINNING CASH	9110	\$1,774,785	\$4,910,226	\$2,058,920	\$1,928,833	\$141,324	\$607,413	\$6,888,777	\$2,995,477	\$1,827,912	\$2,618,277	\$2,933,596	\$1,600,640		
B. RECEIPTS															
Revenue Limit Sources															
Principal Apportionment	8010-8019	1,009,037	1,009,037	3,457,112	1,816,267	1,816,267	3,457,112	1,816,267	1,801,547	3,555,302	1,801,547	1,801,547	3,490,161	0	26,831,203
Property Taxes	8020-8079	102,691	250	0	24,175	432,303	6,213,141	174,074	1	47,945	4,487,210	34,944	0	0	11,516,733
Miscellaneous Funds	8080-8099	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Federal Revenue	8100-8299	5,477	0	0	6,882	31,457	31,179	107,221	-42,208	19,240	64,043	0	812,290	0	1,035,581
Other State Revenue	8300-8599	0	0	229,727	1,565	0	286,979	656,633	-182,294	415,302	16,903	362,872	308,546	327,428	2,423,661
Other Local Revenue	8600-8799	92,886	269,818	236,512	469,226	353,785	292,979	257,993	1,091,057	-184,220	665,275	421,693	649,321	20,828	4,637,152
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Receipts/Non-Revenue		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS		1,210,091	1,279,105	3,923,351	2,318,115	2,633,812	10,281,390	3,012,187	2,668,103	3,853,569	7,034,978	2,621,056	5,260,318	348,255	46,444,330
C. DISBURSEMENTS															
Certificated Salaries	1000-1999	182,648	2,041,693	2,067,977	2,124,006	2,136,771	2,109,577	2,486,728	2,215,657	2,196,674	2,197,632	2,200,702	422,504	0	22,382,571
Classified Salaries	2000-2999	206,769	645,052	624,911	636,438	652,403	617,591	765,887	663,142	657,626	651,031	650,100	446,429	0	7,217,380
Employee Benefits	3000-3999	89,771	1,085,288	955,327	960,193	967,533	963,739	1,067,403	1,018,954	991,408	993,306	992,867	279,670	0	10,365,460
Books, Supplies	4000-4999	90,618	160,080	259,315	166,869	48,714	105,355	57,392	65,271	41,565	75,972	88,715	26,766	21,298	1,207,930
Services	5000-5999	68,310	394,233	627,849	429,912	354,127	403,659	445,522	262,858	177,756	295,840	169,282	341,769	343,484	4,314,601
Capital Outlay	6000-6599	0	128,993	0	0	6,789	0	0	0	0	0	0	1	0	135,783
Other Outgo - Excess Costs	7000-7499	1,162	16,052	2,091	-8,429	16,609	2,091	64,303	22,145	7,627	7,867	32,133	342,216	0	505,867
Interfund Transfers Out	7600-7629	0	0	0	0	0	90,118	100,000	0	0	0	0	50,000	0	240,118
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS		639,277	4,471,392	4,537,471	4,308,990	4,182,945	4,292,130	4,987,235	4,248,028	4,072,656	4,221,649	4,133,799	1,909,355	364,782	46,369,710
D. BALANCE SHEET TRANSACTIONS															
Accounts Receivable	9200	10,382	256,130	209,445	-3,604	13,583	-5,985	-5,306	234,362	764,864	0	0	-1,373,888	0	99,984
Due From Other Funds	9310	-105,094			0	105,000									
Prepaid Expenditures	9330	78,960													
Accounts Payable	9500	-1,674,622	84,851	274,587	206,970	246,640	298,088	214,552	177,997	244,589	-370,509	179,787	-391,601	0	(508,670)
Unearned Revenues	9650	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Cash Loans from Other Funds	9610	0	0	0	0	1,650,000	0	0	0	0	0	0	-1,700,000	0	(50,000)
Current Loans (Cross Yr TRAN/Other)	9640	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Current Loans (Current Yr TRANS)	9640	4,255,000	0	0	0	0	0	-2,127,500	0	0	-2,127,500	0	0	0	0
TOTAL PRIOR YEAR TRANSACTIONS		2,564,627	340,982	484,032	203,366	2,015,223	292,103	-1,918,253	412,360	1,009,452	-2,498,009	179,787	-3,465,489	0	(458,686)
E. NET INCREASE/DECREASE (B-C+D)		3,135,441	-2,851,306	-130,087	-1,787,509	466,089	6,281,364	-3,893,301	-1,167,565	790,365	315,320	-1,332,957	-114,526	-16,527	(384,065)
F. ENDING CASH (A+E)		4,910,226	2,058,920	1,928,833	141,324	607,413	6,888,777	2,995,477	1,827,912	2,618,277	2,933,596	1,600,640	1,486,114	-16,527	(384,065)
G. ENDING CASH, PLUS ACCRUALS														1,469,587	

