



**OAK PARK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION
AGENDA #1080
NOTICE OF SPECIAL BOARD MEETING**

Written notice is hereby given in accordance with Education Code Section 35144 that a special Board Meeting of the Board of Education of Oak Park Unified School District will be held:

DATE: Monday, April 10, 2023

**TIME: 5:00 p.m. Closed Session
5:45 p.m. Open Session**

**PLACE: Oak Park Unified School District, Conference Room
5801 Conifer Street, Oak Park, CA 91377**

The Board meeting room is open to the Public for the Board Open Session. This OPUSD School Board Meeting is a meeting held in public, but it is not a public meeting. The Board encourages public comments and participation. Members of the public and the media are free to watch the board work, but please note the board will not be engaging in a discussion with members of the public. Since this is a special Board Meeting, the public comments are limited to items on this agenda.

Call to Order _____

Roll Call

Public Comments – Speakers on Closed Session Agenda items

Recess to Closed Session for Discussion on the Following Items:

A. RECESS TO CLOSED SESSION FOR DISCUSSION ON THE FOLLOWING ITEM:

1. SUPERINTENDENT’S GOALS

Reconvene Open Session

Roll Call

Flag Salute

Report from Closed Session

Adoption of Agenda

Public Comments – Speakers on Agenda items

OPEN SESSION

B. BUSINESS SERVICES

1. [Approve Resolution #2023-06, California Schools Healthy Air, Plumbing, and Efficiency Program \(CalSHAPE\)](#)

The CalSHAPE program provides funding to upgrade heating, air conditioning, and ventilation (HVAC) systems in public schools and replace noncompliant plumbing fixtures and appliances that fail to meet water efficiency standards.

C. BOARD RETREAT

1. Discuss OPUSD's Vision, Values, Goals, and Objectives for the 2023-2024 School Year

Board Governance Retreat will be facilitated by Governance Consultants Terilyn Finders and Dr. Sandra Lyon from Fagen Friedman & Fulfrost LLP. The Board will hold a discussion on District Vision, Values, Goals and Objectives.

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

PUBLIC COMMENTS

The speaker cards are available in the Board Room and must be completed and handed to Ragini Aggarwal, Communications Coordinator/Executive Assistant, prior to the beginning of the meeting. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

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

Your comments are greatly appreciated. Members of the public and the media are free to watch the board work, but please note the board will not be engaging in a discussion with members of the public. Since this is a special Board Meeting, the public comments are limited to items on this agenda. Thank you for your cooperation and compliance with these guidelines.

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

Adjournment

Date: April 6, 2023

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. JEFF DAVIS, SUPERINTENDENT
DATE: APRIL 10, 2023
SUBJECT: B.1. APPROVE RESOLUTION #2023-06, CALIFORNIA SCHOOLS HEALTHY AIR, PLUMBING, AND EFFICIENCY PROGRAM

ACTION

ISSUE: Shall the Board approve Resolution #23-06, California Schools Healthy Air, Plumbing, and Efficiency Program?

BACKGROUND: The California Schools Healthy Air, Plumbing, and Efficiency Program (CalSHAPE/AB841), provides grants to local educational agencies (LEA), including school districts, to fund the assessment, maintenance, and repair of the ventilation systems, installation of carbon dioxide monitors, and replacement of noncompliant plumbing fixtures and appliances based on various eligibility requirements.

The District has submitted applications for several Heating, Ventilation, and Air Conditioning (HVAC) units across the District and has received an approval via a Notice of Proposed Award for the amount of \$625,920. Requirements of the program include the adoption of Resolution #23-06, California Schools Healthy Air, Plumbing, and Efficiency Program, execution of the CalSHAPE Grant Agreement, completion of the work within two years, and submission of compliance reports.

The scope of work for the schools listed below includes the following: Testing, Adjusting, and Balancing (TAB) assessments and reports; maintenance, repair, and adjustment of the units based on the TAB reports; filter replacement; and carbon dioxide monitors and sensors installation.

FISCAL IMPACT: There is no cost to the General Fund.

BOARD POLICY: Pursuant to Board Policy 3514 Environmental Safety - The Superintendent or designee shall regularly assess school facilities to identify environmental health risks and shall develop strategies to prevent and/or mitigate environmental hazards. He/she shall consider the proven effectiveness of various options, anticipated short-term and long-term costs and/or savings to the district.

