

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #852

DATE: January 17, 2012

PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

TIME: **4:45 p.m. Closed Session**
5:30 p.m. Open Session – District of Choice Lottery – OPHS Pavilion
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

Jan Iceland, President
Allen Rosen, Vice President
Mary Pallant, Clerk
Barbara Laifman, Member
Sepideh Yeoh, Member
Erica Rosenberg, Student Board Representative



EDUCATING TOMORROW'S LEADERS

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Linda Sheridan, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Jane Mintz, Director, Educational Technology
Susan Roberts, Director, Pupil Services
Cliff Moore, Consultant

COPY OF ENTIRE AGENDA ON WEB SITE
WWW.OAKPARKUSD.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: lsheridan@oakparkusd.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 Linda Sheridan, 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.

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 Discussion are electronically recorded and maintained for thirty days.

Interested parties may review the recording upon request.

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

NEXT REGULAR MEETING

Tuesday, February 21, 2012

Closed Session 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 East 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.

Internet Home Page: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #852
January 17, 2012

CALL TO ORDER - Followed by Public Comments/ 5:00 p.m.

CLOSED SESSION: 4:45 p.m.

RECONVENE OPEN SESSION: 5:30 p.m. in Pavilion and return to G9 at 6:00 p.m. (approximate)

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G-9**, Oak Park, California.

I. CALL TO ORDER: _____ p.m.

II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS

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

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Office Manager I, Instructional Assistants II

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

IV: CALL TO ORDER – RECONVENE IN OPEN SESSION AT: _____ p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Pavilion at 5:30 and Presentation Room – G-9 at 6:00 p.m.**, 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. DISTRICT OF CHOICE LOTTERY – Pavilion

**APPROVE THE LOTTERY PROCESS FOR DISTRICT OF CHOICE ADMISSION INTO
OAK PARK UNIFIED SCHOOL DISTRICT FOR 2012-13**

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RECONVENE IN G-9 IMMEDIATELY FOLLOWING LOTTERY

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

V. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation to Brookside Elementary School PTA Reflections Winners
2. Presentation to Oak Park High School Military Club
3. Presentation to Barbara Laifman, Past President Award
4. Remarks from Board Members
5. Remarks from Student Board Representative
6. Remarks from Superintendent
7. Report from School Site Councils
8. Report from Facilities Planning Committee
9. Report from Technology Committee

B. DISCUSSION ITEMS (No Action required. If Action required, item will be brought to a future meeting as an Action Item)

1. 2010-11 Physical Fitness Results

C. 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 December 6, 2011**
- b. **Public Employee/Employment Changes 01CL21780-01CL21798 & 01CE05468–01CE05492** 5
- c. **Approve Purchase Orders – November 23 – December 31, 2011** 7
Board Policy 3300 requires Board approval of Purchase Orders
- d. **Approve Renewal of Pupil Transportation Agreement with Durham School Services** 12
Board Policy 3312 requires Board approval for contracts for services.
- e. **Approve First Period Attendance Report** 15
Board Policy requires Board approval for enrollment and attendance reports
- f. **Approve Overnight Trip for Oak Park High School Junior Statesmen Club – February 18-19, 2012** 16

ACTION

2. BUSINESS SERVICES

- a. **Approve Financial Audit Report for Fiscal Year 2010-2011** 17
Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records
- b. **Approve Proposition 39 Bond Audit Reports for Fiscal year 2010-2011** 19
Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records
- c. **Approve Change Order #1, Resolution #11-21, Emergency Repairs at Oak Hills Elementary School** 21
Board approval required for change orders
- d. **Approve Notice of Completion, Resolution #11-21, Emergency Repairs at Oak Hills Elementary School** 25
Board approval required for job completion
- e. **Approve Fiscal Year 2012-13 Budget Adoption Calendar** 27
AB 1200 requires Board approval of Budget Adoption Calendar
- f. **Approve Agreement for Bus Transportation Services** 29
Board Policy 3312 requires Board approval for contracts for services.
- g. **Approve Donations** 31
Board Policy 3290 requires Board approval for donations to the District

3. BOARD POLICIES

a. Approve Amendment to Board Policy 6163.4 – Student Use of Technology – Second Reading 33

