

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #927

DATE: June 15, 2016

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

TIME: **4:30 p.m. Closed Session – G9**
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
Drew Hazelton, Vice President
Derek Ross, Clerk
Denise Helfstein, Member
Barbara Laifman, Member



Educating Compassionate and Creative Global Citizens

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Ragini Aggarwal, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Cliff Moore, Consultant
Enoch Kwok, Director, Educational Technology & Information Systems
Susan Roberts, Director, Pupil Services

COPY OF ENTIRE AGENDA ON WEB SITE

www.opusd.org

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE

6/10/2016

REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: raggarwal@opusd.org

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

The President of the Board shall inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the closed session agenda, regular session agenda, or on any issue within the subject matter jurisdiction of the Governing Board. The speaker cards are available in the Board Room and must be completed and handed to Ragini Aggarwal, Executive Assistant, prior to the beginning of the meeting. All comments for either agenda items or non-agenda items must be limited to three minutes or less.

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 Conifer Street, Oak Park, CA 91377

NEXT REGULAR MEETING

Tuesday, August 16, 2016

**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: <http://www.opusd.org/>

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #927

June 15, 2016

CALL TO ORDER – Followed by Public Comments/4:30 p.m.

CLOSED SESSION: 4:30 p.m.

OPEN SESSION: 6:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – 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 : Food Service Substitute, Grounds Maintenance Worker, Temporary ELL Instructional Assistants III, ESY Instructional Assistants III SpED, ESY Behavior Specialist, ESY Occupational Therapist, Wood Shop/Architecture Teacher, ESY Speech Language Teacher, ESY Over site Administrator, ESY Nurse, ESY Preschool Teachers, ESY Elementary Teachers, ESY Secondary Teacher, Substitute Teachers.

C. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

D. SUPERINTENDENT EVALUATION

E. CONFERENCE WITH LABOR NEGOTIATOR : Government Code Section 54957.6:

Agency designated representative: Allen Rosen

Unrepresented employee: Superintendent

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

A. ROLL CALL

B. FLAG SALUTE

C. REPORT OF CLOSED SESSION ACTIONS TAKEN

- June 1, 2016

- June 15, 2016

D. ADOPTION OF AGENDA

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

VI. OPEN COMMUNICATIONS/PRESENTATIONS

6/10/2016

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation to the Oak Park High School Rocket Team
2. Remarks from Board Members
3. Remarks from Superintendent

B. BUSINESS SESSION:

1. CONSENT AGENDA

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

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

- a. [Approve Minutes of Regular Board Meeting May 17, 2016 and Special Meeting June 1, 2016](#)

- b. [Public Employee/Employment Changes 01CL23086-01CL23117 & 01CE07819-01CE07882](#)

- c. [Approve Purchase Orders –May 1 - 31, 2016](#)

Board Policy 3300 requires Board approval of Purchase Orders

- d. [Approve Overnight Trip for Oak Park High School Advanced Peer Counseling Retreat – September 18-19, 2016](#)

Board Policy 6153 requires Board approval for student overnight trips

- e. [Approve Renewal Agreement for 2016-17 Crossing Guard Services](#)

Board Policy 3312 requires Board approval for contracts for services

- f. [Approve Resolution #16-12, Appropriation and Budgeted Transfers for Fiscal year 2016-2017](#)

Resolution authorizes transfers of budget appropriations and budgeted transfer to monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another

- g. [Approve Resolution #16-13, Temporary Loans Between District Funds for Fiscal Year 2016-2017](#)

Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenue

- h. [Approve Resolution #16-14, Year End Budget and Interfund Transfers for Fiscal Year 2015-2016](#)

Resolution authorizes Director of Accounting to make any and all necessary budget transfers as required permitting the payment of obligations incurred by the District for the fiscal year ending June 30, 2016

- i. [Approve Resolution #16-15, Authority to Improve Compensation for Certain Categories of Employees After July 1, 2016](#)

Ed Code 45032 requires Board approval of Resolution authorizing compensation for certain categories of employees after July 1, 2016

- j. [Approve Student Teaching Agreement with California State University – Channel Islands – July 1, 2016 – June 30, 2019](#)

Board Policy 3312 requires Board approval for contracts for services

- k. [Approve Facility Use By Religious Organization – Chabad of Oak Park](#)

Board approval required for facility use agreement

- l. [Approve California School Boards Association Membership Dues \(\\$7,532\) and Education Alliance Membership Dues \(\\$1883\) for 2016-2017](#)

Board approval required for membership dues

ACTION

2. BUSINESS

a. Approve Resolution 16-16, Ordering a School Bond Election and Establishing Specifications of the Election Order

Board approval required for Ordering a School Bond Election and Establishing Specifications of the Election Order

b. Approve 2016-2017 Employee Health Benefit Plans

Board Policy 3312 requires Board approval for contracts for services

c. Approve 2016-2017 Local Control Accountability Plan

Education Code 52062 requires annual Board approval of Local Control Accountability Plan

d. Approve and Adopt 2016-2017 Oak Park Unified School District Annual Operating Budget

Education Codes 42103 and 42127 require annual approval of school district budgets

e. Approve Measure C6 Bond Fund Equipment Purchase - Maintenance and Operations Vehicle

Board approval required to approve Equipment Purchase

f. Approve Measure C6 Bond Fund Equipment Purchase - Multi-Surface Floor Cleaning Equipment

Board approval required to approve Equipment Purchase

3. HUMAN RESOURCES

a. Approve Authorization to Re-establish the Administrative Position of Director Curriculum and Instruction

Board approval required for establishment of Administrative position

4. PUPIL SERVICES

a. Approve Contract for Non-Public Placement and Services for Special Education Student #010-15/16 - \$4,314.24

Board Policy 3312 requires Board approval for contracts for services

5. BOARD POLICIES

a. Approve Adoption of New Board Policy 3515.7 – Firearms on School Grounds — Second Reading

New Policy reflects New Law (SB 707, 2015) which eliminates the exception that had allowed persons with a Carry Concealed Weapon (CCW) license to possess a firearm on campus. The law now requires such persons to obtain written permission of the Superintendent or designee in order to possess a firearm and/or ammunition on school grounds. Policy contains options for the Board either to prohibit any person from possessing a firearm on campus, unless that person is specifically allowed such possession by law, or to authorize the Superintendent or designee to use his/her legal authority to permit persons with a CCW license to possess a firearm and/or ammunition on campus. For districts choosing to allow such permission to be granted on a case-by-case basis, the policy establishes optional criteria and conditions that must be met. Two new Exhibits provide (1) a sample form for persons to apply for permission to possess a firearm and/or ammunition on school grounds and (2) a sample agreement describing responsibilities and restrictions on such possession which should be signed by the Superintendent or designee and by the person granted permission.

b. Approve Amendment to Board Policy and Administrative Regulation 6142.7 – Physical Education and Activity – First Reading

Policy updated to add information regarding required qualifications of physical education teachers. Policy also incorporates material formerly in AR regarding the minimum school day for high school students who are granted two-year or permanent exemptions from physical education courses, and adds the amount of instructional time in physical education

that must be provided to students who are excused from physical education courses in order to participate in driver training. Administrative Regulation updated to reflect/clarify instructional time requirements, describe recent lawsuits alleging districts' noncompliance with these requirements, provide optional methods for documenting the number of instructional minutes provided, and reflect related CSBA Legal Alert. Regulation also reflects NEW LAW (AB 1391, 2015) which authorizes the use of uniform complaint procedures for any complaint that an elementary school has not complied with the instructional minute requirement.

c. Approve Amendment to Board Policy 6152 – Class Assignments – First Reading

Policy updated to reflect NEW LAW (AB 1012, 2015) which prohibits, unless certain conditions are satisfied, the assignment of a student in grades 9-12 to (1) any course period "without educational content" for more than one week in any semester or (2) any course that he/she previously completed with a grade determined by the district to satisfy minimum requirements for high school graduation and admission to California postsecondary institutions. Policy also calls for the use of multiple objective academic measures when assigning students to appropriate courses and classes, consistent with NEW LAW (SB 359, 2015) mandating policy on placement in mathematic courses.

d. Approve Amendment to Board Policy 6164.2 – Guidance/Counseling Services – First Reading

Policy updated to reflect NEW LAW (SB 451, 2015) which expresses legislative intent regarding the responsibilities of school counselors, specifies required and optional components to be included in a comprehensive counseling program if the district chooses to offer such a program, and requires that certain strategies be included in professional development related to career and vocational counseling. Policy also clarifies options regarding access to students by college and employment recruiters, including military recruiters.

e. Approve Amendment to Board Policy 5146 – Married/Pregnant/Parenting Students – First Reading

Policy updated to reflect state requirement that any education program or activity offered separately to pregnant students be "equal" to that offered to other district students, a standard that is more stringent than the federal standard for "comparable" programs. Policy also reflects NEW LAW (AB 302, 2015) requiring schools to offer reasonable accommodations, as specified, to any lactating student on the campus and providing that any complaint regarding noncompliance with these provisions may be addressed through the district's uniform complaint procedures.

f. Approve Amendment to Administrative Regulation 3514.2 – Integrated Pest Management – First Reading

New Administrative Regulations are being suggested after consultation with Poison Free Malibu and The National Park Service related to the use of pesticides, rodenticides, and herbicides on school district property. In addition, the Administrative Regulation updated to reflect NEW LAW (SB 1405, 2014) which (1) requires certain persons to complete a Department of Pesticide Regulation (DPR) approved training course beginning July 1, 2016; (2) requires posting of the integrated pest management (IPM) plan on the school or district website or distribution of the plan with the annual parental notification whenever a non-exempted pesticide will be used; (3) expands the content of the annual notification to include the Internet address where the school's IPM plan is posted, if applicable, and the opportunity to view the IPM plan in the school office; and (4) requires reporting to the DPR whenever the pesticide use is not otherwise reported by the pest control operator to county officials.

VII. INFORMATION ITEMS

1. [Monthly Cash Flow Report](#)

VIII. OPEN DISCUSSION

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. [Red Oak Elementary School Report](#)
3. [Medea Creek Middle School Report](#)
4. [Oak Park High School Report](#)
5. [Oak View High School/Oak Park Independent School](#)
6. [Oak Park Neighborhood School](#)

**MINUTES OF REGULAR BOARD MEETING
BOARD OF EDUCATION**

5-17-16

#925

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 5:02 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 5:03 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 6:03 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

None

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Mr. Cliff Moore, Consultant, and Ms. Ragini Aggarwal, Executive Assistant

FLAG SALUTE

Stewart McGugan led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Dr. Knight reported that in closed session the Board took no action.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education adopted the agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, Weisberg. No - 0.

PUBLIC SPEAKERS

Jennifer Esmay, Freshman at Oak Park High School. Request to the Board to be allowed to take a chemistry class for summer school at a High School in Conejo Valley Unified School District.

PRESENTATIONS

The Board presented a certificate of recognition to Mr. Erik Amerikaner for his contribution to building innovative pathways for Oak Park students as part of the Ventura County Innovates Grant.

The Board awarded the Marie Panec Educating Compassionate and Creative Global Citizens Award to graduating seniors from Oak Park High School: Roshni Dugar, Amanda Reilly, Sophie Sigel, Caitlin Takeda, Jake Whealen and to Alexandra Kukoff from Oak Park Independent School.

The Board recognized Lynn Moderhak, Neva Fast, Toni Paulson, Ken Paulson, and Patrick Quinn on their retirement from Oak Park Unified School District.

REPORT FROM BOARD MEMBERS

Board Member Derek Ross reported that he attended the Safe Kids Task Force, Community Outreach Committee Meeting, the VC Innovates Pathfinder awards and the Oak Park Band Concert.

Board Member Drew Hazelton reported that he attended the Big Sunday Day of Service, Bond presentation session, Junior Achievement, and Open House at Brookside. Drew also attended the Girls Lacrosse CIF games.

Board Member Denise Helfstein reported that she attended Earthweek, Walk to School Wednesday, Big Sunday, and saw the First Grade trash sculptors at Brookside. Denise also attended the Open Houses at Red Oak, Brookside and Medea Creek, the Bond Q&A session, the LCAP meeting, the collaborative furniture display at the District and also participated in the community dog walk.

Board Member Barbara Laifman reported that she attended the Jazz Band Concerts at the Middle and High School, High School Spring Chorus Concert, OPIS information night, Big Sunday, Community Outreach and Wellness Council meetings. She also read a book at Red Oak Elementary School called the Bee Tree.

Board Member Allen Rosen reported that he attended the Bond presentations, the Spring concert at OPHS and, Brookside Open House. Allen had a discussion with Cliff Moore on the District of Choice.

Student Board Member Josh Weisberg thanked the board for a great year. Josh reported that the OPHS ASB has one last fundraiser which is a Powder Puff football game between the junior class girls and the senior class girls. The senior class has finals this week and then next week they have senior events. Sunday is the ASB banquet.

Superintendent Tony Knight congratulated and recognized Josh Weisberg for doing a great job as the student board member for 2015-16. Dr. Knight attended Open House at various schools, and also attended the Band and Chorus concert at Oak Park High. He went on a trip to Sacramento with three students from the SPAE club to lobby for dogs. Dr. Knight also went to Virginia with the OPHS Rocket Team to attend the Team America Rocketry Challenge. The Rocket team finished 30th out of 100 schools. He will be attending the Gold Ribbon Schools event for all three elementary schools next week. Assistant Superintendent Martin Klauss and Dr. Knight have been doing Bond presentations at all the schools. The Letter on the proposed bond is finalized and will be going out to all homes shortly. Dr. Knight remarked that the Bonds and Needs websites were almost complete. Next week all the schools will be having Culminations/Graduations.

Report from School Site Councils

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

C.1. CONSENT AGENDA

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

- a. Approve Minutes of Regular Board Meeting April 19, 2016
- b. Public Employee/Employment Changes CL23048-CL23085 & 01CE07776-01CE07818
- c. Approve Purchase Orders – April 1 - 30, 2016
- d. Approve Overnight Trip for Oak Park High School Boys Basketball Team June 10-12, 2016
- e. Approve Overnight Trip for Student President of Oak Park High School's Future Business Leaders of America for a Leadership Summit - June 24-25, 2016
- f. Approve Overnight Trip for Oak Park High School Cross Country Team July 24-29, 2016
- g. Approve Overnight Trip for Oak Park High School ASB Retreat August 6-7, 2016
- h. Approve Overnight Trip for Oak Park High School OPHS Choir to Carnegie Hall March 24-31, 2017
- i. Approve Designation of the 2016-17 District/School Representatives to California Interscholastic Federation Leagues
- j. Accept 2015-2016 Second Period Attendance Report

ACTION

2. BUSINESS SERVICES

- a. [Approve acceptance of Oak Park Citizens' Oversight Committee Annual Reports for Measure C, C6 and R](#)

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education heard and accepted the Oak Park Citizens' Oversight Committee Annual Reports for Measure C, C6 and R. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.

- b. [Approve District of Choice Reporting Requirements](#)

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved District of Choice Reporting Requirements. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- c. [Discussion on Governor's 2016-2017 Budget Proposal – May Revision](#)

The Board discussed the latest information on the Governor's 2016 Budget Proposal.

- d. [Board Reviewed the Draft of 2016-17 Oak Park Unified School District Local Control and Accountability Plan](#)

The Board reviewed the draft of the 2016-17 Oak Park Unified District Local Control and Accountability Plan

- e. [Approve the District's Three-Year Educator Effectiveness Spending Plan](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the District's Three-Year Educator Effectiveness Spending Plan. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- f. [Approve Measure C6 Bond Fund Equipment Purchase – District-Wide Emergency Radio System Upgrades](#)

On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education approved Measure C6 Bond Fund Equipment Purchase – District-Wide Emergency Radio System Upgrades. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- g. [Approve Amendment to Architect Services Agreement for Shade Sail Project \(Phase 2\)](#)

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved to table the Amendment to Architect Services Agreement for Shade Sail Project (Phase 2). Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

h. **Approve Amendment to Landscape Architect Services Agreement for Outdoor Classrooms at Brookside Elementary School and Oak Park Neighborhood School**

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved Amendment to Landscape Architect Services Agreement for Outdoor Classrooms at Brookside Elementary School and Oak Park Neighborhood School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

i. **Approve Donations**

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved acceptance of Donations to the district. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

3. **CURRICULUM**

a. **Approve Proposal for Girls Sand Volleyball Program and Related Facilities**

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved to table the proposal for Girls Sand Volleyball Program and Related Facilities. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

b. **Approval of Additional Ventura County Innovates Courses for Oak View High School in Health Science Emergency Medicine; Child Development; and Sound Engineering.**

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the additional Ventura County Innovates Courses in Health Science Emergency Medicine; Child Development; and Sounds Engineering for Oak View High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

c. **Approval of Additional Textbook for Oak Park High School to its program for English III/AP-Language and Composition**

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the additional Textbooks for Oak Park High School English III/AP- Language and Composition class. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

3. **HUMAN RESOURCES**

a. **Approve the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Teachers Association**

Allen Rosen, opened the public hearing at 9:04 pm. No public comments. Public hearing closed at 9:04 pm

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved a list of articles to sunshine the District's initial proposal for Collective Bargaining Negotiations with Oak Park Teachers Association. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

b. **Approve the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Classified Association**

Allen Rosen, opened the public hearing at 9:05 pm. No public comments. Public hearing closed at 9:05 pm

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved a list of articles to sunshine the District's initial proposal for the Collective

Bargaining Negotiations with Oak Park Classified Association. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

4. BOARD

a. Approve Resolution #16-11 Ordering a Regular Governing Board Member Election, Ordering Consolidation with other Elections and Constituting “Specification of the Election Order” to be held on November 8, 2016

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved Resolution #16-11 Ordering a Regular Governing Board Member Election, Ordering Consolidation with other Elections and Constituting “Specification of the Election Order” to be held on November 8, 2016. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

b. Approve 2016-2017 School Handbooks/Discipline Plans

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the School Handbooks/Discipline Plans with suggested changes. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

5. BOARD POLICIES

a. Review and Approve Amendment to Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures - First Reading

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

b. Review and Approve Amendment to Board Policy and Administrative Regulation 3553 Free and Reduced Price Meals – First Reading

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the amendment to Board Policy and Administrative Regulation 3553 Free and Reduced Price Meals as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

c. Review and Approve Amendment to Board Policy and Administrative Regulation 3515.2 – Disruptions First Reading

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the amendment to Board Policy and Administrative Regulation 3512.2 Disruptions as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

d. Adopt and Approve New Board Policy 3515.7 – Firearms on School Grounds Instruction – First Reading

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved to bring the Policy 3515.7 Firearms on Schools Grounds Instruction back for a second reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

e. Approve Amendment to Board Policy 6146.1 – High School Graduation Requirements - Second Reading

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the Board Policy 6146.1 High School Graduation Requirement as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No: 0.

V. OPEN DISCUSSION

There being no further business before this Board, the Regular meeting is declared adjourned at 10:03 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 4:35 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 4:35 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 6:30 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

None

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, and Mrs. Ragini Aggarwal, Executive Assistant

FLAG SALUTE

Russ Peters led the Pledge of Allegiance to the Flag

REPORT ON CLOSED SESSION

Allen Rosen reported that in closed session the Board took no action.

PUBLIC SPEAKERS

None

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education adopted the agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No - 0.

OPEN SESSION

1. Study Session Regarding Potential General Obligation Bond Ballot Measure (Discussion)

Board heard a presentation on the Bond Outreach and the proposed Bond Resolution from Tom Clifford from Clifford Moss and Associates, Tim Carty from Piper Jaffary and Co., and David Casnocha from Stradling Yocca Carlson & Rauth.