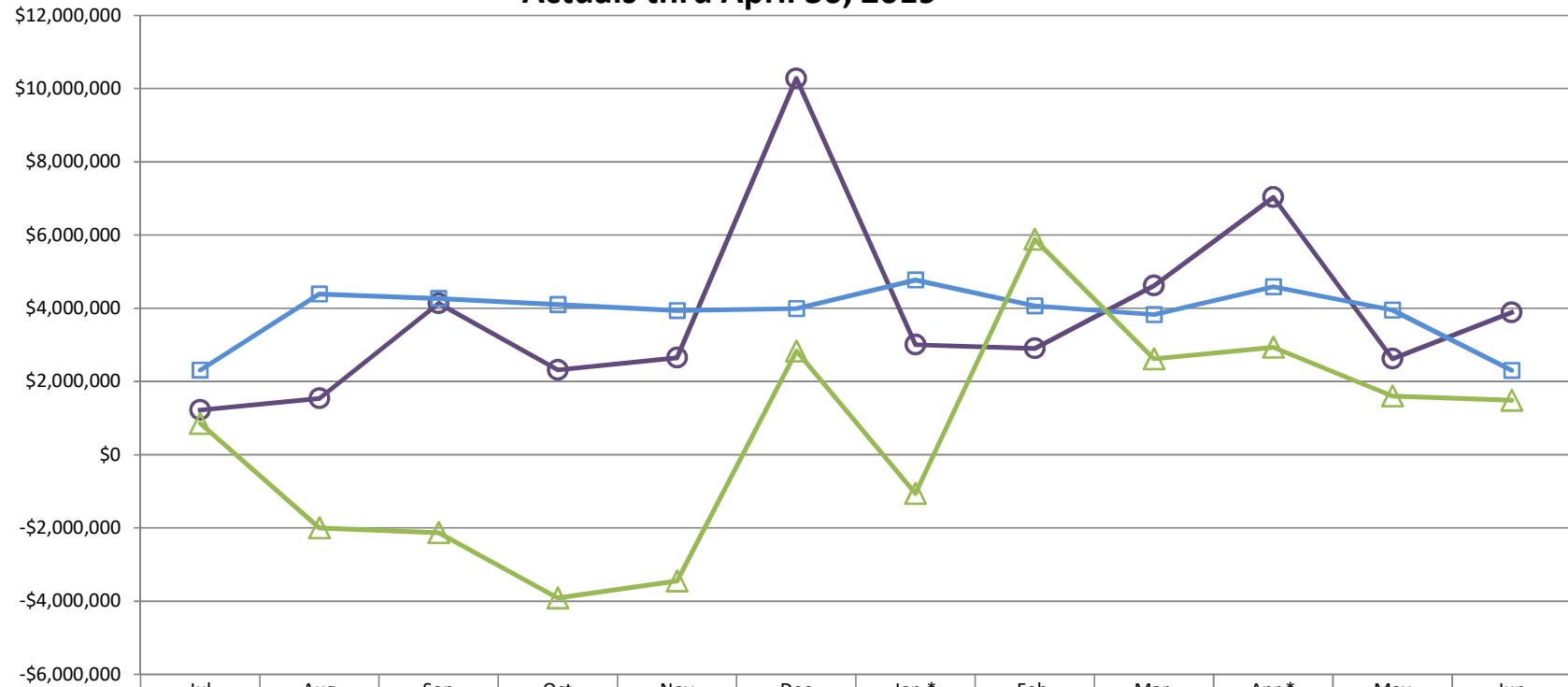
OPUSD - Cashflow

Actuals thru April 30, 2019



*** NOTE:** **TRAN loan proceeds included in Revenue and Cash Balance lines: July \$4,255,000.**
TRAN repayment included in Expense and Cash Balance lines: January \$2,127,500 and April \$2,127,500.

OPUSD - Cashflow without TRAN **Actuals thru April 30, 2019**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan *	Feb	Mar	Apr *	May	Jun
Revenue + AR	1,220,474	1,535,235	4,132,796	2,314,511	2,647,395	10,275,405	3,006,882	2,902,465	4,618,433	7,034,978	2,621,056	3,886,430
Expense + AP	2,313,899	4,386,541	4,262,884	4,102,020	3,936,305	3,994,042	4,772,683	4,070,030	3,828,068	4,592,158	3,954,012	2,300,956
Cash Balance	855,226	-1,996,080	-2,126,167	-3,913,676	-3,447,587	2,833,777	-1,059,523	5,882,912	2,618,277	2,933,596	1,600,640	1,486,114

*** NOTE:** **TRAN loan proceeds not included in Revenue and Cash Balance lines: July \$4,255,000**
TRAN repayment not included (January \$2,127,500 and April \$2,127,500).

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: IV.3 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 April 15, 2019?

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: Keith Henderson, Bond Construction Manager
Leon Cavallo, Project Manager, Balfour Beatty Construction
Enoch Kwok, Director, Educational Technology and Information Systems
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent



