

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #873

DATE: March 12, 2013

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

TIME: **5:00 p.m. Closed Session**
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
Allen Rosen, President
Mary Pallant, Vice President
Sepideh Yeoh, Clerk
Barbara Laifman, Member
Jennifer von Schneidau, Member
Matt Dods, 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
Cliff Moore, Consultant
Jane Mintz, Director, Educational Technology
Susan Roberts, Director, Pupil Services

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, April 9, 2013

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 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 #873

March 12, 2013

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

CLOSED SESSION: 5:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – 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: Guest Teachers, Instructional Assistant I Music, Campus Supervisor Subs

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Recognition of Oak Park High School National Merit Finalists
2. Celebration and Recognition of Director Education Technology Jane Mintz
3. Remarks from Board Members
4. Remarks from Student Board Rep
5. Remarks from Superintendent
6. Report from School Site Councils
7. Report from Facilities Planning Committee
8. Report from Technology Committee
9. Update on School Safety

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

C. BUSINESS SESSION:

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 February 19, 2013](#)
- b. [Public Employee/Employment Changes 01CL22077-01CL22084 & 01CE060022-01CE060039](#)
- c. [Approve Purchase Orders –February 1 – February 28, 2013](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Rocket Team – April 17-22 2013](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High School Baseball Team – March 30 - April 4](#)
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. BUSINESS SERVICES

- a. [Approve Award of Bid #13-01R, Building 200 Modernization at Brookside Elementary School](#)
Board Policy 3312 requires Board approval for contract for services
- b. [Approve Award of Bid #13-05R, ADA Field Improvements at Oak Park High School](#)
Board Policy 3312 requires Board approval for contract for services
- c. [Approve Award of Bid #13-07R, Parking Lot Repairs at Oak Hills Elementary School](#)
Board Policy 3312 requires Board approval for contract for services
- d. [Approve Award of Bid #13-11R, Domestic Water Service Upgrade at Brookside Elementary School](#)
Board Policy 3312 requires Board approval for contract for services
- e. [Approve Certification of 2012-2013 Second Interim Financial Report and Budget Revisions](#)
Board approval required for certification of Second Interim Financial and Budget Revision
- f. [Approve Donations](#)
Board Policy 3290 requires Board approval for donations to the District
- g. [Approve Proposed Plan to Reduce Plastic Water Bottles Throughout the District](#)
Board approval for plan to add hydration stations and use of cups that can be recycled

3. BOARD POLICIES

- a. [Approve Amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials – First Reading](#)
Policy updated to reflect new law (AB1246) which allows the district to adopt instructional materials for grades K-8 that have not been approved by the State Board of Education (SBE), provided that the materials are aligned with state academic content standards or Common Core Standards and have been reviewed by a group consisting mostly of teachers assigned to the subject area or grade level for which the materials will be used.
- b. [Approve Amendment to Board Policy 6161.11 – Supplementary Instructional Materials – First Reading](#)
This mandated policy is being updated to reflect new law (AB 1719) which require the SBE to approve and publicize lists of supplementary materials aligned with the state's Common Core Standards in English language arts, mathematics, and English language development.
- c. [Approve Amendment to Board Policy 6174 – Education for English Language Learners – First Reading](#)
Mandated policy updated reflect new law (AB 2193) which defines “long-term English learner” and “English learner at risk of becoming a long-term English learner” and requires

the CDE to annual report to the district and school on the number of students so classified. Policy also reflects new law (AB 124) which required the SBE to align the state English language development standards with Common Core Standards and new law (AB 1719) which requires the SBE to approve a list of supplementary instructional materials aligned to the updated standards..

- d. [Approve Amendment to Board Policy 7214–General Obligation Bonds – 1st Reading](#)**
Policy updated clarify material added to bond elections and resolutions regarding the sale of bonds and to add new section on bond anticipation notes, which may be issued to finance a facilities project on an interim basis in anticipation of the sale of bonds that has been approved by the voters.
- e. [Approve Amendment to Board Bylaw 9322– Agenda/Meeting Materials – 1st Reading](#)**
Mandated bylaw updated to reflect new law (AB 1729) which prohibits suspension of a student, including in a supervised suspension classroom, for certain specified violations unless other means of correction have failed to bring about proper conduct.
- f. [Approve Amendment to Board Bylaw 9323 – Actions by the Board – 1st Reading](#)**
- g. [Bylaw updated to reflect new law \(SB 1003\) which expands the types of past Board actions that may be challenged by the district attorney or other interested person provided that certain requirements are met, including the sending of a “cease and desist” letter to the Board within nine months of the alleged violation.](#)**

VII. INFORMATION ITEMS

VIII. OPEN DISCUSSION

- 1. [Monthly Measure R Bond Fund Status Report](#)**
- 2. [Monthly Cash Flow Report](#)**
- 3. [Monthly Enrollment and Attendance Report](#)**

IX. ADJOURNMENT:

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

X 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](#)**
- 7. [Oak Park Neighborhood School](#)**

MINUTES OF REGULAR BOARD MEETING 2-19-13 #871
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Allen Rosen, called the regular meeting to order at 5:19 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Mr. Allen Rosen, President, Ms. Mary Pallant, Vice President, Ms. Sepideh Yeoh, Clerk, Ms. Barbara Laifman, Member, and Jennifer von Schneidau, Member

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:20 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Allen Rosen, called the regular meeting to order at 6:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Mr. Allen Rosen, President, Ms. Mary Pallant, Vice President, Ms. Sepideh Yeoh, Clerk, Ms. Barbara Laifman, Member, and Jennifer von Schneidau, Member

BOARD ABSENT

Matt Dods, Student Rep

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Ms. Jane Mintz, Director, Educational Technology, Mr. Cliff Moore, Consultant, and Ms. Linda Sheridan, Executive Assistant.

FLAG SALUTE

Lexus Eco Challenge Winners led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

The Board took action in Closed Session held this evening to issue a notice of nonreelection to probationary and/or temporary certificated employees, identified by #13-03, pursuant to Education Code Sections 44929.21(b) and/or 44954, effective at the end of the 2012-2013 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows: 5 Ayes, 0 Nays, 0 Abstentions.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education adopted the agenda as presented. Motion carried 5-0.

PUBLIC SPEAKERS

Mrs. Heller's Water Warriors from MCMS regarding not using plastic bottles throughout the District.

PRESENTATION

The Board presented OPHS Lexus Eco Challenge Winners, Rachel Convey, Kristen Bender, Alexis Cheney, Laura Cruz-Albrecht, Dorinda Fong, and Wendy Xia

REPORT FROM BOARD MEMBERS

Board Member Sepideh Yeoh offered a big thank you to Cabinet and staff for providing information to the Board in a timely manner. She attended the OPNS Parent meeting, the talent show at MCMS, Otter 5.0 presentation sponsored by Friends, Super Saturday, volunteered at Book Fair at ROES, 5th Grade Walk through Revolution at ROES and attended the VCSBA Dinner Meeting. Ms. Yeoh also thanked Friends of Oak Park Schools for hosting the Community Forum and Doug Orens for being the moderator for the Board sessions. Board Member Mary Pallant reported she attended the MAC meeting and Community Forum hosted by Friends. Board Member Jennifer von Schneidau reported she attended the Wellness Council, Technology Committee and Retirement Party for Ellen Meloeny. Board Member Barbara Laifman reported she attended the 7th grade project at MCMS, Community Forum, MCMS Ability Awareness Fair, Otter 5.0, Chinese Celebration at T.O. Arts Center, Community Outreach Committee meeting and Retirement Party for Miss Ellen. Board Member Allen Rosen reported he attended Big Saturday and Friends of Oak Park Schools meeting.

REPORT FROM SUPERINTENDENT

Dr. Knight reported the District received the Five Star GATE Award. The District received a plaque and banner from California Association of Gifted. He reported he would be putting out a press release about our nomination from California for the United States Green Schools program. Dr. Knight also reported West Ed completed a research study that noted OPHS as an over-performing high school. He also wanted the Board to be aware about the Governor's budget is moving along at the state level and the issue of weighted student funding formula would not be a good thing for OPUSD.

Report from School Site Councils

The Board received School Site Council reports from Medea Creek Middle School and Oak Park High School.

C.1. CONSENT AGENDA

On motion of Mary Pallant, seconded by Barbara Laifman, the Board of Education approved the Consent Agenda. Motion carried 5-0.

- a. Approve Minutes of Regular Board Meeting January 15, 2013
- b. Public Employee/Employment Changes 01CL22053-01CL22076 & 01CE06003-01CE06002
- c. Approve Purchase Orders –January 1 – January 31, 2013
- d. Approve Overnight Trip for Oak Park High School Boys' Volleyball Team – March 8-8-9, 2013
- e. Approve Overnight Trip for Oak Park High School Athletic Teams Who Qualify for CIF Playoffs in Spring
- f. Approve Student Teaching Agreement with National University

ACTION

2. BUSINESS SERVICES

a. Approve Recommendations for Improving School Safety

On motion of Jennifer von Schneidau, seconded by Mary Pallant, the Board of Education directed staff to explore feasibility of the recommendations for School Safety. Motion carried 5-0.

b. Approve Measure C6 Five-Year Plan

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the Measure C6 Five-Year Plan. Motion carried 5-0.

- c. Approve Award of Contract for District Wide Area Network Services**
On motion of Sepideh Yeoh, seconded by Mary Pallant, the Board of Education approved the Award of Contract for District-Wide Area Network Services to Time Warner. Motion carried 5-0.
- d. Approve Award of Contract for District Web Hosting Services**
On motion of Sepideh Yeoh, seconded by Mary Pallant, the Board of Education approved the Award of Contract for District Web Hosting Services to School Wires. Motion carried 5-0.
- e. Approve Facility Improvement at Oak Park High School – Varsity Locker Room**
On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the facility improvement at Oak Park High School – Varsity Locker Room. Motion carried 5-0.
- f. Approve Notice of Completion for Project 12-06R, Storefront Window and Door Replacement at Brookside Elementary School**
On motion of Sepideh Yeoh, seconded by Mary Pallant, the Board of Education approved the Notice of Completion for Projection 12-06R, Storefront Window and Door Replacement at Brookside Elementary School. Motion carried 5-0.
- g. Approve Notice of Completion for Project 12-10R, M & N Building Restroom Modernization at Oak Park High School**
On motion of Jennifer von Schneidau, seconded by Mary Pallant, the Board of Education approved the Notice of Completion for Project 12-10R, M & N Building Restroom Modernization at Oak Park High School. Motion carried 5-0.
- h. Approve Notice of Completion for Bid 12-13R, Asphalt Repair and Replacement at Red Oak and Oak Hills Elementary Schools**
On motion of Sepideh Yeoh, seconded by Jennifer von Schneidau, the Board of Education approved the Notice of Completion for Bid 12-13R, Asphalt Repair and Replacement at Red Oak and Oak Hills Elementary Schools. Motion carried 5-0.
- i. Approve Agreement for Mechanical Engineering Consulting Services for Measure R HVAC Projects**
On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the agreement for Mechanical Engineering Consulting Services for Measure R HVAC Projects at District Office and Oak View High School with IDS Mechanical Engineering. Motion carried 5-0.
- j. Approve Donations**
On motion of Jennifer von Schneidau, seconded by Sepideh Yeoh, the Board of Education approved the Donations made to the District. Motion carried 5-0.
- 3. CURRICULUM**
 - a. Approve 2011-12 School Accountability Report Cards**
On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the 2011-12 School Accountability Report Cards. Motion carried 5-0.
 - b. Approve 2012-2013 Single Plans for Achievement**
On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the 2012-13 Single Plans for Achievement. Motion carried 5-0.

c. Approve Friends of Oak Park Schools 2013 Summer School

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved Friends of Oak Park Schools 2013 Summer School. Motion carried 5-0.

4. PUPIL SERVICES

a. Approve Contract for Residential Program for Special Education Student #10-12/13 - \$99,708

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Contract for Residential Program for Special Education Student #10-12/13 - \$99,708. Motion carried 5-0.

5. HUMAN RESOURCES

a. Approve Authorization to Establish New Classified Service Position – Certified Repair Technician

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved the authorization to establish new Classified Service Position – Certified Repair Technician. Motion carried 5-0.

b. Approve 2013-2014 Classified Holiday Calendar

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the 2013-2014 Classified Holiday Calendar. Motion carried 5-0.

c. Approve Resolution #13-02 Regarding Non-Reelection and Release from Employment of Temporary Certificated Employees #1 through #16

On motion of Jennifer von Schneidau, seconded by Barbara Laifman, the Board of Education approved Resolution #13-02 Regarding Non-Reelection and Release from Employment of Temporary Certificated Employees #1 through #16. Motion carried 5-0.

6. BOARD

a. Approve 2013 CSBA Delegate Assembly Candidates Election

On motion of Mary Pallant, seconded by Barbara Laifman, the Board of Education approved the election of John Walker and Sepideh Yeoh for the 2013 CSBA Delegate Assembly Candidates. Motion carried 5-0.

7. BOARD POLICIES

a. Approve Amendment to Board Policy 3260 – Fees and Charges – First Reading

On motion of Mary Pallant, seconded by Sepideh Yeoh, the Board of Education approved the Amendment to Board Policy 3260 – Fees and Charges on first reading. Motion carried 5-0.

b. Approve Amendment to Board Policy 4030 – Nondiscrimination in Employment – First Reading

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the Amendment to Board Policy 4030 – Nondiscrimination in Employment on first reading. Motion carried 5-0.

c. Approve Amendment to Board Policy 5113.1 – Chronic Absence and Truancy – First Reading

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Amendment to Board Policy 5113.1 – Chronic Absence and Truancy on first reading. Motion carried 5-0.

d. Approve Amendment to Board Policy 5144 – Discipline – First Reading

On motion of Barbara Laifman, seconded by Mary Pallant, the Board of Education approved the Amendment to Board Policy 5144 – Discipline on first reading. Motion carried 5-0.

e. Approve Amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process – First Reading

On motion of Barbara Laifman, seconded by Jennifer von Schneidau, the Board of Education approved the Amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process on first reading. Motion carried 5-0.

f. Approve Amendment to Board Policy 5145.6 – Parental Notifications – First Reading

On motion of Barbara Laifman, seconded by Sepideh Yeoh, the Board of Education approved the Amendment to Board Policy 5145.6 – Parental Notifications on first reading. Motion carried 5-0.

VII. INFORMATION ITEMS

VIII. OPEN DISCUSSION

1. Monthly Measure R Bond Fund Status Report
2. Monthly Cash Flow Report
3. Monthly Enrollment and Attendance Report

IX. ADJOURNMENT:

There being no further business before this Board, the Regular meeting is declared adjourned at 9:12 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: MARCH 12, 2013
SUBJECT: C.1.c. APPROVAL OF PURCHASE ORDERS ISSUED FEBRUARY 1 - FEBRUARY 28, 2013

CONSENT

ISSUE: Shall the Board approve the purchase orders issued February 1, 2013 – February 28, 2013?