2. Public Hearing and Board Study Session: 2016-2017 Oak Park Unified School District Local Control and Accountability Plan (LCAP)

Allen Rosen opened the public hearing at 8:30 pm. No public comments. Public hearing closed at 8:30 pm. The board conducted a study session on LCAP

3. Public Hearing and Board Study Session: 2016-2017 Oak Park Unified School District Annual Budget

Allen Rosen opened the public hearing at 8:34 pm. No public comments. Public hearing closed at 8:35 pm. The board conducted a study session on the 2016-17 Budget

4. Approve Measure C6 Bond Fund Equipment Purchase – Chromebook Carts to Support Language Arts Curriculum at Oak Park High School and Medea Creek Middle School (Action)

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the Equipment purchase of chromebook carts to support Language Arts curriculum at Oak Park High School and Medea Creek Middle School.

Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

5. Review and Approve Amendment to Board Policy 6163.4 – Student Use Of Technology – First Reading

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the amendment to board policy 6163.4 Student Use of Technology as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

The Board adjourned to Closed Session at 9:46 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: JUNE 15, 2016
SUBJECT: B.1.c. APPROVE PURCHASE ORDERS ISSUED MAY 1-31, 2016

CONSENT

ISSUE: Shall the Board approve the attached purchase orders issued for the period May 1-31, 2016?

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep	_____	_____	_____	_____

Includes Purchase Orders dated 05/01/2016 - 05/31/2016

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B16-00018	Office Depot Customer Service Center	Open PO for office supplies	Medea Creek Middle School	010	14,500.00
B16-00026	Town & Country Printing	Open PO for printing	Medea Creek Middle School	010	3,120.00
B16-00037	Frontline Technologies Group, LLC	AESOP - Guest Teacher	Human Resources	010	8,256.50
B16-00247	RICHARDS TIRE MAN	2014-2015 Vehicle Maintenance/Repair-Tires	Business Administration	010	1,150.00
B16-00283	Tri-Valley Supply	DISC: Repair Equipment	Medea Creek Middle School	010	250.00
B16-00284	SMITH PIPE & SUPPLY	ProMax Remote Control Sprinkler Control	Business Administration	010	1,161.00
B16-00285	Tri-Valley Supply	Open PO for Custodial Equipment Repair	Business Administration	010	500.00
B16-00286	School Speciality	Summer School Art Supplies OPHS	Summer School	010	1,000.00
B16-00287	Precision Data Products	Scantrons, etc/mat & supp - Summer School	Summer School	010	300.00
B16-00288	Graphaids	Summer School Art Supplies OPHS	Summer School	010	1,000.00
B16-00289	Office Depot Customer Service Center	OPHS & MCMS Supplies Summer School	Summer School	010	250.00
B16-00290	Southwest School Supply	Summer School Supplies & Janitorial MCMS & OPHS	Summer School	010	1,000.00
B16-00291	Pacificom	District wide wiring clean up.	Business Administration	010	4,200.00
B16-00292	United Rentals	2015-16 PO for Equipment Training	Business Administration	010	3,200.00
B16-00293	SMITH PIPE & SUPPLY	Greenlee PE2003 Fault Locator/Pulser	Business Administration	010	1,440.51
B17-00001	Office Depot Customer Service Center	Personnel/Curriculumn Supplies 2016-2017	Human Resources	010	1,612.50
B17-00002	Department Of Justice Bur. of Criminal Investigation	2016-2017 Fingerprinting Services	Human Resources	010	7,500.00
B17-00003	Bader Iqbal M.D. dba Agoura Family Practice	2016-2017 TB Tests	Human Resources	010	5,300.00
B17-00004	ACCU-PRINTS	Fingerprinting Services 2016-2017	Human Resources	010	1,500.00
B17-00005	Acorn Press	Ads for 2016-2017	Human Resources	010	5,375.00
B17-00006	Perma-Bound	PFC: A/R Program & Book Order 2016-17	Medea Creek Middle School	010	2,000.00
B17-00007	Compuwave Inc.	Open PO for computer/printer supplies	Medea Creek Middle School	010	3,500.00
B17-00008	Conejo Awards	Open PO for Engraving, Placques & Signs	Medea Creek Middle School	010	150.00
B17-00009	Demco	Open PO for Library and School Supplies	Medea Creek Middle School	010	825.00
B17-00010	Document Systems	Open PO for supplies for all Ricoh Copiers	Medea Creek Middle School	010	1,800.00
B17-00011	Graphaids	PFA: Art Supplies	Medea Creek Middle School	010	400.00
B17-00012	Jones School Supply Co. Inc.	Open PO for Quarterly Awards	Medea Creek Middle School	010	300.00
B17-00013	J.W. Pepper & Son Inc.	PFA: Band and Chorus Music	Medea Creek Middle School	010	1,500.00

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

ESCAPE ONLINE

Page 1

Includes Purchase Orders dated 05/01/2016 - 05/31/2016

PO Number	Vendor Name	Description	Location	Fund	Account Amount
B17-00014	Agoura Lock Technologies, Inc.	Open PO for locks & keys for site	Medea Creek Middle School	010	200.00
B17-00015	Formal Fashions, Inc	DON: Dresses/Tux Pkg for Choir	Medea Creek Middle School	010	2,500.00
B17-00016	Apperson Print Management	Open PO for Scantrons	Medea Creek Middle School	010	2,000.00
B17-00017	Document Systems	Staples, Color Copies and Maintenance for RICOH	Oak Hills Elementary School	010	1,500.00
B17-00018	Witt Company	Maintenance and Supplies for RISO	Oak Hills Elementary School	010	1,200.00
B17-00019	Southwest School Supply	School Supplies for 2016-2017 School Year	Oak Hills Elementary School	010	6,500.00
B17-00020	Office Depot Customer Service Center	School Supplies for 2016-2017 School Year	Oak Hills Elementary School	010	500.00
B17-00021	Pitney Bowes Lease Global	Open PO for postage machine lease	Medea Creek Middle School	010	2,000.00
B17-00022	Robert Selman	PFA: Open PO for radio-related expenses	Medea Creek Middle School	010	125.00
B17-00023	Ward's Natural Science	Open PO for consumable Science supplies	Medea Creek Middle School	010	3,000.00
B17-00024	Jaime Alvarez JJER Fitness	PFA: Spin Bike Service	Medea Creek Middle School	010	1,520.00
B17-00025	Do-It Center	DISC: Custodial /maintenance supplies	Medea Creek Middle School	010	200.00
B17-00026	Home Depot	Open PO-misc hardware, mainten.supp. needs	Medea Creek Middle School	010	500.00
B17-00027	NICK RAIL MUSIC	PFA: Open PO for Instrument Repairs	Medea Creek Middle School	010	3,000.00
B17-00028	Brian Hoover	Maintenance and Supplies for Fish Tank	Oak Hills Elementary School	010	1,200.00
B17-00029	Southwest School Supply	Custodial Supplies for 2016-2017 School Year	Oak Hills Elementary School	010	5,375.00
B17-00030	AT & T MCI	Blanket P.O. for ATT Landlines 2016-2017	Oak Hills Elementary School	010	750.00
B17-00031	Do-It Center	Custodial Supplies for 2016-2017 School Year	Oak Hills Elementary School	010	400.00
B17-00032	Regency Enterprises, Inc	Light Bulbs for 2016-2017 School Year	Oak Hills Elementary School	010	250.00
B17-00033	WELLS FARGO PAYMENT REMITTANCE CENTER	Human Resource Dept. Supplies 2016-17	Human Resources	010	4,000.00
B17-00034	VCOE	Blanket order for VCOE trainings 2016-2017	Human Resources	010	8,000.00
B17-00035	VCOE	VCOE - BTSA program	Human Resources	010	11,000.00
B17-00036	Advanced Syntec Inc.	16/17 Turf Maintenance at OPHS	Business Administration	010	7,200.00
DIR16-00010	Precision Plumbing	Install New Pressure Regulating Valve at OPHS	Business Administration	010	14,921.00
P14-00544	Irwin Telescopic Seating Compa	Proj14-30R Install Bleacher System OPHS	Business Administration	010	72,747.00
P16-00658	NWN Corporation	VCI Servers OPHS Pathways A,C & D	Oak Park High School	010	11,933.58

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 Purchase Orders dated 05/01/2016 - 05/31/2016

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00675	Pro-Ed	SpEd - Speech protocols orders for 2016-17	District-wide	010	51.65
P16-00681	Cengage Learning	OPHS Textbooks AP US History	Curriculum	010	37,958.25
P16-00727	Thousand Oaks Electric	Underground Electrical for MCMS Amphitheater	Business Administration	010	5,285.00
P16-00728	Textbook Warehouse Inc.	OVHS add'l order Science Textbooks 2015-2016	Curriculum	010	564.38
P16-00729	Los Angeles Zoo	Parent funded field trip	Red Oak Elementary School	010	526.00
P16-00730	EyeTech Low Vision Solutions	SpEd special equipment - low incidence	District-wide	010	796.22
P16-00731	Southwinds Transportation	Donation	Brookside School	010	781.20
P16-00732	VENTURA COUNTY STAR	Proj 16-04C Legal Ads for Bids Wireless Network	Business Administration	212	544.84
P16-00733	Fast Bridge Learning	FastBridge Learning MCMS 2015-16	Business Administration	010	1,200.00
P16-00734	Commercial Van Interiors, LLC	Transit Van Etrack & Spare Tire Mount	Business Administration	010	1,286.42
P16-00735	Welsh Structures, Inc.	Engineering Svs/Post Certification OPHS Bleachers	Business Administration	213	4,050.00
P16-00736	Training Room, Inc.	Ath Trainer/Athletics/mat & supp	Oak Park High School	010	601.01
P16-00737	SOS Survival Products	Athletic Trainer/Athletics/mat & supp	Oak Park High School	010	413.89
P16-00738	Henry K. Shimojo Logos Education Systems	Science "Notebook" Training (NGSS)	Curriculum	010	5,000.00
P16-00739	Membean Inc.	OPHS Membean	Curriculum	010	6,350.00
P16-00740	TUMBLEWEED EDUCATIONAL ENTERPRISES INC	Parent funded field trip--1st Underwood	Red Oak Elementary School	010	1,167.00
P16-00741	Special Ed/Parent Mileage Reim 2015-16	Residential Student - Parent Travel Reimbursement	District-wide	010	425.96
P16-00742	NV5 West, Inc.	Proj RDSA-DSA Closeout-Testing Bleachers OPHS	Business Administration	213	3,993.00
P16-00743	Flinn Scientific, Inc	Chemistry Materials	Oak View High School	010	62.22
P16-00744	Conejo Rec & Parks District	Parent funded school event--4th gr.	Red Oak Elementary School	010	93.00
P16-00745	VCOE	purchase of cum folders and health jackets	Brookside School	010	172.00
P16-00746	Nilfisk, Inc.	Proj 16-05C OPHS Extractor / Scrubber	Business Administration	212	11,262.19
P16-00747	Welsh Structures, Inc.	Pro 14-30F Engineering Svs/AOR for OPHS Bleachers	Business Administration	010	1,125.00
P16-00748	College Board Publications	SAT Rpt/mat & supp/LOTT	Oak Park High School	010	275.00
P16-00749	Team Play Events	Donation - 5th grade Keystone	Brookside School	010	6,518.04
P16-00750	Brodart Co.	Barcodes/Textbooks/Lib	Oak Park High School	010	151.82
P16-00751	JC Plumbing & Things	2015/16 Plumbing Supplies	Business Administration	010	300.00
P16-00752	Southwinds Transportation	Donation -- 2nd grade bus	Brookside School	010	941.20

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 Purchase Orders dated 05/01/2016 - 05/31/2016

PO Number	Vendor Name	Description	Location	Fund	Account Amount
P16-00753	The Paper Mill Store.com CTI Paper Group, Inc.	DON: Paper Culmination Certificates	Medea Creek Middle School	010	171.14
P16-00754	Ventura County Graphic Service	CA School Accounting Manuals	Business Administration	010	71.49
P16-00755	Cutcrete Sawing	Stripe Crissatch Area at OPHS Field House.	Business Administration	010	300.00
P16-00756	Custom Modular Services Corp	Proj 14-08F Field House Foundation Modifications	Business Administration	010	3,050.00
P16-00757	Pacificom	Outside Speaker Install at BES	Business Administration	010	3,200.42
P16-00758	Fresno County Office of Ed	Debbie Hammill The State of Creativity	Curriculum	010	250.00
P16-00759	Taft Electric Company	Proj 14-08F Additional Ground Rod Test Field House	Business Administration	010	369.00
P16-00760	Southwinds Transportation	Donation Gate Field Trip	Brookside School	010	900.60
P16-00761	Signature Signs	Custom Signs for OPHS per Site Request	Business Administration	010	3,036.38
P16-00762	Tournesol Siteworks	Pro 15-14F Facility Improvements at OPHS	Business Administration	010	7,358.50
P16-00763	Uc Regents	UCLA Peers School-Based Training	Business Administration	010	6,600.00
P17-00001	Scholastic, Inc. c/o Scholastic Teacher Store	MCMS Ulysses Paperback 2016-2017	Curriculum	010	471.38
P17-00002	Vista Higher Learning	OPHS Textbooks additional Spanish	Curriculum	010	4,237.00
P17-00003	Product Architects, Inc	DON: Camp Medea Water Bottles	Medea Creek Middle School	010	2,418.75
P17-00004	Special Buys Inc. DBA Bargain Balloons	DON: Camp Medea Supplies	Medea Creek Middle School	010	61.28
P17-00006	Follett School Solutions, Inc.	DON: Barcodes for library books	Medea Creek Middle School	010	79.22
P17-00007	California School Boards Assn	GAMUT Online 2016-17	Board of Education	010	2,435.00
P17-00008	California School Boards Assn	CSBA Membership Dues 16-17 Education Alliance	Board of Education	010	9,415.00
T16-00019	Mendtronix, Inc.	Blanket Purchase Order for SMARTboard Repair	Technology Coordinator	010	5,623.00
T16-00060	NSX Tech DBA Anywhere Cart	Mobile Computer Cart (AnywhereCart)	Technology Coordinator	212	1,310.18
T16-00061	Jam Tweet & Rhyme, Inc.	Typing Boot Camp for Stephanie Sandler ROES	Human Resources	010	1,350.00
T16-00062	Digital Synergy Consulting	Proj. 16-04C WiFi Expansion - Ruckus WAPs	Technology Coordinator	212	83,137.50
T16-00063	NSX Tech DBA Anywhere Cart	Carts for charging/storing Chromebooks qty20	Technology Coordinator	212	24,703.50
T17-00001	Certiport	VC1C - Site Licences - GMetrix & MOS	Oak Park High School	010	5,500.00
T17-00002	Edhesive	VC1C - AP Computer Science On-Line Instruction	Oak Park High School	010	4,200.00
T17-00003	All Connected Inc	Proj. 16-03C Network Switch Refresh - hardware	Technology Coordinator	212	348,339.72

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 Purchase Orders dated 05/01/2016 - 05/31/2016

PO Number	Vendor Name	Description	Location	Fund	Account Amount
TB16-00004	Monoprice	Blanket PO Equipment & Supplies <\$500	Technology Coordinator	010	5,000.00
TB16-00011	Repair Center LLC DBA Tech Def enders	Blanket P.O. for iPad Repairs	Technology Coordinator	010	1,500.00
TB17-00001	Compuwave Inc.	HR printer supplies 2016-2017	Human Resources	010	1,612.50
TB17-00002	Compuwave Inc.	HR printer supplies 2016-2017	Human Resources	010	1,612.50
Total Number of POs			112	Total	855,821.44

Fund Recap

Fund	Description	PO Count	Amount
010	General Fund	57	251,755.38
212	Measure C6 Technology Bond Fun	5	120,958.21
213	Measure R FACILITIES Bond Fund	2	8,043.00
Total Fiscal Year 2016			380,756.59
010	General Fund	47	126,725.13
212	Measure C6 Technology Bond Fun	1	348,339.72
Total Fiscal Year 2017			475,064.85
Total			855,821.44

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: June 15, 2016
SUBJECT: B.1d. APPROVE REQUEST FOR OVERNIGHT TRIP FOR OAK PARK HIGH SCHOOL ADVANCE PEER COUNSELING RETREAT – Sept. 18-19, 2016

CONSENT

ISSUE: Shall the Board approve an overnight trip for the Oak Park High School Advanced Peer Counselors?

BACKGROUND: Principal, Kevin Buchanan, requests approval for this retreat scheduled for Sept. 18-19, 2016 at the Shalom Institute in Malibu, CA. Approximately 40 male/female students, 2 OPHS Peer Counselor advisors and 2 alumni Peer Counselors (1 male/ 1 female) will chaperone and will travel by district approved drivers in private vehicles. They will depart the morning of Sunday, Sept. 18th and return the evening of Sept. 19th. They will stay in cabins at the Shalom Institute. Each student will pay approximately \$160 to cover the cost of meals, transportation and housing. 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.

Respectfully submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
**SUBJECT: B.1.e. APPROVE RENEWAL AGREEMENT FOR 2016-17 CROSSING
GUARD SERVICES**

CONSENT

ISSUE: Shall the Board approve an amendment to the agreement with All City Management Services, Inc. for crossing guard services for the 2016-17 school year?

BACKGROUND: All City Management, Inc. has provided crossing guard services for Oak Park Schools since October 1993. The District pays All City for these services, and the Oak Park Municipal Advisory Council (MAC), through the County of Ventura, reimburses the District for the expense. All City has proposed an amendment to extend its current contract with Oak Park schools for the 2016-17 school year, for an estimated annual cost of \$104,733. A copy of the amendment is attached for the Board's review. The District is satisfied with the service, and staff is recommending approval of the proposed amendment to the agreement.

ALTERNATIVES:

1. Approve the proposed amendment with All City Management Services, Inc. for crossing guard services for the 2016-17 school year.
2. Do not approve the amendment.

RECOMMENDATION: Alternative No. 1.

FISCAL IMPACT: None – The District is reimbursed by the County of Ventura for the expense of the crossing guard services.

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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



ALL CITY MANAGEMENT SERVICES

March 3, 2016

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

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement for Crossing Guard services with the Oak Park Unified School District for the 2016-2017 fiscal year.

As you may know the California Assembly passed and the Governor approved Bill AB No.1522 which enacts the Healthy Workplaces, Healthy Families Act of 2014. This Bill mandates among other things that all part-time employees are now entitled to be paid or accrue sick-time time. Per this mandate effective July 1, 2015, Crossing Guards began to accrue sick time at a rate of 1 hour for every 30 hours worked. As this is a new benefit for all part-time employees it will obviously impact our hourly pricing.

The bottom line is that this year we must appeal for an increase. Our proposed adjustment of 3% will increase your hourly rate to \$17.24 per hour.

To facilitate the calculation of the program cost for your Crossing Guard program, we have included a Client Worksheet. This worksheet is our estimation of the projected hours and cost of your program as it is currently staffed. We have also taken the liberty of enclosing two (2) Amendments for the coming 2016-2017 fiscal year. If all meets with your approval please execute and return one of the original Amendments for our records.

We remain committed to providing a safe, cost-effective and professional School Crossing Guard Program. If you have any questions or need additional information please contact me at (800) 540-9290. Take care.