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

Budget vs. Commitments and Expenditures
as of April 15, 2019

School/Project Name	Budget			Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
Measure S Management				-		-			
Measure S General Planning Services	155,160	-	155,160	155,160	-	155,160	-	Complete	CLOSED
Measure S District Program Management Salaries	802,914	-	802,914	699,975	102,939	699,975	-	In Design	IN PROGRESS
17-58S General Planning & Services	90,821	29,400	120,221	120,221	-	90,821	29,400	In Design	HED General Planning
Measure S- PM/CM Software, Equipment & Supplies	251,000	-	251,000	178,463	72,537	178,117	346	In Design	IN PROGRESS
Measure S General CM Services	462,811	-	462,811	260,730	202,081	260,730	-	In Design	IN PROGRESS
	1,762,706	29,400	1,792,106	1,414,549	377,558	1,384,803	29,746		
Brookside Elementary School				-		-			
17-32S Security Fencing	99,940	(41,450)	58,490	58,490	-	58,490	-	Future	Phase-1 Complete/Phase-2 Future
17-42S Modernization Campus Wide	10,000	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-47S Administration Building DSA Cert.	748,857	587,417	1,336,274	191,093	1,145,181	144,234	46,859	Out to Bid	IN PROGRESS
18-11S Design HVAC System Upgrade, BLDG 200 & 300	3,400	-	3,400	3,400	-	3,400	-	Complete	CLOSED
18-18S Classroom Replacement(4) Phase 1	4,034,802	-	4,034,802	380,078	3,654,724	287,075	93,002	In Design	IN PROGRESS
	4,896,999	545,967	5,442,966	643,061	4,799,905	503,199	139,862		
District Wide				-		-			
17-49S Security Badge System Upgrade	9,586	-	9,586	9,586	-	9,586	-	Complete	NOC APPROVED 11/21/17
17-01S Solar Project	7,000,000	92,900	7,092,900	7,120,121	(27,221)	7,120,121	-	Complete	NOC APPROVED 11/14/17
17-33S Ext. Campus Surveillance Cameras @ 6 Si	344,563	5,058	349,621	374,597	(24,976)	374,597	-	Complete	NOC APPROVED 11/14/17
17-39S Landscape Improvements	19,000	1,417	20,417	19,000	1,417	19,000	-	Complete	NOC APPROVED 09/15/17
18-22S Security Upgrades - PA System	14,669	-	14,669	14,669	-	14,669	-	In Close-Out	CLOSEOUT
18-26S Collaborative Furniture	200,000	-	200,000	184,542	15,458	184,542	-	Out to Bid	IN PROGRESS
18-38S Extended Care Facility Furniture & Equipmen	100,000	-	100,000	12,319	87,681	12,319	-	Out to Bid	IN PROGRESS
18-33S Solar Installation Maintenance Contract	270,374	-	270,374	270,374	-	48,644	221,730	In Construction	IN PROGRESS
	7,958,192	99,375	8,057,567	8,005,208	52,359	7,783,479	221,730		
Medea Creek Middle School				-		-			
17-23S Roof Replacement	83,000	(22,684)	60,316	60,316	-	60,316	-	Complete	NOC APPROVED 08/15/17
17-24S HVAC Replacement	276,810	61,435	338,245	331,787	6,458	331,787	-	Complete	NOC APPROVED 08/15/17
17-36S Modernization Campus Wide	5,058	4,942	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-35S Kitchen Improvements	1,506,394	-	1,506,394	1,568,261	(61,867)	1,567,460	800	Close-Out	NOC APPROVED 1/23/19
18-03S Security Fencing Parking Lot	42,630	-	42,630	42,630	-	42,630	-	Complete	NOC APPROVED 05/17/18
18-07S Sidewalk and Handrail Installation, Buildin	26,937	-	26,937	26,937	-	26,937	-	Complete	NOC APPROVED 02/20/18
18-21S Classroom Replacement	4,985,721	-	4,985,721	427,878	4,557,843	320,133	107,745	In Design	IN PROGRESS
18-25S MPR High Roof Replacement	160,135	-	160,135	165,457	(5,322)	165,457	-	Complete	NOC APPROVED 8/12/18
18-36S Library Wall Removal	3,500	-	3,500	3,500	-	3,500	-	Complete	CLOSED
18-39S Counseling Office Improvements & Additions	28,350	3,759	32,109	32,109	-	32,109	-	In Close-Out	Work Complete
18-40S Safety/Security Gates	89,827	-	89,827	89,827	-	89,827	-	Complete	NOC APPROVED 2/19/19
18-45S ORCA Food Waste Recycling Pilot Program	61,844	-	61,844	64,903	(3,059)	45,074	19,828	In Construction	MAINT IN PROGRESS
18-48S EV Charging Station	9,618	-	9,618	9,616	2	9,616	-	In Close-Out	Work Completed
19-05S Trellis Removal at MCMS	71,380	-	71,380	-	71,380	-		In Construction	Omega Construction awarded
	7,351,204	47,453	7,398,656	2,833,221	4,565,435	2,704,847	128,374		
Oak Hills Elementary School				-		-			
17-25S HVAC Replacement	143,189	(3,352)	139,837	133,652	6,184	133,652	-	Complete	NOC APPROVED 08/15/17
17-38S Modernization Campus Wide	15,000	-	15,000	15,000	-	15,000	-	Complete	NOC APPROVED 09/15/17
17-32S Security Fencing	50,000	(1,155)	48,845	48,845	-	48,845	-	Complete	NOC APPROVED 10/17/17
18-19S Modernize Admin & Core Support Facilities	3,015,937	-	3,015,937	409,195	2,606,742	80,377	328,818	In Design	IN PROGRESS
19-02S: Area Drain Improvements @Rooms 8-11	13,640	-	13,640	12,400	1,240	-	12,400	In Closeout	Hughes Eng. awarded 2/19/19
	3,237,766	(4,507)	3,233,258	619,092	2,614,166	277,874	341,218		