GOAL: In Support of Goal 4.A. - Identify and pursue state funds for improving school facilities.

ALTERNATIVES:

1. Approve Resolution #2023-06 California Schools Healthy Air, Plumbing, and Efficiency Program
2. Do not approve the resolution #2023-06

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Jeff Davis, Ed.D.
Superintendent

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

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

**California Schools Healthy Air, Plumbing, and Efficiency Program
Governing Body Resolution**

RESOLUTION NO. 2023-06

Resolution of

Oak Park Unified School District

Name of Local Educational Agency

WHEREAS, the California Energy Commission's California Schools Healthy Air, Plumbing, and Efficiency (CalSHAPE) Program provides grants to local educational agencies (LEA), that includes school districts, charter schools, and regional occupational programs, to fund the assessment, maintenance, and repair of ventilation systems, installation of carbon dioxide monitors, and replacement of noncompliant plumbing fixtures and appliances;

NOW THEREFORE, BE IT RESOLVED, that OPUSD Board of Education
Governing Body

authorizes Oak Park Unified School District to apply for a
LEA Name

grant from the California Energy Commission to implement a CalSHAPE Program project.

BE IT ALSO RESOLVED, that in compliance with the California Environmental Quality Act (CEQA), OPUSD Board of Education finds that the activity funded by
Governing Body

the grant is (Please select one)

not a project because _____

OR

a project that is exempt under Cal. Code Regs., tit. 14, § 15301 because
~~the project is the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use.~~

OR

a project and _____
_____ document was prepared.

BE IT ALSO RESOLVED, that if recommended for funding by the California Energy Commission, the OPUSD Board of Education authorizes Oak Park Unified School District
Governing Body *LEA Name*

to accept a grant up to \$ 625,920.00 and accept all grant agreement
Grant Amount Requested
terms and conditions.



2022-23 OPUSD Vision/Core Values/Goals

Our Promise/Motto

Educating compassionate and creative global citizens.

Our Mission - [E0000](#)

To provide students with a strong foundation for learning which meets the challenge of the present and of the future through a balanced education which includes academic achievement, personal growth, and social responsibility.

Our Vision - [BP 0000](#)

Oak Park Unified School District will be a leader in public education, inspiring an inclusive learning community to provide innovation and excellence in academics, the arts, athletics, and activities, with a focus on the whole child.

Core Values: [BP 0100](#)

We are committed to

- Delivering excellence in academics and extracurricular programming for all students.
- Creating safe and welcoming learning environments for staff and students.
- Celebrating diversity and working to ensure the inclusivity of all staff, students, and families.
- Fostering character development and modeling ethical and compassionate behavior, civility, and service.
- Encouraging civic, social, and environmental responsibility and global stewardship.
- Supporting and encouraging all students to pursue their academic potential with confidence.
- Investing in creativity and problem-solving skills, helping each student build resilience and perseverance.
- Nurturing curiosity, critical thinking, and a love of learning in all students.
- Promoting a supportive work environment that includes high expectations, active participation, opportunities for professional and personal development, open communication, and trust.
- Empowering teachers to be leaders and supporting their innovation.
- Recruiting, retaining, and rewarding professional, talented, and collaborative staff.
- Being fiscally responsible, allocating our limited resources strategically in keeping with our goals and priorities.

OPUSD Strategic Priorities

- Our Students – Student Achievement and Well-being.
- Our Organization – A Culture and Climate of Care.
- Our Resources – Time, Talent, Infrastructure, and Finances

OPUSD LCAP Goals 2022-2023 - [BP 0460](#)

- Goal 1: Strengthen our students' high academic achievement in a Climate of Care by developing and promoting the factors that distinguish Oak Park's model of educating the whole child.
- Goal 2: Engage all stakeholders more deeply in shared-decision making and improved communication with staff, parents, students, and the community.
- Goal 3: Continue to expand school safety and student/staff well-being initiatives.
- Goal 4: Deepen student learning through Nature-based Experiences and Environmental Stewardship in all areas of the instructional program and foster creativity, play, experiential, and inquiry-based learning.

OPUSD Goals 2022-2023 - [BP 0200](#)

- GOAL 1 - Increase academic achievement for all students.
- GOAL 2 - Invest in student and staff safety and well-being.
- GOAL 3 - Improve engagement with educational partners.
- GOAL 4 - Utilizing resources efficiently and responsibly.

The Goals are organized below in a manner that shares the rationale and outline the What, Why, and How.