Sincerely,



Baron Farwell, General Manager

"The Crossing Guard Company"



ALL CITY MANAGEMENT SERVICES

Amendment to Agreement between All City Management Services, Inc. and the Oak Park Unified School District for providing School Crossing Guard Services

The **Oak Park Unified School District** hereinafter referred to as the "District", and **All City Management Services, Inc.**, located at 10440 Pioneer Blvd., Suite 5, Santa Fe Springs, CA 90670, hereinafter referred to as the "Contractor", mutually agree to amend the existing Agreement entered into on September 7, 1993 as follows:

1. **Item #1** The District and the Contractor agree to extend the term of this Agreement for the 2016 - 2017 school year beginning July 1, 2016 through June 30, 2017.
2. **Item #17** The District agrees to pay Contractor for services rendered pursuant to the Agreement the sum of Seventeen Dollars and Twenty-Four Cents (\$17.24) per hour of guard service provided. It is understood that the cost of providing Six Thousand, and Seventy-Five (6,075) hours of service shall not exceed One Hundred Four Thousand, Seven Hundred and Seventy-Three Dollars (\$104,733.00).
3. Except as provided for in Item #1 and Item #17, all other terms and conditions of the original Agreement and Amendments thereto between the District and the Contractor remain in effect.

Oak Park Unified School District

All City Management Services, Inc.

By _____
Signature

By _____
Demetra Farwell, Corporate Secretary

Print Name and Title

Date _____

Date **March 3, 2016**

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.1.f. APPROVE RESOLUTION NO. 16-12, APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2016-17

CONSENT

ISSUE: Shall the Board of Education authorize transfers of budget appropriations and budgeted transfers of monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another?

BACKGROUND: Certain interfund transfers are budgeted each year such as deferred maintenance, or District contributions for technology. This resolution authorizes the business office to make transfers when the funds are needed. During the year, as expenditures are made and income received, it is often necessary to make revisions to line item budgets. These revisions are generally a shifting of appropriations from one major object code to another without increasing the site or program allocation. These types of revisions keep the line item budget appropriation and expenditures in balance.

FINANCIAL IMPACT: None

ALTERNATIVES: 1. Adopt Resolution No. 16-12 Appropriation and Budgeted Transfers for 2016-17.
2. Do not adopt Resolution No. 16-12.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 16-12

APPROPRIATION AND BUDGETED TRANSFERS FISCAL YEAR 2016-17

WHEREAS, the Oak Park Unified School District budgets certain transfers and revises its appropriation budgets periodically to permit the payment of obligations of the district, and

WHEREAS, the District may authorize a district employee to make such transfers between the budgeted classifications and/or funds in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another,

THEREFORE, BE IT RESOLVED that the Oak Park Unified School District authorizes the transfers necessary to permit business as usual during the 2016-17 fiscal year. These transfers are to be presented to the Governing Board for ratification at the next regularly scheduled board meeting.

ADOPTED this 15th day of June 2016, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, Ed.D., SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.1.g. APPROVE RESOLUTION NO. 16-13, TEMPORARY LOANS BETWEEN DISTRICT FUNDS FOR FISCAL YEAR 2016-17

CONSENT

ISSUE: Shall the Board of Education adopt Resolution No. 16-13 to authorize temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenues?

BACKGROUND: In the past, it has been necessary for the General Fund to borrow from other District funds in order to meet financial obligations. The General Fund receives its major tax receipt deposits in December and April, and the temporary loans permit payments to retail vendors and for employee payroll to continue during the low cash flow months.

During the 2016-17 fiscal year, the District will be participating in a Revenue and Tax Anticipation Note (TRAN) program, which helps alleviate cash flow issues. It is still prudent, however, to have this resolution on file should the need arise. This resolution will enable the Administration to transfer the necessary funds to ensure continued business as usual. The resolution allows temporary loans between the General Fund and other funds until State revenues are received.

ALTERNATIVES: 1. Adopt Resolution No. 16-13, Temporary Loans Between District Funds.
2. Do not adopt Resolution No. 16-13.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 16-13

TEMPORARY LOANS OF FUND MONIES FISCAL YEAR 2016-17

WHEREAS, pursuant to Education Code section 42603, the governing board of any school district may direct that monies held in any fund or account may be temporarily transferred to another fund or account of the district for payment of obligations. The transfer shall be accounted for as temporary borrowing between funds or accounts and shall not be available for appropriation or be considered income to the borrowing fund or account. Amounts transferred shall be repaid either in the same fiscal year, or in the following fiscal year if the transfer takes place within the final 120 calendar days of a fiscal year. Borrowing shall occur only when the fund or account receiving the money will earn sufficient income, during the current fiscal year, to repay the amount transferred. No more than 75 percent of the maximum of monies held in any fund or account during a current fiscal year may be transferred.

WHEREAS, when there are insufficient funds to meet district obligations in the fund, and

WHEREAS, funds can be temporarily transferred from one or more funds to another fund of the district to be used for the payment of district obligations, and

WHEREAS, repayment of the temporary loan will be made from income received,

THEREFORE, BE IT RESOLVED that the Board of Education of the Oak Park Unified School District authorizes the temporary transfer of cash from one district fund to another in order to meet the financial obligations of the District as the need may arise during the 2016-17 fiscal year.

ADOPTED this 15th day of June 2016, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.1.h. APPROVE RESOLUTION NO. 16-14, YEAR END BUDGET AND INTERFUND TRANSFERS FOR FISCAL YEAR 2015-16

CONSENT

ISSUE: Shall the Board of Education authorize the Director of Fiscal Services to make any and all necessary budget transfers as required to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2016?

BACKGROUND: As the District closes its financial books for 2015-16, certain budget transfers must occur to permit the payment of obligations incurred during the fiscal year. Much of the work closing the books occurs during summer months when the Board is not in session. It is therefore necessary for the Board to authorize an employee to make these budget transfers. Accordingly, the Administration recommends that the Board adopt Resolution No. 16-14, authorizing the Director of Fiscal Services to make any and all necessary budget transfers to permit the payment of obligations incurred by the District for the fiscal year ending June 30, 2016.

FINANCIAL IMPACT: None.

ALTERNATIVES:

1. Adopt Resolution No. 16-14, Year End Budget and Interfund Transfers for fiscal year 2015-16.
2. Do not adopt Resolution No. 16-14.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 16-14

YEAR END BUDGET AND INTERFUND TRANSFERS FISCAL YEAR 2015-16

BE IT RESOLVED that the Oak Park Unified School District Board of Education does hereby authorize the Director of Fiscal Services to make any and all necessary budget transfers between the designated fund balance or the unappropriated fund balance and any expenditure classification or classifications or balance of any expenditure classification of the budget of the district for the year ending June 30, 2016, as necessary to permit the payment of obligations incurred by the District.

PASSED AND ADOPTED this 15th day of June 2016, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION
FROM: ANTHONY W. KNIGHT, Ed.D., SUPERINTENDENT
DATE: JUNE 15, 2016
**SUBJECT: B.1.i. APPROVE RESOLUTION NO. 16-15, AUTHORITY TO IMPROVE
COMPENSATION FOR CERTAIN CATEGORIES OF EMPLOYEES
AFTER JULY 1, 2016**

CONSENT

ISSUE: Shall the Board adopt Resolution No. 16-15, reserving the right to grant future compensation improvements to employees not covered by labor contracts?

BACKGROUND: In accordance with information received from the Ventura County Office of Education, it is requested that the Board of Education take action to reserve the right and maintain the authority to improve compensation for certain categories of unrepresented employees after July 1, 2016.

It is recommended that the Board approve Resolution 16-15, attached, reserving the right to grant to unrepresented employees, including those who are members of the confidential, supervisory, and management groups, and as such are not covered by labor contracts, the right to compensation improvements. This Resolution would remove any doubt that the Board of Education has the right to improve compensation to non-represented employees on or after July 1, 2016, and to set the amounts and effective date of any such improvements. Approval of this resolution is required by law and provides maximum flexibility to revise compensation schedules following final state budget decisions and completion of collective bargaining contract negotiations.

ALTERNATIVES:

1. Adopt Resolution No. 16-15, Authority to Improve Compensation for Certain Categories of Employees After July 1, 2016.
2. Do not adopt Resolution No. 16-15.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

RESOLUTION NO. 16-15

**AUTHORITY FOR THE BOARD OF EDUCATION TO IMPROVE COMPENSATION FOR
CERTAIN CATEGORIES OF EMPLOYEES AFTER JULY 1, 2016**

THE BOARD OF EDUCATION OF THE OAK PARK UNIFIED SCHOOL DISTRICT HEREBY RESERVES the right to grant to unrepresented employees, including those who are members of the confidential, supervisory, and management groups, and as such are not covered by labor contracts, the right to compensation improvements. This Resolution would remove any doubt that the Board of Education has the right to improve compensation to non-represented employees on or after July 1, 2016, and to set the amounts and effective date of any such improvements.

WHEREAS, unrepresented employees, including those who are in confidential, supervisory, or management positions, whether certificated or classified, and as such, not members of collective bargaining units, and their compensation is not negotiated in labor contracts; and,

WHEREAS, the Board of Education believes that compensation consideration should be given to unrepresented employees, including those who are in confidential, supervisory, or management positions, whether certificated or classified,

THEREFORE, BE IT RESOLVED that the Board of Education of the Oak Park Unified School District reserves the right to consider and to improve compensation to one or all of the unrepresented employee groups, including those who are in confidential, supervisory, or management positions, in Fiscal Year 2016-17 and to make any such salary and benefits improvements effective July 1, 2016, or at any date thereafter during Fiscal Year 2016-17.

ADOPTED this 15th day of June 2016, by the governing board of the Oak Park Unified School District of Ventura County, California by the following vote:

AYES:

NOS:

ABSTAIN:

ABSENT:

THIS IS TO CERTIFY that the above resolution was adopted by the Board of Education at a regular meeting of the board.

Clerk/Secretary of the Board

TO: MEMBERS, BOARD OF EDUCATION

FROM: ANTHONY W. KNIGHT Ed.D., SUPERINTENDENT

DATE: June 15, 2016

SUBJECT: B.1.j. APPROVE STUDENT TEACHING AGREEMENT WITH CALIFORNIA
STATE UNIVERSITY CHANNEL ISLANDS – JULY 1, 2016 – JUNE
30, 2019

INFORMATION/CONSENT

ISSUE: Shall the Board of Education enter into Student Teaching Agreement with California State University Channel Islands (CSUCI) for the years July 1, 2016 thru June 30, 2019?

STATEMENT: Education Code section 11006 authorizes the Governing Board of any school district to enter into agreements with a state college/university or private college/university accredited by the State Board of Education as a teacher education institution, to provide supervised student teaching experience.

ALTERNATIVES: 1. Approve Student Teaching Agreement with CSUCI for the years July 1, 2016 thru June 30, 2019 and authorize the Superintendent to sign the agreement on behalf of the District.

2. Do not approve Student Teaching Agreement with CSUCI.

RECOMMENDATION: Alternative #1

Respectfully submitted,

Anthony W. Knight Ed.D.,
Superintendent

Prepared by:
Leslie Heilbron, Ed.D., Assistant Superintendent, HR

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

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

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS Student Teaching Agreement

This Agreement entered into between the Trustees of the California State UNIVERSITY on behalf of California State UNIVERSITY Channel Islands, hereafter referred to as "UNIVERSITY," and the **Oak Park, the School District CA.** thereafter referred to as "AGENCY".

WHEREAS, AGENCY and UNIVERSITY desire to enter into an agreement for AGENCY to provide teaching experience through practice teaching to students enrolled in teacher training curricula of the UNIVERSITY; and

NOW, THEREFORE, it is mutually agreed between the UNIVERSITY and AGENCY as follows:

1. The Term of this Agreement is July 1, 2016 through June 30, 2019, with the option to either party to review and terminate the Agreement at the end of each year by providing written notice of termination to the other party on or before June 30 of each year.
2. AGENCY shall provide to the UNIVERSITY students, teaching experience through practice teaching in schools and classes of AGENCY. Such practice teaching shall be provided in such schools or classes of AGENCY and under the direct supervision and instruction of such employees of AGENCY, as AGENCY and the UNIVERSITY, through their duly authorized representative, may agree upon.
3. AGENCY may refuse to accept for practice teaching any student of the UNIVERSITY assigned to practice teaching in AGENCY, and upon request of AGENCY, the UNIVERSITY shall terminate the assignment of any student of the UNIVERSITY to practice teaching in the AGENCY.

"Practice teaching" as used herein and elsewhere in this agreement means active participation in the duties and functions of classroom teaching under the direct supervision and instruction of employees of AGENCY, in the schools or classrooms in which the practice teaching is provided

4. The UNIVERSITY Department of Education will work with AGENCY to ensure the Student follows and completes the California state's requirement for fingerprinting/background checks prior to student teaching. The UNIVERSITY will also obtain from Student and keep on file a clear TB test for each semester.
5. An assignment of a student of the UNIVERSITY to practice teaching in classes of AGENCY shall be, at the discretion of the UNIVERSITY for approximately 16 weeks of student teaching or for approximately 28 days for full time student teaching courses (ECS 461 & ECS 471). Students enrolled in other ECS Student Observing classes, not considered full time student teaching, will have varying time assignments. A student may be given more than one assignment by the UNIVERSITY to practice teaching in schools or classes.

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS Student Teaching Agreement

5.1 Absences of a student from assigned practice teaching shall not be counted as absences in computing the semester units of practice teaching provided to the student by AGENCY.

6. At no time shall a student be considered or become an employee of AGENCY. The practice teaching is for the benefit of the student, and students do not displace regular employees. The UNIVERSITY shall inform the students that they are not entitled to wages or employee benefits for the time spent at AGENCY in practice teaching. Further, Students are not employees of the UNIVERSITY.

7. Indemnification:

The parties hereto shall indemnify and hold each other harmless from any and all claims, losses, damages or injuries to person or property, and all costs, expenses and attorney's fees incurred in connection therewith, caused by the negligence or intentional acts of the indemnifying party, its agents or employees, arising out of performance of this Agreement.

8. Insurance:

It is understood and agreed that the UNIVERSITY will maintain insurance (self-group) programs to fund its liabilities under or arising from the Agreement.

The UNIVERSITY agrees to procure and provide the SPLIP (Student Professional Liability Insurance Program) as a "claims made" policy with at least One Million Dollars (\$1,000,000) minimum limit for each occurrence and at least Three Million Dollars (\$3,000,000) aggregate for all covered parties, and not per student. Coverage is provided for claims which are both: (1) first made against the Insured during the policy period: and (2) reported to the Carrier as soon as practical, but not later than three (3) years after the policy period. AGENCY will be considered an additional insured on the student's general liability policy. The UNIVERSITY agrees that AGENCY shall be an additional named insured under the SPLIP.

9. Compliance with Laws: Harassment Policy:

The UNIVERSITY acknowledge and agree that student will comply with all applicable laws and regulations. The UNIVERSITY acknowledges receipt of AGENCY's policy against harassment, including but not limited to sexual harassment, and agrees that student and UNIVERSITY will abide by said policy at all times.

9.1 Before assigning student to AGENCY, the UNIVERSITY will instruct such student on applicable UNIVERSITY and federal laws relating to unlawful discrimination (including harassment).

9.2 The UNIVERSITY will also instruct student on state and federal laws related to the Family Educational Rights and Privacy Act (FERPA).

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS
Student Teaching Agreement

10. CSU POLICIES, RULES AND REGULATIONS – TITLE IX

As established under California State UNIVERSITY Executive Orders 1096 and 1097, it is CSU policy to provide equal opportunity for all persons regardless of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, and military and veteran status in its programs and activities. UNIVERSITY provides equal accommodations, advantages, facilities, privileges and services for all members of the campus community, as well as third parties, in its programs and activities.

AGENCY agrees to abide by all CSU policies to the extent such policies apply to UNIVERSITY students, staff, faculty and guests, including CSU policies prohibiting discrimination, harassment, and retaliation of all students, employees and third parties in CSU educational programs and activities. CSU Executive Orders 1096 and 1097 are accessible here:

CSU Executive Order 1096 “Systemwide *Policy* Prohibiting Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against Employees and Third Parties and Systemwide *Procedure* for Addressing Such Complaints by Employees and Third Parties”

<http://www.calstate.edu/eo/EO-1096-rev-6-23-15.html>

CSU Executive Order 1097 “Systemwide *Policy* Prohibiting Discrimination, Harassment and Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking against Students and Systemwide *Procedure* for Addressing Such Complaints by Students”

<http://www.calstate.edu/eo/EO-1097-rev-6-23-15.html>

UNIVERSITY shall respond promptly and effectively to all reports of discrimination, harassment, and retaliation, and will take appropriate action to prevent, correct, cease, and when necessary, discipline behavior that violates this policy. Reports of possible discrimination, harassment or retaliation by AGENCY will result in the immediate termination of this agreement and immediate departure of the STUDENT from the AGENCY premises, regardless of the status of the UNIVERSITY’s investigation.

CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS
Student Teaching Agreement

11. This Agreement may not be altered unless both parties agree in writing. The parties agree to follow all applicable federal, state and local laws and regulations, including but not limited to laws prohibiting discrimination and harassment.
12. Any notices required by this Agreement will be deemed to have been duly given if communicated to the following individuals:

UNIVERSITY:
Cynthia Coler
Dir. of Credential Services & Field Placement
(805) 437-8936
cynthia.coler@csuci.edu

AGENCY: Oak Park
Anthony W. Knight
Superintendent
(818) 735- 3206
tknight@opusd.org

IN WITNESS WHEREOF, this Agreement has been fully executed by the parties as of the date last written below.

For CSU Channel Islands

For AGENCY

Rhonda Florick, Buyer Date
Procurement & Logistical Service

Anthony W. Knight, Ed. D. Date
Superintendent

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.1.k APPROVE FOR FACILITY USE BY RELIGIOUS ORGANIZATION

CONSENT

ISSUE: Shall the Board authorize the use of the parking lot at the Oak Park Unified School District Support Services Center by Chabad of Oak Park?

BACKGROUND: As a provision of its Conditional Use Permit (CUP) required by the County of Ventura, the Chabad of Oak Park has requested to continue their use of the Support Services Center parking lot for the 2016-17 school year. The Chabad has agreed to abide by all District rules and regulations regarding use of facilities. The applicant will pay all applicable charges, including the use of 27 specified parking spaces as required by the CUP.

The Chabad's Facility Use Request form, including the dates and times of usage is attached for the Board's review.

ALTERNATIVES:

1. Authorize the use of the parking lot at the Support Services Center by Chabad of Oak Park, effective July 1, 2016 - June 30, 2017, under the following conditions:
 - a) Applicant abides by all District rules and regulations regarding Facility use.
 - b) Scheduled use is as stated on the application for use.
 - c) Applicable fees will be based on current Board-approved facility use rates, and will include the use of 27 specified parking spaces.
 - d) The applicant will pay all applicable fees in advance of the use.
2. Do not authorize this use of facilities.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

Link to the Request for Facility Use: <https://goo.gl/NEMbW2>

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
**SUBJECT: B.1.1. APPROVE CALIFORNIA SCHOOL BOARDS ASSOCIATION
MEMBERSHIP DUES (\$7,532) AND EDUCATION LEGAL
ALLIANCE MEMBERSHIP DUES (\$1,883) FOR 2016-2017
Action**

ISSUE: Shall the Board of Education approve California School Boards Association Membership Due and Education Legal Alliance Membership Dues for 2016-2017?

STATEMENT: The Oak Park Unified School District has been a member of the California School Boards Association for many years. As an additional part of membership in CSBA, OPUSD is a member in the Education Legal Alliance at an additional cost. The cost of CSBA membership has increased \$262 and Education Legal Alliance Membership Dues has increased \$68 from last year.

ALTERNATIVES:

1. Approve California School Boards Association Membership and Education Legal Alliance Membership Dues for 2016-2017.
2. Approve only the California School Boards Association Membership for 2016-2017.
3. Do not approve California School Boards Association Education Legal Alliance Membership Dues for 2016-2017.