BACKGROUND: Attached is the Purchase Order Report listing all purchase orders issued during the reporting period. 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes 02/01/2013 - 02/28/2013

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B13-00258	Pacwest Air Filter, LLC	2012-2013 HVAC Parts/Supplies	Business Administration	010	2,000.00
B13-00259	Yeal Forman	2012/2013 - Contract Services for Assessments	Pupil Services/Special Ed.	010	2,500.00
B13-00260	Channel Islands Roofing	Proj 13-13R Leak Repairs MCMS	Business Administration	213	10,000.00
B13-00261	The Help Group	Project Six/The Help Group Residential Program	Pupil Services/Special Ed.	010	99,708.00
P13-00249	Christine Brown	Consultant for WASC	Home Independent Study Program	010	3,100.00
P13-00339	Cedar Valley Plumbing	Proj 11-14R ADA Sink & Accesories OVHS	Business Administration	213	518.20
P13-00390	Home Depot	Proj 11-14R Cabinets Restroom Remodel OVHS	Business Administration	213	1,491.45
P13-00403	Trees & Things	BES Trim Pine Trees	Business Administration	010	4,700.00
P13-00404	Galapagos Studios	DON: Band/Chorus shirts & sweatshirts	Medea Creek Middle School	010	263.55
P13-00405	Pierres Welding & Maint.	OPHS Gate Repair @ Snack Shack	Business Administration	010	390.00
P13-00406	Woodwind & Brasswind	PFA: Approved Wish List Items - Band Instruments	Medea Creek Middle School	010	2,598.71
P13-00407	Thousand Oaks Electric	BES Plub rm 309 SmartBoard	Business Administration	010	310.00
P13-00408	Precision Plumbing	MCMS Replace Water Heater	Business Administration	010	1,473.00
P13-00409	Agoura Lock Technologies, Inc.	Proj 12-10R Re-key Bldg M&N OPHS	Business Administration	213	74.00
P13-00410	Agoura Lock Technologies, Inc.	Proj 12-08R Re-key Bldg E Admin OPHS	Business Administration	213	482.29
P13-00411	Agoura Lock Technologies, Inc.	Proj 11-14R Re-key Restrooms OVHS	Business Administration	213	108.73
P13-00412	John Pence Specialities	Proj 12-07R Hardware Installation Bldg 300 BES	Business Administration	213	426.43
P13-00413	Valley Crest Landscape	donation - School Garden	Brookside School	010	4,250.00
P13-00414	Southwinds Transportation	Field Trip Transporation	Oak View High School	010	365.60
P13-00415	Pali Institute	Deposit for 2013-14 Pali Outdoor Ed trip(s)	Medea Creek Middle School	010	5,000.00
P13-00416	Thousand Oaks Electric	Proj 11-14R Heaters/Thermostats Restrooms OVHS	Business Administration	213	5,585.00
P13-00417	Triunfo Cty San Dist	Annual Fee 2012-13 Sewer Service	Business Administration	010	89,284.80
P13-00418	Agoura Lock Technologies, Inc.	Vandalism - Lock Replacement - Warehouse Yard DO	Business Administration	010	270.10
P13-00419	Taft Electric Company	Proj 11-01R DSA Required Seismic Bracing OPHS	Business Administration	213	14,500.00
P13-00420	Flinn Scientific, Inc	Science Lab Supplies	Home Independent Study Program	010	625.52

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 02/01/2013 - 02/28/2013

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P13-00421	Accrediting Commission For Sch ools/Wasc	WASC Chair Pre Visit	Home Independent Study Program	010	198.30
P13-00422	SCHOOL NURSE SUPPLY INC	DON: Health Office Supplies	Medea Creek Middle School	010	96.63
P13-00423	AED Authority	AED Batteries - Safety Credits	Business Administration	010	305.63
P13-00424	Compliant Paint Booths, LLC	Proj 13-03R Paint Booth Wood shop Bldg C Mod OPHS	Business Administration	213	5,802.78
P13-00425	Delta Mechanical	Proj 12-19R Wall Mount HVAC Replacement OPHS	Business Administration	213	4,107.00
P13-00426	Delta Mechanical	Proj 12-19R Wall Mount HVAC Replacement OHES	Business Administration	213	10,616.00
P13-00427	VENTURA COUNTY STAR	Legal Notice Wide Area Network Service	Business Administration	010	441.00
P13-00428	Anderson Systems Inc	Proj 12-19R HVAC Installation MCMS & BES	Business Administration	213	12,428.00
P13-00429	IXL Learning Inc	donation - PTA IXL Math	Brookside School	010	2,412.00
P13-00430	Rayvern Lighting Supply Co.Inc	Lightbulbs for campus	Red Oak Elementary School	010	486.99
P13-00431	Fence Factory	Proj 12-19R Fence Removal for HVAC Access OHES	Business Administration	213	1,853.00
P13-00432	Kaiser Air & Sheet Metal Inc.	Proj 12-19R HVAC Replacement OVHS	Business Administration	213	4,467.00
P13-00433	Kaiser Air & Sheet Metal Inc.	Proj 12-19 Ductwork HVAC OVHS	Business Administration	213	3,260.00
P13-00434	Geary Pacific Supply	Proj 12-19R HVAC Units District Wide	Business Administration	213	80,248.32
P13-00435	Johnstone Supply	Proj 12-19R CO2 Sensors HVAC District Wide	Business Administration	213	9,573.47
P13-00436	A-1 Lawnmower	Theft - Replace Stolen Items Warehouse Yard DO	Business Administration	010	6,190.93
P13-00437	Environmental Testing Associa	Proj 13-03R Asbestos Testing Bldg C OPHS	Business Administration	213	1,095.00
P13-00438	Titan LED Inc.	Proj 13-06R Light Replacement OPHS	Business Administration	213	2,257.44
P13-00439	Grating Pacific Inc.	Proj 11-14R ADA Grate Replacement Restrooms OVHS	Business Administration	213	596.63
P13-00440	Blue Metal Manufacturing LLC	Proj 13-03R Table Bases Cermanics OPHS	Business Administration	213	8,016.65
P13-00441	Titan LED Inc.	Proj 13-06R Exterior Parking Lot Lights OPHS	Business Administration	213	5,990.64
P13-00442	Iron Horse Safety	Safety Credits - Safety Vests for Staff	Business Administration	010	1,343.75
P13-00443	Thompson Publishing Group Inc.	2013 Education Code Books	Superintendent	010	183.84
P13-00444	Southwinds Transportation	Parent funded field trip	Red Oak Elementary School	010	1,509.30
P13-00445	David Kelly dba D.J. Kelly Ent	Proj 11-14R Conduit Repair Admin Bldg OVHS	Business Administration	213	597.00

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 2

Includes 02/01/2013 - 02/28/2013

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P13-00446	David Kelly dba D.J. Kelly Ent	Proj 11-14R Blocking in Sub-Floor Crawl Space OVHS	Business Administration	213	567.00
P13-00447	Southwinds Transportation	Donation K buses for field trips	Brookside School	010	731.20
P13-00448	Community Educational Ent Ramo na Brandes	Parent funded field trip	Red Oak Elementary School	010	108.00
P13-00449	PERFORMANCES TO GROW ON	Parent funded field trip	Red Oak Elementary School	010	952.00
P13-00450	Home Depot	Proj 13-03R Boxes Bldg C Modernization OPHS	Business Administration	213	238.65
P13-00451	Home Depot	Proj 13-01R Boxes Bldg 200 Modernization BES	Business Administration	213	79.55
P13-00452	City Of Ventura Parks & Rec.	Parent funded field trip	Red Oak Elementary School	010	1,110.00
P13-00453	Agoura Lock Technologies, Inc.	Vandalism - Lock Replacement - Warehouse Yard DO	Business Administration	010	147.15
P13-00454	D & S Marketing Systems, Inc.	AP Wkbk/Don/mat & supp	Oak Park High School	010	967.51
P13-00455	Entertainment Lighting Serv	C6 Pavilion Lighting	Business Administration	212	57,747.23
P13-00456	Follett Educational Services	Geography Text books	Home Independent Study Program	010	585.93
P13-00457	The Exploratory	Reggio Classes for OPHS teachers	Neighborhood Pre-School Progrm	010	300.00
P13-00458	Ventura County office of Education	Yr 14 VCedNet Internet Access	Accounting & Payroll	010	16,500.00
P13-00459	Teaching Textbooks	Teaching Texts - Algebra 2	Oak View High School	010	208.77
P13-00460	Do-It Center	Proj 11-14R Supplies for Hydration Station OVHS	Business Administration	213	131.27
P13-00461	Taft Electric Company	MCMS OPHS Transformers Maint	Business Administration	010	2,353.01
P13-00462	Construction Testing & Enginee	Proj 10-01R DSA Inspection Fire Alarm BES & OVHS	Business Administration	213	7,040.00
P13-00463	Construction Testing & Enginee	Proj 11-01R DSA Inspection Science Bldge OPHS	Business Administration	213	2,200.00
P13-00464	Construction Testing & Enginee	Proj 11-14 DSA Inspection Restroom Upgrade OVHS	Business Administration	213	20,845.00
P13-00465	Construction Testing & Enginee	Proj 12-01R DSA Inspections Walkway Repair BES	Business Administration	213	880.00
P13-00466	Construction Testing & Enginee	Proj 12-07R DSA Inspection Bldg 300 Mod BES	Business Administration	213	9,460.00
P13-00467	Construction Testing & Enginee	Proj 12-08R DSA Inspection Bldg E/Admin Mod OPHS	Business Administration	213	3,300.00
P13-00468	Construction Testing & Enginee	Proj 12-10R DSA Inspections M&N Restroom Mod OPHS	Business Administration	213	3,300.00
P13-00469	Construction Testing & Enginee	Proj RDSA DSA Inspection Pavilion Seating	Business Administration	213	7,590.00
P13-00470	Karen Kennedy dba Camino Real Naturalist & Historical Interp	3rd Grade - The Natural World of the Chumash	Oak Hills Elementary School	010	565.50
P13-00471	A&M Church & School Furniture	BES Furniture 2012-13 lunch tables	Business Administration	212	2,787.56

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 3

Includes 02/01/2013 - 02/28/2013

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P13-00472	Loftin Construction Inc.	Proj 11-14R Framing & Drywall Restrooms OVHS	Business Administration	213	1,755.00
P13-00473	Btc Laboratories	Proj RDSA Closeout Inspect Telescopic Seating OPHS	Business Administration	213	450.00
P13-00474	BC Rincon Construction Inc.	Proj 11-14R Paving to Ramp Approach-Restroom OVHS	Business Administration	213	1,393.25
P13-00475	VENTURA COUNTY STAR	Proj 13-11R Legal Ad - Water Service Upgrade - BES	Business Administration	213	811.44
P13-00476	The Lampo Group, Inc.	Math/PFC Donation/mat & supp	Oak Park High School	010	237.38
P13-00477	VENTURA COUNTY STAR	Proj 13-07R Legal Ad - Parking Lot Repairs OHES	Business Administration	213	817.32
P13-00478	VENTURA COUNTY STAR	Proj 13-05R Legal Ad - ADA Field Improvement OPHS	Business Administration	213	823.20
P13-00479	VENTURA COUNTY STAR	Proj 13-01R Legal Ad-Bldg 200 Modernization BES	Business Administration	213	811.44
P13-00480	Town & Country Printing	Cash Receipt Books	Accounting & Payroll	010	1,105.84
P13-00481	Kelly Architects	Architectural Services DSA Closeout OPHS	Business Administration	213	523.70
P13-00482	Highway Technologies	Proj 11-14R Signage Restrooms OVHS	Business Administration	213	77.08
P13-00483	Santa Barbara Museum Of Natura I History	Donation 2nd grade field trip	Brookside School	010	280.00
P13-00484	Houghton Mifflin Harcourt	Social Studies online Grade 3 BES	Curriculum	010	150.00
P13-00485	Ventura County Graphic Service	Badger Claws Grade 3 BES	Curriculum	010	1,047.84
P13-00486	School Health Corporation	Health/mat & supp	Oak Park High School	010	152.58
P13-00487	Southwinds Transportation	Donations 4th and 1st grade field trips - bus cost	Brookside School	010	2,743.60
P13-00488	Wally World Music	Donations - Recorders	Brookside School	010	559.86
P13-00489	Organized Sports Inc.	DON: PE Uniforms for 2013-14, Early Order Savings	Medea Creek Middle School	010	12,255.54
P13-00490	Conejo Awards	Plate for Retirement (Ellen Meloeny)	Board of Education	010	24.73
P13-00491	VENTURA COUNTY STAR	Proj 13-13R Legal Ad Bid Roof Replace OHES/MCMS	Business Administration	213	823.20
T13-00038	Glogster EC. Inc.	DISC: Single Glogster Acct allowing 200 stu accts	Medea Creek Middle School	010	40.00
T13-00039	Compuwave Inc.	HR Printer and Fax machine in workroom	Human Resources	010	520.30
T13-00040	Border LAN Security	DeepFreeze for Lang Lab/Flap Grant/oth exp	Oak Park High School	010	175.00
T13-00041	A+ Interactive Technologies	Smartboard System for OVHS 102	Technology Coordinator	212	5,206.58
T13-00042	Uzibull	iPad covers & stands	Technology Coordinator	212	3,670.37
T13-00043	Great Educators LLC	PFA: Digital version ELA Bellringers 8th Grade	Medea Creek Middle School	010	100.00
Total Number of POs			102	Total	591,353.26

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 4

Includes 02/01/2013 - 02/28/2013

Fund Summary

Fund	Description	PO Count	Amount
010	General Fund	52	273,929.39
212	Measure C6 Technology Bond Fun	4	69,411.74
213	Measure R FACILITIES Bond Fund	46	248,012.13
		Total	591,353.26

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 5

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: FEBRUARY 19, 2013
**SUBJECT: C.1.d. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
ROCKET TEAM – APRIL 17-22, 2013**

CONSENT

ISSUE: Shall the Board approve an overnight trip for Oak Park High School Rocket Team?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this trip to Huntsville, Alabama for the Rocket Team to participate in the NASA SLI project scheduled for April 17-22, 2013. The 10 students will be chaperoned by Dr. Knight and Mr. Buchanan. The cost will be approximately \$500 per student to cover the cost of transportation, meals, and lodging. 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 overnight trip as presented.
2. Do not approve overnight trip as presented.

RECOMMENDATION: Alternative #1.

Certified by: Kevin Buchanan

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 12, 2013
**SUBJECT: C.1.e. APPROVE OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL
BASEBALL TEAM – MARCH 30 – APRIL 4, 2013**
CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Baseball Team?

BACKGROUND: Principal, Kevin Buchanan, requests approval for the OPHS baseball team to attend a baseball tournament on March 30-April 4, 2013 at St. Paul High School in Santa Fe Springs, CA. Approximately 16-18 players, three OPHS coaches and one parent chaperone will stay at the Doubletree Hotel in Orange, CA. Team and chaperones will travel by district-approved drivers in private vehicles, departing the morning of March 30th and returning the evening of April 4th. The cost of hotel, transportation and tournament will be covered by funds raised by the team and there will be no cost to coaches or players. Athletes will only be responsible for lunches and incidentals. 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.

RECOMMENDATION: Alternative #1.