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

Budget vs. Commitments and Expenditures
as of April 15, 2019

School/Project Name	Budget			Commitments		Expenditures		Current Status	Project Comments (current only)
	Initial Budget	Approved Budget Changes	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed		
Oak Park High School				-		-			
17-34S Security Lighting at Cul De Sac	376,862	(93,728)	283,134	283,134	0	283,134	-	Complete	NOC APPROVED 09/19/17
17-28S Roof Replacement	125,000	(70,295)	54,705	54,705	0	54,705	-	Complete	NOC APPROVED 08/15/17
17-27S HVAC Replacement	96,219	1,011	97,230	97,230	0	97,230	-	Complete	NOC APPROVED 08/15/17
17-32S Security Fencing (Ornamental @ Stadium)	249,060	(50,226)	198,834	139,864	58,970	139,864	-	Complete	NOC APPROVED 5/17/18
17-57S Safety Lighting	30,000	(5,109)	24,891	-	24,891	-	-	Complete	NOC APPROVED 02/20/18
18-01S Football Field Fencing	56,370	-	56,370	56,370	-	56,370	-	Complete	NOC APPROVED 03/20/18
18-02S Fencing Girls Varsity Softball Field	42,885	-	42,885	42,855	30	42,855	-	Complete	NOC APPROVED 5/17/18
18-24S Safety Security Fencing @ Library & Gates	52,800	-	52,800	62,010	(9,210)	62,010	-	Complete	NOC APPROVED 8/12/18
18-23S OPHS Stadium Safety Rail Repair	20,650	2,800	23,450	23,450	-	23,450	-	Complete	NOC APPROVED 8/12/18
18-46S OPHS Stairs & Sidewalk-Athletic Facilities	117,838	4,245	122,083	122,083	-	122,083	-	Complete	NOC APPROVED 12/11/18
	1,167,684	(211,302)	956,382	881,701	74,681	881,701	-		
Red Oak Elementary School				-		-			
17-37S Modernization Campus Wide	10,000	-	10,000	10,000	-	10,000	-	Complete	NOC APPROVED 09/15/17
17-32S Security Fencing	5,400	(1,540)	3,860	3,860	-	3,860	-	Complete	NOC APPROVED 08/15/17
18-20S Modular Classroom Replacement	5,326,450	-	5,326,450	413,099	4,913,351	263,655	149,445	In Design	IN PROGRESS
19-01S MPR Structural Repairs	37,849	-	37,849	34,408	3,441	34,408	-	In Closeout	Omega Const. Awarded 2/19/19
	5,379,699	(1,540)	5,378,159	461,367	4,916,792	311,923	149,445		
TECH				-		-			
17-50S Next Gen CR/Flat Panel SMRT Display Pilot	35,000	1,532	36,532	48,120	(11,588)	48,120	-	Complete	NOC APPROVED 02/01/18
18-12S Network File Server Refresh	125,000	-	125,000	124,500	500	124,500	-	In Progress	IN PROGRESS
18-13S Purchase Staff Computers & Spare Device	55,000	-	55,000	37,272	17,728	37,272	-	In Progress	IN PROGRESS
18-14S Chromebook 1-to-1 Take Home Pilot 6 Grade	263,923	-	263,923	140,780	123,143	118,506	22,274	In Progress	IN PROGRESS
18-35S BES Chromebooks for Gr5	18,000	-	18,000	17,206	794	17,206	-	In Progress	IN PROGRESS
18-30S MCMS Library Computer Lab Refresh	47,000	-	47,000	37,106	9,894	37,106	-	In Progress	IN PROGRESS
18-31F 3-D Printers	31,500	-	31,500	26,822	4,678	26,822	-	In Progress	IN PROGRESS
18-28S DW Chromebook Refresh	250,000	-	250,000	209,943	40,057	209,943	-	In Progress	IN PROGRESS
18-29S Flat Panel Displays @ MCMS & OPHS	36,100	-	36,100	31,124	4,976	31,124	-	In Progress	IN PROGRESS
18-42S MCMS Computer on Wheels Laptops for Art Cla	30,000	-	30,000	29,823	177	29,823	-	In Progress	IN PROGRESS
18-43S DW Virtual Reality Pilot Program	6,000	-	6,000	-	6,000	-	-	In Progress	IN PROGRESS
18-44S I-Pad Refresh of K-2 Totes	325,000	-	325,000	302,138	22,862	302,138	-	In Progress	IN PROGRESS
18-49F iMacs for Tech Lab MCMS	10,000	-	10,000	20,000	(10,000)	8,052	11,948	In Progress	IN PROGRESS
19-03S Replace Smartboard Projectors	24,000	-	24,000	22,448	1,552	21,081	1,367	In Progress	IN PROGRESS
19-04S District Refresh & Spare Computer Equipment	50,000	-	50,000	53,852	(3,852)	18,052	35,800	In Progress	IN PROGRESS
19-06S Promethean Smart Board Replacement at OHES	82,409	-	82,409	-	82,409	-	-	In Progress	IN PROGRESS
	1,388,932	1,532	1,390,464	1,101,133	289,331	1,029,745	71,388		
Totals	33,143,181	506,377	33,649,559	15,959,332	17,690,227	14,877,570	1,081,762		

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MAY 14, 2019

SUBJECT: IV.4. MONTHLY GENERAL FUND BUDGET REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's General Fund operating budget through April 30th of the 2018-19 fiscal year?

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

FISCAL IMPACT: None- for information only.

RECOMMENDATION: None - for information only.