RECOMMENDATION: At the Board's discretion

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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



California School Boards Association

3251 Beacon Boulevard
West Sacramento, CA 95691
(916) 371-4691 FAX (916) 669-3366

Please refer to your invoice number and customer number in all communications regarding this invoice.

Invoice Number **Invoice Date** **PO #**
INV-25995-X1S9Y0 4/29/2016

Bill To:
Oak Park USD
5801 Conifer St
Oak Park, CA 91377-1002
United States

Ship To:
Oak Park USD
5801 Conifer St
Oak Park, CA 91377-1002
United States

Product Code	Description	Unit Price	Quantity	Extended Price	Terms
CSBA	CSBA Membership (7/1/2016-6/30/2017) *	\$7,532.00	1.00	\$7,532.00	
ELA	ELA Membership (7/1/2016-6/30/2017)	\$1,883.00	1.00	\$1,883.00	
IMPORTANT NOTICE: Effective May 1, 2016, CSBA will no longer accept purchase orders for open invoices or reservations.					
* \$4 of your CSBA annual membership dues is used to pay for a subscription to California School News for each board member and superintendent					
* \$2 of your CSBA annual membership dues is used to pay for a subscription to California School magazine for each board member and superintendent					

Total Invoice: \$9,415.00

Total Paid: \$0.00

Balance Due: \$9,415.00

OK *[Signature]* 4/29/16

PLEASE DETACH HERE AND RETURN BOTTOM STUB WITH PAYMENT



California School Boards Association

3251 Beacon Boulevard
West Sacramento, CA 95691
(916) 371-4691 FAX (916) 669-3366

Customer Number	Invoice Number	Invoice Date	Terms	Balance Due
101072	INV-25995-X1S9Y0	04/29/2016		\$9,415.00

Make checks payable to:
California School Boards Association
c/o West America Bank
P.O. Box 1450
Suisun City, CA 94585-4450

Bill To:
Oak Park USD
5801 Conifer St
Oak Park, CA 91377-1002
United States

Together we make a difference!



In 2015-16, your membership dues enabled CSBA to:

- » Advocate for an additional \$6 billion in ongoing funding for LCFF grants in the 2015-16 budget, moving school districts 90 percent of the way toward full implementation.
- » Fight for \$3.2 billion in one-time discretionary funding to assist in implementing academic standards (\$530 per ADA).
- » Argue successfully to limit state audits on old mandate claims paid with one-time money so districts would not lose funding in later years.
- » Sponsor SB 799 (Hill, and Glazer, plus 15 co-authors) and lead media and legislative efforts to relieve districts from the onerous cap on local reserves adopted by the Legislature in 2014.
- » Oppose labor-sponsored teacher evaluation bills that attempted to expand the scope of collective bargaining, which would have added at least \$60 million in new mandated costs.
- » Oppose numerous legislative proposals resulting in savings to districts of approximately \$110 million annually, or about \$18 per ADA.
- » Convene the CSBA ELA Adequacy Committee and release its report California's Challenge: Adequately Funding Education in the 21st Century, at the 2015 Annual Education Conference and Trade Show.
- » File 10 amicus briefs and three amicus support letters. Issues included: separation of church and state; Proposition 39 facility requests; teacher tenure, dismissal and layoff; lease-leaseback; and use of personal cellphones by elected officials to conduct official business.
- » Publish 13 fact sheets and governance research briefs on important policy issues such as infectious diseases, math misplacement, school climate and LCAPs, discipline, drinking water, civics learning and the Smarter Balanced Assessment Consortium.
- » Release the second edition of CSBA's Call to Order: A Blueprint for Great Board Meetings.
- » Produce 83 new or revised sample policies and three comprehensive issues of Policy News to provide members with resources and information supporting effective local governance. Increased our policy distribution from three to five packets per year.
- » Host nearly 3,000 school district and county offices of education leaders at our Annual Education Conference and Trade Show.
- » Provide Masters in Governance trainings and 70 personalized Governance Consulting Workshops to governing boards.
- » Conduct a number of online learning opportunities, including the 2015 Forecast and Back to School webcasts, and Education Insights: Legal Update series, which provided information on current education trends and issues.
- » Provide numerous multi-day policy developmental workshops for districts in 25 of the 58 counties across the state to update their policy manuals.
- » Manage more than 200 media inquiries.

For a more comprehensive list of CSBA's recent accomplishments, please read of 2015 Year in Review available on our website at www.csba.org/2015YearInReview.

Thank you for your continued support. We look forward to continuing to advocate on your behalf for PreK-12 education in 2016-17!

www.csba.org

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 15, 2016

SUBJECT: B.2.a. APPROVE RESOLUTION 16-16, ORDERING A SCHOOL BOND ELECTION AND ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER

ACTION

ISSUE: Shall the Board of Education approve Resolution 16-16, Ordering a School Bond Election and Establishing Specifications of the Election Order?

BACKGROUND: The resolution before the Board calls an election within the District for the purpose of approving general obligation bonds, and requests that the Ventura County Registrar of Voters conduct the election on behalf of the District, and authorizes the preparation of election materials, including ballot arguments and tax rate statement, to be included in the ballot pamphlet.

State law requires the Board of Education to order school district bond elections. The Ventura County Registrar of Voters will conduct the election on behalf of the District, including publishing all required notices. This resolution meets the statutory requirements for describing the projects to be funded with the proceeds of the bonds, which is included as Exhibit B to the resolution. A 75-word summary of the measure, as it will appear on the ballot, is also included in the resolution as Exhibit A. The resolution also authorizes the preparation and filing of a tax rate statement, which must be included in the ballot pamphlet, and describes the anticipated rates of tax throughout the life of the bond issue. The resolution also authorizes, but does not commit, the Board and/or individual members of the Board to prepare and sponsor a ballot argument in support of the bond measure. No more than five (5) persons may sign the ballot argument.

This election will be called under constitutional and statutory provisions that require fifty-five percent (55%) voter approval, and certain accountability requirements, including annual independent financial and performance audits of how funds are spent, and the formation of a Citizens' Bond Oversight Committee. Following adoption, the resolution (including the signed tax rate statement) must be delivered to the Registrar of Voters and the Board of Supervisors. State law requires that 2/3rd of a school board support the resolution calling an election requiring 55% voter approval. At least four (4) Board members must vote "Yes" in order to call the election.

ALTERNATIVES:

1. Approve Resolution 16-16, authorizing a school bond election for November 8, 2016
2. Do not approve Resolution 16-16, authorizing a bond election.

RECOMMENDATION: Alternative No. 1

BOARD MEETING, JUNE 15, 2016

Approve Resolution 16-16, Ordering a School Bond Election
and Establishing Specifications of the Election Order

Page 2

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

Click the link <https://goo.gl/aUWzLy> for complete copy of Resolution 16-16

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.2.b. APPROVE 2016-17 EMPLOYEE HEALTH BENEFIT PLANS

ACTION

ISSUE: Shall the Board accept the recommendation of the District's Health Benefit Committee for renewal of 2016-17 employee medical, dental, and vision insurance coverage with California's Valued Trust?

BACKGROUND: At the end of May, the District's current health care provider, California's Valued Trust (CVT) announced its rates for the 2016-17 plan year. The District's current coverage offers a choice of nine medical plans, including seven Anthem Blue Cross PPO plans and three Kaiser plans, as well as Delta Dental and VSP Vision plans. The new rates include average increases of 10% for Blue Cross PPO plans, and 7.4% for Kaiser HMO plans. The rates for Delta Dental coverage and the VSP vision are unchanged from 2015-16. The Health Benefits Committee, comprised of two employees each from OPTA, OPCA, and District administration, unanimously recommends that the Board authorize the renewal of employee medical, vision and dental plans with CVT for the 2016-17 school year. Copies of the proposed renewal and rationale for the rate increase are included for the Board's information.

ALTERNATIVES:

1. Accept the Health Benefits Committee recommendation and approve contracts with California's Valued Trust for the 2016-17 school year.
2. Do not accept the Health Benefits Committee recommendation.

RECOMMENDATION: Alternative No. 1.

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

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

Click the link <https://goo.gl/VA9Med> for the 2016-17 CVT Plans and Rates

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.2.c. APPROVE THE 2016-17 OAK PARK UNIFIED SCHOOL DISTRICT LOCAL CONTROL AND ACCOUNTABILITY PLAN

ACTION

ISSUE: Shall the Board approve the 2016-17 Oak Park Unified School District Local Control and Accountability Plan?

BACKGROUND: As required by Local Control Funding Formula (LCFF) legislation, school districts are required to develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), using a form adopted by the California State Board of Education (SBE). The LCAP identifies how districts address the State's priorities and metrics, and how expenditures are made in accordance with statutes. The 2016-17 Oak Park Unified School District LCAP has been developed with the input from diverse groups of stakeholders. In conformance with Education Code 52062, a public hearing to solicit the recommendations and comments of the public regarding the proposed LCAP was held on June 1, 2016.

The 2016-17 LCAP is available for public inspection on the District's website and in its administrative offices.

RECOMMENDATION:

1. Approve the 2016-17 Oak Park Unified School District Local Control and Accountability Plan.
2. Do not approve the 2016-17 Oak Park Unified School District Local Control and Accountability Plan.

Prepared by: Dr. Leslie Heilbron, Assistant Superintendent, Human Resources and Curriculum
Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

Click the link <https://goo.gl/iHDbol> for the 2016-17 OPUSD LCAP

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.2.d. APPROVE AND ADOPT PROPOSED 2016-17 OAK PARK UNIFIED SCHOOL DISTRICT ANNUAL OPERATING BUDGET

ACTION

ISSUE: Shall the Board adopt the proposed 2016-17 Oak Park Unified School District annual operating budget?

BACKGROUND: On May 13, 2016 Governor Brown presented his May Revision to the 2016-17 state budget proposal. Signaling a slowing in economic growth, the Governor's proposed budget for K-12 education provides essentially the same K-12 education funding as his January proposal.

Now in the third full year of the Local Control Funding Formula (LCFF) and accompanying Local Control and Accountability Plan (LCAP), on June 1, 2016, separate public hearings were held to solicit the recommendations and comments of the public regarding the District's proposed 2016-17 LCAP and budget, as required by LCFF legislation. The proposed 2016-17 budget incorporates the most current information available, including LCAP recommendations, local budget assumptions, enrollment and staffing projections, and revenue and expenditure forecasts.

The proposed OPUSD 2016-17 Budget is available for public inspection on the District's website and in its administrative offices.

RECOMMENDATION:

1. Approve and adopt the proposed 2016-17 Oak Park Unified School District annual budget.
2. Do not approve the proposed 2016-17 annual budget.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

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

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

Click the link <https://goo.gl/XyHRjK> for the 2016-17 OPUSD Operating Budget

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.2.e APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASE – MAINTENANCE AND OPERATIONS GROUNDS VEHICLE

ACTION

ISSUE: Shall the Board approve the purchase of a utility loader/tractor vehicle for the Maintenance and Operations Department utilizing Measure C6 bond funds?

BACKGROUND: As approved by Oak Park voters, Bond Measure C6 specifically provides for “acquiring safe ... maintenance vehicles”. For the 2016-17 school year, the District’s Maintenance and Operations staff has identified the need to purchase a Toro Compact Utility Loader/Tractor with tool attachments to assist in performing higher level in-house grounds and landscaping projects, including:

- Bi-annual “fluffing” of playground sand at each elementary school to meet U. S. Consumer Product Safety Commission (ASTM F1292) safety code standards.
- On-going trenching around fenced areas in support of poison free pest control.
- On-going planting needs and irrigation repairs/relocation to meet site needs district-wide.

Quotes for this equipment were requested from three vendors, with two responding. After review of the quotes received, only one meets the specified requirements and staff is recommending acceptance of the attached proposal submitted by Pacific Equipment of Oxnard, California, in the amount of \$27,422.12, for the purchase of a Toro Compact Utility Loader/Tractor with tool attachments, per the piggyback provisions of National Joint Powers Alliance Contract #042815-TTC, utilizing Measure C6 funds.

ALTERNATIVES:

1. Approve the purchase of a Toro Compact Utility Loader/Tractor with tool attachments from Pacific Equipment of Oxnard, California, per the piggyback provisions of National Joint Powers Alliance Contract #042815-TTC, in the amount of \$27,422.12, to be funded from the Measure C6 bond fund.
2. Do not approve the purchase of a utility loader/tractor maintenance vehicle.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

 Anthony W. Knight, Ed.D.
 Superintendent

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

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

Pacific Equipment

3897 N. Southbank Road

Oxnard, CA 93036

pho 805-983-4000 fax 805-832-6625

Quotation

Date	Estimate #
4/20/2016	336

Name / Address
Oak Park Unified School District 5801 Conifer St. Oak Park, CA 91377 asegal@opusd.org

Ship To

				P.O. No.
Qty	Item	Description	Cost	Total
1	T22321	Toro Dingo TX427 Compact Utility Loader * 27hp Kohler Command Engine * 34" Width for Access * Patented Toro Controls * 4 Pump Hydraulic System * 550lb Lift Capacity * Standard Dirt Bucket Attachment (4.3 Cubic Feet)	23,558.00	23,558.00T
1	T22475	Gas TX Operator Platform (Self Leveling for Operator Safety)	674.00	674.00T
1	T22470	6" x 36" Trencher Attachment (Offsetable for Trenching Near Walls/Curb)	5,800.00	5,800.00T
	Discount	NJPA Contract No. 042815-TTC Discount	-4,641.15	30,032.00 -4,641.15 25,390.85
Prepared By Gamble Van Buren (805) 857-7534			Subtotal	\$25,390.85
			Sales Tax (8.0%)	\$2,031.27
			Total	\$27,422.12

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
**SUBJECT: B.2.f. APPROVE MEASURE C6 BOND FUND EQUIPMENT PURCHASE –
MULTI-SURFACE FLOOR CLEANING EQUIPMENT FOR OAK
PARK HIGH SCHOOL**

ACTION

ISSUE: Shall the Board approve a Measure C6 bond fund equipment purchase of a multi-surface floor cleaning equipment for Oak Park High School, utilizing Measure C6 funds?

BACKGROUND: As approved by Oak Park voters, Bond Measure C6 specifically authorizes the purchase of equipment “to improve student safety and replace aging equipment.” For the 2016-17 school year, the Oak Park High School has identified the need to replace its aging floor scrubbing machine to improve in-house cleaning and sanitizing district facilities.

Quotes for multi-surface floor cleaning equipment were requested from local vendors, resulting in two responses. After review of the two quotes received only one meets the specified requirements. Staff is recommending acceptance of the attached proposal submitted by Nilfisk, Inc. of Brooklyn, Minnesota for the purchase of the Advanced Adphibian Combo Extractor and Floor Scrubber under the provisions of CMS Contract #GS-07F-0031H, utilizing Measure C6 funds.

ALTERNATIVES:

1. Approve the purchase of the Advanced Adphibian Combo Extractor and Floor Scrubber, from Nilfisk, Inc. of Brooklyn, Minnesota, in the total amount of \$11,262.19, to be funded from the Measure C6 bond fund.
2. Do not approve the purchase of the Advanced Adphibian Combo Extractor and Floor Scrubber.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

Date 4/29/2016Quote Number 2016TB0429EIN 41-0116040
Duns 00-6249338
Cage 00580To Name Oak Park USD
Address _____
City, State Zip _____
Contact Annette Segal
Phone _____
Fax/ Email _____From Nilfisk, Inc.
9435 Winnetka Avenue North
Brooklyn Park, MN 55445
BY: Tina Barthel
Phone: 763-745-3762
Email: tina.barthel@nilfisk.com

CMAS Contract #4-98-79-0007D:

Quantity	Item Number	Description	COO	Unit Price	Total	Contract	Quantity Break
1	56317011	ADPHIBIAN	US	\$ 10,476.46	\$ 10,476.46	GS-07F-0031H	0
		AGM Batteries					
				Total	\$ 10,476.46		

ESTIMATED LEAD TIME	PAYMENT TERMS	SHIPPING TERMS
	Net 30	FOB DESTINATION CONUS

Submit Order to: Nilfisk, Inc.
Email governmentsales@nilfisk.com
Phone 888-742-8470 Fax 800-369-0458

ADPHIBIAN™ EXTRACTOR-SCRUBBER


[Request a Quote](#)

THE FIRST COMBINATION EXTRACTOR-SCRUBBER

Advance's Adphibian™ soft and hard floor machine is designed for maximum efficiency and flexibility by enabling cleaning staff to use one machine to clean carpets scrub hard floors.

A 30 second tools-free changeover lets operators switch between using a full-functioning carpet extractor and a full-functioning cylindrical scrubber. The special anti-microbial brushes are designed to work on all surface types. Our patented AXP™ Onboard Detergent Dispensing System lets the operator choose the perfect cleaning solution for all floor surfaces. And the machine's ease-of-use means fast training and consistent cleaning performance.





The Adphibian multi-surface machine is the first of its kind to be awarded the CRI Seal of Approval for low-moisture and deep-cleaning extraction. Adphibian features our patented dual-cleaning mode that lets operators choose between LIFT™ mode – Low-moisture, Indirect spray, Fast dry time, True cleaning – and Restoration mode. For daily carpet cleaning, Advance's patented LIFT™ technology uses a unique indirect spray that leaves carpets clean and dry in less than 30 minutes. Adphibian's unique Deep Treat™ pre-spray mode allows you to quickly handle heavily soiled areas by automatically applying and agitating any pre-spray detergent on carpeted surfaces. A simple push of a button then allows the same area to be extracted with clean water.

PERFORMANCE & FEATURES

- Large opening allows for more complete and thorough recovery tank cleaning
- Ergonomic control paddle
- Convenient onboard battery charger
- Debris hopper is easy to remove and empty
- Single spray jet eliminates streaking
- AXP Onboard Detergent Dispensing System allows for any brand of green-certified detergent

REFERENCE MATERIALS

MANUALS & LITERATURE

-  **Brochure**
1497 KB, PDF, Last Update: Tuesday, January 26, 2016
-  **Factsheet**
254 KB, PDF, Last Update: Tuesday, January 26, 2016
-  **Operators Manual**
5574 KB, PDF, Last Update: Monday, May 4, 2009
-  **Parts List**
1225 KB, PDF, Last Update: Monday, May 4, 2009

VIDEO

No videos available at this time.

PRODUCTS

New Products
Scrubbers
Sweepers
Sweeper-Scrubbers
Vacuums

Carpet Extractors
Floor Machine & Burnishers
Pressure Washers
Outdoor
Specialty Products

SOLUTIONS

Industry Solutions
EcoFlex System
Sustainability
Leasing
Government GSA
Case Studies

SERVICE


Manual & Parts
Service Videos


ABOUT US

Press Releases
Why Advance?
Our History
Career Opportunities
Trade Show & Events
Contact Us

CONTACT US

Find a Dealer

 Follow us on Twitter

 Become a Fan on Facebook

 Read Our Blog

Adphibian™

Multi-Surface Extractor-Scrubber



Lift™



 **Advance**

Smart cleaning.