GOAL 1 – Increase academic achievement for all students.	
ACCESS and EQUITY	Encourage and support all students to achieve their full academic potential.
A. Focus on high-quality standards-based instruction and address learning gaps across all grades:	
<ol style="list-style-type: none"> 1. Identify additional academic assistance opportunities, in-person and online, for all students. <ul style="list-style-type: none"> ● MTSS – DK-8th (Intervention specialists K-5; MCMS tutoring; OPHS tutoring) '21-22 and '22-23 ● Lead Support Teachers (3) hired to direct and supervise our elementary MTSS programs; 504's ● ELD – Shanna Sarris coordinating this program; Master Plan development; ELD classes initiated in '23-24 ● Joined Ventura County Indian Consortium for the first time; provides educational opportunities for our indigenous students - Fall '22 ● CAASPP – Highest scores in Ventura County; Top 15 in California per Niche (Top 10 unified school districts in math and top 5 in ELA) ● Initiated CoGAT testing to identify additional 2nd grade GATE students that may have been missed with other methods. Cori and Ellen coordinating this program. ● Paper online tutoring 	
B. Ensure equitable student access to higher-level academic courses while maintaining high academic standards and student achievement:	
<ol style="list-style-type: none"> 1. Review prerequisites, policies, and practices to enable students to reach their goals. 2. Examine vertical teaming to ensure we share this goal across grades and departments. 3. Review and refine the Multi-Tiered Systems of Support (MTSS) process. 4. Calibration of courses/classes. <ul style="list-style-type: none"> ● Summer Course Prerequisites – Some eliminated; some lowered (hasn't occurred in years) February '23 ● HS Course prerequisites – Several have been lowered; more work to come in this area (first time in many years that there has been movement on these) February 2023 ● Pivoted on the Summer school to make sure families had options - February '23 - GOAL 1 and GOAL 3 ● Meeting with Jim Short, VCOE math specialist to plan math curriculum audit ● Pilot PBIS program for all TK classes district-wide and other multiple grade levels at Brookside to address behavioral side of MTSS pyramid ● Training scheduled for Oak View staff on PBIS with a program selection planned for the 2023-34 ● Brought back the Math Taskforce, now Mathematics Community of Practice ● Provided two buy-back days in August for 5th/6th math and ELA vertical articulation 	
PROFESSIONAL EXCELLENCE	Invest in our talented network of dedicated employees, recognizing our own.
A. Create professional development support services by drawing from our own incredible talent pool to recognize, celebrate and optimize talent toward continuous improvement:	
<ol style="list-style-type: none"> 1. Collaborate with staff to identify needs, create opportunities, and utilize OPUSD talent to develop professional development around district initiatives. 2. Implement strategies to support successful and innovative teaching practices that develop critical thinking, inquiry, and creative problem-solving. 	

- Cori Orlando partnering with Jeff Davis to provide Leadership Training at monthly leadership team meetings to build the capacity of our Leadership Team
- Creating DEI Coordinator and Site Leader positions through the Prevention and Early Intervention Grant to foster more site-based programs, training, and activities towards Diversity, Equity, and Inclusivity.

B. Recruit, maintain, and celebrate staff - who are critical to student success and achievement:

- Enhance onboarding practices for all new employees.
 - One on one Classified induction meeting. Whole group certificated employee onboarding. One-on-one and group Guest Teacher trainings/onboarding
- Develop and implement a formal orientation for new classified employees.
 - One-on-one classified onboarding training.
- Reinforce a culture of continuous improvement and student-centered policies and actions.
 - Hired new administrators: Tammy Herzog (Assistant Superintendent, Educational Services); Marcus Konantz (Director, Pupil Services); Gia Jantz (MCMS Principal); Jennifer Golden - a new position for her (Director, Early Childhood Education/Principal, OPNS); Kim Villalpando (Program Specialist)
 - Hired new District TOSA (Technology/ELD): Shanna Sarris
 - Hired new College & Career Counselor at OPHS: Amanda Fitts
 - Hired three Lead Support Teachers; one assigned to each elementary school
 - Included three district/site PD days in negotiations to ensure district and site initiatives can be shared with staff in future years
 - Hired former student technology interns into full-time assistant computer support technician position
 - Tweeting about job opportunities and tagging different relevant groups optimizing all district talent

GLOBAL CITIZENS

Nurture a sense of civic responsibility and service to the greater community.