Prepared by: Lisa Nilles, Director, Fiscal Services
Byron Jones, Senior Accountant, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

Fiscal13a

Financial Statement

Fund 01		Fiscal Year 2018/19 Through April 2019					
Object	Description	Adopted Budget	Revised Budget		Revenue	Balance	% Rec'd
REVENUE DETAIL							
LCFF Revenue Sources							
8011-8019	LCFF State Aid	26,809,543.00	26,677,538.00		21,539,495.00	5,138,043.00	80.74%
8020-8079	Property Taxes	11,188,508.00	11,516,733.00		11,481,789.45	34,943.55	99.70%
	Total LCFF Revenue Sources	37,998,051.00	38,194,271.00		33,021,284.45	5,172,986.55	86.46%
Federal Revenues							
8100-8299	Federal Revenues	1,052,906.00	1,035,581.00		223,291.00	812,290.00	21.56%
Other State Revenues							
8300-8599	Other State Revenues	2,728,009.00	2,423,660.00		1,424,815.26	998,844.74	58.79%
Other Local Revenue							
8600-8799	Other Local Revenues	4,117,164.00	4,632,004.00		3,545,310.44	1,086,693.56	76.54%
	Total Year To Date Revenues	45,896,130.00	46,285,516.00		38,214,701.15	8,070,814.85	82.56%
Object	Description	Adopted Budget	Revised Budget	Encumbrance	Actual	Balance	% Used
EXPENDITURE DETAIL							
Certificated Salaries							
1100-1199	Certificated Teacher Salaries	17,570,298.00	17,917,343.00	1,734,002.89	16,023,915.35	159,424.76	89.43%
1160	Certificated Salaries Stipends	287,972.00	441,678.00	51,677.84	260,347.27	129,652.89	58.95%
1200	Certificated Pupil Support Salaries	1,611,807.00	1,776,838.00	181,714.47	1,588,043.58	7,079.95	89.37%
1260	Counselor Stipend	1,500.00	1,500.00	.00	.00	1,500.00	0.00%
1300	Certificated Supervisors' & Administrators' Salaries	2,180,189.00	2,245,212.00	352,253.42	1,887,057.76	5,900.82	84.05%
	Total Certificated Salaries	21,651,766.00	22,382,571.00	2,319,648.62	19,759,363.96	303,558.42	88.28%
Classified Salaries							
2100	Classified Instructional Salaries	2,341,043.00	2,588,491.00	233,422.94	2,240,474.90	114,593.16	86.56%
2200	Classified Support Salaries	1,599,777.00	1,699,893.00	239,766.98	1,508,120.85	47,994.83-	88.72%
2300	Classified Supervisors' & Administrators' Salaries	416,329.00	400,068.00	71,682.16	319,517.67	8,868.17	79.87%
2400	Clerical, Technical, & Office Staff Salaries	1,907,063.00	1,911,688.00	298,763.08	1,504,947.53	107,977.39	78.72%
2900	Other Classified Salaries	533,316.00	617,240.00	56,339.91	547,789.93	13,110.16	88.75%
	Total Classified Salaries	6,797,528.00	7,217,380.00	899,975.07	6,120,850.88	196,554.05	84.81%
Employee Benefits							
3100	State Teachers' Retirement System	3,430,629.00	3,556,667.00	374,282.06	3,165,709.88	16,675.06	89.01%
3200	Public Employees' Retirement System	911,888.00	904,049.00	134,111.14	786,638.44	16,700.58-	87.01%
3400	Health & Welfare Benefits	4,598,344.00	4,544,630.00	431,932.74	3,999,895.69	112,801.57	88.01%
3300-3900	All Other Statutory Costs	1,304,411.00	1,360,114.00	150,462.70	1,140,679.22	68,972.08	83.87%
	Total Employee Benefits	10,245,272.00	10,365,460.00	1,090,788.64	9,092,923.23	181,748.13	87.72%
Books and Supplies							
4100	Approved Textbooks and Core Curricula Materials	354,249.00	377,799.00	97,348.58	282,465.22	2,014.80-	74.77%
4200	Other Books and Reference Material	27,484.00	28,832.00	39,824.45	24,052.59	35,045.04-	83.42%
4300	Materials & Supplies	823,200.00	756,850.00	179,807.92	690,055.95	113,013.87-	91.17%
4400	Noncapitalized Equipment	98,987.00	44,449.00	1,165.97	74,577.47	31,294.44-	167.78%
	Total Books and Supplies	1,303,920.00	1,207,930.00	318,146.92	1,071,151.23	181,368.15-	88.68%
Services and Other Operating Expenditures							
5200	Travel and Conference	180,305.00	173,896.00	13,626.90	172,200.40	11,931.30-	99.02%
5300	Dues and Memberships	34,356.00	39,228.00	2,485.05	38,249.02	1,506.07-	97.50%
5400	Insurance	225,000.00	266,842.00	.00	266,842.00	.00	100.00%

5500	Operations & Housekeeping Services	653,741.00	699,913.00	113,479.58	508,689.50	77,743.92	72.68%
5600	Rentals, Leases, Repairs, & Noncapitalized Improvements	383,934.00	371,950.00	84,057.16	344,315.49	56,422.65-	92.57%
5700	Transfers of Direct Costs	.00	.00	.00	.00	.00	0.00%
5800	Professional/Consulting Services & Operating Expenditures	2,268,105.00	2,463,229.00	484,698.16	1,958,955.85	19,574.99	79.53%
5899	Legal Fees	157,546.00	167,506.00	63,523.60	91,580.30	12,402.10	54.67%
5900	Telephone and Communications	133,322.00	132,037.00	27,040.18	79,233.45	25,763.37	60.01%
Total Services and Other Operating Expenditures		4,036,309.00	4,314,601.00	788,910.63	3,460,066.01	65,624.36	80.19%
Capital Outlay							
6200	Capital Outlay	.00	135,782.00	.00	135,782.00	.00	100.00%
Tuition							
7100	Tuition	443,203.00	433,203.00	95,208.00	74,037.51	263,957.49	17.09%
Debt Service							
7438	Debt Service - Interest	18,373.00	18,373.00	4,887.22	9,756.47	3,729.31	53.10%
7439	Debt Service - Principal	54,291.00	54,291.00	9,630.60	47,723.88	3,063.48-	87.90%
Total Debt Service		72,664.00	72,664.00	14,517.82	57,480.35	665.83	79.10%
Total Year To Date Expenditures		44,550,662.00	46,129,591.00	5,527,195.70	39,771,655.17	830,740.13	86.22%