A Nilfisk-Advance Brand

Technical specifications	
Model	Adphibian™
Solution System	
Solution Capacity	20 gal (76 L)
Solution Pump	100 psi diaphragm demand
Flow Rates	
Hard Floor Mode	0.26 gpm (1 L/min)
Restoration Mode	0.81 gpm (3.1 L/min)
LIFT™ Mode	0.26 gpm (1 L/min)
Deep Treat™ Pre-Spray Mode	0.92 gpm (3.5 L/min)
Recovery Capacity	16 gal (61 L)
Vacuum System	
Vacuum Motor	Dual 3 stage bypass
Airflow	93 cfm (44 L/sec) (Extraction) / 67 cfm (32 L/sec) (Scrubbing)
Waterlift	70 in H ₂ O (17.4 km/hr)
Vacuum Shoes	Dual 13.5 in (34 cm) dual pivoting laminar flow 45 lb down pressure
Squeegee	36 inch (91 cm) curved laminar flow
Brush System	
Brushes	Dual 24 in (61 cm) counter rotating anti-microbial, multi-surface with debris hopper
Brush Motors	Dual 1/2 horsepower permanent magnet
Brush Speed	960 RPM
Sound Level	69 dB A (Extraction) / 66 dB A (Scrubbing)
Electrical System	24 V (4) X 6 V batteries
Batteries	250 Ah wet-acid (optional 255 Ah AGM)
Machine Speed	
Hard Floor Mode	220 ft/min (4 km/hr)
Transport	220 ft/min (4 km/hr)
LIFT™ Mode	90 ft/min (1.6 km/hr)
Restoration Mode	50 ft/min (0.9 km/hr)
Light Deep Treat™ Mode	150 ft/min (2.7 km/hr)
Heavy Deep Treat™ Mode	100 ft/min (1.8 km/hr)
Coverage Rate	10,800 ft²/hour (LIFT™ Mode) 6,000 ft²/hour (Restoration Mode) 26,000 ft²/hour (Hard Floor Mode)
CRI Approval	Bronze for Deep Cleaning Extractors in both Restoration Mode and LIFT™ Mode
Machine Dimensions	L = 56 in (142 cm) x W (without squeegee) = 27 in (69 cm) x H = 43.5 in (110 cm)
Machine Weight	650 lb (295 kg) with batteries / 370 lb (168 kg) without batteries
Shipping Weight	680 lb (308 kg)
Part Number	56317010 Adphibian™ with four 6 V/250 Ah batteries 56317011 Adphibian™ with four 6 V/255 Ah maint-free (AGM) batteries

Specifications are subject to change without notice.

Accessories and options:

- 255 Ah AGM Maintenance Free Batteries
- Multi-Surface Wand Kits
- Multi-Surface CRI Approved AXP™ Detergents

14600 21st Avenue North
Plymouth, MN 55447-3408
www.advance-us.com
Phone 800-850-5559
Fax 800-989-6566

240 Superior Boulevard
Mississauga, Ontario, Canada L5T 2L2
www.nilfisk-advance.com
Phone 800-668-8400
Fax 800-263-5111

Smart cleaning.

Our products are designed using innovative technology that increases productivity and drives down the cost to clean.

Maintain peak performance with Nilfisk Genuine OEM Parts.



©2009 Nilfisk-Advance, Inc. Form L3023A 9-9-09

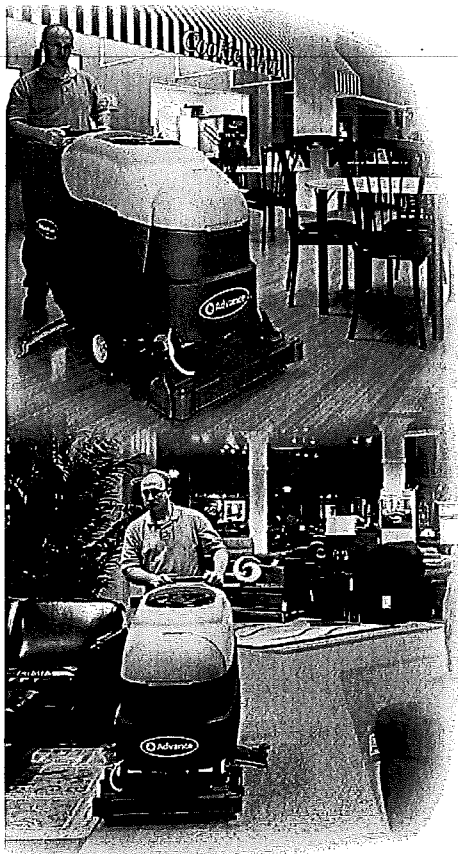


A Nilfisk-Advance Brand

www.advance-us.com

Adphibian™

Multi-Surface Extractor-Scrubber



Ideal applications include:

- Hospitals/Healthcare Facilities
- Schools and Universities
- Churches and Religious Facilities
- Hotels
- Large Retail Facilities
- Government Buildings
- Airports, Train Stations, Bus Depots
- Casinos
- Office Buildings
- Health Clubs

Advance's Adphibian™ soft and hard-floor machine is the answer for the multiple cleaning demands you face today. Demands like getting maximum efficiency and flexibility from your operators and your equipment. The Adphibian enables cleaning staff to use one machine to extract carpets and scrub hard floors.

With the touch of a button and a simple hose change, operators are able to switch between using a full-functioning carpet extractor and a full-functioning cylindrical scrubber in just 30 seconds. Even the special antimicrobial brushes are designed to work on all surface types.

Detergent dispensing, perfected

The patented AXP™ Onboard Detergent Dispensing System controls solution flow and lets the operator choose the perfect cleaning solution for all floor surfaces. And the machine's ease-of-use means fast training and consistent cleaning performance by all of your operators. The result? Time and equipment savings you can take to the bank.

Give your carpets a *LIFT*™

Daily carpet cleaning has never been more efficient with Advance's patented *LIFT*™ technology (**L**ow-moisture, **I**ndirect spray, **F**ast dry time, **T**rue cleaning). A unique indirect spray leaves carpets clean and dry in less than 30 minutes while increasing per-tank productivity. For heavily soiled areas, Adphibian's Deep Treat™ prespray applies and agitates detergent on the carpet surface. A push of a button allows the same area to be extracted with clean water in deep-cleaning extraction mode. In either mode, you can be sure carpets will be cleaned to the highest industry standards because Adphibian is the first machine of its kind to be awarded the CRI Seal of Approval for both low-moisture and deep-cleaning extraction.



Hard floors are clean and dry

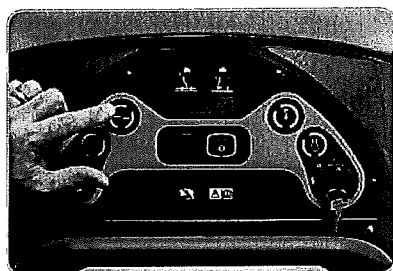
Adphibian is the ideal answer for facilities with multiple floor surface types. This hardworking machine delivers excellent performance thanks to dual counter-rotating brushes for effective scrubbing and a unique squeegee that provides 100 percent water pickup, leaving floors clean, dry and safe for building occupants.

Ergonomic control
paddle

Large recovery tank
opening allows for more
complete and thorough
cleaning out of the tank

AXP™ onboard detergent-
dispensing system allows
for any brand of detergent,
including green-certified

Onboard battery
charger

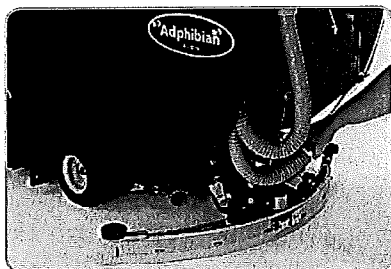


A single touch to the orange button tells
the user what mode the Adphibian™ is
changing to.

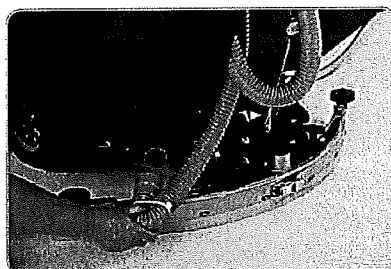


Debris hopper is
easy to remove
and empty

Single spray
jet eliminates
streaking



For a full-functioning scrubber, move the hose
to the squeegee and lower the squeegee to
the floor.



For a full-functioning extractor, move the
hose to the vacuum shoe inlet and raise
the squeegee.

FEATURES AND BENEFITS

LIFT™ low-moisture technology utilizes a patented
indirect spray feature that provides superior cleaning
while increasing per tank productivity and reducing
water consumption. Operators will experience faster
dry times and true cleaning with **LIFT** technology.



Air Quality: Carpets that dry within 30 minutes of extraction
reduce the risk of mold and other airborne allergens.

Safety: With low sound level and quick dry time, the
Adphibian is safe for daytime cleaning. 100 percent
water pickup on turns minimizes slip-and-fall accidents.

Sustainability: Dual counter-rotating brushes don't
wear down carpet fibers as extensively as a vacuum
would, preserving the life of the carpet.

Environmental Impact: The AXP onboard detergent-dispensing
system minimizes the use of both chemicals and water, which in
turn, reduces your waste-stream contribution.



Adphibian™

Multi-Surface Extractor-Scrubber



Advance

by Nilfisk-Advance

FACT SHEET



TYPICAL APPLICATIONS INCLUDE

- Hospitals / Healthcare Facilities
- Schools and Universities
- Churches and Religious Facilities
- Hotels
- Commercial Cleaning
- Government Buildings and Installations
- Airports, Train Stations, Bus Depots
- Casinos
- Office Buildings
- Health Clubs

STANDARD FEATURES INCLUDE

- 30 Second Tools-free Mode Change
- *LIFT*™, Low Moisture Cleaning Mode
- Deep Treat™ Pre-Spray Mode
- Dual Multi-Surface, Anti Microbial Brushes
- Laminar Flow Squeegee and Vacuum Shoes
- 250 Ah Batteries
- Onboard Charger

OPTIONAL ACCESSORIES INCLUDE

- 255 Ah AGM Maintenance Free Batteries
- Multi-Surface Wand Kits
- Multi-Surface CRI Approved AXP™ Detergents



Advance's Adphibian™ soft and hard floor machine is designed to answer the multiple cleaning demands you face today. Demands like getting maximum efficiency and flexibility from your operators and your equipment. The Adphibian enables cleaning staff to use one machine to pre-spray, and extract carpets and also scrub hard floors.

Operators are able to switch between pre-spraying and extracting at the push of a button. A 30 second tools-free changeover lets operators switch between using a full-functioning carpet extractor and a full-functioning cylindrical scrubber with patent-pending technology. Even the special anti-microbial brushes are designed to work on all surface types. The patented AXP™ Onboard Detergent Dispensing System lets the operator choose the perfect cleaning solution for all floor surfaces. And the machine's ease-of-use means fast training and consistent cleaning performance by all of your operators.

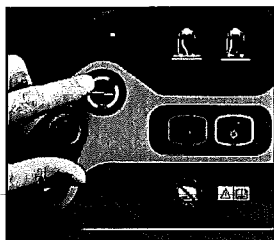
The Adphibian multi-surface machine is the first of its kind to be awarded the CRI Seal of Approval for low-moisture and deep-cleaning extraction. Adphibian features our patented dual-cleaning mode that lets operators choose between *LIFT*™ Low-moisture mode and Restoration mode. For daily carpet cleaning, Advance's patented *LIFT*™ technology (Low-moisture, Indirect spray, Fast dry time, True cleaning) uses a unique indirect spray that leaves carpets clean and dry in less than 30 minutes. For heavily soiled areas, nothing beats Adphibian's deep-extraction performance. Adphibian's unique Deep Treat™ pre-spray mode allows you to quickly deep-treat heavily soiled areas by automatically applying and agitating any pre-spray detergent or encapsulate on your carpeted surfaces. A simple push of a button then allows the same area to be extracted with clean water.

Environmental friendliness and safety are also critical requirements for the cleaning equipment you use today. With Advance's Smart Solutions AXP™ Automatic Detergent Dispensing System, Adphibian helps you minimize water and detergent use, while also allowing you to use any detergent – including those that are green certified.

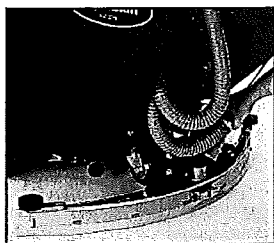
Optional maintenance-free AGM batteries eliminate the safety concerns associated with maintaining traditional wet-acid batteries. Rubber bumpers and non-marking tires protect facilities and meet LEED-EB guidelines for cleaning equipment. The unique squeegee provides 100% water pick-up on turns, reducing the risks associated with slip and fall injuries, while the easy-to-use control paddle is ergonomically designed for comfort and handling. Low sound levels for both extraction (69 dB A) and scrubbing (66 dB A) makes the Advance Adphibian comfortable for operators and building occupants, and ideal for daytime cleaning.

Advance Adphibian™

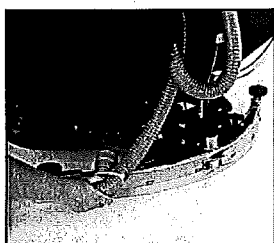
Multi-Surface Extractor-Scrubber



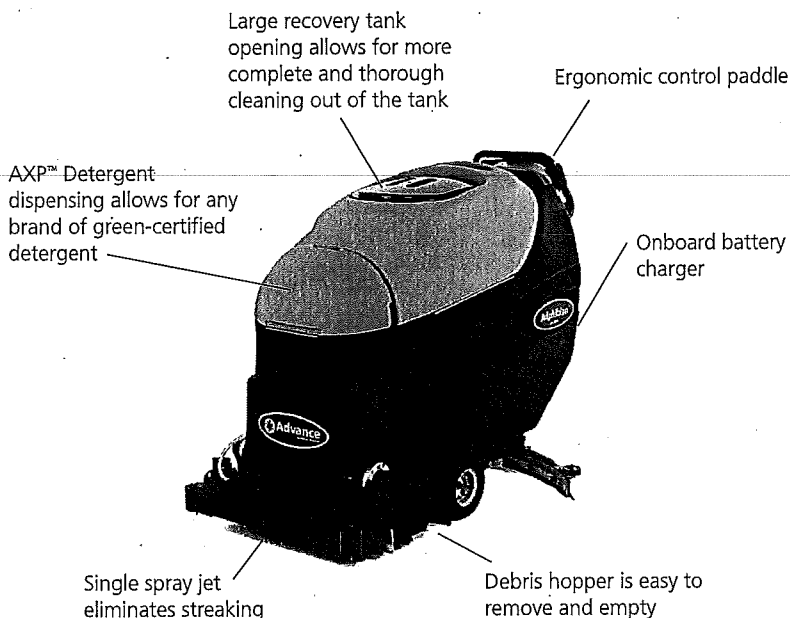
A single touch to the orange button tells the user what mode the Adphibian™ is changing to



For a full functioning scrubber, move the hose to the squeegee and lower the squeegee to the floor



For a full functioning extractor, move the hose to the vacuum shoe inlet and raise the squeegee



Defining Cleaning Innovation...

- Our products are designed using innovative technology that increases productivity and drives down the cost to clean.
- You can get expert service and maintenance for your Advance machines from factory-trained personnel around the world. Fast parts delivery, too.
- Maintain peak performance with Nilfisk Genuine OEM Parts.

Nilfisk Genuine OEM Parts

Technical Specifications

Solution System	
Solution Capacity	20 gal (76 L)
Solution Pump	100 psi diaphragm demand
Flow Rates	
Hard Floor Mode	0.26 gpm (1 L/min)
Restoration Mode	0.81 gpm (3.1 L/min)
LIFT™ Mode	0.26 gpm (1 L/min)
Deep Treat™ Pre-Spray Mode	0.92 gpm (3.5 L/min)
Recovery Capacity	16 gal (61 L)
Vacuum System	
Vacuum Motor	Dual 3 stage bypass
Airflow	93 cfm (44 L/sec) (Extraction) / 67 cfm (32 L/sec) (Scrubbing)
Waterlift	70 in H ₂ O (17.4 km/hr)
Vacuum Shoes	Dual 13.5 in (34 cm) dual pivoting laminar flow 45 lb down pressure
Squeegee	36 inch (91 cm) curved laminar flow
Brush System	
Brushes	Dual 24 in (61 cm) counter rotating anti-microbial, multi-surface with debris hopper
Brush Motors	Dual 1/2 horsepower permanent magnet
Brush Speed	960 RPM
Sound Level	69 dB A (Extraction) / 66 dB A (Scrubbing)
Electrical System	24 V (4) X 6 V batteries
Batteries	250 Ah wet-add (optional 255 Ah AGM)
Machine Speed	
Hard Floor Mode	220 ft/min (4 km/hr)
Transport	220 ft/min (4 km/hr)
LIFT™ Mode	90 ft/min (1.6 km/hr)
Restoration Mode	50 ft/min (0.9 km/hr)
Light Deep Treat™ Mode	150 ft/min (2.7 km/hr)
Heavy Deep Treat™ Mode	100 ft/min (1.8 km/hr)
Coverage Rate	10,800 ft ² /hour (LIFT™ Mode) 6,000 ft ² /hour (Restoration Mode) 26,000 ft ² /hour (Hard Floor Mode)
CRI Approval	Bronze for Deep Cleaning Extractors in both Restoration Mode and LIFT™ Mode
Machine Dimensions	L = 56 in (142 cm) x W (without squeegee) = 27 in (69 cm) x H = 43.5 in (110 cm)
Machine Weight	650 lb (295 kg) with batteries / 370 lb (168 kg) without batteries
Shipping Weight	680 lb (308 kg)
Part Number	56 317 010 Adphibian™ with four 6 V/251 Ah batteries 56 317 011 Adphibian™ with four 6 V/255 Ah maint-free (AGM) batteries

Specifications are subject to change without notice.



Advance
by Nilfisk-Advance

14600 21st Avenue North
Plymouth, MN 55447-3408
www.advance-us.com
Phone: 800-850-5559
Fax: 800-989-6566

240 Superior Boulevard
Mississauga, Ontario, Canada L5T 2L2
www.nilfisk-advance.com
Phone: 905-564-1149 or 800-668-8400
Fax: 905-564-1030 or 800-263-5111

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Annette Segal <asegal@opusd.org>

RE: CMAS

1 message

Tina Barthel <Tina.Barthel@nilfisk.com>

Fri, Apr 29, 2016 at 12:19 PM

To: Annette Segal <asegal@opusd.org>, Nicholas Gotovac <Nicholas.Gotovac@nilfisk.com>

Hi Annette,

Attached is the revised quotation. Freight is free to destination CONUS.

Thank you & have a great weekend!

Tina Barthel

Government Contracts Administrator

Govt Line - Advance
800-486-8830
State Contract
Advance Rep
Nick Gotovac
626-252-4081
Nicholas Gotovac at
Nilfisk.com 4-19-16

Nilfisk, Inc. | 9435 Winnetka Avenue North, Brooklyn Park, MN 55445 | Phone: 763-745-3762 | Fax Number: (800) 369-0458 | tina.barthel@nilfisk.com | www.advance-us.com | www.clarkeus.com | www.usvipser.com / www.usproducts.com



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From: Annette Segal [mailto:asegal@opusd.org]

Sent: Friday, April 29, 2016 2:06 PM

To: Nicholas Gotovac; Tina Barthel

Subject: Fwd: CMAS

Hi Nick and Tina,

Please revise quote number 2016TB0421 for the Adphibian Item Number 56317011 with AGM batteries only with shipping charges.

Annette Segal

Business Department Assistant

818 735-3254

----- Forwarded message -----

From: **Nicholas Gotovac** <Nicholas.Gotovac@nilfisk.com>
Date: Thu, Apr 21, 2016 at 7:31 AM
Subject: Fwd: CMAS
To: "asegal@opusd.org" <asegal@opusd.org>

Annette,

Please call me, if you have any questions.