Prepared by: Geri Sterling
Certified by: Kevin Buchanan

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Member	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 12, 2013
**SUBJECT: C.2.a. APPROVE AWARD OF BID 13-01R, BUILDING 200
MODERNIZATION AT BROOKSIDE ELEMENTARY SCHOOL**

ACTION

ISSUE: Shall the Board award Bid 13-01R, Building 200 Modernization at Brookside Elementary School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 12, 2012, the Board authorized the modernization of the Building 200 classroom building at Brookside Elementary School. As specified in the Master Plan, this project is necessary to complete the modernization of the 30-year-old building, which also includes the computer lab and library.

Bids for this work are scheduled to be received and opened on March 8, 2013. Upon opening bids will be reviewed and analyzed by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

ALTERNATIVES:

1. Award Bid 13-01R, Building 200 Modernization at Brookside Elementary School as recommended.
2. Reject all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 12, 2013
SUBJECT: C.2.b. APPROVE AWARD OF BID 13-05R, ADA FIELD IMPROVEMENTS AT OAK PARK HIGH SCHOOL

ACTION

ISSUE: Shall the Board award Bid 13-05R, ADA Field Improvements at Oak Park High School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 12, 2012, the Board authorized the upgrade and improvement of the athletic fields at Oak Park High School to comply with access requirements of the Americans with Disabilities Act (ADA).

Bids for this work were received and opened on February 22, 2013, and are currently under review and analysis by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

ALTERNATIVES:

1. Award 13-05R, ADA Field Improvements at Oak Park High School as recommended.
2. Reject all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 12, 2013
SUBJECT: C.2.c. APPROVE AWARD OF BID 13-07R, PARKING LOT REPAIRS AT OAK HILLS ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board award Bid 13-07R, Parking Lot Repairs at Oak Hills Elementary School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 12, 2012, the Board authorized the repairs to the staff and guest parking lot at Oak Hills Elementary School.

Bids for this work were received and opened on February 21, 2013, and are currently under review and analysis by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

ALTERNATIVES:

1. Award Bid 13-07R, Parking Lot Repairs at Oak Hills Elementary School as recommended.
2. Reject all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.2.d. APPROVE AWARD OF BID 13-11R, DOMESTIC WATER SERVICE UPGRADES AT BROOKSIDE ELEMENTARY SCHOOL

ACTION

ISSUE: Shall the Board award Bid 13-11R, Domestic Water Service Upgrades at Brookside Elementary School?

BACKGROUND: In its approval of the District's Facility Master Plan on December 12, 2012, the Board authorized the upgrade of the domestic water service at Brookside Elementary School. As specified in the Master Plan, this project is necessary to replace the failing domestic water service at the 40-year-old campus.

Bids for this work are scheduled to be received and opened on March 5, 2013. Upon opening bids will be reviewed and analyzed by District staff and construction manager Balfour Beatty Construction. After completion of the review, a recommendation for award will be prepared and forwarded to the Board in advance of this evening's meeting.

ALTERNATIVES:

1. Award Bid 13-11R, Domestic Water Service Upgrades at Brookside Elementary School as recommended.
2. Reject all bids received and direct staff to re-bid the project.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

VOTE:	AYES	NOES	ABSTAIN	ABSENT
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 12, 2013
SUBJECT: C.2.e APPROVE FISCAL YEAR 2012-13 SECOND INTERIM FINANCIAL REPORT, CERTIFICATION AND BUDGET REVISIONS

ACTION

ISSUE: Shall the Board review and certify the 2012-13 Second Interim Financial Report and Budget Revisions?

BACKGROUND: After the adoption of the District's annual budget each June, State law requires the Governing Boards to subsequently review and certify the District's finances at prescribed intervals. The second of those intervals, the Second Interim Financial Report is due on March 15 of each year, and reports on the budget year from July 1 through January 31. The Second Interim Financial Report states the anticipated revenue and expenditures for the current fiscal year, as well as a multiyear financial projection, and includes the State's criteria and standards report. The Second Interim Report will be completed during the week of March 4, 2013, and will be provided to the Board under separate cover. The complete interim report will also be available for public review in the District's Support Services Center at that time.

ALTERNATIVES:

1. Certify the Second Interim Financial Report and Budget Revisions.
2. Do not certify the Second Interim Report.

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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.2.f. APPROVE ACCEPTANCE OF DONATIONS

ACTION

ISSUE: Shall the Board acknowledge and accept donations made to the Oak Park Unified School District?

BACKGROUND: The following donations have been made to the District:

RECOMMENDATION: Accept the donations with thanks.

<u>Site</u>	<u>Gift/Donor</u>	<u>Est. Value</u>
OPHS	\$103.90/SAC International Trader, Inc.	\$ 103.90
OPHS	Lockers for Gym/OPHS Athletic Booster Club	\$ 13,665.00
District	\$250.00/Confidential Data Destruction	\$ 250.00
OPHS	\$1,500.00/Ron and Michelle Lam	\$ 1,500.00
OPHS/ Lacrosse	\$500.00/ Ron and Michelle Lam	\$ 500.00
OPHS/ Athletics	\$500.00/ Ron and Michelle Lam	\$ 500.00
OPHS/ Performing Arts	\$500.00/ Ron and Michelle Lam	\$ 500.00
OPIS	\$500.00/ Ron and Michelle Lam	\$ 500.00
OPUSD	\$1,500.00/ Ron and Michelle Lam	\$ 1,500.00

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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.2.g. APPROVE PROPOSED PLAN FOR REDUCTION OF PLASTIC WATER BOTTLES

ACTION

ISSUE: Shall the Board approve the proposed plan for the reduction of plastic water bottles throughout the district?

BACKGROUND: The district is proposing increasing the number of hydration stations at schools as well as cups which can be recycled as part of the solution to reduce the number of plastic water bottles throughout the district.

ALTERNATIVES:

1. Approve the proposed plan for reduction of plastic water bottles.
2. Do not approve the proposed plan for reduction of plastic water bottles.
3. Amend the proposed plan for reduction of plastic water bottles.

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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.3.a AMENDMENT TO BOARD POLICY 6161.1 – SELECTION AND EVALUATION OF INSTRUCTIONAL MATERIALS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials?

BACKGROUND: Board Policy 6161.1 is being revised to reflect new law AB 1246 which allows the district to adopt instructional materials for grades K-8 that have not been approved by the State Board of Education (SBE), providing that the materials are aligned with state academic content standards or Common Core Standards and have been reviewed by a group consisting mostly of teachers assigned to the subject area or grade level for which the materials will be used. Board Policy 6161.1 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials.
2. Do not amend Board Policy 6161.1 – Selection and Evaluation of Instructional Materials.
3. Adopt a modified version of the amendment to Board Policy 6161.1 – Selection and Evaluation of Instructional Materials.

RECOMMENDATION:
Approval of 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(a)

Selection And Evaluation Of Instructional Materials

The Governing Board desires that district instructional materials, as a whole, present a broad spectrum of knowledge and viewpoints, reflect society's diversity, and enhance the use of multiple teaching strategies and technologies. The Board shall adopt instructional materials based on a determination that such materials are an effective learning resource to help students achieve grade-level competency and ***that the materials*** meet other criteria specified in law. Textbooks, technology-based materials, and other educational materials shall be aligned with ~~state and district~~ ***academic*** content standards and the district's curriculum to ensure that they effectively support the district's adopted courses of study.

(cf. 0440 - District Technology Plan)

(cf. 6000 - Concepts and Roles)

(cf. 6011 - Academic Standards)

(cf. 6141 - Curriculum Development and Evaluation)

(cf. 6143 - Courses of Study)

(cf. 6146.1 - High School Graduation Requirements)

~~*(cf. 6161 - Equipment, Books and Materials)*~~

(cf. 6161.11 - Supplementary Instructional Materials)

(cf. 6162.5 - Student Assessment)

(cf. 6163.1 - Library Media Centers)

~~*(cf. 9000 - Role of the Board)*~~

The Board shall select instructional materials for use in grades K-8 that have been approved by the State Board of Education (SBE) or have otherwise been determined to be aligned with the state academic content standards adopted pursuant to Education Code 60605 or the Common Core Standards adopted pursuant to Education Code 40405.8. (Education Code 60200, 60210)

The Board shall adopt instructional materials for grades 9-12 upon determining that the materials meet the criteria specified in law and administrative regulation. (Education Code 60400)

The Board's priority in the selection of instructional materials is to ensure that all students in grades K-12 are provided with instructional materials that are aligned to state content standards in the core curriculum areas of reading/language arts, mathematics, science and history/social science. ~~Students in grades K-8 shall be provided with instructional materials adopted by the State Board of Education.~~

Review Process

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(b)

The Superintendent or designee shall establish a process by which instructional materials shall be reviewed for recommendation to the Board. ***Toward that end, he/she may establish an instructional materials review committee to evaluation and recommend instructional materials.***

This process shall involve teachers in a substantial manner and shall ~~also~~ encourage the participation of parents/guardians and community members. (Education Code 60002)

In addition, the instructional materials review committee may include administrators, other staff who have subject-matter expertise, and students as appropriate.

If the district chooses to use instructional materials for grades K-8 that have not been adopted by the SBE, the Superintendent or designee shall ensure that a majority of the participants in the district's review process are classroom teachers who are assigned to the subject area or grade level of the materials. (Education Code 60210)

Individuals who participate in ~~the selection or review of selecting and evaluating~~ instructional materials shall not have a conflict of interest, as defined in administrative regulation, in the materials being reviewed.

(cf. 9270 - Conflict of Interest)

The committee shall review instructional materials using criteria provided in law and administrative regulation, and shall provide the Board with documentation supporting its recommendation.

All recommended instructional materials shall be available for public inspection at the district office.

(cf. 5020 – Parent Rights and Responsibilities)

The district may pilot instructional materials, using a representative sample of classrooms for a specified period of time during a school year, in order to determine how well the materials support the district's curricular goals and academic standards. Feedback from teachers piloting the materials shall be made available to the Board before the materials are adopted.

Public Hearing on Sufficiency of Instructional Materials

The Board shall annually conduct one or more public hearings on the sufficiency of the district's ***textbooks and*** instructional materials. (Education Code 60119; 5 CCR 9531)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(c)

The hearing shall be held on or before the end of the eighth week from the first day students attend school for that year. (Education Code 60119)

The Board encourages participation by parents/guardians, teachers, interested community members, and bargaining unit leaders at the hearing. Ten days prior to the hearing, the Superintendent or designee shall post a notice and in three public places within the district containing the time, place and purpose of the hearing. The hearing shall not take place during or immediately following school hours. (Education Code 60119)

(cf. 9322 – Agenda/Meeting Materials)

At the hearing(s), the Board shall determine, through a resolution, whether each student in each school, including each English learner, has sufficient textbooks and/or instructional materials ~~in each of the following subjects~~ which are aligned to the state content standards adopted pursuant to Education Code 60605 **or the Common Core Standards adopted pursuant to Education Code 60605.8** and **which are** consistent with the content and cycles of the state's curriculum frameworks. **Sufficiency of instructional materials shall be determined in each of the following subjects:** (Education Code 60119)

1. Mathematics

(cf. 6142.92 – Mathematics Instruction)

2. Science

(cf. 6142.93 – Science Instruction)

3. History-Social Science

(cf. 6142.94 – History-Social Science Instruction)

4. English/language arts, including the English language development component of an adopted program.

(cf. 6142.91 – English/Language Arts Instruction)

(cf. 6174 – Education for English Language Learners)

5. Foreign language

(cf. 6142.20 World/Foreign Language Instruction)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(d)

6. Health

(cf. 6142.8 – Comprehensive Health Education)

The Board shall determine the availability of science laboratory equipment, as applicable to science laboratory courses offered in grades 9-12. **(Education Code 60119)**

In making these determinations, the Board shall consider whether each student has sufficient textbooks and/or instructional materials to use in class and to take home. However, this does not require that each student have two sets of materials. The materials may be in a digital format as long as each student, at a minimum, has and can access the same materials in the class and to take home as all other students in the same class or course in the district and has the ability to use and access them at home. However, the materials shall not be considered sufficient if they are photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage. (Education Code 60119)

The Board shall also make a determination that all students within the district who are enrolled in the same course have “identical” standards-aligned textbooks or instructional materials from the same adoption cycle, as defined in Education Code 1240.3, and 60119 ~~60422~~. (Education Code 1240.3, 42605)

If the Board determines that there are insufficient textbooks and/or instructional materials, ~~the Board~~ **it** shall provide information to classroom teachers and the public setting forth, for each school in which an insufficiency exists, the percentage of students who lack sufficient standards-aligned textbooks or instructional materials in each subject area, and the reasons that each student does not have sufficient textbooks and/or instructional materials. The Board shall take any action, except an action that would require reimbursement by the Commission of State Mandates, to ensure that each student has sufficient materials within two months of the beginning of the school year in which the determination is made. (Education Code 60119)

Complaints

Complaints concerning instructional materials shall be handled in accordance with law, Board policy and administrative regulation.

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.4 – Williams Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

220 Prohibition against discrimination

1240 County superintendent, general duties

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.1(e)

1240.3 Definition of sufficiency for categorical flexibility
33050-33053 General waiver authority
33126 School accountability report card
35272 Education and athletic materials
42605 Tier 3 categorical flexibility
44805 Enforcement of course of studies; use of textbooks, rules and regulations
49415 Maximum textbook weight
51501 Subject matter reflecting on race, color, etc.
60000-60005 Instructional materials, legislative intent
60010 Definitions
60040-60052 Instructional requirements and materials
60060-60062 Requirements for publishers and manufacturers
60070-60076 Prohibited acts (re instructional materials)
60110-60115 Instructional materials on drug education
60119 Public hearing on sufficiency of materials
60200-60206 Elementary school materials
60226 Requirements for publishers and manufacturers
60240-60252 State Instructional Materials Fund
60350-60352 Core reading program instructional materials
60400-60411 High school textbooks
60420-60424 Instructional Materials Funding Realignment Program
60510-60511 Donation for sale of obsolete instructional materials
60605 State content standards
60606.8 Common Core Standards
60605.86-60605.88 Supplemental instructional materials aligned with Common Core Standards
CODE OF REGULATIONS, TITLE 5
9505-9532 Instructional materials, especially:
~~9531-9532 Instructional Materials Funding Realignment Program~~

Management Resources:

CSBA PUBLICATIONS

Flexibility Provisions in the 2008 and 2009 State Budget: Policy Considerations for Governance Teams, Budget Advisory, March 2009

STATE BOARD OF EDUCATION POLICIES

01-05 Guidelines for Piloting Textbooks and Instructional Materials, September 2001

Standards for Evaluating Instructional Materials for Social Content, 2000

WEB SITES

CDE: <http://www.cde.ca.gov>

Association of American Publishers: <http://www.publishers.org>

California Academic Content Standards Commission, Common Core Standards: <http://www.scoe.net/castandards>

CSBA: <http://www.csba.org>

Adopted: 11-19-80

Amended: 6-19-84, 9-17-02, 2-15-05, 2-21-06, 3-16-10, 4-12-11, 11-11

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.3.b AMENDMENT TO BOARD POLICY 6161.11 – SUPPLEMENTARY INSTRUCTIONAL MATERIALS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6161.11 – Supplementary Instructional Materials?