A. Create opportunities for increased social awareness and competency.

- Identify lessons that are being effectively implemented in classes and extracurriculars that teach and model civic responsibility so that these may be celebrated and shared.
 - Seal of Civic Engagement planning meeting (Jeff, Tammy, Ellen, Natalie and Mat)
 - Participation in Ventura County Civic Engagement Leadership Network (Ellen attended March 2nd)
- Identify highly effective strategies and programs that can be easily and thoughtfully integrated into OPUSD instruction and student activities.
 - “Movements for Social Change” course/course projects at OPHS
 - The Howard Group trainings for all district staff and our OPHS students
 - All sites and District Leadership had THG “Relational Trust” training. 2 sites have had the “Why Race and Culture Matter” training.

B. Work with the Ventura County Resource Conservation District to implement the new Monarch Butterfly Breeding and Migration Habitat grant program effectively; DK-12:

1. Promote community awareness of the Monarch Butterfly Habitat Grant program project.
 - Monarch Interns at OPHS began restoration along Oak Hills Drive at OPHS. Signage was installed in the area by the Ventura County Resource Conservation District to explain the project. Monarch interns are collecting cardboard and will schedule another restoration volunteer day to continue the project. The project is discussed at the Environmental Education and Awareness Committee (EEAC).

C. Investigate and implement additional outdoor learning opportunities districtwide:

1. Promote “walking field trips,” with teachers bringing students off campus and utilizing local parks and other public outdoor open spaces to enhance outdoor learning.

2. Continue to identify and develop additional outdoor learning spaces.
 - All grades at Medea went on overnight field trips this year after many years of not attending - Fall '22
 - Elementary school P.E. teachers continuing to take students on hikes
 - Outdoor eating area was upgraded at Oak Hills Elementary School, with new tables and shade sails.
 - Shade sails were installed at Red Oak Elementary School.
 - Concrete was poured and benches were assembled behind the Library at OPHS.
 - Four portables will be removed at Medea Creek Middle School this summer, and these areas where the portables used to be will be converted into outdoor spaces with artificial turf, boulders, and trees.

GOAL 2 – Invest in Student and Staff Safety and Well-Being.

STUDENT ENGAGEMENT and CONNECTEDNESS

Foster collaboration and develop relationships to enhance the safety, connectedness, and well-being of our students.

A. Solicit ongoing student feedback and innovation from our OPHS students:

1. Develop a “Student Voices” group at OPHS to incorporate student perspectives into our decision-making process.
 - Initiated in February '23 at OPHS

B. Increase extracurricular program offerings and participation in all DK-12 schools:

1. Provide additional resources to support extracurricular programs.
 - Partnered with OPHS Athletic Booster Club to initiate the first Eagles Summer Sports Camp - Summer '23
 - Begin CIF girl's flag football in Fall '23
 - Begin CIF boy's and girl's water polo in Fall '23
 - * Initiated CIF boy's and girl's swimming in Feb '22
 - K-8 participation in county-wide Skoolcade - where students create and code videogames and compete for prizes
 - eSports rollout at OPHS (Shanna Sarris supervising). Two teams comprising of 8 students participated this year (League of Legends and Super Smash Brothers)
 - Exploring the construction of three sand volleyball courts at OPHS ('23-24)
 - Exploring a potential intramural boy's and girl's HS basketball 3-on-3 league (Winter '23-24) at the Community Center that the Simi Recreation and Park District would run and administer

SUPPORT STUDENTS and STAFF

Emphasize the influence of well-being on the relationship between a teacher or faculty member and their student.

A. Reinforce a Culture of Valuing and Appreciating OPUSD Employees:

1. Continue to expand opportunities to recognize and honor staff.
 - HR Department initiated the Employee of the Month program (Certificated and Classified)
 - HR Employee of the year (Classified/Certificated)
2. Implement welcome-back meetings for all at the beginning of the year.
 - Welcome back meeting in process..waiting to see what happens with the PD days

B. Establish comprehensive Wellness Centers at OPHS & MCMS to increase access to mental health services:

- Wellness Counselors hired prior to the school year.
- Wellness Center at OPHS created and operational by Sept. 2022.

- Middle School has utilized classrooms and offices until a permanent Wellness Center can be created; placement and designs are under discussion.
- Policies, protocols, events, and programs have initially been started and will continue to be developed.