Object	Description	Adopted	Budget	Revised	Budget	Encumbrance	Actual	Balance	% Used
OTHER FINANCING USES									
Interfund Transfers Out									
7611	From General to Child Development Fund	200,000.00		90,118.00		.00	90,118.00	.00	100.00%
7612	Transfer General Fund to/from Special Reserve Fund	.00		100,000.00		.00	100,000.00	.00	100.00%
7616	Transfer Between General Fund & Cafeteria Fund	105,000.00		50,000.00		.00	.00	50,000.00	0.00%
Total Interfund Transfers Out		305,000.00		240,118.00		.00	190,118.00	50,000.00	79.18%
Total Year To Date Other Financing Uses		305,000.00		240,118.00		.00	190,118.00	50,000.00	79.18%

Object	Description	Budget		Actuals To Date			
		Adopted	Revised	Encumbrance	Actual	Budget Balance	% of Budget
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE							
	A. Revenues	45,896,130.00	46,285,516.00		38,214,701.15	8,070,814.85	82.56%
	B. Expenditures	44,550,662.00	46,129,591.00	5,527,195.70	39,771,655.17	830,740.13	86.22%
	C. Subtotal (Revenues LESS Expense)	1,345,468.00	155,925.00		1,556,954.02-	7,240,074.72	
	D. Other Financing Sources & Uses						
	Source						
	LESS Uses	305,000.00	240,118.00		190,118.00	50,000.00	79.18%
	E. Net Change in Fund Balance	1,040,468.00	84,193.00-		1,747,072.02-	7,190,074.72	
	F. Fund Balance						
	Beginning Balance (9791)	766,066.00	962,527.00		962,524.94		
	Audit Adjustments (9793)	.00	.00		.00		
	Audit Adjustments (9793)	.00	.00		.00		
	Adjusted Beginning Balance	766,066.00	962,527.00		962,524.94		
	G. Calculated Ending Balance	1,806,534.00	878,334.00		784,547.08-		
	*Components of Ending Fund Balance						
	Legally Restricted (9740)						
	Other Designations (9780)						
	Undesig/Unapprop (9790)	1,806,534.00	878,334.00				
	Other				5,527,195.70		

TO: MEMBERS, BOARD OF EDUCATION
FROM: ERIN VRANESH, PRINCIPAL, BROOKSIDE ELEMENTARY SCHOOL
DATE: MAY 14, 2019
SUBJECT: VII.1. MONTHLY BOARD REPORT

INFORMATION

SCIENCE NIGHT

Brookside PTA organized our annual Science Night and surely did not disappoint! WOW, what a fabulous night of science fun including tidepools, science experiments, virtual reality goggles, green screens, animals, slime, and so much more! Many Brookside students brought in Science Experiments to have on display. They all did an outstanding job! The highlight of the evening was when Dr. Knight and the OPHS Rocket Team launched a rocket high into the sky from the Brookside field. We could not have asked for a more beautiful evening for the event. We had a wonderful turnout and students and families had a terrific time!



VOLUNTEER BRUNCH

Brookside Volunteers mean the WORLD to us! We honored our FABULOUS Volunteers at a Celebration Brunch in April. We are so appreciative of their time, dedication, support and devotion to our school! We could not do what we do without them! THANK YOU!



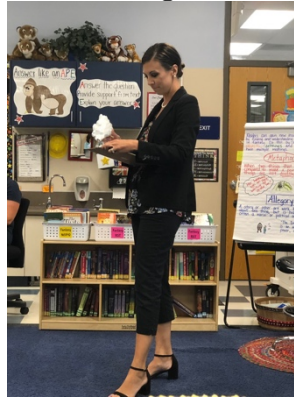
WALK TO SCHOOL WEDNESDAY

Brookside students and families celebrated Earth Week by participating in Walk to School Wednesday. When students arrived on campus they signed our 'LOVE THE EARTH' sign to recognize a way that they helped our earth. Students also participated in many classroom discussions on ways they can help take care of our earth and how every little effort adds up!



CONTINUING OUR LEARNING AND GROWING COMMUNITY FOR TEAM BROOKSIDE THROUGH BUCKETFILLING

At Brookside we are BUCKETFILLERS. We read the story, “Have You Filled a Bucket Today?”, we talk about what bucketfilling looks like and we learn about ways to fill buckets at our school and in our community. The most important thing we want to do for our students is MODEL how to be a bucketfiller, so as a staff we fill each other’s buckets. We begin our staff meetings recognizing and honoring one another for their contributions to the team! We continue to focus on teamwork and working together at Brookside! We work on building relationships with each other, our students and our families in order to make our school the best place to be! We recognize and value that the best learning occurs when we can communicate, collaborate, critically think, and be creative with one another all encompassed by building trusting RELATIONSHIPS! Here is a picture of Mrs. V. reading off a Staff Bucketfiller at our April Staff Meeting.