BACKGROUND: Board Policy 6161.11 is being revised to reflect new law AB 1719 and SB 140 which require the SBE to approve and publicize lists of supplementary materials aligned with the state’s Common Core Standards in English language arts, mathematics, and English language development. Board Policy 6161.11 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6161.11 – Supplementary Instructional Materials.
2. Do not amend Board Policy 6161.11 – Supplementary Instructional Materials.
3. Adopt a modified version of the amendment to Board Policy 6161.1 1– Supplementary Instructional Materials.

RECOMMENDATION:
Approval of 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.11(a)

Supplementary Instructional Materials

The Governing Board encourages ~~teachers to~~ ***the use of*** supplementary instructional materials which are relevant to curriculum objectives and compatible with district goals and objectives. ~~By using such materials, teachers can introduce content and instructional strategies that enrich the curriculum and enhance student learning.~~ ***Such materials shall be aligned with district goals, curriculum objectives, and academic standards and shall supplement and not supplant the use of Board-adopted basic instructional materials that serve as the primary learning resources.*** ~~help students make critical judgments, and stimulate their intellectual growth.~~

(cf. 0000 – Vision)

(cf. 0200 – Goals for the School District)

(cf. 6011 – Academic Standards)

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

(cf. 6163.1 – Library Media Centers)

Supplementary instructional materials include, but are not limited to, instructional materials that are designed to serve one or more of the following purposes: (Education Code 60010)

- 1. To provide more complete coverage of one or more subjects included in a given course***
- 2. To meet the various learning ability levels of students in a given age group or grade level***
- 3. To meet the diverse educational needs of students with a language disability in a given age group or grade level]***
- 4. To meet the diverse educational needs of students reflective of a condition of cultural pluralism***
- 5. To use current relevant technology that further engages interactive learning in the classroom and beyond***

(cf. 6142.91 – English/Language Arts Instruction)

(cf. 5142.92 – Mathematics Instruction)

(cf. 6142.93 – Science Instruction)

(cf. 6142.94 – History-Social Science Instruction)

~~Teachers shall carefully preview all supplementary instructional materials in order to ensure that, in their professional judgment, the materials are:~~

- ~~1. Directly related to the course of study in which they are being used~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.11(b)

~~2. Appropriate for students' ages and maturity levels~~

Supplementary instructional materials may be selected by the Superintendent or designee, school administrators, or teachers, as applicable, and obtained through donations to the district and/or available funding sources designated for these purposes.

(cf. 1260 – Educational Foundation)

(cf. 3290 – Gifts, Grants and Bequests)

(cf. 4132/4232/4332 – Publication or Creation of Materials)

As appropriate, supplementary instructional materials must also be consistent with meet the criteria developed for the selection and evaluation of other instructional materials as described in AR 6161.1 – Selection and Evaluation of Instructional Materials. Supplementary instructional materials shall be directly related to the course of study in which they are being used and shall be appropriate for the age and maturity level of the students. If the teacher believes that the materials may be in conflict with district criteria, the teacher shall confer with the principal or designee before using them.

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

~~When using supplementary materials, teachers shall provide appropriate introductory and follow-up activities. In addition, teachers shall ensure that supplementary materials do not supplant the use of basic texts or teaching activities.~~

~~All materials must be used within legal copyright limits.~~

The use or reproduction of supplementary instructional materials shall be in accordance with federal copyright law.

(cf. 6162.6 - Use of Copyrighted Materials)

Supplementary Materials Aligned with Common Core Standards

To prepare district students to achieve the Common Core Standards in English language arts and mathematics and the English language development standards, as applicable, the Board may select supplementary instructional materials from the list of materials determined by the State Board of Education (SBE) to be aligned with those standards. (Education Code 60606.86-60606.88)

The Board may approve supplemental instructional materials that are not on the lists approved by the SBE but which are aligned with the Common Core Standards provided that

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.11(c)

the materials comply with the evaluation criteria established by the SBE and Education Code 60050, 60060-60062, and 60226. The Board shall select content review experts who possess the qualifications specified in law to review and recommend such supplemental materials. The majority of the content review experts shall be teachers who are credentialed and/or authorized in the subject area they are reviewing and the remainder shall include appropriate persons from postsecondary educational institutions, school and district curriculum administrators, and other persons who are knowledgeable in the subject area. (Education Code 60606.86-60605.88)

Appropriateness of Materials

Whenever a district employee proposes to use a supplementary resource which is not included in the approved learning resources of the district, he/she shall preview the material to determine whether, in his/her professional judgment, it is appropriate for the grade level taught and is consistent with district criteria for the selection of supplementary instructional materials.

The employee shall confer with the Superintendent or designee as necessary to determine the compliance of the material with district criteria. The primary considerations should be the educational value, appropriateness, and relevance of the materials as well as the ages and maturity of the students.

*(cf. 6141.2 – Recognition of Religious Beliefs and Customs)
(cf. 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction)
(cf. 6144 – Controversial Issues)*

Films

Materials rated for general audiences (“G”) may be shown if and when appropriate to the instructional program and related to the curriculum adopted for the subject, class and/or grade level. Materials not rated for general audiences may not be shown to grades K-8 without specific administrative approval and informed and signed parental consent. Materials not rated for general or teenage audiences (“G”, “PG”, “PG-13”) may not be shown in grades 9-12 without specific administrative approval and informed and signed parental consent.

*(cf. 6141.2 - Recognition of Religious Beliefs and Customs)
(cf. 6142.1 - Sexual Health and HIV/AIDS Prevention Instruction)
(cf. 6144 - Controversial Issues)*

Legal Reference:

EDUCATION CODE

233.5 Duty re instruction in morals, manners and citizenship

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6161.11(d)

18111 Exclusion of books by governing board

51510 Prohibited study or supplemental materials

51511 Religious matters properly included

51930 Sex education materials

60010 Definitions

60050 Social content review of instructional materials

60060-60062 Requirements of publishers

60200.7 Suspension of state instructional materials adoption

60226 Learner verification of instructional materials

60242 Uses of instructional materials funds

60400 Adoption of high school instructional materials

60605.8 Common Core Standards

60605.86-60605.88 Supplemental instructional materials aligned with Common Core Standards

60811.3 English language development standards

COURT DECISIONS

McCarthy v. Fletcher, (1989) 207 Cal. App. 3d 130

Fowler v. Board of Education of Lincoln County, (1978) 819 F.2d 657

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Standards for Evaluation Instructional Materials for Social Content, 2000

WEB SITES

CSBA: <http://www.csba.org>

California Department of Education: <http://www.cde.ca.gov>

Adopted: 9-17-02

Amended: 9-21-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.3.c AMENDMENT TO BOARD POLICY 6174 - EDUCATION FOR ENGLISH LANGUAGE LEARNERS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6174 – Education for English Language Learners?

BACKGROUND: Board Policy 6174 is a mandated policy being revised to reflect new law AB 2193 which defines “long-term English learner” and “English learner at risk of becoming a long-term English learner” and requires the CDE to annually report to the district and school on the number of students so classified. Policy also reflects new law AB 124 which required the SBE to align the state English language development standards with Common Core Standards, and new law AB 1719 which requires the SBE to approve a list of supplementary instructional materials aligned to the updated standards. Board Policy 6161.11 is being submitted as with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 6174 – Education for English Language Learners.
2. Do not amend Board Policy 6174 – Education for English Language Learners.
3. Adopt a modified version of the amendment to Board Policy 6174 – Education for English Language Learners.

RECOMMENDATION:
Approval of 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6174(a)

Education For English Language Learners

The Governing Board intends to provide English language learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively as possible ***while facilitating student achievement in the district's*** ~~in order to assist students in accessing the full educational program and achieving the district's academic standards. The district's program shall be based on sound instructional theory and shall be adequately supported so that English language learners can achieve results at the same academic level as their English proficient peers in the regular course of study.~~

English learners shall be provided English language development instructional targeted to their English proficiency level and aligned with state content standards. The district's program shall be based on sound instructional theory and adequately supported in order to assist students in accessing the full educational program.

(cf. 6011 – Academic Standards)

(cf. 6141 – Curriculum Development and Evaluation)

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

(cf. 6161.11 – Supplementary Instructional Materials)

(cf. 6171 – Title I Programs)

The Superintendent or designee shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

~~The Board encourages staff to exchange information with staff in other districts and the county office of education about programs, options and strategies for English language learners that succeed under various demographic conditions.~~

(cf. 4112.22 - Staff Teaching Students of Limited English Proficiency)

Identification and Assessment

The Superintendent or designee shall maintain procedures which provide for the ***accurate*** ~~identification, assessment and placement of English language learners and~~ ***an assessment of their proficiency and needs in the areas of listening, speaking, reading and writing in English.*** ~~for their redesignation based on criteria adopted by the Board and specified in administrative regulations.~~

Once identified as an English learner, a student shall be annually assessed for language proficiency until he/she is reclassified based on criteria specified in administrative regulation.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6174(b)

~~To evaluate program effectiveness, the Superintendent or designee shall regularly examine program results, including reports of the English language learners' academic achievement, their progress towards proficiency in English and the progress of students who have been redesignated as fluent English proficient. The Superintendent or designee shall annually report these findings to the Board and shall also provide the Board with regular reports from any district or schoolwide English learner advisory committees.~~

~~(cf. 6190 - Evaluation of the Instructional Program)~~

Type of Instruction

Placement of English Learners

Students who are English language learners shall be educated through "sheltered English immersion" or "structured English immersion" **as defined in law and administrative regulation**, during a temporary transition period not normally intended to exceed one year. Nearly all of the classroom instruction in the district's sheltered English immersion program shall be in English, but with the curriculum and presentation designed for students who are learning the language. (Education Code 305, 306)

For the purposes of determining the amount of ~~The district has defined the term "nearly all" to provide that all classroom instruction be conducted in English~~ ***in the structured English immersion classroom, "nearly all" shall be defined as follows:*** ~~except for clarification, explanation and support as needed.~~

When an English language learner has acquired a reasonable level of English proficiency as measured by any of the state-designated assessments approved by the California Department of Education, ***any district or any locally developed assessments and/or using other criteria adopted by the board,*** ~~developed by the district~~, he/she shall be transferred from a structured English immersion classroom to an English language mainstream classroom in which the instruction is overwhelmingly in English. (Education Code 305-~~306~~; 5 CCR 11301)

~~(cf. 6011 - Academic Standards)~~

~~(cf. 6162.5 - Student Assessment)~~

~~(cf. 6171 - Title I Programs)~~

At any time during the school year, the parent/guardian of an English learner may have his/her child moved into ~~Upon the request of his/her parent/guardian, a student shall be placed in~~ an English language mainstream classroom. (5 CCR 11301)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6174(c)

Parental Exception Waivers

When allowed by law, the parent/guardian of an English learner may submit a request that his/her child be exempted from placement in a structured English immersion program and instead be placed in a class where he/she is taught English and other subjects through bilingual education techniques or other generally recognized educational methodologies permitted by law. (Education Code 310-311)

Each waiver request shall be considered on its individual merits with deference given to parental preference for student placement.

A waiver request shall be granted in accordance with law unless the principal and educational staff have determined that an alternative program would not be better suited to the student's overall educational development. (5 CCR 11309)

~~Parent/guardian requests for waivers from Education Code 305 regarding placement in a sheltered English immersion program shall be granted in accordance with law and administrative regulation.~~

If the Superintendent or designee denies the waiver request, he/she shall provide a written justification to the parent/guardian describing the reasons for the denial. A parent/guardian may appeal the Superintendent's decision in writing to the Board. The Board may consider the matter at its next regular Board meeting. The Board may decide not to hear the appeal, in which case the Superintendent's decision shall be final. If the Board hears the appeal, the Superintendent shall send the Board's decision to the parent/guardian within seven working days.

Legal Reference:

EDUCATION CODE

300-340 English language education for immigrant children

430-446 English Learner and Immigrant Pupil Federal Conformity Act

33050 State Board of Education waiver authority

~~33308.5 CDE guidelines not binding~~

44253.5-44253.10 Certification for bilingual-cross-cultural competence

48985 Notices to parents in language other than English

51101-51101.1 Rights of parents

52130-52135 Impacted languages act of 1984

52160-52178 Bilingual Bicultural Act

52180-52186 Bilingual teacher training assistance program

54000-54041 Programs for disadvantaged children

~~60810-60812 Assessment of language development~~

~~62001-62005.5 Evaluation and sunseting of programs~~

60200.7 Suspension of state instructional materials adopts

60605.87 Supplemental instructional materials, English language development

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6174(d)

60810-60812 Assessment of language development

62005.5 Continuation of advisory committee after program sunsets

CODE OF REGULATIONS, TITLE 5

~~4320 Determination of funding to support program to overcome the linguistic difficulties of English learners~~

11300-11316 English Language Learner Education

11510-11516 California English Language Development Test

UNITED STATES CODE, TITLE 20

1701-1705 Equal Educational Opportunities Act

6312 Local education agency plans

6801-6871 Title III, Language instruction for limited English proficient and immigrant students

7012 Parental notification

COURT DECISIONS

Valeria G. v. Wilson, (9th Circuit) 2002 U.S. App. Lexis 20956

California Teachers Association et al. v. State Board of Education et al., (9th Circuit, 2001) 271 F.3d 1141

McLaughlin v. State Board of Education, (1999) 75 Cal.App.4th 196

Teresa P. et al v. Berkeley Unified School District et al, (1989) 724 F.Supp. 698

~~Casteneda v. Pickard, (5th Cir. 1981) 648 F.2d 989~~

ATTORNEY GENERAL OPINIONS

83 Ops.Cal.Atty.Gen. 40 (2000)

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California English Language Department Test (CELDT): 2012-13 CELDT Information Guide, 2012

English Language Development Standards for California Public Schools: Kindergarten Through Grade Twelve, 2012

Matrix of Test Variations, Accommodations, and Modifications for Administration of California Statewide Assessments

U.S. DEPARTMENT OF EDUCATION NONREGULATORY GUIDANCE

Assessment and Accountability for Recently Arrived and Former Limited English Proficient (LEP) Students, May 2007

~~Guidelines for Reclassification of English Learners, September 2002~~

~~Accommodations for the California English Language Development Test, Revised 8/13/01~~

WEB SITES

CDE: <http://www.cde.ca.gov>

CSBA: <http://www.csba.org>

Adopted: 9-17-02

Amended: 8-24-04

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.3.d. APPROVE AMENDMENT TO BOARD POLICY 7214 – GENERAL OBLIGATION BONDS – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 7214 – General Obligation Bonds?

BACKGROUND: Board Policy 7214 is being updated to clarify material related to bond elections and resolutions regarding the sale of bonds and to add new section on bond anticipation notes, which may be issued to finance a facilities project on an interim basis in anticipation of the sale of bonds that has been approved by the voters. Board Policy 7214 is being submitted with recommended changes from CSBA.

ALTERNATIVES:

1. Approve the amendment to Board Policy 7214 – General Obligation Bonds.
2. Do not amend Board Policy 7214 – General Obligation Bonds.
3. Adopt a modified version of the amendment to Board Policy 7214 – General Obligation Bonds.

RECOMMENDATION: Approval of 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(a)

General Obligation Bonds

The Governing Board recognizes that school facilities are an essential component of the educational program and that the Board has a responsibility to ensure that the district's facilities needs are met in the most cost-effective manner possible. When the Board determines that it is in the best interest of district students, it may order an election on the question of whether bonds shall be issued for school facilities:-

(cf. 1160 – Political Processes)
(cf. 7110 - Facilities Master Plan)
(cf. 7210 - Facilities Financing)

The Board shall determine the appropriate amount of the bond in accordance with law.