Nick Gotovac

Nilfisk

(626) 252-4081

Sent from my iPhone

Begin forwarded message:

From: Tina Barthel <Tina.Barthel@nilfisk.com>
Date: April 21, 2016 at 8:18:28 AM CDT
To: Nicholas Gotovac <Nicholas.Gotovac@nilfisk.com>
Cc: Julie Mercer <Julie.Mercer@nilfisk.com>
Subject: RE: CMAS

Hi Nick,

Please see attached quote. CMAS Contract freight is free freight to FOB Destination CONUS.

Thank you & have a great day!

Tina Barthel
Government Contracts Administrator

Nilfisk, Inc. | 9435 Winnetka Avenue North, Brooklyn Park, MN 55445 | Phone: 763-745-3762 | Fax
Number: (800) 369-0458 | tina.barthel@nilfisk.com | www.advance-us.com | www.clarkeus.com |
www.usviper.com / www.usproducts.com

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P Please consider the environment before printing this e-mail

-----Original Message-----

From: Nicholas Gotovac
Sent: Wednesday, April 20, 2016 1:19 PM
To: Tina Barthel
Subject: CMAS

Can you send me quote for:

Oak Park USD
Attn: Annette Segal
#56317010
#56317011

Please include freight and our CMAS contract #.

Nick Gotovac
Nilfisk
(626) 252-4081
Sent from my iPhone



2016TB0429 - ADPHIBIAN.pdf
204K



Annette Segal <asegal@opusd.org>

Re: Adphibian™ Extractor-Scrubber

1 message

Gregg@southwestschool.com <gregg@southwestschool.com>

Thu, Mar 17, 2016 at 11:56 AM

To: Annette Segal <asegal@opusd.org>

Hi Annette happy St Patty's Day!! 

So my MFG came back to me that we can not get a comparable to the amphibian it's pretty much unique and amazing I wouldn't be able to get you the best deal on it sorry but you know I love always trying so thank you for that!! :)

Gregg

Gregg Ethier
Southwest School & Office Supply
Regional Sales Manager
3790 De Forest Circle
Jurupa Valley, CA 91752
Cell: (909) 800-4859
Office: (909) 980-7777
Fax: (909) 980-7159
gregg@southwestschool.com

On Mar 17, 2016, at 7:57 AM, Annette Segal <asegal@opusd.org> wrote:

Thanks!

Annette Segal
Business Department Assistant
818 735-3254

On Tue, Mar 15, 2016 at 5:21 PM, Gregg@southwestschool.com <gregg@southwestschool.com> wrote:

Ok I'm on it!

Thank you,

Gregg

Gregg Ethier
Southwest School & Office Supply
Regional Sales Manager



Annette Segal <asegal@opusd.org>

POWR-FLITE AND TORNADO AUTO-SCRUBBERS

1 message

tri-valley supply <trivalleysupply@live.com>
To: "asegal@oakparkusd.org" <asegal@oakparkusd.org>

Mon, Jun 29, 2015 at 11:16 AM

Hi Annette,

I emailed you 4 different quotes on Powr-Flite and Tornado Auto-Scrubbers.

One of them is a mistake. Please disregard the quote for the 24" Tornado Auto-Scrubber with a sale price of \$5348.00.

That price is for the 20" Tornado.

If you have any further question or if you need literature on any of the machines quoted, please let contact me.

Thank you for the opportunity to quote,

Stephen



TRI-VALLEY SUPPLY
2974 E. Thousand Oaks Blvd
Thousand Oaks CA 91362
C/SER 805-495-8259,
FAX 805-495-9664
ACCOUNTING 805-495-9664

Quotation

Page 1 of 1

OAK PARK UNIFIED SCHOOL DIST.E

5801 E. CONIFER STREET

OAK PARK

CA 91377

Date 29-Jun-2015

Valid Until

Salesman BRIAN

Quote 244501

Terms Net 30

Merch Total	\$6,525.40
Taxable Sales	\$6,525.40
Tax	\$489.41
	\$0.00
Ship/Handling	\$0.00
Ppd Deposit	\$0.00
Total	\$7,014.81

Description	Item Code	Quantity	Price	Amount
TORNADO 24" AUTO-SCRUBBER W/TRACTION DRIVE MODEL#99130		1	6,246.00	\$6,246.00
24" PAD DRIVER #99272		1	279.40	\$279.40

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: June 15, 2016
**SUBJECT: B.3.a AUTHORIZATION TO RE-ESTABLISH THE
ADMINISTRATIVE POSITION OF DIRECTOR OF
CURRICULUM AND INSTRUCTION**

ACTION

ISSUE: Shall the Board authorize the re-establishment of the administrative position of Director of Curriculum and Instruction?

BACKGROUND: Staff is recommending that the Board re-establish the position of Director of Curriculum and Instruction. Such person would provide oversight related to California Standards implementation, professional development, textbook adoptions and other services. A copy of the proposed job description is attached for the Board's review.

ALTERNATIVES:

1. Approve the re-establishment of the position and job description for the Director of Curriculum and Instruction.
2. Do not approve the re-establishment of the position and job description for the Director of Curriculum and Instruction.

RECOMMENDATION: Alternative No. 1

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

Respectfully submitted,

Anthony W. Knight, Ed.D.
Superintendent

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

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

OAK PARK UNIFIED SCHOOL DISTRICT

Director of Curriculum and Instruction

Brief Description: Under the general supervision of the District Superintendent direct, manage and evaluate the K-12 curriculum and instructional services of the district; coordinate a professional development program that supports the district's mission of continuous improvement; provide leadership in the supervision and evaluation of all local and state assessment programs within the district; maintain oversight of the District of Choice (DOC) program.

Essential Functions: Duties may include, but are not limited to, the following:

- Serve as a member of the district's administrative cabinet to provide leadership in the development and implementation of district policies related to curriculum and instruction.
- Chair district committees including Curriculum Council, GATE/DAC, Textbook Adoptions, Math Committee, LCAP Committee, DELAC Committee and Sexual Health Advisory Committee.
- Provide leadership and support to produce annual LCAP, School Site Plans and School Accountability Report Cards.
- Meet with appropriate stakeholders to guide the selection of textbooks and other instructional materials.
- Interface with the district's business office and site administrators to oversee State and Federal programs including Career Technical Education grants.
- Responsible for planning and implementing professional development activities including the coordination of training on district buy back days.
- Represent Oak Park Unified at the various County Office of Education meetings including VCOE Curriculum Council and RTI trainings.
- Prepare appropriate reports related to the district's instructional program for presentation to the Board of Education, local school sites and community members.
- Establish and maintain math intervention and literacy intervention programs as required.
- Coordinate district report cards and adjust content.
- Organize district information nights and establish local reporting procedures related to the DOC program.
- Attend appropriate conferences, workshops and meetings to stay informed of recent research, development and trends in curriculum and instruction.

Knowledge and Abilities: At a minimum the successful candidate should possess the following:

Knowledge of:

- Effective principles and practices of administration, supervision and training.
- Planning, organization and implementation of the California standards and curriculum frameworks.
- Current instructional materials, resources and instructional methodologies.
- Assessment/alignment strategies in evaluating the results of state and local testing.
- Implementation of current principles, practices, methods and strategies of educational reform and program development.

- Program compliance with applicable sections of the California Education Code and other local, state and federal statutes/regulations.
- District's Student Information System (Q), Data Management System (EADMS) and CALPADS reporting requirements.
- State's LCAP process and reporting requirements.
- Computers and other technologies utilized in teaching and learning.

Ability to:

- Provide leadership and evaluation for those areas of the district's moral imperatives related to teaching, learning, curriculum and assessment.
- Communicate effectively, both orally and in writing.
- Demonstrate strong organizational skills.
- Work independently and in concert with other District personnel to lead teams and serve as a member of teams.
- Maintain current knowledge of program regulations, requirements and restrictions.
- Use technology related tools to prepare reports and deliver oral presentations in a user-friendly manner.
- Effectively observe and analyze instructional strategies and techniques.
- Organize and deliver meaningful staff development workshops within the district.
- Train, supervise and evaluate assigned personnel.

Education, Experience and Other Requirements

- Master's Degree in Education or related field: Doctorate preferred.
- Valid California Teaching Credential and California Administrative Services Credential.
- English Learner Authorization (CLAD or BCLAD).
- Five (5) years classroom teaching experience in a public school setting.
- Three (3) years of successful management/supervisory experience in an educational environment. Recent site or district level administrative experience in a California public school/district is required.
- Graduate study in curriculum development is desirable.

TO: BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: June 15, 2016

SUBJECT: B.4.a. APPROVE CONTRACT FOR NON-PUBLIC SCHOOL FOR SPECIAL EDUCATION STUDENT #010-15/16 - \$4,314.24

ACTION

ISSUE: Should the Board of Education approve this contract for non-public school services for this student?

BACKGROUND: This seven-year-old, first grade student was placed by an agency (not OPUSD) in a residential treatment facility in San Diego. California Education Code 48200 specifies that the parent's district of residence is responsible for educational costs when a student is placed in a residential program in California by a public agency other than a school district. Student has been placed at the San Diego Center for Children Academy (SDCCA). SDCCA is a certified non-public school and has a Master contract with Ventura County SELPA. The cost of placement at SDCCA for the remainder of the 15-16 school year is \$4,314.24. The District will receive approximately \$800.00 in revenue limit funds to offset the cost of the placement.

ALTERNATIVES: 1) Fund this non-public placement.
2) Do not fund this non-public placement.

RECOMMENDATION: Alternative #1

RATIONALE: The District is required by law to provide the services stated on a student's IEP. San Diego Center for Children Academy is a certified non-public school.

Respectfully Submitted

Anthony W. Knight, Ed.D.
Superintendent

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

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

INDIVIDUAL SERVICES AGREEMENT FOR NONPUBLIC, NONSECTARIAN SCHOOL/AGENCY SERVICES
(Education Code Sections 56365 et seq.)

This agreement is effective on May 11, 2016, or the date student begins attending a nonpublic school or begins receiving services from a nonpublic agency, if after the date identified, and terminates at 5:00 P.M. on June 30, 2016, unless sooner terminated as provided in the Master Contract and by applicable law.

Local Education Agency (LEA)	Oak Park Unified School District		
Address	5801 Conifer Street		
City, State Zip	Oak Park, CA 91377		
LEA Case Manager	Susan Roberts		
Phone and E-Mail	sroberts@oakparkusd.org		
Student Last Name		Student First Name	
Grade		D.O.B.	Sex
Parent/Guardian Last Name		Parent/Guardian First Name	
Address			
City, State, Zip			
Home Phone		Work	Cell
Parent/Guardian Last Name		Parent/Guardian First Name	
Address			
City, State, Zip			
Home Phone		Work	Cell

Nonpublic School/Agency	San Diego Center for Children Academy (#010-15/16)		
Address	3002 Armstrong Street		
City, State, Zip	San Diego, CA 92111-5702		
IEP Coordinator Name	Diana M Landis, Director of Finance		
Phone	858 569 2110	Fax	
E-Mail	dlandis@centerforchildren.org		
Program Administrator Name	Nancy Macnamara, M.E.D., Principal/Director of Education		
Phone	858 569 2199	Fax	
E-Mail	nmacnamara@centerforchildren.org		
Education Schedule – Regular School Year			
Number of Days	24	Number of Weeks	
Education Schedule – Extended School Year			
Number of Days		Number of Weeks	
Contract Begins	May 11, 2016	Ends	June 30, 2016

DESIGNATED INSTRUCTION AND SERVICES / RELATED SERVICES:

SERVICES	PROVIDER			Cost and Duration of Session	Number of Sessions per wk/mo/yr	Maximum Number of Days or Sessions		Estimated Maximum Total Cost for Contracted Period
	NPS	NPA	OTHER Specify			Reg School Year	ESY	
A. BASIC EDUCATION <i>Positive attendance only</i>	SDCCA			179.76		24	NA	4,314.24
B. RELATED SERVICES								
1. Transportation a. Paid to NPS/A								
2. Adapted P.E.								
3. Speech/Language a. Group b. Individual								

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: June 15, 2016

**SUBJECT: B.5.a. ADOPT AND APPROVE NEW BOARD POLICY 3515.7 FIREARMS
ON SCHOOL GROUNDS INSTRUCTION – Second Reading**

ISSUE: Should the Board of Education adopt and approve the proposed NEW Board Policy Firearms on School Grounds Instruction – Second Reading?

BACKGROUND: New Policy reflects New Law (SB 707, 2015) which eliminates the exception that had allowed persons with a Carry Concealed Weapon (CCW) license to possess a firearm on campus. The law now requires such persons to obtain written permission of the Superintendent or designee in order to possess a firearm and/or ammunition on school grounds. Policy contains options for the Board either to prohibit any person from possessing a firearm on campus, unless that person is specifically allowed such possession by law, or to authorize the Superintendent or designee to use his/her legal authority to permit persons with a CCW license to possess a firearm and/or ammunition on campus. For districts choosing to allow such permission to be granted on a case-by-case basis, the policy establishes optional criteria and conditions that must be met. Two new Exhibits provide (1) a sample form for persons to apply for permission to possess a firearm and/or ammunition on school grounds and (2) a sample agreement describing responsibilities and restrictions on such possession which should be signed by the Superintendent or designee and by the person granted permission.

ALTERNATIVES:

1. Adopt and approve the amendment to Board Policy 3515.7 Firearms on School Grounds Instruction
2. Do not approve the amendment to Board Policy 3515.7 Firearms on School Grounds Instruction
3. Adopt a modified version of the amendment to Board Policy 3515.7 Firearms on School Grounds Instruction

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3515.7(a)

Firearms on School Grounds Instruction

The Governing Board is committed to providing a safe environment for students, staff, and visitors on campus. The Superintendent or designee shall consult with local law enforcement, insurance carriers, and other appropriate individuals and agencies to address the security of school campuses.

(cf. 3515 - Campus Security)
(cf. 3515.2 - Disruptions)
(cf. 3515.3 - District Police/Security Department)
(cf. 4158/4258/4358 - Employee Security)
(cf. 5131.4 - Student Disturbances)
(cf. 5131.7 - Weapons and Dangerous Instruments)

District policy regarding the possession of firearms and/or ammunition on school grounds shall be included in the district's comprehensive safety plan and shall be communicated to district staff, parents/guardians, and the community.

(cf. 0450 - Comprehensive Safety Plan)
(cf. 1112 - Media Relations)
(cf. 1113 - District and School Web Sites)
(cf. 1114 - District-Sponsored Social Media)

Any person specified in Penal Code 626.9(l)-(o) and 30310 is authorized to possess a firearm and/or ammunition on school grounds. School grounds include, but are not limited to, school buildings, fields, storage areas, and parking lots.

OPTION 1:

The Superintendent or designee shall not grant permission to any other individual to carry a firearm or ammunition on school grounds.

~~OPTION 2:~~

~~In addition, the Board authorizes the Superintendent or designee to grant written permission to a person who holds a valid Carry Concealed Weapon (CCW) license issued in California and who is at least 21 years of age to possess lawful firearms and/or ammunition on school grounds in accordance with law and Board policy.~~

~~Any employee granted permission shall be an employee with no disciplinary record in~~

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3515.7(b)

~~the previous four years.~~

~~(cf. 4116 – Probationary/Permanent Status)~~

~~(cf. 4118 – Dismissal/Suspension/Disciplinary Action)~~

~~(cf. 4218 – Dismissal/Suspension/Disciplinary Action)~~

~~No staff member shall be required to carry a firearm and/or ammunition while on school grounds.~~

~~Any person requesting to carry a firearm on school grounds shall annually submit an application to the Superintendent or designee. He/she shall also provide a copy of a valid CCW license and meet any other requirement of the insurance provider, such as additional training or insurance coverage.~~

~~(cf. 3580 – District Records)~~

~~Any person who is granted permission shall be required to sign the district's firearm and ammunition possession agreement. The signed agreement shall be maintained in the district's records. The principal and other appropriate staff shall be notified regarding persons who have been granted permission.~~

~~Permission shall be granted only if the Superintendent or designee is satisfied that the possession on school grounds shall be for a peaceful and lawful purpose or activity and that the possessor will at all times comply with all terms included in the district's firearm and ammunition possession agreement.~~

~~Permission to carry a firearm and/or ammunition on school grounds may be revoked by the Board or the Superintendent or designee at any time. In addition, when any person granted permission to possess a firearm on campus is directed to leave school grounds for reasons of disruption or other violation of law or district policy, the permission is automatically revoked.~~

Legal Reference:

EDUCATION CODE

32281 Comprehensive safety plan

35160 Powers and duties of the board

35161 Powers and duties of the board; authority to delegate

38001.5 District security officers; requirements if carry firearm

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

BP 3515.7(b)

PENAL CODE

626.9 Gun Free School Zone Act

830.32 District police department; district decision to authorize carrying of firearm

16150 Definition of ammunition

16520 Definition of firearm

26150-26225 Concealed weapons permit

30310 Prohibition against ammunition on school grounds

UNITED STATES CODE, TITLE 18

921 Definitions, firearms and ammunition

922 Firearms, unlawful acts

923 Firearm licensing

UNITED STATES CODE, TITLE 20

7151 Gun-Free Schools Act; student expulsions for possession of firearm

Management Resources:

WEB SITES

Office of the Attorney General: <https://oag.ca.gov/firearms>

Adopted – 6-15-16

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

E 3515.7(a)

Exhibit 1

APPLICATION FOR FIREARM/AMMUNITION ON SCHOOL GROUNDS

Please fill out all three sections of this application and attach all documents listed in Section 2. Incomplete applications will not be processed.

Return this application to:

Superintendent, Dr. Anthony W. Knight

5801 Conifer Street
Oak Park, CA 91377

SECTION 1. Identifying Information

Name: _____ Date of Birth: _____

Phone: _____ Email: _____

School(s) at which I seek permission to carry a firearm and/or ammunition:

I am a (check one or more):

___ District employee (Job title: _____ Location: _____)

___ Parent/guardian of child(ren) at the following school(s): _____

___ Other: _____

Reason for requesting permission to carry firearm and/or ammunition on school grounds:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

E 3515.7(b)

SECTION 2. Required Documents

The following documents must be attached to this application:

1. Copy of a valid Carry Concealed Weapon (CCW) license issued in California

Date of expiration: _____

2. _____

SECTION 3. Acknowledgment

I understand that by submitting this application I am certifying under penalty of perjury under the laws of the State of California that the information provided is accurate and all documents attached are true and correct copies of the original. I understand that the decision to grant me permission to carry a firearm and/or ammunition on school grounds is at the sole discretion of the school district.

Print name: _____ Date: _____

Signature: _____

Exhibit 2

FIREARMS ON SCHOOL GROUNDS

FIREARM AND AMMUNITION POSSESSION AGREEMENT

The district permits the possession of firearms and ammunition on school grounds consistent with applicable law and Board policy. Before the Superintendent or designee grants such permission to any person to possess a firearm or ammunition on school grounds, the person

requesting such permission must agree to the conditions described below regarding acceptable use and the safety restrictions imposed by the district.

I. Definitions

Ammunition means, but is not limited to, any bullet, cartridge, magazine, clip, speed loader, autoloader, or projectile capable of being fired from a firearm with a deadly consequence. Ammunition does not include blanks.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

E 3515.7(c)

Firearm means a device, designed to be used as a weapon, from which is expelled through a barrel, a projectile by the force of an explosion or other form of combustion.

Carry Concealed Weapon (CCW) license means a valid, current permit to carry a concealed firearm issued by a county sheriff or chief of police within California and must contain no restriction on the carrying of a firearm on school grounds.

School grounds include, but are not limited to, school buildings, fields, storage areas, and parking lots.

II. District Rights

The Superintendent or designee shall notify the principal and other appropriate staff of all persons granted permission to carry a firearm and/or ammunition on school grounds.