1. Provide comprehensive training for wellness counselors.
 - a. Continued development and training in this area are ongoing. Added in MTSS specialist support and in the process of establishing “best practices collaborative” with neighboring districts who experience similar student needs.
 - b. Wellness Counselors have attended multiple County trainings, and conferences; visited existing WC programs, and have meetings with VCOE administrators overseeing the County WC programs.
 - c. Began Brief Risk Reduction and Intensive Intervention Model (BRRIM) and Student Assistant Program (SAP) training through VCBH and VCOE.
 - d. Applied for and have now (March ‘23) received the VCBH Grant
2. Implement a mechanism to provide more social-emotional support to students who need it.
 - a. Implemented system for incremental review and analysis of data surrounding rate/frequency/need and type of student visits to the Wellness Centers in order to ensure maximum responsiveness measures are in place (research-based support approaches, best practices, child find considerations)
 - b. This system includes a periodic survey of students and staff for needs/issues that are most impacting students.
 - c. Development of communication systems across key staff/faculty for multi-dimensional support of students
3. Implement a system for administrators to ensure frequent and inclusive check-ins and ongoing 1:1 conversations with all staff at their sites.
 - Review of data from support staff (i.e. PEI grant data, counselor contacts in Q)
 - Implemented site attendance reviews at the secondary schools to identify students beginning to accumulate absences - teams with administrator, counselors, and attendance clerk.

C. Develop a Comprehensive Counseling Plan for DK-12:

- Comprehensive Counseling Plan has been developed and is under review to be sent to Governing Board (tentatively March 2023)

1. Increase access to comprehensive social-emotional and behavioral support for students.
 - Increasing Socio-Emotional Specialist and School Psychologist support for 23-24
2. Provide ongoing training for school counselors.
 - Addition of a wellness counselor at both OPHS and MCMS; have already attended multiple trainings and also receive ongoing training through Redleaf Resources and VCOE
 - OPHS counselors have attended the UC, NACAC, USC, and CASC trainings; In addition, they’ve attended the Ludington Institute mental health counselor training, CA Mental Health Conference, ASCA (American School Counselors Association - Summer ‘23), College counseling conference and Q training with VCOE.

D. Work with community partners and district staff to provide overall wellness training and supports:

1. Offer ongoing training from Ventura County Behavioral Health (VCBH/Redleaf Resources).
 - Through the VCBH grant these trainings will begin Spring ‘23 and continue in the ‘23-24 and ‘24-25 school years
2. Ongoing collaboration with VCOE PEI supervisors and participating districts on the implementation of wellness centers and mental health programs.
 - PD opportunities and events sponsored through VCOE.
3. Collaborate with our community partners (Ludington Institute, Engage, etc.).
 - Ludington Institute Mental Health counselor training; utilize Ludington and Engage in appropriate situations/circumstances

A. Complete a comprehensive district-wide safety review:

1. Identify evolving security needs and protocols, and allocate resources to enhance safety.
 - Hired a district safety consultant, retired VC Sheriff Commander Randy Pentis - July '22
 - District/Site teams attended Safety and Prevention Seminars at VCOE: 7 monthly seminars presented by Secret Service, FBI, and Homeland Security representatives. Topics: Policy/Procedure reviews; Threat assessment; Prevention measures (facilities, identification, and intervention; Connection and collaboration with law enforcement; Communications protocols).
2. Work with our law enforcement and fire department partners to ensure optimal collaboration on a daily basis.
 - A safety needs survey was conducted for all staff. Locks, training, and additional fencing were identified as the highest priorities.
 - A team, including our Safety Consultant, district and site staff, and the Safety and Security Task Force input walked all campuses and identified needs and priorities.
 - As a result of the safety review, we had Lock Blocks installed in all district classrooms
 - Move forward on deploying an emergency power generator at District Office (heavily subsidized by FEMA grant)

B. Deliver safety training to all educational partners:

1. Provide clear, consistent, and timely communication regarding safety and evacuation plans and protocols to staff, students, and families.
 - District-wide safety training (all employees, parent groups, and starting with HS age students) conducted by Commander Randy Pentis. 2 phases for ALL staff: (1) situational awareness and (2) Run, Hide, Fight strategies.
 - District-wide parent safety webinar facilitated by Sergeant Alvarez & Deputy Dike from VC Sheriff
 - Individual classroom/office meetings with Cmdr. Pentis and staff upon request.
 - Comprehensive School Safety Plans were realigned to new County recommendations.
 - Emergency Plans by site practiced with staff and students through drills (monthly), including a district-wide disaster drill. Sites communicated processes and reunification information with families through newsletters or Parent Square messages.
 - Work is to be done to update Emergency Plans on site/district websites, as well as possible instructional videos to be available.