When a project to be funded by bonds will require state matching funds for any phase of the project, the ballot for the bond measure shall include a statement as specified in Education Code 15122.5, advising voters that, because the project is subject to approval of state matching funds, passage of the bond measure is not a guarantee that the project will be completed. (Education Code 15122.5)

Bonds Requiring 55% Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 55% majority of the voters pursuant to Article 13A, Section 1(b)(3) and Article 16, Section 18(b) of the California Constitution. If two-thirds of the Board agrees to such an election, the Board shall vote to adopt a resolution to incur bonded indebtedness if approved by a 55% majority of the voters. (Education Code 15266)

The bond election may only be ordered at a primary or general election, a statewide special election, or a regularly scheduled local election at which all of the electors of the school district are entitled to vote. (Education Code 15266)

Bonded indebtedness incurred by the district shall be used only for the following purposes: (California Constitution Article 13A, Section 1(b)(3) and 1(b)(3)(A))

1. The construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities
2. The acquisition or lease of real property for school facilities

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(b)

The proposition approved by the voters shall include the following accountability requirements: (California Constitution Article 13A, Section 1(b)(3))

1. A requirement that proceeds from the sale of the bonds be used only for the purposes specified ***in items #1-2*** above and not for any other purposes including teacher and administrative salaries and other school operating expenses
2. A list of specific school facility projects to be funded and certification that the Board has evaluated safety, class size reduction and information technology needs in developing that list

(cf. 0440 - District Technology Plan)
(cf. 0450 - Comprehensive Safety Plan)
(cf. 6151 - Class Size)
3. A requirement that the Board conduct an annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed
4. A requirement that the Board conduct an annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects

If a district general obligation bond requiring a 55% majority is approved by the voters, the Board shall appoint an independent citizens' advisory oversight committee. This committee shall be appointed within 60 days of the date that the Board enters the election results in its minutes pursuant to Education Code 15274. (Education Code 15278)

(cf. 1220 – Citizen Advisory Committees)
(cf. 9324 – Minutes and Recordings)

The Superintendent or designee shall ensure that the annual, independent performance and financial audits conducted pursuant to items #3 and #4 above are issued in accordance with the U.S. Comptroller General's Government Auditing Standards. He/she shall submit the audits to the citizens' oversight committee by March 31 of each year. (Education Code 15286)

Bonds Requiring 66.67% Approval by Local Voters

The Board may decide to pursue the authorization and issuance of bonds by approval of 66.67% majority of the voters pursuant to Education Code 15100 and Article 13A, Section 1(b)(2) of the California Constitution. If a majority of the Board agrees to such an election, or upon a petition of the majority of the qualified electors residing in the district, the Board shall adopt a resolution ordering an election on the question of whether to incur bonded

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(c)

indebtedness if approved by a 66.67% majority of the voters. (Education Code 15100)

The bond election may be ordered to occur on any Tuesday, except a Tuesday that is a state holiday or the day before or after a state holiday, is within 45 days before or after a statewide election unless conducted at the same time as the statewide election, or is an established election date pursuant to Elections Code 1000 or 1500. (Education Code 15101)

Bonds shall be sold for the purpose of raising money for the following purposes: (Education Code 15100)

1. Purchasing school lots
2. Building or purchasing school buildings
3. Making of alterations or additions to school building(s) other than as may be necessary for current maintenance, operation or repairs
4. Repairing, restoring or rebuilding of any school building damaged, injured or destroyed by fire or other public calamity
5. Supplying of school buildings and grounds with furniture, equipment or necessary apparatus of a permanent nature
6. Permanent improvement of school grounds
7. Refunding of any outstanding valid indebtedness of the district, evidenced by bonds or of state school building aid loans
8. Carrying out of sewer or drain projects or purposes authorized in Education Code 17577
9. Purchase of school buses with a useful life of at least 20 years
10. Demolition or razing of any school building with the intent to replace it with another school building, whether in the same location or in any other location

Except for refunding any outstanding indebtedness, any of the purposes listed above may be united and voted upon as a single proposition by order of the Board and entered into the minutes. (Education Code 15100)

The Board may appoint a citizens' oversight committee to review and report to the Board and the

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(d)

public as to whether the expenditure of bond revenues complies with the intended purposes of the bond.

Certificate of Results

If the certificate of election results received by the Board shows the appropriate majority of the voters are in favor of issuing the bonds, the Board shall record that fact in its minutes. The Board shall then certify to the County Board of Supervisors all proceedings it had in connection with the election results. (Education Code 15124, 15274)

Resolution Regarding Sale of Bonds

Following passage of the bond measure by the appropriate majority of voters, the Board shall pass a resolution ~~to issue the~~ **directing the issuance and** sale of bonds. The resolution shall prescribe the total amount of the bonds to be sold and may also prescribe the maximum acceptable interest rate, not to exceed eight percent, and the time(s) when the whole or any part of the principal of the bonds shall be payable, which shall not be more than 25 years from the date of the bonds. **However, if the Board elects to issue the bonds pursuant to Government Code 53508, the maximum acceptable interest rate shall not exceed 12 percent and the time(s) when the whole or any part of the principal shall be payable not be more than 40 years.** (Education Code 15140; **Government Code 53508**)

Prior to the sale of bonds, the Board shall **disclose** ~~adopt~~, as an agenda item at a public meeting, **either in the bond issuance resolution or** another resolution, ~~which includes~~ all of the following items: (Education Code 15146; **Government Code 53508.9**)

1. Express approval of the method of sale (*i.e., competitive, negotiated, or hybrid*)
2. Statement of the reasons for the method of sale selected
3. Disclosure of the identity of the bond counsel, and the identities of the bond underwriter and the financial advisor if either or both are utilized for the sale, unless these individuals have not been selected at the time the resolution is adopted, in which case the Board shall disclose their identities at the public meeting occurring after they have been selected
4. Estimates of the costs associated with the bond issuance, **including, but not limited to, bond counsel and financial advisor fees, printing costs, rating agency fees, underwriting fees, and other miscellaneous costs and expenses of issuing the bonds**

After the sale, the Board shall be presented with the actual cost information and shall disclose

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(e)

that information at the Board's next scheduled meeting. The Board shall ensure that an itemized summary of the costs of the bond sale and all necessary information and reports regarding the sale are submitted to the California Debt and Investment Advisory Commission. (Education Code 15146; **Government Code 53509.5**)

Bond Anticipation Notes

Whenever the Board determined that it is in the best interest of the district, it may, by resolution, issue a bond anticipation note, on a negotiated or competitive-bid basis, to raise funds that shall be used only for a purpose authorized by a bond that has been approved by the voters of the district in accordance with law. (Education Code 15150)

Payment of principal and interest on any bond anticipation notes shall be made at note maturity, not to exceed five year, from the proceeds derived from the sale of the bond in anticipation of which that note was originally issued or from any other source available for that purpose, including state grants. Interest payments may also be made from such sources. However, interest payments may be made periodically and prior to note maturity from an increased property tax if the following conditions are met: (Education Code 15150)

- 1. A resolution of the Board authorized the property tax for that purpose.***
- 2. The principal amount of the bond anticipation notes does not exceed the remaining principal amount of the authorized but unissued bonds.***

The notes may be issued only if the tax rate levied to pay interest on the notes periodically would not cause the district to exceed the tax rate limitations set forth in Education Code 15268 or 15270, as applicable.

Legal Reference:

EDUCATION CODE

7054 Use of district property, campaign purposes

15100-15254 Bonds for school districts and community college districts

15264-15288 Strict Accountability in Local School Construction Bonds Act of 2000

17577 Sewers and drains

17584.1 Deferred maintenance, reports

47614 Charter school facilities

ELECTIONS CODE

324 General election

328 Local election

341 Primary election

348 Regular election

356 Special election

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 7000

Facilities

BP 7214(f)

357 Statewide election

1302 School district election

15372 Elections official certificate

GOVERNMENT CODE

1090-1098 Prohibitions applicable to specified officers

1125-1129 Incompatible activities

8855 California Debt and Investment Advisory Commission

53506-53509.5 General obligation bonds

53580-53595.55 Bonds

54952 Definition of legislative body, Brown Act

CALIFORNIA CONSTITUTION

Article 13A, Section 1 Tax limitation

Article 16, Section 18 Debt limit

COURT DECISIONS

San Lorenzo Valley Community Advocates for Responsible Education v. San Lorenzo Valley Unified School District
(2006) 139 Cal.App.4th 1356

ATTORNEY GENERAL OPINIONS

88 Ops.Cal.Atty.Gen. 46 (2005)

87 Ops.Cal.Atty.Gen. 157 (2004)

Management Resources:

CSBA PUBLICATIONS

Bond Sales – Questions and Considerations for District, Governance Brief, December 2012

Legal Guidelines: Use of Public Resources for Ballot Measures and Candidates, Fact Sheet, February 2011

WEB SITES

CSBA: <http://www.csba.org>

California Debt and Investment Advisory Commission: <http://www.treasurer.ca.gov/cdiac>

CDE: <http://www.cde.ca.gov>

California Office of Public School Construction: <http://www.opsc.dgs.ca.gov>

Adopted: 9-17-02

Amended: 9-18-12

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.3.e APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9322 – AGENDA/MEETING MATERIALS- First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Bylaws of the Board 9322 – Agenda/Meeting Materials?

BACKGROUND: Board Bylaw 9322 is being revised to update material related to the consent agenda/calendar, including deleting outdated information and reflecting new SB 1003 which requires the Board to have a separate agenda item (not on consent agenda) when it is considering approving or rescinding its unconditional commitment to refrain from taking certain actions in violation of the Brown Act. Board Bylaw 9322 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve the amendment of Bylaws of the Board 9322 – Agenda/Meeting Materials.
2. Do not approve the amendment Bylaws of the Board 9322 – Agenda/Meeting Materials.
3. Adopt a modified version of the amendment to Bylaws of the Board 9322 – Agenda/Meeting Materials.

RECOMMENDATION:
Approval of 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9322(a)

Agenda/Meeting Materials

Agenda Content

Governing Board meeting agendas shall state the meeting time and place and shall briefly describe each business item to be transacted or discussed, including items to be discussed in closed session. (Government Code 54954.2)

(cf. 9320 - Meetings and Notices)

(cf. 9321- Closed Session Purposes and Agendas)

The agenda shall provide members of the public the opportunity to address the Board on any agenda item before or during the Board's consideration of the item. The agenda shall also provide members of the public an opportunity to testify at regular meetings on matters which are not on the agenda but which are within the subject matter jurisdiction of the Board. (Education Code 35145.5; Government Code 54954.3)

(cf. 9323 - Meeting Conduct)

Each meeting agenda shall list the address designated by the Superintendent or designee for public inspection of agenda documents that have been distributed to the Board less than 72 hours before the meeting. (Government Code 54957.5)

The agenda shall specify that an individual should contact the Superintendent or designee ~~who~~ **if he/she** requires disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the Board meeting. (Government Code 54954.2)

Agenda Preparation

The Board president and the Superintendent, as Secretary to the Board shall work together to develop the agenda for each regular and special meeting. Each agenda shall reflect the district's vision and goals and the Board's focus on student learning.

(cf. 0000 – Vision)

(cf. 0200 – Goals for the School District)

(cf. 9121 - President)

(cf. 9122 - Secretary)

A Board member or member of the public may request that a matter within the jurisdiction of the Board be placed on the agenda of a regular meeting. The request shall be in writing and be submitted to the Superintendent or designee with supporting documents and information, if any,

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9322(b)

at least ~~one week~~ **twelve days** before the scheduled meeting date. Items submitted less than a ~~week~~ **twelve days** before the scheduled meeting date may be postponed to a later meeting in order to allow sufficient time for consideration and research of the issue.

The Board president and Superintendent shall decide whether a request is within the subject matter jurisdiction of the Board. Items not within the subject matter jurisdiction of the Board may not be placed on the agenda. In addition, ***before placing an item on the agenda***, the Board president and Superintendent shall determine if the item is merely a request for information or whether the issue is covered by an existing policy or administrative regulation ~~before placing the item on the agenda~~.

The Board president and Superintendent shall decide whether an agenda item is appropriate for discussion in open or closed session, and whether the item should be an action item subject to Board vote, information item that does not require immediate action, or consent item that is routine in nature and for which no discussion is anticipated.

~~Any Board action that involves borrowing \$100,000 or more shall be discussed, considered and deliberated upon as a separate item of business on the meeting agenda. (Government Code 53635.7)~~

(cf. 9323.2 - Actions by the Board)

All public communications with the Board are subject to requirements of relevant Board policies and administrative regulations.

(cf. 1312.1 - Complaints Concerning District Employees)

(cf. 1312.2 - Complaints Concerning Instructional Materials)

(cf. 1312.3 - Uniform Complaint Procedures)

(cf. 1312.4 – Williams Complaint Procedures)

(cf. 3320 - Claims and Actions Against the District)

(cf. 5144.1 - Suspension and Expulsion/Due Process)

Consent ***Agenda/Calendar Items***

In order to promote efficient meetings, the Board may ***bundle a number of items and*** act upon ~~more than one item~~ ***them together*** by a single vote through the use of a 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.

When any Board members requests the removal of an items from the consent agenda, the item shall be removed and ~~In accordance with law, the public has a right to comment on any consent~~

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9322(c)

~~item. 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.

The agenda shall provide an opportunity for members of the public to comment on any consent agenda item that has not been previously considered. However, the agenda need not provide an opportunity for public comment when the consent agenda items has previously been considered at an open meeting of a committee comprised exclusively of all the Board members provided that members of the public were afforded an opportunity to comment on the item at that meeting, unless the item has been substantially changed since the committee considered it. (Government Code 54954.3)

Agenda Dissemination to Board Members

~~shall be forwarded~~ At least three days before each regular meeting, each Board member ***shall be provided a*** copy of the agenda ***and agenda packet, together with including*** the Superintendent or designee's report; minutes to be approved; copies of communications; reports from committees, staff, citizens and others; and other available documents pertinent to the meeting.

When special meetings are called, the Superintendent or designee shall make every effort to distribute the agenda and supporting materials to Board members as soon as possible before the meeting.

Board members shall review agenda materials before each meeting. Individual members may confer directly with the Superintendent or designee to request additional information on agenda items. ***However, a majority of Board members shall not directly or through intermediaries or electronic means discuss, deliberate, or take action on any matter within the subject matter jurisdiction of the Board.***

(cf. 9012 – Board Member Electronic Communication)

Agenda Dissemination to Members of the Public

The Superintendent or designee shall mail a copy of the agenda, or a copy of all the documents constituting the agenda packet, to any person who requests the items. The materials shall be mailed at the time the agenda is posted or upon distribution of the agenda to a majority of the Board, whichever occurs first. (Government Code 54954.1)

If a document ***which relates to an open session agenda item of a regular Board meeting*** is distributed to the Board less than 72 hours prior to a meeting, the Superintendent or designee shall make the document available for public inspection at the time the document is distributed to

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9322(d)

a majority of the Board, provided that the document is a public record under the Public Records Act and relates to an agenda item for an open session of a regular Board meeting. The Superintendent or designee may also post the document on the district's web site in a position and manner that makes it clear that the document relates to an agenda item for an upcoming meeting. (Government Code 54957.5)

(cf. 1113 – District and School Web Sites)

(cf. 1340 – Access to District Records)

Any documents prepared by the district or the Board and distributed during a public meeting shall be made available for public inspection at the meeting. Any documents prepared by another person shall be made available for public inspection after the meeting. These requirements shall not apply to a document that is exempt from public disclosure under the Public Records Act. (Government Act 54957.5)

Upon request, the Superintendent or designee shall make the agenda and/or agenda packet available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. (Government Code 54954.1)

Any request for mailed copies of agendas or agenda packets shall be in writing and shall be valid for the calendar year in which it is filed. Written requests must be renewed following January 1 of each year. (Government Code 54954.1)

Persons requesting mailing of the agenda or agenda packet shall pay an annual fee as determined by the Superintendent or designee, not to exceed the cost of providing the service.