GROWTH MINDSET

In the midst of the spring energy and anticipation of the end of the year, we continue focusing on the positive, the good, the efforts, the hard work of all of our team and students! We are so proud of them and appreciate all of their hard work! We reflect each week on our accomplishments and how we can support and encourage one another to achieve more goals! GO TIGERS!



Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: ERIK J. WARREN, PRINCIPAL, OAK HILLS ELEMENTARY SCHOOL
DATE: MAY 14, 2019
SUBJECT: VII.2. MONTHLY BOARD REPORT

INFORMATION

Readers Workshop

Oak Hills teachers were excited to return from Spring Break and have not one but two staff developers from TCRWP to work with. As a result every teacher from DK – 5 spent two days honing their skills with outstanding professional learning. Our two RWW Coaches did an excellent job of coordinating the visit to maximize its effectiveness. Oak Hills was also pleased to host an evening parent event with three of the staff developers from Teachers College. The event was well received with strong attendance. Several parents took advantage of on-site child care provided to any interested parent by Club Oak Park.

CAASPP Testing

Our CAASPP testing has been moving along with good success. There have been very few technical glitches thanks to the continuous support from our district technology crew. The online testing environment has become more and more natural for our students as we have added more devices to their daily learning experience all year. This has also made scheduling the assessments much less cumbersome. Our students have worked very hard giving their best effort on these assessments. We hope that this will be another opportunity for Oak Hills to shine.

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: STACY LAFRENZ, PRINCIPAL, RED OAK ELEMENTARY SCHOOL
DATE: MAY 14, 2019
SUBJECT: VII.3. MONTHLY BOARD REPORT

INFORMATION

Open House

We held our Open House for our primary grades this past Wednesday, April 10. There was a fabulous turn-out by our parents and students as they toured around the classrooms, as all of our students' awesome work was spotlighted for families to see. Our fourth and fifth grade classes will have their Open House the first week of May.

Teacher's College from Columbia University Visits ROES

Our final visit for this school year from Anna Sheehan took place this past month. Our two coaches, Kate Gregg and Nina Johnson, have been doing exemplary work with our teachers during staff meetings to continue the wonderful work set in place with our Teacher's College trainers. Cross-matriculation meetings across grade levels, review of mini-lessons, and student conferring are just a few of the topics we've been focusing in on this school year in Reader's Workshop.

Red Oak Library

Once again, our librarian, Joann Fritzen, has outdone herself. To celebrate Earth Week, Mrs. Fritzen decorated our library complete with live plants and a whole new crop of fresh books on display for our students. Each month at Red Oak she spotlights monthly themes and multi-cultural events. She makes sure our library is not only engaging and a special place to visit, but she also makes sure that the books our students have access to are thematic, timely, and easily accessible for students to see and check out. We are so fortunate to have Mrs. Fritzen in our library!

PFA's Spring Family Fun Night

As our last fundraiser for the year, our PFA put together a fun family event. There was a free movie (Bedknobs and Broomsticks) along with old-fashioned carnival type games played before the movie was shown. We had a fabulous turnout with many families participating in all of the fun!

Respectfully Submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: MAY 14, 2019

SUBJECT: VII.4. MONTHLY SCHOOL REPORT

INFORMATION

Transition IEP's MCMS/OPHS May 6th-8th at MCMS.

State Testing Continues through May 10th 6th grade takes their tests and 7th grade make-ups continue.

BIG Sunday May 5th: MCMS will be working on school beautification projects with the community Sunday morning.

Art Show May 9th @5:00 p.m. Ms. Cadle's Art Showcase students present their portfolios to families and friends.

MCMS Choir Competition May 10th: competes, under Ms. Elana Levine's direction, at an event at Knott's Berry Farm.

Wizard of Oz Drama Performance May 14th in the MCMS gym 7th and 8th graders perform the musical in this student production, under teacher Stephen Peterson's direction.

8th Grade Dance May 17th 6:00-8:00p.m.: 8th graders enjoy dinner, music, some dancing and some games to celebrate their last days of middle school.

Yearbooks distributed beginning May 17th

8th Grade Universal Trip May 20th: All day

5th Graders Visit MCMS May 20th 1:00-2:15: Our elementary schools will walk over with their 5th graders for a welcome by the MCMS staff and tour by our terrific ASB students.

8th Grade Awards @8:30 May 21st @ 8:30: In the MCMS gym

8th grade Breakfast at MCMS (8:30 a.m.) and Culmination May 22nd at OPHS: 8th graders, their families and the MCMS faculty will gather at OPHS at 6:00 for culmination.

WEB (Where Everyone Belongs) Kick-off for 2019-2020 May 23rd : Our Counselors, Rob Sitomer and Dianne Large and teachers Kim Connelly and Suzanne Shea will facilitate a workshop for the new WEB students who will be facilitating Camp Medea and school connectedness activities throughout the school year.

Minimum Days at MCMS: May 22, 23, 24: Dismissal at 12:35

Holocaust Speaker TBA Week of May 20th: Manny Fleischman returns to share his experience in Auschwitz during the Holocaust with 7th grade Humanities students. Thanks and appreciation to Manny and his family as well as Humanities teacher Alison Stein for arranging what has become an annual event of sharing triumph over tragedy.