GOAL 3 - Improve Engagement With Educational Partners

SOLICIT TIMELY FEEDBACK

Create a culture of collaboration between families and schools to build relationships that positively and powerfully impact student success.

A. Increase survey and advisory committee participation of all educational partners:

1. Redesign student, parent, and staff LCAP survey, including the addition of a school climate section.
2. Identify parent representatives/ambassadors from each school to become well-informed & educate other parents, as well as encourage other parents to become involved in the process.
 - LCAP student, parent, and staff surveys were redesigned and included a school climate section
 - This year's participation rates FAR exceeded participation rates from prior years
 - Socioeconomically Disadvantaged and Multilingual Learner parent representatives from every school site participated in the LCAP Parent Advisory Committee

TRANSPARENT COMMUNICATION	Provide meaningful communication and engagement opportunities with all educational partners to build strong relationships and trust across the school community.
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A. Enhance consistent home-to-school communication districtwide:

1. Deliver accessible, consistent, and purposeful information for all educational partners to grow an understanding of district efforts.
2. Implement quarterly Principal's coffee with parents/guardians to understand their concerns and offer them opportunities to voice their opinions.
 - Extended Care Programs accepted all those who need their child in Club Oak Park..
 - First annual math parent information night was held in Fall '22
 - District-wide parent safety webinar facilitated by Sergeant Alvarez & Deputy Dike from VC Sheriff
 - Superintendent video messages to families - Fall '22
 - Initiated OP Weekly digital newsletter - Fall '22

B. Review and update school websites:

1. Set up a team of educational partners to review and revamp website layout and content and work with the District's Website consultant to update school and district websites.
2. Partner with universities/colleges to bring on student interns to assist in this work.
 - We have not made much progress with the sites, although this has been a repeated request and discussion item at the Leadership meetings.
 - Updated OVHS site
 - Addition/update of MTSS, GATE, High School SS, Ed Services
 - Summer '23 project

RESPONSIVE AND ACCOUNTABLE	Implement a cohesive and proactive District and site strategic communication plan to inform and engage our diverse community using a variety of communication platforms.
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A. Develop a system to respond in a timely fashion to feedback from families on district and site surveys.

1. Develop and follow a feedback calendar that will enable sharing an overview of the results and next steps within 30-45 calendar days with educational partners.
 - Following the summer school survey we pivoted on Summer school to make sure families had options - **GOAL 1 and GOAL 3**
 - LCAP survey results will be shared with the Board in April and then posted on the district website for parents to review.
 - Survey was conducted for the OPHS Bell schedule, and results were shared with staff, and families
 - A student Nutrition survey was conducted, which influenced menu changes and serving times.

B. Develop and promote parent education workshop series:

1. Organize math and safety webinars for students and families.
2. Develop a calendar and topics for additional parent education workshops.
 - Math Placement webinar held in Fall '22
 - Safety webinar with Sergeant Alvarez from VC Sheriff
 - Mock College Application Workshop
 - DOC Information Night brought back in-person
 - Gold Standard Coaching
 - ProActive Sports Performance presented at Athletic Booster Club/Athletics Meeting

- MCMS SEL evening

C. Continue Superintendent and Board office hours with staff at all sites to utilize their perspectives in our decision-making.

1. Develop a calendar of meetings and inform and encourage staff to attend.
2. Ensure that we close the “feedback loop” by informing staff of how we addressed their suggestions and concerns.
 - Superintendent and Board office hours - Feb and March ‘23
 - Need to re-think this format for ‘23-24

GOAL 4 - Utilizing resources efficiently and responsibly.

FISCAL RESPONSIBILITY

Maintain a sustainable planning and budgeting process collaborating with all groups.