Legal Reference:

EDUCATION CODE

35144 Special meetings

35145 Public meetings

35145.5 Right of public to place matters on agenda

GOVERNMENT CODE

6250-6270 Public Records Act

53635.7 Separate item of business

54954.1 Mailed agenda of meeting

54954.2 Agenda posting requirements; board actions

54954.3 Opportunity for public to address legislative body

54954.5 Closed session item descriptions

54956.5 Emergency meetings

54957.5 Public records

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

OAK PARK UNIFIED SCHOOL DISTRICT

BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9322(e)

CODE OF FEDERAL REGULATIONS, TITLE 28

35.160 Effective communications

36.303 Auxiliary aids and services

COURT DECISIONS

Mooney v. Garcia, (2012) 207 Cal.App.4th 229

Caldwell v. Roseville Joint Union USD, 2007 U.S. Dist. LEXIS 66318

Management Resources:

CSBA PUBLICATIONS

Call to Order: A Blueprint for Great Board Meetings, 2010

The Brown Act: School Boards and Open Meeting Laws, rev. 2009

~~Guide to Effective Meetings, rev. 2007~~

~~Maximizing School Board Leadership, Boardsmanship, 1996~~

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, rev. 2003

CALIFORNIA CITY ATTORNEY PUBLICATIONS

Open and Public III: A User's Guide to the Ralph M. Brown Act, 2000

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.caag.state.ca.us>

Adopted: 10-19-77

Amended: 3-2-83, 11-6-84, 11-13-90, 3-12-02, 9-17-02, 9-16-08

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: C.3.f. APPROVE AMENDMENT OF BYLAWS OF THE BOARD 9323.2 – ACTIONS BY THE BOARD - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Bylaws of the Board 9323.2 – Actions by the Board?

BACKGROUND: Board Bylaw 9323.2 is updated to reflect new law SB1003 which expands the types of past Board actions that may be challenged by the district attorney or other interested person provided that certain requirements are met, including the sending of a “cease and desist” letter to the Board within nine months of the alleged violation. Board Bylaw 9323.2 is being submitted with recommended language from CSBA.

ALTERNATIVES:

1. Approve the amendment of Bylaws of the Board 9323.2 – Actions by the Board.
2. Do not approve the amendment Bylaws of the Board 9323.2 – Actions by the Board.
3. Adopt a modified version of the amendment to Bylaws of the Board 9323.2 – Actions by the Board.

RECOMMENDATION:
Approval of 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
Laifman	_____	_____	_____	_____
Pallant	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
von Schneidau	_____	_____	_____	_____
Yeoh	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(a)

Actions By The Board

The Governing Board shall act by a majority vote of all of the membership constituting the Board, unless otherwise required by law. (Education Code 35164)

(cf. 9000 – Role of the Board)

(cf. 9005 – Governance Standards)

(cf. 9012 – Board Member Electronic Communications)

(cf. 9200 – Limits of Board Member Authority)

An "action" by the Board means: (Government Code 54952.6)

1. A collective decision by a majority of the Board members
2. A collective commitment or promise by a majority of the members to make a positive or negative decision
3. A vote by a majority of the members when sitting as the Board upon a motion, proposal, resolution, order or ordinance

The Board shall not take action by secret ballot, whether preliminary or final. (Government Code 54953)

Actions taken by the Board in open session shall be recorded in the Board minutes. (Education Code 35145)

(cf. 9324 - Minutes and Recordings)

Action on Non-Agenda Items

After publicly identifying the item, the Board may take action on a subject not appearing on the posted meeting agenda under any of the following circumstances: (Government Code 54954.2)

1. When a majority of the Board determines that an emergency situation exists, as defined for emergency meetings pursuant to Government Code 54956.5.
2. When two-thirds of the members are present, or if less than two-thirds of the members are present then by a unanimous vote of all members present, determine that the need to take immediate action came to the district's attention after the agenda was posted.
3. When an item appeared on the agenda of, and was continued from, a meeting that occurred

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(b)

not more than five days earlier

(cf. 9320 - Meetings and Notices)

(cf. 9322 - Agenda/Meeting Materials)

Challenging Board Actions

The district attorney's office or any interested person may ***file an action in court to stop or prevent the Board's violation or threats of violations of the Brown Act, to determine the applicability of the Brown Act to ongoing or future threatened Board actions, to determine the validity, under California or federal law, of any Board rule or action to penalize any of its members or otherwise discourage the member's expression, or to compel the Board to audio record its closes sessions because of its violation of any applicable Government Code provision. (Government Code 54960)*** present a demand that the Board cure and correct a Board action which he/she alleges is in violation of Government Code 54954.2 (agenda posting), Government Code 54953 (open meeting and teleconferencing), Government Code 54954.5 (closed session item descriptions), Government Code 54954.6 (new or increased tax assessments), Government Code 54956 (special meetings), or Government Code 54956.5 (emergency meetings). (Government Code 54960.1)

The district attorney or any interested person may present a demand that the Board cure and correct a Board action which he/she alleges is in violation of law regarding any of the following: (Government Code 54960.1)

- 1. Open meeting and teleconferencing (Government Code 54953)***
- 2. Agenda posting (Government Code 45954.2)***
- 3. Closed session item descriptions (Government Code 54954.5)***
- 4. New or increased tax assessments (Government Code 54954.6)***
- 5. Special meetings (Government Code 54956)***
- 6. Emergency meeting (Government Code 54956.5)***

Any demand to "cure and correct" an alleged violation shall clearly describe the challenged action and the nature of the alleged violation and shall be presented to the Board in writing within 90 days of the date when the action was taken. If the alleged violation concerns action taken in an open session but in violation of Government Code 54954.2 (agenda posting), the ‘

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(c)

written demand must be made within 30 days of the date when the alleged action took place.
(Government Code 54960.1)

Within 30 days of receiving the demand, the Board shall do one of the following: (Government Code 54960.1)

1. Cure or correct the challenged action and inform the demanding party in writing of its actions to cure or correct.
2. Determine not to cure or correct the challenged violation and inform the demanding party in writing of its decision to not cure or correct.
3. Takes no action. If the Board takes no action within the 30-day review period, its inaction shall be considered a decision not to cure or correct the action.

In addition, the district attorney's office or any interested party may file an action in court to determine the applicability of the Brown Act to any past Board action not specified in Government Code 54960.1, if the following conditions are met: (Government Code 54960.2)

- 1. Within nine months of the alleged violation, a cease and desist letter is submitted to the Board, clearly describing the past Board action and the nature of the alleged violation.***
- 2. The time for the Board to respond has expired and the Board has not provided an unconditional commitment to cease and desist from and not repeat the past action alleged to have violated the Brown Act.***

Legal Reference:

EDUCATION CODE

15266 School construction bonds

17466 Declaration of intent to sell or lease real property

17481 Lease of property with residence for nondistrict purposes

17510-17511 Resolution requiring unanimous vote of all members constituting board

17546 Private sale of personal property

17556-17561 Dedication of real property

17582-17583 District deferred maintenance fund

35140-35149 Meetings

35160-35178.4 Powers and duties

48660-48661 Community day schools establishment and restrictions

CODE OF CIVIL PROCEDURE

425.16 Special motion to strike in connection with a public issue

1245.240 Eminent domain vote requirements

1245.245 Eminent domain, resolution adopting different use

OAK PARK UNIFIED SCHOOL DISTRICT BYLAWS OF THE BOARD

Series 9000

Bylaws of the Board

BB 9323.2(d)

GOVERNMENT CODE

53090-53097.5 – Regulation of local agencies by counties and cities

53724 Parcel Tax resolution requirements

53790-53792 Exceeding the budget

53820-53833 Temporary borrowing

53850-53858 Temporary borrowing

54950 Meetings: declaration; intent; sovereignty

54952.6 Action taken, definition

54953 Meetings to be open and public; attendance; secret ballots

54960-54960.5 Action to prevent violations

65352.2 Coordination with planning agency

PUBLIC CONTRACT CODE

3400 Bid specifications

20111 Contracts over \$50,000; contracts for construction; award to lowest responsible bidder

20113 Emergencies, award of contracts without bids

COURT DECISIONS

Los Angeles Times Communications LLC v. Los Angeles County Board of Supervisors, (2003) 112 Cal.App.4th 1313

McKee v. Orange Unified School District, (2003) 110 Cal.App.4th 1310

Bell v. Vista Unified School District, (2002) 82 Cal.App.4th 672

Boyle v. City of Redondo Beach, (1999) 70 Cal.App.4th 1109

Management Resources:

CSBA PUBLICATIONS

The Brown Act: School Boards and Open Meeting Laws, 2009

ATTORNEY GENERAL PUBLICATIONS

The Brown Act: Open Meetings for Legislative Bodies, 2003

LEAGUE OF CALIFORNIA CITIES PUBLICATIONS

Open and Public IV: A Guide to the Ralph M. Brown Act, 2007

WEB SITES

CSBA: <http://www.csba.org>

California Attorney General's Office: <http://www.caag.state.ca.us>

Institute of Local Government: <http://www.ca-ilg.org>

Adopted: 10-19-77

Amended: 3-2-83, 11-6-84, 11-13-90, 3-12-02, 9-17-02, 10-18-11

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

**SUBJECT: VIII.1. MONTHLY MEASURE R BOND FUND FINANCIAL STATUS
REPORT**

INFORMATION

ISSUE: Shall the Board receive and review a status report on Measure R Fund income and expenditures through February 28th of the 2012-13 fiscal year?

BACKGROUND: On November 4, 2008, Oak Park voters approved Measure R, School Improvement Bond of 2008, authorizing the issuance of general obligation bonds to repair and maintain school district facilities. The Board understands its obligation to use this resource effectively and efficiently to benefit both students and the Oak Park community. As a tool to assist in managing and monitoring the bond program, the Administration has developed the attached Measure R Bond Fund Status Report, which will provide the Board with the most current budget and expenditure information available. This report will be updated and reported to the Board every month at its regular meeting, accompanied by staff analysis of the information.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

**Measure R Summary
BOND PROCEEDS AND EXPENDITURES
Through February 28, 2013**

AMOUNT OF MEASURE R AUTHORIZATION	29,445,000.00
AMOUNT OF PROCEEDS RECEIVED FROM BONDS ISSUANCE	
First Issuance - G.O.. Bond (04/28/09)	9,998,515.85
Second Issuance -G.O. Bond (06/22/11)	9,084,977.33
Second Issuance - Qualified School Construction Bond (06/22/11)	4,326,700.00
Total Bonds Issued as of 06/30/12	<u>23,410,193.18</u>
REMAINING BOND AUTHORIZATION	6,034,806.82
ADDITIONAL BOND RELATED REVENUES	
Total Bond Interest Earned as of 06/30/12	265,789.45
Transfer In (General Fund Reimbursement to Fund 213/Measure R)	164,839.00
Reimbursement for Excess First Issuance COI Fees	8,311.50
Reimbursement for Excess Second Issuance COI Fees	11,117.02
Restatement of Beginning Balance (Adjustment to Cost of Issuance)	247,485.33
Reimbursement from RSRPD (Tennis Court Repairs)	23,300.00
	<u>720,842.30</u>
TOTAL BOND PROCEEDS AND RELATED REVENUES AS OF 02/28/2013	24,131,035.48
CURRENT BUDGETED PROJECTS	
Total Bond Projects Budgeted as of 02/28/13	23,844,410.00
Total Bond Project Encumbrances and Expenditures as of 02/28/13	17,827,555.08
Difference	<u>6,016,854.92</u>
AMOUNT OF CURRENT BOND PROCEEDS REMAINING UNBUDGETED	286,625.48
AMOUNT OF STATE MODERNIZATION FUNDS RECEIVED	
Brookside Elementary School	1,833,693.00
Oak Park High School	2,760,047.00
Total	<u>4,593,740.00</u>
TOTAL BOND/MODERNIZATION FUNDS AVAILABLE FOR PROJECTS AS OF 02/28/13	<u>4,880,365.48</u>
TOTAL AVAILABLE BOND/MODERNIZATION FUNDS AND REMAINING BOND AUTHORIZATION	<u>10,915,172.30</u>

Measure R Summary All Projects by Site Through February 28, 2013

Row Labels	Description	Project Number	Budget	Revenues	Encumbrances	Expenditure	Account Balance
District Wide	District Wide		3,769,774.00	412,324.33	91,192.74	3,377,882.43	713,023.16
BARN	Construction Management	BARN	3,284,000.00		91,192.74	2,880,074.06	312,733.20
COFI	Cost of Issuance	COFI		247,485.33		247,485.33	0.00
R000	Miscellaneous	10-00R	169,449.00	0.00	0.00	4,610.00	164,839.00
R004	Door Lock Replacement/District	10-04R	0.00		0.00	0.00	0.00
R007	HVAC Digital Control System/District	10-07R	0.00		0.00	0.00	0.00
R900	Miscellaneous	09-00R	12,577.00			9,058.02	3,518.98
R906	Seismic Gas Valve Replacement/BES	09-06R	9,100.00			12,603.24	(3,503.24)
R907	Hydration Stations	09-07R	27,907.00			8,468.48	19,438.52
R909	Electrical Inspections	09-09R	4,975.00			4,975.00	0.00
RSTF	Staff Salaries	RSTF	96,927.00			45,769.30	51,157.70
RTFR	Transfer of Funds	RTFR	164,839.00	164,839.00		164,839.00	164,839.00
District Office	District Office		489,843.00		0.00	176,236.03	313,606.97
R000	Miscellaneous	10-00R	14,676.00			14,676.45	(0.45)
R001	Fire Alarm Replacement/District	10-01R	77,108.00		0.00	73,457.47	3,650.53
R004	Door Lock Replacement/District	10-04R	0.00		0.00	0.00	0.00
R007	HVAC Digital Control System/District	10-07R	5,850.00		(0.00)	1,973.56	3,876.44
R015	Roof Repair & Replacement/DO	10-15R	315,575.00		(0.00)	54,265.86	261,309.14
R100	Miscellaneous	11-00R	13,806.00		0.00	13,806.43	(0.43)
R200	Miscellaneous	12-00R	5,088.00		0.00	5,913.26	(825.26)
R202	Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R			0.00	3,250.00	(3,250.00)
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R	57,740.00				57,740.00
R300	Miscellaneous	13-00R				8,893.00	(8,893.00)
BES	Brookside Elementary School		3,317,790.00		138,838.74	2,233,137.65	945,813.61
R000	Miscellaneous	10-00R	3,538.00			3,538.26	(0.26)
R001	Fire Alarm Replacement/District	10-01R	299,755.00		21.57	217,155.82	82,577.61
R004	Door Lock Replacement/District	10-04R	44,200.00		(0.00)	34,536.91	9,663.09
R007	HVAC Digital Control System/District	10-07R	35,100.00		(0.00)	47,964.78	(12,864.78)
R013	Modernization/BES	10-13R	276,569.00		74,556.28	188,729.24	13,283.48
R100	Miscellaneous	11-00R	6,985.00		0.00	6,985.00	0.00
R103	Roof Replacement/BES	11-03R	409,612.00		25.66	162,983.12	246,603.22
R104	Exterior Repairs and Painting/BES	11-04R	240,825.00		253.09	47,192.63	193,379.28
R105	Door Replacement/BES	11-05R	0.00		0.00	0.00	0.00
R111	Irrigation System Upgrade/District-Wide**	11-11R	35,650.00		937.50	16,206.09	18,506.41
R200	Miscellaneous	12-00R	150.00		0.00	150.00	0.00
R201	Concrete Walkway Repairs/BES	12-01R	209,300.00		2,086.84	286,783.87	(79,570.71)
R202	Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R	8,625.00		0.00	14,818.06	(6,193.06)
R206	Storefront Window/Door Replacement/BES	12-06R	351,000.00		12,644.12	245,017.10	93,338.78
R207	Building 300 Modernization/BES	12-07R	1,145,534.00		17,017.47	799,999.51	328,517.02
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R	64,792.00		31,216.66		33,575.34
R220	Main Gas Line Replacement BES	12-20R	104,515.00		0.00	91,008.38	13,506.62
R301	Building 200 Modernization BES	13-01R			79.55	5,056.44	(5,135.99)
R311	Domestic Water Service Upgrade BES	13-11R			0.00	811.44	(811.44)
R905	Parking Lot/BES/OPHS	09-05R	81,640.00		(0.00)	64,201.00	17,439.00