Permission to carry a firearm and/or ammunition does not necessarily apply to all types of lawful firearms or ammunition. The Superintendent or designee may deny permission for any specific type of firearm or ammunition or otherwise change the scope of the permission.

The Superintendent or designee shall notify law enforcement in the event that the person uses a firearm or ammunition in a manner that threatens the safety of other persons or district property.

The district reserves the right to revoke, at any time, the permission granted to an individual to possess a firearm and/or ammunition on school grounds. Grounds for revocation include, but are not limited to, a violation of law, Board policy, or any terms of this Agreement; concerns of the Superintendent or designee about the individual's ability to safely use the firearm or ammunition on school grounds; or any subsequent change in Board policy that would prohibit the granting of permission to any individual.

III. Responsibilities

Responsibilities of any person given permission to carry a firearm or ammunition on school grounds include, but are not necessarily limited to:

1. Abiding by all applicable laws, Board policy, and the terms of this Agreement
2. Ensuring the safe storage and handling of the firearm and ammunition
3. Notifying the Superintendent or designee whenever the CCW license is revoked, expires, has new restrictions placed on it, or is renewed during the term of this Agreement and providing a copy of the renewed license as applicable
4. Only using the firearm and/or ammunition during an emergency that threatens the safety of students, staff, or other persons on school grounds and in accordance with applicable laws and the terms of the CCW license

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 3000

Business and Non-Instructional Operations

E 3515.7(d)

IV. Acknowledgment of Receipt and Agreement

I acknowledge that I have received, read, and understood the Firearms and Ammunition

Possession Agreement. I understand that any violations of this Agreement may be grounds for revocation of the Agreement.

For district employees: In addition, I understand that any violations of this Agreement may result in disciplinary action, up to and including termination.

My signature below indicates my knowing and voluntary acceptance of all the terms of this Agreement. I understand it is my obligation to apply to renew this Agreement before it expires in order to continue to possess a firearm or ammunition on school grounds.

_____ Print Name

_____ Signature _____ Date

VI. District Permission

Pursuant to Penal Code 626.9 and 30310 and as authorized by the Governing Board, I grant written permission to the following individual, whose name appears on the signature line under Section IV - Acknowledgement of Receipt and Agreement, to carry a firearm or ammunition on school grounds under the terms of this Agreement.

I reserve the right to revoke or modify the scope of the permission granted in this Agreement. This Agreement shall automatically expire on the date listed below and may be renewed subject to district criteria.

_____ Name _____ Title

_____ Signature _____ Date

Expiration date of Agreement: _____

Adopted: 6/16

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: B.5.b. APPROVE AMENDMENT TO BOARD POLICY AND
ADMINISTRATIVE REGULATION 6142.7 – PHYSICAL EDUCATION
AND ACTIVITY – First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy and Administrative Regulation 6142.7 – Physical Education and Activity?

BACKGROUND: Board Policy updated to add information regarding required qualifications of physical education teachers. Policy also incorporates material formerly in AR regarding the minimum school day for high school students who are granted two-year or permanent exemptions from physical education courses, and adds the amount of instructional time in physical education that must be provided to students who are excused from physical education courses in order to participate in driver training. Administrative Regulation updated to reflect/clarify instructional time requirements, describe recent lawsuits alleging districts' noncompliance with these requirements, provide optional methods for documenting the number of instructional minutes provided, and reflect related CSBA Legal Alert. Regulation also reflects NEW LAW (AB 1391, 2015) which authorizes the use of uniform complaint procedures for any complaint that an elementary school has not complied with the instructional minute requirement.

ALTERNATIVES:

1. Approve the amendment to Board Policy and Administrative Regulation 6142.7 – Physical Education and Activity.
2. Do not approve the amendment to Board Policy and Administrative Regulation 6142.7 – Physical Education and Activity.
3. Adopt a modified version of the amendment to Board Policy and Administrative Regulation 6142.7 – Physical Education and Activity.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(a)

Physical Education

The Governing Board recognizes the positive benefits of physical activity ~~on~~^{for} student health and academic achievement. The ~~d~~^District shall provide all students the opportunity to be physically active on a regular basis through high-quality physical education instruction and may provide additional opportunities for physical activity throughout the school day. The district's physical education and activity programs shall support the district's coordinated student wellness program and encourages students' lifelong fitness.

(cf. 5030 – Student Wellness)

(cf. 6142.8 - Comprehensive Health Education)

The district's physical education program shall provide a developmentally appropriate sequence of instruction aligned with **the** state's model content standards and curriculum frameworks. ~~The Superintendent or designee shall ensure that the district's program provides students with equal opportunities for instruction and participation regardless of gender in accordance with law.~~

~~(cf. 0410 – Nondiscrimination in District Programs and Activities)~~

~~(cf. 6011 – Academic Standards)~~

~~(cf. 6143 - Courses of Study)~~

For grades 9-12, ~~t~~^{The} overall course of study ~~for grades 9-12~~ shall include the effects of physical activity upon dynamic health, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives ~~such as self-defense and fencing.~~ (Education Code 33352; 5 CCR 10060)

The Board shall approve the courses in grades 9-12 for which physical education credit may be granted.

(cf. 6146.1 – High School Graduation Requirements)

(cf. 6146.11 – Alternative Credits Toward Graduation)

The district's physical education program shall engage students in moderate to vigorous physical activity, as defined in the accompanying administrative regulation, for at least 50 percent of class or session time. The Superintendent or designee shall develop strategies to monitor the amount of moderate to vigorous physical activity that takes place in the physical education instructional program.

The Superintendent or designee shall ensure that the district's program provides students with equal opportunities for instruction and participation regardless of gender in accordance with law.

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(b)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

Students with disabilities shall be provided instruction in physical education in accordance with ~~his/her~~**their** individualized education program or Section 504 accommodation plan.

(cf. 6159 – Individualized Education Program)

(cf. 6164.6 - Identification and Education Under Section 504)

During air pollution episodes, extreme weather, or other inclement conditions, physical education staff shall make appropriate adjustments to the program or shall seek alternative indoor space to enable students to participate in active physical education.

(cf. 3514 – Environmental Safety)

(cf. 5141.7 – Sun Safety)

The Superintendent or designee shall develop strategies to supplement physical education instruction with additional opportunities for students to be physically active before, during, and after the school day.

~~*(cf. 3516 – Emergencies and Disaster Preparedness Plan)*~~

~~*(cf. 1330.1 - Joint Use Agreements)*~~

~~*(cf. 5142.2 - Safe Routes to School Program)*~~

~~*(cf. 5148 - Child Care and Development Program)*~~

~~*(cf. 5148.2 - Before/After School Programs)*~~

~~*(cf. 6145 – Extracurricular and Cocurricular Activities)*~~

Staffing

Physical education ~~programs~~**instruction** shall be delivered by appropriately credentialed teachers who may be assisted by instructional aides, paraprofessionals, and/or volunteers.

(cf. 1240 – Volunteer Assistance)

(cf. 4112.2 – Certification)

(cf. 4112.21 - Interns)

(cf. 4113 - Assignment)

(cf. 4222 – Teacher Aides/Paraprofessionals)

The district shall provide physical education teachers with continuing professional development, including classroom management and instructional strategies designed to keep students engaged and active and to enhance the quality of physical education instruction and assessment.

(cf. 4131 – Staff Development)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(c)

(cf. 5121 – Grades/Evaluation of Student Achievement)

Physical Fitness Testing

The Superintendent or designee shall annually administer the physical fitness test designated by the State Board of Education (***FITNESSGRAM***) to students in grades 5, 7, and 9. (Education Code 60800; ***5 CCR 1041***)

Temporary Exemptions

The Superintendent or designee may grant ***a student a*** temporary exemption from physical education under either of the following conditions: (Education Code 51241)

1. The student is ill or injured and a modified program to meet his/her needs cannot be provided.
2. The student is enrolled for one-half time or less.

Two-Year Exemptions

With ~~the~~ ***a*** student's consent, the Superintendent or designee may exempt ~~at the~~ ***the*** students, from ***physical education courses for*** any two years of physical education courses during grades 10-12 provided that the student has satisfactorily met ~~at least any~~ ***at least*** five of the six standards of the ***FITNESSGRAM*** ~~state's physical fitness test~~ in grade 9. (Education Code 51241)

Upon request by students and/or their parents/guardians, the Superintendent or designee may administer the ***FITNESSGRAM*** ~~physical fitness test~~ to students in grades 10-12 who need to pass the test in order to qualify for a two-year exemption from physical education courses.

Students in grades 10-12 who have been granted a two-year exemption shall be offered a variety of elective physical education courses of not less than 400 minutes each 10 school days. (Education Code 51222)

Such students shall not be permitted to attend fewer total hours of courses and classes than they would have attended if enrolled in a physical education course. (Education Code 51241)

(cf. 6112 - School Day)

Permanent Exemptions

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(d)

The Superintendent or designee may grant a ***student a*** permanent exemption from physical education to a student under any of the following conditions: (Education Code 51241)

1. The student is age 16 years or older and has been enrolled in grade 10 for one or more academic years. ***However, such a student shall not be permitted to attend fewer total hours of courses and classes than he/she would have attended if enrolled in a physical education course.***
2. The student is enrolled as a postgraduate student.
3. The student is enrolled in a juvenile home, ranch, camp, or forestry camp school with scheduled recreation and exercise.

Other Exemptions

The Superintendent or designee may grant ***a student*** an exemption from physical education under the following special circumstances:

1. ***When the student is in any of grades 10-12 and is excused for up to 24 clock hours in order to participate in automobile driver training. However, any such student shall attend a minimum of 7,000 minutes of physical education instruction during the school year. (Education Code 51222)***

2. ***When the student is in any of grades 10-12, attends a regional occupational center or program, and, attendance in physical education courses results in hardship because of the travel time involved, would experience hardship to attend physical education courses. Any such student shall have a minimum school day of 180 minutes. (Education Code 52316)***

(cf. 6178.2 - Regional Occupational Center/Program)

3. When the

- ~~2.~~ ***The student is in a high school and is engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours. (Education Code 51242)***

(cf. 6145.2 - Athletic Competition)

Program Evaluation

The Superintendent or designee shall annually report to the Board ***each school's***

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(e)

~~FITNESSGRAM~~the results of the physical fitness testing for each school and applicable grade level. He/she shall also report to the Board regarding the number of instructional minutes offered in physical education for each grade level, the number of two-year and permanent exemptions granted pursuant to Education Code 51241, and any other data agreed upon by the Board and the Superintendent or designee to evaluate the program quality and the effectiveness of the district's program in meeting goals for physical activity.

(cf. 0500 – Accountability)

(cf. 6190 – Evaluation of the Instructional Program)

Legal Reference:

EDUCATION CODE

33126 School accountability report card

33350-33354 CDE responsibilities re: physical education

35256 School accountability report card

44250-44277 Credential types

49066 Grades; physical education class

51210 Course of study, grades 1-6

51220 Course of study, grades 7-12

51222 Physical education

51223 Physical education, elementary schools

51241 Temporary, **two-year** or permanent exemption from physical education

51242 Exemption from physical education for athletic program participants

52316 Excuse from attending physical education classes

60800 Physical performance test

CODE OF REGULATIONS, TITLE 5

1040-1048 Physical performance test

3051.5 Adapted physical education for individuals with exceptional needs

4600-4687 Uniform complaint procedures

10060 Criteria for high school physical education programs

80020 Additional assignment authorizations for specific credentials

80037 Designated subjects teaching credential; special teaching authorization in physical education

80046.1 Added authorization to teach adapted physical education

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

1758**64** Note Local wellness policy

ATTORNEY GENERAL OPINIONS

53 Ops.Cal.Atty.Gen. 230 (1970)

COURT DECISIONS

Doe v. Albany Unified School District (2010) 190 Cal.App.4th 668

Cal200 et al. v. San Francisco Unified School District et al. (2013), San Francisco Superior Court, Case No. CGC13-534975

Cal200 et al. v. Oakland Unified School District et al. (San Francisco Superior Court, Case No. CPF-14-513959

Management Resources:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6142.7(f)

CSBA PUBLICATIONS

Districts at Risk from Lawsuits Regarding PE Instructional Minute Requirement, Legal Alert, May 2015

Monitoring for Success: A Guide for Assessing and Strengthening Student Wellness Policies, 2012

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2012

Active Bodies, Active Minds: Physical Activity and Academic Achievement, Fact Sheet, February 2010

Maximizing Opportunities for Physical Activity Through Joint Use of Facilities, Policy Brief, rev. February 2010

Maximizing Opportunities for Physical Activity During the School Day, Fact Sheet, November 2009

Moderate to Vigorous Physical Activity in Physical Education to Improve Health and Academic Outcomes, Fact Sheet, November 2009

~~Building Health Communities: A School Leader's Guide to Collaboration and Community Engagement, 2009~~
~~Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007~~

Physical Education and California Schools, Policy Brief, rev. October 2007

~~Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. April 2006~~

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Physical Education ~~Framework~~ **Model Content Standards** for California Public Schools: Kindergarten through Grade 12, ~~2009; January 2005~~

Physical Education **Model Content Standards** Framework for California Public Schools: Kindergarten Through Grade 12, ~~January 2005-2009-1996~~

Adapted Physical Education Guidelines for California Schools, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Health Index (**SHI**): ~~for Physical Activity and Healthy Eating: A Self-Assessment and Planning Guide 2014~~
~~for~~

~~Elementary and Middle/High Schools, 2000~~

COMMISSION ON TEACHER CREDENTIALING PUBLICATIONS

The Administrator's Assignment Manual, 2007

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

2008 Physical Activity Guidelines for Americans, October 2008

WEB SITES

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

California Department of Education, Physical Fitness Testing: <http://www.cde.ca.gov/ta/tg/pf>

California Healthy Kids Resource Center: <http://www.californiahealthykids.org>

California Project LEAN (Leaders Encouraging Activity and Nutrition): <http://www.californiaprojectlean.org>

Centers for Disease Control and Prevention (CDC): <http://www.cdc.gov>

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

Educational Data System, s, California physical fitness: <http://www.eddata.com/projects/current/cpf>

Healthy People 2010: <http://www.healthypeople.gov>

National Association for Sports and Physical Education: <http://www.aahperd.org/naspe>

President's Council on Physical Fitness and Sports: <http://www.fitness.gov>

The California Endowment: <http://www.calendow.org>

U.S. Department of Health and Human Services: <http://www.health.gov>

Adopted: 9-17-02

Amended: 6-17-03, 6-10-08, 8-17-10, 6-15-16

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 6000

Instruction

AR 6142.7(a)

Physical Education and Activity

Physical education is a sequential educational program that teaches students to understand and participate in regular physical activity for developing and maintaining physical fitness throughout their lifetimes, understand and improve their motor skills, enjoy using their skills and knowledge to establish a healthy lifestyle, and understand how their bodies work.

Physical activity is bodily movement that is produced by the contraction of skeletal muscle and that substantially increases energy expenditure, including exercise, sport, dance, and other movement forms.

Moderate physical activity is any activity which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, walking briskly, dancing, swimming, or bicycling on level terrain. A person should feel some exertion but should be able to carry on a conversation comfortably during the activity.

Vigorous physical activity is any activity, which generally requires sustained, rhythmic movements and refers to a level of effort a healthy individual might expend while, for example, jogging, participating in high-impact aerobic dancing, swimming continuous laps, or bicycling uphill. Vigorous physical activity may be intense enough to result in a significant increase in heart and respiration rate.

Instructional Time

Instruction in physical education shall be provided for *at least the following minimum*~~total~~ period of time: (*Education Code 51210, 51222, 51223*)

- 1. For students in grades 1-6, 200 minutes each 10 school days, exclusive of not less than recesses and the lunch period**
- 2. For students in grades 7-8 attending an elementary school, 200 minutes each 10 school days, exclusive of recesses and the lunch period**
- 3. ~~F~~for students in grades 1-6 and not less than 7-8 attending a middle school or junior high school, 400 minutes each 10 school days**
- 4. ~~F~~for students in grades 9-12, 400 minutes each 10 school days-7-12. (~~Education Code 51210, 51222, 51223~~)**

~~Students in grades 10-12 who have been granted a two-year exemption pursuant to Education Code 51241(b) shall be offered a variety of elective physical education courses of not less than 400 minutes each 10 school days. (~~Education Code 51222~~)~~

~~Students in grades 10-12 who have been granted~~ **If the instructional minute requirement cannot be met during any 10-day period due to inclement weather, a school assembly, field trip, student assessment, or other circumstance, the school shall make up those minutes on another**

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 6000

Instruction

AR 6142.7(b)

~~day in order to satisfy the instructional minute requirement. a two-year or permanent exemption from physical education pursuant to Education Code 51241(b)(1) or (c) shall not be permitted to attend fewer total hours of courses and classes than they would have attended if enrolled in a physical education course. (Education Code 51241)~~

~~Students in a regional occupational program or center who are exempted from physical education pursuant to Education Code 52316 shall have a minimum school day of 180 minutes. (Education Code 52316)~~

~~High school students engaged in a regular school-sponsored interscholastic athletic program carried on wholly or partially after regular school hours may be exempted from attending courses of physical education (Education Code 51242)~~

~~*The Superintendent or designee shall determine a method to document compliance with the required number of instructional minutes. Such documentation may include, but not be limited to, a master schedule, teacher roster, or log for staff or students to record the number of physical education minutes completed.*~~

~~*Any complaint alleging noncompliance with the instructional minute requirement for elementary schools may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in a complaint, the district shall provide a remedy to all affected students and parents/guardians. (Education Code 51210, 51223; 5 CCR 4600-4687)*~~

~~*(cf. 1312.3 - Uniform Complaint Procedures)*~~

Monitoring Moderate to Vigorous Physical Activity

To monitor whether students are engaged in moderate to vigorous physical activity for at least 50 percent of physical education class or session time, the Superintendent or designee may:

1. Develop methods to estimate the amount of time students spend in moderate to vigorous physical activity or the number of students who are inactive during physical education classes
2. Provide physical education teachers with staff development, self-monitoring tools, stopwatches, and/or heart rate monitors to assist them in planning and assessing the level of activity in their classes

~~*(cf. 4115 - Evaluation/Supervision)*~~

Physical Fitness Testing

During the annual assessment window between the months of February, through May, students in grades 5, 7, and 9 shall be administered the physical fitness test designated by the State Board of Education (**FITNESSGRAM**). (Education Code 60800; 5 CCR 1041)

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 6000

Instruction

AR 6142.7(c)

(cf. 6162.5 - Student Assessment)

The Superintendent or designee may provide a make-up date for students who are unable to take the test based on absence or temporary physical restriction or limitations, such as students recovering from illness or injury. (5 CCR 1043)

On or before November 1 of each school year, the Superintendent may designate an employee to serve as the district's physical fitness test coordinator and so notify the test contractor. The test coordinator shall serve as the liaison between the district and California Department of Education for all matters related to the physical fitness test. His/her duties shall be those specified in 5 CCR 1043.34, including, but not limited to, overseeing the administration of the test and the collection and return of all test data to the test contractor. (5 CCR 1043.4)

Students shall be provided with their individual results after completing the ~~physical performance testing~~ **FITNESSGRAM**. The test results may be provided in writing or orally as the student completes the testing and shall be included in his/her cumulative record. (Education Code 60800; 5 CCR 1043.10, 1044)

(cf. 5125 - Student Records)

Each student's test results shall also be provided to his/her parents/guardians.