Respectfully Submitted,

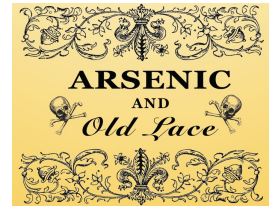
Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: KEVIN BUCHANAN, PRINCIPAL, OAK PARK HIGH SCHOOL
DATE: MAY 14, 2019
SUBJECT: VII.5. MONTHLY BOARD REPORT

INFORMATION

Drama Spotlight & Spring Concerts

The OPHS Drama Club presented the final theater production of the year on April 18-20, -2019. Arsenic and Old Lace was a student-produced and directed murder mystery. We will be announcing the shows for next year in the coming weeks. OPHS is currently presenting the Spring Choral and Instrumental Music Concerts. Orchestrated by Heidi Cissell and Zachary Borquez and featuring our talented and dedicated musicians and singers. OPHS Chamber and Concert Choir performs this weekend Disneyland.



Senior Awards –Monday May 20

This year's senior awards events are in the final stages of planning. Jean Hawkins is preparing the programs for the Monday morning senior assembly and the evening Scholarship Awards Reception. The Marie Panec Memorial Awards will be presented at the May 14th Award Reception.

NATIONAL MERIT SCHOLARSHIPS

We were recently informed that Twenty-seven Oak Park High School had achieved high enough scores on the PSAT exam to qualify for the next round in the competition for a 2020 National Merit Scholarship. These students are among the top 50,000 highest-scoring participants of over one million that took the test. Students will be notified in September as to their status as either a commended student or a semi-finalist student.



2019 RONALD REAGAN PRESIDENTIAL FOUNDATION SCHOLAR

Several OPHS student have been named semi-finalists for the 2019 Ronald Reagan Presidential Foundation Scholars Program will be announced at a special dinner at the Ronald Reagan Presidential Library This distinction is bestowed upon students in recognition of their outstanding leadership, character, communication skills, academic achievement, and commitment to Ventura County. These students are eligible for scholarships up to \$7,500

OPHS PROM and SENIOR ACTIVITIES

This year's prom will be held at Skyspace on Friday, May 17th. Senior activities begin that day and continue through into graduation week. In addition to prom, the activities include the Senior Picnic, Senior Breakfast, Magic Mountain, Must-Do Day, and Commencement rehearsals and ceremony.



Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: KENT CROMWELL, PRINCIPAL OAK VIEW HIGH SCHOOL/OAK PARK INDEPENDENT SCHOOL
DATE: MAY 14, 2019
SUBJECT: VII.6. MONTHLY BOARD REPORT

INFORMATION



OAK PARK INDEPENDENT SCHOOL



OPEN HOUSE

OPIS held our Open House on Thursday, April 25th. We had a nice turn out of current students and prospective students. The evening kicked off with an introduction of our OPIS program. We all gathered in R-1 where teachers and staff were introduced and the details of our program were covered. We then dismissed the students and parents to visit classrooms and talk to staff. Students had work on display and we were all excited to share the OPIS experience.

SCIENCE PROJECT PRESENTATIONS

Monday April 29th was science report presentation day at OPIS. Students from a variety of classes gathered in R-1 and shared the reports that they had been working on over the past few weeks. It was a fun opportunity for the students to get together and talk about their favorite science topics. There were many different topics covered but my personal favorite was a research report on whether or not the "5 second rule" holds any validity.... Apparently, it does not. So, don't pick up food off the ground and eat it - no matter how long it has been there!

8TH GRADE CULMINATION

May 15th at 10:00am will be the OPIS 8th grade Culmination ceremony. We are very excited to celebrate the hard work of the entire OPIS 8th grade class of 2019. The students are ready to launch into their high school careers and are excited to have completed the middle school experience. The ceremony will be held on the softball field on the OPIS campus.

SENIOR BRUNCH

On May 22nd at 11:00, the OPIS staff and families will be celebrating the senior brunch. This year the brunch will be held on a the Ladyface restaurant. The students will participate in the graduation practice at OPHS in the morning and then head out to meet us at the restaurant. We are so proud of our seniors and are excited to share some time with them before we send them off into their futures.



OAK VIEW HIGH SCHOOL



OPEN HOUSE

Oak View's open house was held on April 30th at 6:00. Parents arrived and had an opportunity to visit classrooms and talk to teachers. This was a great opportunity for the parents of our Oak View students to take some time to learn about what their students have been working on this year. We also used it as an opportunity to pump up our Nature Based program and talk about some of our plans for next year.

SENIOR DINNER

On Monday May 6th Oak View will be holding our annual senior dinner. This is a great time for the staff and students and families to get together and celebrate the successes of the seniors. Each senior will be talked about by a teacher and be appreciated in a way that only Oak View teachers can do. The teachers have been working with many of these students for so long that they really are like family. The relationships that the OVHS staff build with

these students over many years, for some all 4 years of high school, is priceless. The night will be full of good feelings and memories that will last a lifetime for these students.

NIKE MISSILE SITE FIELD TRIP

OVHS freshman and sophomores took a trip to an abandoned NIKE missile site on Thursday April 25th. The site is located off of dirt Mulholland above Encino. This is a great piece of cold war history right in our back yard that many of us don't even know about. The site was active during the 50's and 60's and decommissioned in 1968. After it was decommissioned, it was turned into a national park. There are informational signs describing structures and their purposes as well as look out towers that you can climb for some spectacular views. The students had a great time and learned a lot about the history of the cold war. Next year, OVHS will be making this a whole school cross curricular field trip.



Respectfully Submitted,

Anthony W. Knight Ed.D.
Superintendent