**Measure R Summary
All Projects by Site
Through February 28, 2013**

Row Labels	Description	Project Number	Budget	Revenues	Encumbrances	Expenditure	Account Balance
OHES	Oak Hills Elementary School		1,669,553.00		63,848.02	1,211,595.02	394,109.96
R000	Miscellaneous	10-00R	9,903.00		0.00	9,903.16	(0.16)
R001	Fire Alarm Replacement/District	10-01R	278,218.00		25,544.85	201,409.95	51,263.20
R004	Door Lock Replacement/District	10-04R	66,300.00		0.00	16,987.20	49,312.80
R007	HVAC Digital Control System/District	10-07R	44,850.00		(0.00)	67,620.44	(22,770.44)
R017	Window Replacement/OHES	10-17R	125,320.00		0.00	15,896.56	109,423.44
R019	Exterior Repairs and Painting/OHES	10-19R	114,660.00		0.00	55,640.68	59,019.32
R100	Miscellaneous	11-00R	8,640.00		0.00	8,640.00	0.00
R109	Playground Repair and Replacement/OHES	11-09R	151,901.00		0.00	267,208.63	(115,307.63)
R111	Irrigation System Upgrade/District-Wide**	11-11R	20,700.00		781.25	10,239.78	9,678.97
R200	Miscellaneous	12-00R	850.00		(0.00)	1,911.30	(1,061.30)
R202	Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R	18,400.00		0.00	14,846.00	3,554.00
R213	Asphalt Repairs/Kindergarten Playground/OHES/ROES	12-13R	78,000.00		1,710.00	36,959.06	39,330.94
R214	Carpet Replacement OHES	12-14R	9,200.00		0.00	8,000.00	1,200.00
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R	136,081.00		35,400.32		100,680.68
R304	Classroom Carpet Replacement OHES	13-04R	10,000.00		0.00	4,500.00	5,500.00
R307	Parking Lot Repairs OHES	13-07R			0.00	817.32	(817.32)
R313	Roof Replacement on Relocatable Classrooms OHES/MCMS	13-13R			411.60		(411.60)
R902	Roof Repair/OHES	09-02R	291,772.00			247,696.26	44,075.74
R903	Roof Repair (Metal)/OHES	09-03R	304,758.00		0.00	243,318.68	61,439.32
ROES	Red Oak Elementary School		1,960,089.00		3,934.25	1,020,779.61	935,375.14
DNUZ	Do Not Use	DNUZ			0.00		0.00
R001	Fire Alarm Replacement/District	10-01R	313,801.00		0.00	202,492.10	111,308.90
R004	Door Lock Replacement/District	10-04R	77,350.00		(0.00)	21,042.45	56,307.55
R007	HVAC Digital Control System/District	10-07R	76,050.00		0.00	56,046.77	20,003.23
R018	Window Replacement/ROES	10-18R	142,708.00		0.00	12,630.00	130,078.00
R020	Exterior Repairs and Painting/ROES	10-20R	133,575.00		0.00	125,579.68	7,995.32
R111	Irrigation System Upgrade/District-Wide**	11-11R	57,500.00		2,500.00	7,405.43	47,594.57
R115	Door Replacement/ROES	11-15R	105,495.00		0.00	12,818.66	92,676.34
R200	Miscellaneous	12-00R	225.00		0.00	225.00	0.00
R202	Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R	21,850.00		0.00	14,990.00	6,860.00
R204	Roof Drain Repairs ROES	12-04R	17,584.00		0.00	17,584.71	(0.71)
R213	Asphalt Repairs/Kindergarten Playground/OHES/ROES	12-13R	78,000.00		1,434.25	31,256.81	45,308.94
R217	Carpet Replacement ROES	12-17R	3,759.00		0.00	3,759.00	0.00
R218	Water Line Repairs - ROES	12-18R	2,762.00			2,762.00	0.00
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R	80,990.00				80,990.00
R224	Drinking Fountain Replacement/ROES	12-24R	29,712.00		0.00	9,420.00	20,292.00
R302	Backflow Device Replacement ROES	13-02R	3,000.00		0.00	4,344.00	(1,344.00)
R904	Roof Repair/ROES	09-04R	457,578.00		0.00	355,623.00	101,955.00
R911	Roof Repairs/ROES Pipes	09-11R	358,150.00			142,800.00	215,350.00

**Measure R Summary
All Projects by Site
Through February 28, 2013**

Row Labels	Description	Project Number	Budget	Revenues	Encumbrances	Expenditure	Account Balance
MCMS	Medea Creek Middle		2,195,092.00		68,582.54	1,612,120.37	514,389.09
R001	Fire Alarm Replacement/District	10-01R	587,523.00		39,527.62	397,610.27	150,385.11
R003	Science Lab Rehab/MCMS	10-03R	86,250.00		0.00	78,963.03	7,286.97
R004	Door Lock Replacement/District	10-04R	77,350.00		0.00	52,775.59	24,574.41
R006	Gym HVAC/MCMS	10-06R	235,625.00		(0.00)	446,074.42	(210,449.42)
R007	HVAC Digital Control System/District	10-07R	35,100.00		0.00	74,474.72	(39,374.72)
R102	Skylight Replacement/MCMS	11-02R	65,000.00		0.00	42,245.00	22,755.00
R110	Parking Lot Repair and Improvements/MCMS	11-10R	50,000.00		0.00	40,910.00	9,090.00
R111	Irrigation System Upgrade/District-Wide**	11-11R	35,650.00		1,875.00	13,375.36	20,399.64
R115	Door Replacement/ROES	11-15R	28,275.00		0.00	77,789.20	(49,514.20)
R116	Exterior Repairs and Painting/MCMS	11-16R	235,625.00		0.00	89,350.76	146,274.24
R200	Miscellaneous	12-00R	6,886.00		0.00	7,809.52	(923.52)
R202	Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R	7,360.00		0.00	10,923.00	(3,563.00)
R205	Boiler Repairs MCMS	12-05R	3,500.00		0.00	2,100.00	1,400.00
R211	Asphalt Repairs/Parking Lot/MCMS	12-11R	91,000.00		(0.00)	116,903.54	(25,903.54)
R212	Asphalt Repairs/Playground & Access Road/MCMS	12-12R	325,000.00		1,160.00	29,430.00	294,410.00
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R	134,298.00		15,608.32		118,689.68
R225	Roof Repair/Replacement/MCMS E Build	12-25R	117,000.00		(0.00)	72,514.96	44,485.04
R313	Roof Replacement on Relocatable Classrooms OHES/MCMS	13-13R			10,411.60		(10,411.60)
R901	Roof Repair/MCMS	09-01R	69,290.00			54,511.00	14,779.00
R910	Gym Duck Work/MCMS	09-10R	4,360.00			4,360.00	0.00

**Measure R Summary
All Projects by Site
Through February 28, 2013**

Row Labels	Description	Project Number	Budget	Revenues	Encumbrances	Expenditure	Account Balance
OPHS	Oak Park High School		9,814,301.00		559,404.99	7,055,300.79	2,199,595.22
DNUZ	Do Not Use	DNUZ			0.00		0.00
R000	Miscellaneous	10-00R	60,501.00		0.00	60,500.38	0.62
R001	Fire Alarm Replacement/District	10-01R	881,726.00		210,157.85	642,072.99	29,495.16
R002	Science Lab Rehab/OPHS	10-02R	0.00		0.00	0.00	0.00
R004	Door Lock Replacement/District	10-04R	160,225.00		(0.00)	67,719.25	92,505.75
R005	Gym HVAC/OPHS	10-05R	344,500.00		(0.00)	650,061.37	(305,561.37)
R007	HVAC Digital Control System/District	10-07R	113,100.00		322.22	75,382.07	37,395.71
R008	Relocatable Classroom Replacement/OPHS	10-08R	1,033,500.00		2,733.39	997,232.12	33,534.49
R009	Gym Boilers & Exhaust Fans/OPHS	10-09R	65,000.00		0.00	7,300.13	57,699.87
R010	HVAC Replacement/C Building/OPHS	10-10R	295,750.00		842.60	9,504.36	285,403.04
R012	Roof Replacement/OPHS Gym	10-12R	346,074.00		0.00	267,143.64	78,930.36
R014	Modernization/OPHS	10-14R	651,868.00		232,301.26	406,554.30	13,012.44
R100	Miscellaneous	11-00R	16,072.00		0.00	16,071.22	0.78
R101	Science Lab Rehab/Bld E/OPHS**	11-01R	2,062,063.00		0.00	1,303,024.03	759,038.97
R111	Irrigation System Upgrade/District-Wide**	11-11R	86,250.00		3,906.25	70,683.88	11,659.87
R112	Campus Wide ADA Site Upgrades/OPHS**	11-12R	455,000.00		16,525.00	17,439.73	421,035.27
R113	Science Lab Upgrade/Bld F/OPHS	11-13R	97,500.00		0.00	62,842.42	34,657.58
R118	Roof Replacement/Admin/OPHS	11-18R	147,967.00		0.00	124,035.12	23,931.88
R200	Miscellaneous	12-00R	17,132.00		0.00	18,162.30	(1,030.30)
R202	Relocatable Ramp Repairs/BES/OHES/ROES/MCMS/OPHS	12-02R	22,080.00		0.00	14,661.00	7,419.00
R203	Roof Replacement /Lockers/OPHS	12-03R	18,272.00		0.00	18,872.00	(600.00)
R208	Building E/Admin Modernization/OPHS	12-08R	466,632.00		50,641.93	542,803.75	(126,813.68)
R209	Wood Column Replacement/OPHS	12-09R	105,950.00				105,950.00
R210	Building M & N Restroom Modernization/OPHS	12-10R	466,393.00		7,940.89	208,371.51	250,080.60
R215	Concrete Walkway Repairs/OPHS	12-15R	120,900.00				120,900.00
R216	Carpet Replacement R1-R6 OPHS	12-16R	7,800.00		0.00	11,300.00	(3,500.00)
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R			19,019.09	0.00	(19,019.09)
R303	Building C Modernization OPHS	13-03R			6,316.43	12,286.65	(18,603.08)
R305	ADA Field Improvements OPHS	13-05R			0.00	823.20	(823.20)
R306	Exterior Lighting Replacement OPHS	13-06R			8,248.08		(8,248.08)
R905	Parking Lot/BES/OPHS	09-05R	1,550,366.00		(0.00)	1,258,939.06	291,426.94
R908	Tennis Court Repairs/OPHS	09-08R	70,200.00			46,600.00	23,600.00
R912	Science Lab Roof Repair/OPHS	09-12R	107,250.00			73,600.00	33,650.00
R913	Site Electrical Upgrades/OPHS	09-13R				13,630.00	(13,630.00)
RDSA	DSA Projects Closeout	RDSA	44,230.00		450.00	57,684.31	(13,904.31)
OVHS	Oak View High School		627,968.00		54,088.26	572,937.97	941.77
R001	Fire Alarm Replacement/District	10-01R	45,637.00		5,968.65	35,768.13	3,900.22
R004	Door Lock Replacement/District	10-04R	6,500.00		0.00	6,019.28	480.72
R007	HVAC Digital Control System/District	10-07R	9,750.00		0.00	7,957.06	1,792.94
R011	Irrigation System Upgrades/District	10-11R	0.00		0.00	0.00	0.00
R016	Parking Lot Repair & Replacement/OVHS	10-16R	290,581.00		0.00	264,924.93	25,656.07
R100	Miscellaneous	11-00R	7,300.00		0.00	7,300.00	0.00
R111	Irrigation System Upgrade/District-Wide**	11-11R	20,700.00		2,500.00	8,092.51	10,107.49
R114	Restroom Replacement and Upgrade/OVHS**	11-14R	247,000.00		20,311.21	242,376.06	(15,687.27)
R219	HVAC Replacement/BES/OHES/ROES/MCMS/OPHS/DO	12-19R			25,308.40		(25,308.40)
RDSA	DSA Projects Closeout	RDSA	500.00			500.00	0.00
Grand Total			\$ 23,844,410.00	\$ 412,324.33	\$ 979,889.54	\$ 17,259,989.87	\$ 6,016,854.92

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: MARCH 12, 2013
SUBJECT: VIII.2 MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on the District's actual and projected cash flow through February 28th of the 2012-13 fiscal year?

BACKGROUND: The State's funding appropriation schedule for school districts is always challenging, but never more so than now with more than 20% of current year cash being deferred to the subsequent fiscal year. As a consequence, this condition has created significant issues in the management of the District's cash flow. Given this critical period in school district finance, budget, and cash management, the Business Office has developed the attached cash flow report as an ongoing tool to assist the Administration and Board in analyzing and managing its cash and remaining cash-solvent. This report is updated monthly to reflect actual receipts and disbursements and to update projections based on the latest information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: MARCH 12, 2013

SUBJECT: VIII.3. MONTHLY ENROLLMENT AND ATTENDANCE REPORT
INFORMATION

ISSUE: Shall the Board receive and review a status report on District enrollment and attendance through Month 6 of the 2012-13 school year?

BACKGROUND: As student enrollment and attendance plays a key factor in 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 current enrollment and attendance information through the end of the most recent reporting period to assist in this review. This report will be updated and reported to the Board each month at its regular meetings, accompanied by staff analysis of the information.