This mandated policy is being amended to reflect new Federal Law (P.L. 110-385) which mandates that the district's Internet safety policy include educating students about appropriate online behavior.

b. Approve Amendment to Board Policy 5022 – Student and Family Privacy Rights – First Reading 37

This mandated Board Policy is revised and reorganized to address certain privacy issues related to students and/or their parents/guardians, including the administration of surveys and physical exams/screenings, parent/guardian rights to inspect instructional materials, and the collection of personal information for marketing purposes.

c. Approve Amendment to Board Policy 3100 – Budget – First Reading 41

Updated policy expands section on "Fund Balance" to include sample policy statements, in compliance with Governmental Accounting Standards Board Statement 54, related to 1) how funds will be committed by the board to the "committed fund balance," 2) delegation of the authority to assign funds to the "assigned fund balance," 3) the order in which fund balances will be spent when multiple fund balance types are available for an expenditure, and 4) the minimum level of unrestricted fund balances that will be maintained in the general fund. Policy also reflects new law (SB 70) which extends the timeline for restoring the level of reserves to the level specified in state relations and new law (AB 114) which requires districts, for the 2011-12 fiscal year, to base their budget on the same level of state revenues in the 2010-11 fiscal year.

d. Approve Amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property– First Reading 47

Policy updated to reflect new law (SB 70, 2011) which extends, until July 1, 2014, the authorization to use the proceeds from the sale of surplus real property, along with the proceeds from any personal property located on such surplus real property, for any one-time general fund purpose. Date in text deleted to eliminate the need for additional revision if flexibility is extended in the future.

e. Approve Amendment to Board Policy 3290 – Gifts, Grants, and Bequests – First Reading 53

Revised policy includes language requiring annual report to the board of gifts, grants, and bequests received by the district and the expenditure of any monetary gifts. Policy also includes 1) new section on "Appreciation" which lists authorized forms of appreciation for donations to the district, and 2) new section on "Corporate Sponsorship" which authorizes the board to allow outside entities to advertise or promote their products and services within district facilities in exchange for funds, products, and services provided by such entities.

f. Approve Amendment to Board Policy 5145.11 – Questioning and Apprehension – First Reading 59

Policy updated to reflect new court decision (Camreta v. Greene) which vacated the Ninth Circuit Court of Appeal's decision that required law enforcement to have parental consent, warrant, or other court order to interview a student in school absent exigent circumstances.

g. Approve Amendment to Board Policy 6111 – School Calendar – First Reading 63

Updated policy reflects new law (SB 70, 2011) which extends, until the end of the 2014-15 school year, authorization for districts to reduce the length of the school year without incurring financial penalties.

h. Approve Amendment to Board Policy 7310 – Naming of Facility – First Reading 67

Updated policy includes new section on "Naming Rights" which authorizes the board to enter into a written agreement granting any person or entity the right to name any district

building or facility. Section on “Memorials” expanded to include commemorative trees, monuments, or other district facilities.

- i. Approve Amendment to Board Bylaw 9150 – Student Board Members–1st Reading 71**
Updated bylaw clarifies that student board members must be selected by district high school students. Bylaw also includes new section on “Student Board Member Development” which 1) authorizes student board members to participate in trainings, workshops, and conferences at district expense to enhance their knowledge, understanding, and performance of board responsibilities and 2) authorizes the superintendent to provide an orientation to student board member candidates regarding board responsibilities.

VII. INFORMATION ITEMS

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|--|-----------|
| 1. Monthly Budget Update | 75 |
| 2. Budget Update-Governor’s 2012-13 Proposed Budget | 77 |
| 3. Our Children Our Future Survey | 79 |

VIII. OPEN DISCUSSION

1. Discussion regarding parent survey conducted by Our Children Our Future

IX. ADJOURNMENT:

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

SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

- | | |
|---|----|
| 1. Brookside Elementary School Report | 81 |
| 2. Oak Hills Elementary School Report | |
| 3. Red Oak Elementary School Report | 82 |
| 4. Medea Creek Middle School Report | 83 |
| 5. Oak Park High School Report | 84 |
| 6. Oak View High School/Oak Park Independent School | 86 |
| 7. Oak Park Neighborhood School | |