A. Identify and pursue state funds for improving school facilities:

- Collaborate with outside consultants to identify additional funding streams.
 - Created and advertised an RFQ for consulting services to design and secure funding for HVAC and plumbing projects through the CalShape program.
 - Utilizing ERATE funding discounts to help pay for the new District Network Infrastructure project (40% discounts on hardware - estimated savings of ~ \$500,000)
 - Utilizing FEMA’s Hazard Mitigation Program to pay for 75% of the new emergency electrical power generator being installed at the district office
 - Utilizing FEMA’s Public Assistance Program to reimburse the District for costs related to COVID.
 - Partnering with Parent Organizations for dual-funding opportunities (i.e. MCMS Outdoor Learning Spaces)

B. Maintain fiscal stability and solvency:

1. Utilize budget reporting periods to make necessary adjustments to programs and expenditures when necessary.
 - Highest known reserves in OPUSD history.
 - Student Nutrition program no longer requires a *transfer* from the General Fund
 - Monthly meeting with Club Oak Park to review the actual revenue and expenditures, as well as adjusting projections for the remainder of the year. They are currently projected to be profitable and not require a *transfer* from the General Fund.

DISTRICT AWARENESS

Work with educational partners to improve processes, communication, and service for prospective students.

A. Increase enrollment and retain community-based families:

- Continue to develop innovative and creative programs that attract local residents.
- Establish “customer care” norms and training programs for staff positions that regularly interface with families and the community.
 - Discussed at Leadership meetings the importance of principals focusing on customer service and care with their people-facing staff, similarly at the District office.
 - Resident enrollment campaign for TK – very high numbers - Jan ‘23

- Lawn signs created and placed throughout OPUSD attendance boundaries for the Resident enrollment campaign
- Advertisement in the Acorn promoting resident enrollment in the OPUSD
- Partnered with CLU to use their pool to expand our swim program and to be able to offer water polo in 2023-24.
- Designing a beach volleyball facility on the HS campus to better accommodate the needs of the students and program.

B. Expand the knowledge of the DOC program:

- Develop a timeline for messaging current OPUSD families and prospective families about the process and timelines for the DOC program.
 - Through legislative advocacy the district was able to make the extension of the DOC program a priority for our local legislators and other legislators throughout the state
 - Multiple messages sent along with reminders the day before DOC applications closed to families since our biggest recommenders are our own families.
 - Targeted Facebook and Instagram ads to increase outreach.
- Invite prospective DOC families to attend ongoing events throughout the district.
 - DOC – The highest number of applicants for incoming 6th and incoming 9th in the history of OPUSD - Jan '23
 - OPHS Future Freshman Night & Future Panther Night - Personal emails inviting each DOC applicant to these events
 - DOC families were able to enroll in OPUSD at both Future Freshman Night and Future Panther Night

BUILD CAPACITY

Provide professional growth opportunities for all staff.

A. Encourage teachers with current industry experience to pursue CTE credentials:

- Inform staff members teaching CTE courses of timely applications and processes.
 - Sent flyers to SPED and CTE teachers regarding add-ons to credentials and opportunities (8-10 teachers)
 - Trained administration and met individually with CTE teachers to help them create new CTE standards-aligned courses and pathways
 - Provided opportunities for CTE teachers and district/site administrators to attend state and national CTE conferences to further OPUSD collective CTE knowledge

B. Increase the use of the “trainer of trainers” model to utilize our employees to deliver training in the district:

1. Utilize the expertise of our own staff to both lower costs of attending outside training and build the capacity of our employees.
 - Danielle Stomel provided MTSS training to LSTs
 - Looking into “EdCamp” style of PD offerings led by expert colleagues (teachers, counselors, psychs, SLPs, IA's)

C. Present professional development opportunities for our staff that promote our Climate of Care:

1. Collaborate with local wellness community partners and Challenge Success to promote ongoing trends and continue to find ways to expand our climate of care.
 - Challenge Success parent training offered in the fall

D. Create Leadership opportunities for teachers:

1. Sites should encourage teachers to take an active role in major administrative events.
 - Creation and implementation of the Lead Support Teacher positions at our three elementary schools

- OPHS WASC process
- OVHS WASC process
- OVHS teacher participation in CSI planning process

Additional Accomplishments

OHES & ROES - CA Distinguished Schools

OPHS - WASC – Successful six-year accreditation

Mock Trial – VC Champions 2022; Runner-ups 2023 - **GOAL 1 and GOAL 2**

Speech & Debate – Qualified for State Championships - Feb '23 - **GOAL 1 and GOAL 2**

Skoolcade award winners - BES, OHES, ROES and MCMS - **GOAL 1 and GOAL 2**

State Honor Band honorees - Feb '23 - **GOAL 1 and GOAL 2**

Congressional App contest winner - Jan '23 - **GOAL 1 and GOAL 2**