The Business Office was still finalizing the monthly update as this agenda was going to press. The report will be delivered to the Board upon its completion and will be made available for public review at the same time.

RECOMMENDATION: None. Information only.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Debra A. Burgher, Principal. Brookside Elementary School

DATE: March 12, 2013

SUBJECT: Brookside Elementary School, Monthly Board Report

SCHOOL SITE COUNCIL:

School Site Council members met on March 5. The agenda included school safety and the need for volunteers during morning drop off. Brown Bag Lunches were discussed. There was a tour of the school garden and library.

GLOBAL SERVICE LEARNING – TULEENI ORPHANAGE:

Students attended an assembly on Feb. 28th to learn about the Tuleeni Orphanage near Kilimanjaro in Tanzania. Former Brookside Elementary student, Jackie Weiss, volunteered at an orphanage during college and fell in love with the kids at Tuleeni Children's Orphanage. She vowed to help them build a bigger orphanage for the 100+ kids. Her foundation is doing just that! Brookside Tigers will make donations to Tuleeni from March 1-8th.

HEALTH WARRIOR WEEK March 4-8:

Students fill out a Health Warrior form to be initialed by parents each day this week. Students are encouraged to give up sugar, soda and sport drinks and eat five fruits and vegetables a day in an effort to be healthier. For every day that is initialed a student receives a raffle ticket and a chance to win a prize.

FITNESS WARRIOR WEEK March 11-15:

Students fill out a Fitness Warrior form to track their commitment to being more active. Students are rewarded when they reduce "screen time" and increase physical activity. Brookside PE teachers and parent volunteers will lead extra activities at school. The week culminates with the school Jog-A-Thon on Friday, March 15 and the Great Race of Agoura on 3/23.

GARDEN HIGHLIGHTS

Students and staff added soil amendments and plants during February. After examining the size of the roots on new plants, it was decided that students would hand-water the garden daily until the plants show new growth and strength. Plants include: broccoli, brussel sprouts, kale, cabbage, romaine, peas, green beans, red onions, chives, strawberries and marigolds.

HIGHLIGHTS:

Mar 13 Kindergarten Parent Information Meeting, BES @ 6:30 pm
Mar 15 Jog-A-Thon starts at 8:45 am on the field
Mar 21 & 22 – Spring Play: Performances start at 6:30 pm in the MPR
Mar 26 Riley's Farm Trip – 5th Grade
Mar 27 Disaster Drill at 11:00 am

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified School District Board of Education

FROM: Erik Warren, Principal, Oak Hills Elementary School

DATE: March 12, 2013

SUBJECT: Monthly Board Report

The Oak Hills Student Council elected its officers for the second half of the school year. Thirty-eight students ran for President, Vice-President, Secretary, Treasurer, and Publicists. After hearing speeches and reviewing posters, the council cast their votes. Our congratulations go to:

James Gaspar President
Beck Schlatter Vice-President
Maddy Posner Secretary
Shane Desliets Treasurer

Brandon Desliets Publicist
Jackson Finch Publicist
Lauren Nicholson Publicist
Gavin Wallace Publicist
Danielle Witten-Rowand Publicist

All candidates who ran for officer positions, along with all students who ran for homeroom representative are welcome and encouraged to participate as a members-at-large.

Our fourth grade students are excited to complete the STAR Writing Test, after spending much of the year sharpening their writing skills. Our students look forward to this challenge with confidence that results from all their practice since the beginning of their elementary education.

This year Oak Hills will be a pilot school for the Smarter Balanced Assessment, based on the Common Core Standards. Our fifth graders will take the math assessment, which will include a computerized assessment and in-class performance task. We are looking forward to learning more about this assessment process and familiarizing our students with the format of the assessment they will likely be taking in the coming years.

Our students continue to work toward being a zero-waste campus. They are depositing all food waste in a special container, and recycling or re-using all food containers. The food waste is taken to an off-campus composting facility and later used to provide nutrients back to the soil. It is not a perfect system yet, but we are working hard and moving in the right direction.

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: Jon A. Duim, Principal, Red Oak Elementary School

DATE: March 12, 2013

SUBJECT: Monthly Board Report

Medea Creek Jazz Band Concert

On Thursday, February 9th, the Medea Creek Jazz Band came to play for our 4th and 5th grade students. The concert was at lunchtime from 12:45 to 1:30. The band played a variety of popular tunes many of which would be recognized from T.V. and movies. The students loved the music and were enthusiastic having these “big” kids on campus.

Jog-A-Thon

Our annual Jog-A-Thon occurred on Friday, February 22. This PFA-sponsored event promoted the value of exercise and raised money for our school. Students and teachers ran laps around the grassy playground area of the school and recorded the number of laps run on cards attached to their backs. Water, music and encouragement were provided by a large group of parent volunteers. Just before this event our student body posed for an aerial photograph in their green Jog-A-Thon t-shirts. This photograph will be included in our yearbook.

Night at the (Wax) Museum: A Walk Through American History

Our four third grade classes organized a simulated history museum featuring notable individuals from America’s past. Each costumed wax figure (student) came to life to explain to their audience the importance of their life and the role they played in American history. Because of the large number of students involved (108) our MPR, Library and Music Room were all used as museum rooms. This event occurred on Wednesday, February 20 from 6:00 to 7:00 p.m.

College Sweatshirt Day

College Sweatshirt Day was on Thursday, February 21. Staff members wore a sweatshirt and/or t-shirt from a college that they attended. The purpose was to demonstrate to our students that we as a staff value education, that we want them to aspire to attend a college (and be life-long learners), and that teachers and staff members are professionals who attended college themselves. Teachers talked to their classes about their college experiences, the value of the education that they received and how education can help students to achieve their goals in life.

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: MARCH 1,2 2013

SUBJECT: MONTHLY SCHOOL REPORT

District of Choice Enrollment March 1, 4, 5: Faculty Lounge at MCMS with Loretta Brown

“Someone Like Me” March 4th at 6:30 MCMS Gym: Kaiser Permanente Educational Theater presents pressing adolescent issues (bullying, health/wellness peer pressure with behavior, drugs, alcohol and sex) through an excellent series of skits. Our 8th grade students and their parents are invited to attend. We are grateful to the Kaiser Family Foundation for this free, outstanding event.

Volleyball: Medea v. Lindero March 5: 3:00 MCMS gym.

7th Grade Writing Test and Make-ups: March 5 and 6: Thanks to Dianne Large for organizing the State Writing Test, given to 7th graders in their Humanities Classes.

California Distinguished Schools Visitation March 7: MCMS’s day in the spotlight as a team of educators will validate our recent application, with the signature areas of *21st Century Technology* and *Authentic Learning*.

The Eco-Classroom Talk at the Thousand Oaks Civic Arts Plaza March 7th at 7:30: Our own Katie Cohen, MCMS science teacher and Debby West, OPUSD science specialist will share their observations culled from their work and trip to Costa Rica in the summer of 2012.

Tri-County GATE Honors March 8th: Vanessa Heller, 6th grade Humanities and science teacher will be honored during a luncheon for her fine work with students and colleagues in the area of gifted education.

5th Grade Parent Orientation Night March 18th 6:30-7:30: MCMS Faculty and Staff will highlight key aspects of the 6th grade and begin the important transition process for students and parents.

First Annual Pi Week at MCMS the Week of March 11th: A celebration through activities in class and beyond of the many wonders of math (Pi), March 14, and Albert Einstein’s birthday.

Elective Forms: 6th and 7th graders will be getting their Elective Choice Forms this month for the 2013-2014 school year.

Science Faire Projects March 19th-21st will on display in the gym before they go to the Ventura County Science Faire competition.

OPHS 9th grade Counselor at MCMS: March 21-22: The Transition process of learning about the 9th grade program and choosing classes begins for MCMS 8th graders. Thanks to Janet Svoboda.

Celebration of World Water Day at MCMS March 22nd

Emergency Preparedness Drill March 27: MCMS simulates and substantial earthquake and our campus response to it.

8th Grade Panorama Pictures taken March 28th in the morning

Update From February Fundraising Talent Show: The ASB Talent Show raised over \$700 for Hurricane Sandy relief through the American Red Cross.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education
FROM: Kevin Buchanan, Principal, Oak Park High School
DATE: March 12, 2013
SUBJECT: Monthly Board Report

OPEN HOUSE AND COURSE ADVISEMENT – March 14

On March 14, 2013, parents and students meet with teachers, counselors and administrators to help plan class selection for the 2013-2014 year. Materials will be distributed to all returning students prior to the meeting so that parents and students can review options for classes next year.

FRESHMEN COURSE ADVISEMENT - March 12

All incoming freshmen and parents meet with us at a separate advisement meeting on Tuesday, March 12. This meeting will provide more detail and orientation information for students new to Oak Park High School. Our 9th grade counselor will meet with all grade 8 students at Medea at the beginning of April.

LES MISERABLES - April 11 – 13, 2013

Directed by Allan Hunt and also featuring OPUSD elementary school students, this is a full musical production and will feature great costumes, sets, sound, and lighting. This production will be our first production under our new state-of-the-art LED lighting system and we are very fortunate to have expert help from Lighting Designer Gary Mintz of the Civic Arts Plaza. Tickets go on sale March 12. Heidi Cissel is directing the musical numbers. There is a cast of 80+ and the rehearsals are moving along smoothly.

NATIONAL MERIT FINALISTS

All six of our National Merit Semi finalists have been named National Merit Finalists. This is the second consecutive year that all of the semi-finalists have made it to become finalists. To become a Finalist, a Semifinalist must have an outstanding academic record throughout high school, be endorsed and recommended by the high school principal, and earn SAT scores that confirm the student's earlier performance on the qualifying test. The Semifinalist and a high school official must submit a detailed scholarship application, which includes the student's essay and information about the Semifinalist's participation and leadership in school and community activities. OPHS finalists are Annie Cheng, Hemaxi H. Desai, Michael W. Ebert, Rachel L. Hsiong, Avyay Panchapakesan, and Ellice W. Wang.

PRESIDENTIAL SCHORLASHIP AWARDEES

Annie Cheng and Michael Ebert have been invited to apply for the U.S. Presidential Scholarship. Application for the U.S. Presidential Scholars Program is ***by invitation only***. Students may not apply individually to the program or be nominated. The U.S. Presidential Scholars Program was established in 1964, by executive order of the President, to recognize and honor some of our Nation's most distinguished graduating high school seniors. Each year, up to 141 students are named as Presidential Scholars, one of the nation's highest honors for high school students.

MOCK TRIAL TEAM

Oak Park's Mock Trial team participated in competitions at the Ventura County Courthouse during the last week of February. Congratulations to Victor Anderson and Mock Trial Team and thank you to the students who represented OPHS at the awards ceremony at California Lutheran University. OPHS won two awards for 1st place

Witness, and 3rd place Artist. Rankings are determined by a fairly complicated system in priority of Win/Loss, Strength of Opponent, and Average Raw Score. Our team was 2-2 for Win/Loss, and ranked 16th out of 28 teams.

THE HOMER DICKERSON YOUTH ETHICS CONFERENCE

Each year the Thousand Oaks-Westlake Village Regional Chamber of Commerce joined the Westlake Village Rotary Club to sponsor the Homer Dickerson Youth Leadership and Ethics Forum; a program that helps high school students explore issues related to business ethnics and leadership qualities. Daniel Aynlender and Mary Straughan were selected as two of the nine finalists for the Homer Dickerson Youth Ethics Contest and will attend the conference held at the Ronald Reagan Presidential Library along with students Michael Ebert, Adam Fractor, Alex Kim and Heather Melendez.

BOYS BASKETBALL

OPHS boys' varsity basketball coached by teachers Aaron Shaw and Tim Chevalier had a terrific run in playoffs making it to the CIF semi-finals before falling to a very tall and talented Chaminade team. The OPHS gym was packed with over 1,300 boisterous fans evenly divided between schools.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified Board of Education

FROM: Lou Tabone, Principal, Oak View High School/Oak Park Independent School

DATE: March 12, 2013

SUBJECT: Monthly Board Report

Oak View High School

10th graders participated in the CAHSEE assessment on February 5-6, 2013.

We held a lockdown drill on February 8th, in coordination with the district office staff. It was very helpful towards improving our preparedness.

We selected our STAR Scholar student and we are looking forward to the Awards Dinner in April.

Students are completing essays to be submitted for the annual Rotary Club Essay Contest. We will attend the awards luncheon on March 20th.

We are planning for student participation in Big Sunday and the International Gala.

We will attend the California Continuation Education Association Spring Conference in April.

Clean Teen Students will be treated to an off campus luncheon.

Independent School

We are maintaining a fall enrollment list, as we have reached enrollment capacity for this year. We will invite all potential new families to attend a *New Family Orientation* later in the spring.

We are in the final preparation stage for the upcoming WASC visit on March 17-20, 2013.

We are pleased to announce that Zendaya Coleman, OPIS student, has been selected as a participant for ***Dancing with the Stars***. Zendaya is the youngest contestant selected.

Our next field trip is to the Skirball Museum of Tolerance on March 7, 2013.

Two OPIS performing artists presented an anti bullying discussion to a 3rd Grade classroom at Red Oak. All involved seemed to enjoy the event very much. Our students provided autographs at the conclusion of the event. The Red Oak students provided very cute and nice thank you cards to our students.

OPIS students also participated in the CAHSEE assessment, the Rotary Essay Contest, the STAR Scholar program; and will participate in the International Gala.

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

TO: Members of the Oak Park Unified School District Board of Education

FROM: Kim Gregorchuk, Director, Oak Park Neighborhood School

DATE: March 12, 2013

SUBJECT: Monthly Board Report

We are continuing our exploration of the animals and environment around us. We went on a walking field trip, February 15th, to the Oak Park Community Center duck pond, observing the abundant wildlife and counting the many different birds and ducks that we saw. This was the first day of the Great Backyard Bird Count (GBBC), so we had a birder's field guide and reported the number of each type of bird we counted to the GBBC website. The children enjoyed the excursion and seemed to be proud of their participation in the GBBC.

The Parent Advisory Board has been able to get a sketch for our playhouse and the teachers are making some modifications before we submit it to Julie Suarez for final approval. We are hoping to replace our large garden box with the playhouse.

Our parent and child together classes are growing. The toddler class started with two children and now has five. The parents are very pleased with the class and encouraging their friends to attend. We will also be hosting monthly nature hikes led by Alex Havasi of the Havasi Wilderness Foundation, www.havasiwf.org. Our first hike will be at Oak Park Community Center on March 9th at 8:00am. We will be collaborating with the Conejo Valley Neighborhood for Learning and hope to build enough participation to branch out into the Conejo Valley parks. Then, when we return from spring break, we will offer a parent and child Spanish class. Sophia Ramirez is teaching an afterschool enrichment class for the preschoolers and the parents have been asking if we could offer a parent/child class. Sophia is a very energetic, engaging teacher who speaks only Spanish in her class. She will offer a class for parents and children beginning April 9th.

We are planning to offer a summer program. It will be for six weeks, June 18 to July 26, Tuesday through Friday, 9:00am to 12:00pm.

As always, please feel free to visit at any time. I would love to show you our program at work.

Respectfully Submitted;

Anthony W. Knight, Ed.D.
Superintendent