The Superintendent or designee shall report the aggregate results of the ~~physical fitness testing~~ **FITNESSGRAM** in the annual school accountability report card required by Education Code 33126 and 35256.
(Education Code 60800)

(cf. 0510 – School Accountability Report Card)

Testing Variations

All students may be administered the ~~state's physical fitness test~~ **FITNESSGRAM** with the following test variations: (5 CCR 1047)

1. Extra time within a testing day-
2. Test directions that are simplified or clarified

All students may have the following test variations if they are regularly used in the classroom: (5 CCR 1047)

1. Audio amplification equipment
2. Separate testing for individual students provided that they are directly supervised by the test examiner

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 6000

Instruction

AR 6142.7(d)

3. Manually Coded English or American Sign Language to present directions for test administration

Students with a physical disability and students who are physically unable to take all of the test shall undergo as much of the test as their physical condition will permit. (Education Code 60800; 5 CCR 1047)

Students with disabilities may be provided the following accommodations if specified in their individualized education program (IEP) or Section 504 plan: (5 CCR 1047)

1. Administration of the test at the most beneficial time of the day to the student after consultation with the test contractor
2. Administration of the test by a test examiner to the student at home or in the hospital
3. Any other accommodation specified in the student's IEP or Section 504 plan for the physical fitness test

(cf. 6159 – Individualized Education Program)

(cf. 6164.6 – Identification and Education Under Section 504)

Identified English learners may be allowed the following additional test variations if regularly used in the classroom: (5 CCR 1048)

1. Separate testing with other English learners, provided that they are directly supervised by the test examiner
2. Test directions translated into their primary language, and the opportunity to ask clarifying questions about the test directions in their primary language

Additional Opportunities for Physical Activity

The Superintendent or designee shall implement strategies for increasing opportunities for physical activity outside the physical education program, which may include, but not be limited to:

1. Training recess and lunch supervisors on methods to engage students in moderate to vigorous physical activity

(cf. 1240 - Volunteer Assistance)

(cf. 4231 - Staff Development)

(cf. 5030 - Student Wellness)

2. Encouraging teachers to incorporate physical activity into the classroom
3. Establishing extracurricular activities that promote physical activity, such as school clubs, intramural athletic programs, dance performances, special events, and competitions

**OAK PARK UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE REGULATION**

Series 6000

Instruction

AR 6142.7(e)

(cf. 6145 - Extracurricular and Cocurricular Activities)

(cf. 6145.5 - Student Organizations and Equal Access)

4. Incorporating opportunities for physical activity into before- or after-school programs and/or child care and development programs

(cf. 5148 - Child Care and Development Program)

(cf. 5148.2 - Before/After School Programs)

5. Exploring opportunities for joint use of facilities or grounds in order to provide adequate space for students and community members to engage in recreational activities

(cf. 1330.1 - Joint Use Agreements)

6. Developing business partnerships to maximize resources for physical activity equipment and programs

(cf. 1700 - Relations Between Private Industry and the Schools)

7. Developing programs to encourage and facilitate walking, bicycling, or other active transport to and from school

(cf. 5142.2 - Safe Routes to School Program)

Adopted: 9-17-02

Amended: 6-17-03, 7-07, 2-10, 6-1-16

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 15, 2016

SUBJECT: B.5.c APPROVE AMENDMENT OF BOARD POLICY 6152 – CLASS
ASSIGNMENT- First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6152 – Class Assignment?

BACKGROUND: Board Policy updated to reflect NEW LAW (AB 1012, 2015) which prohibits, unless certain conditions are satisfied, the assignment of a student in grades 9-12 to (1) any course period "without educational content" for more than one week in any semester or (2) any course that he/she previously completed with a grade determined by the district to satisfy minimum requirements for high school graduation and admission to California postsecondary institutions. Policy also calls for the use of multiple objective academic measures when assigning students to appropriate courses and classes, consistent with NEW LAW (SB 359, 2015) mandating policy on placement in mathematic courses.

ALTERNATIVES: 1. Approve the amendment of Board Policy 6152 – Class Assignment.
2. Do not approve the amendment Board Policy 6152 – Class Assignment.
3. Adopt a modified version of the amendment to Board Policy 6152 – Class Assignment.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6152(a)

Class Assignment

The Governing Board believes students should be assigned to classes and/or grouped in a manner that provides the most effective learning environment for all students.

When assigning students to specific ~~classrooms~~ **courses and classes**, the ~~Superintendent~~ **principal** or designee may consider the following ~~criteria~~: **criteria as appropriate for the grade level and course:**

1. Staff recommendations, including, but not limited to, the recommendations of teachers and counselors
2. Skills and classroom management style of individual teachers
3. Student skill level as indicated by ~~achievement~~ **multiple objective academic measures, such as student assessment results, grade point average, and testing data** ~~grades in prerequisite courses~~

(cf. 5121 – Grades/Evaluation of Student Achievement)

(cf. 6152.1 - Placement in Mathematics Courses)

(cf. 6162.5 - Student Assessment)

(cf. 6162.51 – ~~Standardized Testing and Reporting Program~~ State Academic Achievement Tests)

4. Balance of high, medium, and low academic achievers
5. Student interests, readiness, behavior, and motivation
6. Student/teacher ratios and, if relevant, class size reduction considerations

(cf. 6151 – Class Size)

The ~~p~~Principal or designee may accept from parents/guardians any information which would be helpful in making placement decisions. However, **a** parents/guardians who provides such information shall be informed that a request for a specific teacher shall be one of the many factors which may be taken into account when determining his/her child's placement.

During the school year, the ~~p~~Principal or designee may make any adjustments in class placement which he/she considers beneficial to the student or the educational program.

~~Legal Reference:~~

~~EDUCATION CODE~~

Additional Requirements for Grades 9-12

Except for a student enrolled in an alternative school, community day school, continuation high school, or opportunity school, or as otherwise specified below, no student enrolled in grades 9-12 shall be assigned:

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6152(b)

1. To any course without educational content for more than one week in any semester, including any of the following situations: (Education Code 51228.1)

a. The student is sent home or released from campus before the conclusion of the designated school day.

b. The student is assigned to a service, instructional work experience, or other course in which he/she is assigned to assist a certificated employee, but is not expected to complete curricular assignments, in a course the certificated employee is teaching during that period and where the ratio of certificated employees to students assigned to the course for curricular purposes is less than one to one.

c. The student is not assigned to any course for the relevant course period.

2. To a course that he/she has previously completed and received a grade determined by the district to be sufficient to satisfy minimum high school graduation requirements and the requirements and prerequisites for admission to California public postsecondary institutions, unless the course has been designed to be taken more than once because students are exposed to a new curriculum year to year and are therefore expected to derive educational value from taking the course again (Education Code 51228.2)

(cf. 6181 - Alternative Schools/Programs of Choice)

(cf. 6184 - Continuation Education)

(cf. 6185 - Community Day School)

An exception to item #1 or #2 above may be made only if all of the following conditions are satisfied: (Education Code 51228.1, 51228.2)

1. The student, or the student's parent/guardian if he/she is younger than age 18 years of age, has consented in writing to the assignment.

2. A school official has determined that the student will benefit from being assigned to the course period.

3. The principal or assistant principal has stated in a written document maintained at the school that, for the relevant school year, no students are assigned to those classes unless the school has obtained the student's or parent/guardian's consent and determined that the student will benefit from the assignment.

In addition, under no circumstances shall a student be assigned to a course period without educational content or a course he/she has already satisfactorily completed because there are insufficient curricular course offerings for the student to take during the relevant period of

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6152(c)

the school day. (Education Code 51228.1, 51228.2)

The above limitations on class assignments shall not affect the authority of the Superintendent or designee to permit the enrollment of a student in a dual enrollment, independent study, evening high school program, or other class or course authorized by law. (Education Code 51228.1, 51228.2)

(cf. 6158 - Independent Study)

(cf. 6172.1 - Concurrent Enrollment in College Courses)

Any complaint that the district has not complied with the requirements in this section regarding assignments in grades 9-12 may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 51228.3; 5 CCR 4600-4687)

(cf. 1312.3 - Uniform Complaint Procedures)

Legal Reference:

EDUCATION CODE

35020 Duties of employees fixed by governing board

35160 Authority of the board

51224.7 California Mathematics Placement Act of 2015

Assignment to courses without educational content, grades 9-12

Assignment to courses previously completed, grades 9-12

Uniform complaint procedures; noncompliance with assignment limitations for grades 9-12

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

Management Resources:

WEB SITES

~~CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS~~

~~Elementary Makes the Grade!, 2000~~

WEB SITES

California Department of Education, Curriculum and Instruction: <http://www.cde.ca.gov/ci>

National Association for the Education of Young Children: <http://www.naeyc.org>

Adopted: 4-26-78

Amended: 9-17-02, 6-15-04, 11-14-06, 6-15-16

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT

DATE: JUNE 15, 2016

SUBJECT: B.5.d APPROVE AMENDMENT OF BOARD POLICY 6164.2 – GUIDANCE /COUNSELING SERVICES - First Reading

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 6164.2 – Guidance/Counseling Services?

BACKGROUND: Board Policy updated to reflect NEW LAW (SB 451, 2015) which expresses legislative intent regarding the responsibilities of school counselors, specifies required and optional components to be included in a comprehensive counseling program if the district chooses to offer such a program, and requires that certain strategies be included in professional development related to career and vocational counseling. Policy also clarifies options regarding access to students by college and employment recruiters, including military recruiters.

ALTERNATIVES:

1. Approve the amendment of Board Policy 6164.2 – Guidance/Counseling Services.
2. Do not approve the amendment Board Policy 6164.2 – Guidance/Counseling Services.
3. Adopt a modified version of the amendment to Board Policy 6164.2 – Guidance/Counseling Services.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(a)

Guidance/Counseling Services

The Governing Board recognizes that a ***structured, coherent and*** comprehensive counseling program ~~can help~~ promotes academic achievement and serves the diverse needs of ***all*** district students. Counseling staff shall be available to ***provide students*** ~~meet~~ with ***individualized reviews of students*** regarding their educational progress toward academic and/or career ***and vocational*** goals and, as appropriate, may discuss social, personal, or other issues that may impact student learning.

(cf. 0460 – Local Control and Accountability Plan)

The Superintendent or designee shall ensure that all persons employed to provide school counseling, school psychology, and/or school social work services shall possess the appropriate credential from the Commission on Teacher Credentialing authorizing their employment in such positions. Responsibilities of each position shall be clearly defined in a job description.

(cf. 4112.2 – Certification)

Academic and Career Counseling

Responsibilities of school counselors include, but are not limited to:

- 1. Engaging with, advocating for, and providing support for all students with respect to learning and achievement***
- 2. Planning, implementing, and evaluating programs to promote the academic, career, personal, and social development of all students, including students from low-income families, foster youth, homeless youth, undocumented youth, and students at all levels of academic, social, and emotional abilities***
- 3. Using multiple sources of information to monitor and improve student behavior and achievement***
- 4. Collaborating and coordinating with school and community resources***
- 5. Promoting and maintaining a safe learning environment for all students by providing restorative justice practices, positive behavior interventions, and support services***

(cf. 5131 - Conduct)

(cf. 5131.2 - Bullying)

(cf. 5138 - Conflict Resolution/Peer Mediation)

(cf. 5144 - Discipline)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(b)

6. Intervening to ameliorate school-related problems, including issues related to chronic absences

(cf. 5113.1 - Chronic Absence and Truancy)

7. Using research-based strategies to reduce stigma, conflict, and student-to-student mistreatment and bullying

8. Improving school climate and student well-being

(cf. 5137 - Positive School Climate)

9. Enhancing students' social and emotional competence, character, health, civic engagement, cultural legacy, and commitment to lifelong learning and the pursuit of high-quality educational programs

(cf. 6142.4 - Service Learning/Community Service Classes)

10. Providing counseling interventions and support services for students classified as English learners, eligible for free or reduced-priced meals, or foster youth, including enhancing equity and access to the education system and community services

~~The district's academic counseling shall be designed to assist students to establish immediate and long-range educational plans, achieve academic standards, prepare for the high school exit examination, and complete the required curriculum in accordance with their individual needs, abilities and interests. Insofar as possible, parents/guardians shall be included when making educational plans.~~

(cf. 0460 - Local Control and Accountability Plan)

(cf. 6173 - Education for Homeless Children)

(cf. 6173.1 - Education for Foster Youth)

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

~~***(cf. 6020 - Parent Involvement)***~~

(cf. 6174 - Education for English Language Learners)

11. Engaging in continued development as a professional school counselor

(cf. 4131 - Staff Development)

Educational Counseling

Beginning in grade 7, parents/guardians shall receive a general notice at least once before career

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(c)

counseling and course selection so that they *may* participate in the counseling sessions and decisions. (Education Code 221.5)

(cf. 5145.6 - Parental Notifications)

The *educational* counseling program *shall include academic counseling in the following areas:* (Education Code 49600)

1. *Development and implementation, with parent/guardian involvement, of the student's immediate and long-range educational plans*
2. *Optimizing progress towards achievement of proficiency standards*
3. *Completion of the required curriculum in accordance with the student's needs, abilities, interests, and aptitudes*
4. *Academic planning for access and success in higher education programs, including advisement on high school students may include, at appropriate grade levels:*

~~Information about~~ courses needed for admission to *public* colleges and universities, standardized admissions tests, *and* financial aid

5. *Career, and -vocational counseling, in which students are assisted in doing all of the following: scholarships*

~~(cf. 6141.5—Advanced Placement~~

~~(cf. 6143—Courses of Study)~~

~~(cf. 6146.1—High School Graduation Requirements)~~

~~(cf. 6146.11—Alternative Credits Toward Graduation)~~

~~(cf. 6146.2—Certificate of Proficiency/High School Equivalency)~~

- a. *Planning for the future, including, but not limited to, identifying personal interests, skills, and abilities, career planning, course selection, and career transition*

- b. *Becoming aware of personal preferences and interests that influence educational and occupational exploration, career choice, and career success*

- c. *Developing realistic perceptions of work, the changing work environment, and the effect of work on lifestyle*

- d. *Understanding the relationship between academic achievement and career success, and the importance of maximizing career options*

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(d)

e. Understanding the value of participating in career technical education and work-based learning activities and programs, including, but not limited to, service learning, regional occupational centers and programs, partnership programs, job shadowing, and mentoring experiences

~~1. An opportunity for each student and, if practicable, his/her parent/guardian to meet with a counselor to discuss the student's career goals, available educational and career technical education options, and community and workplace experiences to support the student's goals~~

~~(cf. 6178 – Career Technical Education)~~

~~(cf. 6178.1 – Work-Based Learning)~~

~~(cf. 6178.2 – Regional Occupational Center/Program)~~

~~2. Monitoring of each student's fulfillment of required coursework and progress toward promotion and graduation, and notification of the student and his/his guardian of remaining academic requirements~~

~~(cf. 5123 – Promotion/Acceleration/Retention)~~

~~(cf. 6162.52 – High School Exit Examination)~~

~~3. Additional specialized counseling services for students identified as at risk of not graduating with their class~~

~~(cf. 6177 – Summer Learning Program)~~

~~(cf. 6179 – Supplemental Instruction)~~

f. Understanding the need to develop essential employable skills and work habits

g. Understanding the variety of four-year colleges and universities and community college vocational and technical preparation programs, as well as admission criteria and enrollment procedures

The district's educational counseling program also may include, but not be limited to, identification of students who are at risk of not graduating with the rest of their class, development of a list of coursework and experience necessary to assist students to satisfy the curricular requirements for college admission and successfully transition to postsecondary education or employment, and counseling regarding available options for a student to continue his/her education if he/she fails to meet graduation requirements.

The Superintendent or designee shall establish and maintain a program of guidance, placement,

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(e)

and follow-up for all **high school** district students subject to compulsory continuation education. (Education Code 48431)

(cf. 6184 - Continuation Education)

No counselor shall unlawfully discriminate against any student. Guidance counseling regarding school programs and career, vocational, or higher education opportunities shall not be differentiated on the basis of any protected category specified in BP 0410- Nondiscrimination in District Programs and Activities.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 5145.3 – Nondiscrimination/Harassment)

In addition, counselors shall affirmatively explore with students the possibility of careers, or courses leading to careers, that are nontraditional for that student's sex. (Education Code 221.5)

For assessing or counseling students, the district shall not use testing or other materials that permit or require impermissible or unlawful differential treatment of students. (5 CCR 4931)

OPTION 1: Colleges, and prospective employers, including military ~~recruiters~~ ~~services representatives~~, shall have the same access to students for recruiting purposes. (**Education Code 49603; 20 USC 7908; 10 USC 503; 20 USC 7908** ~~Education Code 49603~~)

OPTION 2: Colleges and prospective employers, including military recruiters, shall not have access to students for recruiting purposes. (Education Code 49603; 10 USC 503)

(cf. 5125.1 - Release of Directory Information)

Personal or Mental Health Counseling

A school counselor, school psychologist, or school social worker may provide individualized personal, mental health, or family counseling to students in accordance with the specialization(s) authorized by his/her credential. Such services may include, but are not limited to, support related to the student's social and emotional development, behavior, substance abuse, mental health assessment, depression, or mental illness. As appropriate, students and their parents/guardians shall be informed about community agencies, organizations, or health care providers that offer qualified professional assistance.

(cf. 1020 - Youth Services)

(cf. 5113 - Absences and Excuses)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(f)

~~(cf. 5113.1 - Chronic Absence and Truancy)~~
~~(cf. 5131.6 - Alcohol and Other Drugs)~~
~~(cf. 5137 - Positive School Climate)~~
~~(cf. 5138 - Conflict Resolution/Peer Mediation)~~
(cf. 5141.4 - Child Abuse Prevention and Reporting)
(cf. 5141.6 - **School**~~Student~~ Health Services)
(cf. 5145.9 - Hate-Motivated Behavior)
(cf. 5147 - Dropout Prevention)
~~(cf. 5149 - At Risk Students)~~
(cf. 6164.5 - Student Success Teams)
~~(cf. 6173 - Education for Homeless Children)~~
~~(cf. 6173.1 - Education for Foster Youth)~~

Written parent/guardian consent shall be obtained before mental health counseling or treatment services are provided to a student, except when the student is authorized to consent to the service pursuant to Family Code 69206929, health and Safety Code 124260, or other applicable law.

Any information of a personal nature disclosed to a school counselor by a student age 12 years or older or by his/her parent/guardian is confidential and shall not become part of the student record without the written consent of the person who disclosed the confidential information. The information shall not be revealed, released, discussed, or referred to except under the limited circumstances specified in Education Code 49602. (Education Code 49602)

~~(cf. 5022 - Student and Family Privacy Rights)~~
~~(cf. 5125 - Student Records)~~

A counselor shall consult with the Superintendent or designee and, as appropriate, with the district's legal counsel whenever unsure of how to respond to a student's personal problem or when questions arise regarding the possible release of confidential information regarding a student.

Crisis Counseling

The Board recognizes the need for a prompt and effective response when students are confronted with a traumatic incident. School counselors shall assist in the development of the comprehensive school safety plan, emergency and disaster preparedness plan, and other prevention and intervention practices designed to assist students and parents/guardians before, during, and after a crisis.

~~(cf. 0450 - Comprehensive Safety Plan)~~
~~(cf. 3516 - Emergencies and Disaster Preparedness Plan)~~

In addition, the Superintendent or designee shall identify crisis counseling resources to train

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(g)

district staff in effective threat assessment, appropriate response techniques, and/or methods to directly help students cope with a crisis if it occurs.

Early identification and intervention plans shall be developed to help identify those students who may be at risk for violence so that support may be provided before they engage in violent or disruptive behavior.

(cf. 5131—Conduct)

(cf. 5131.2—Bullying)

(cf. 5136 - Gangs)

(cf. 5141.52 - Suicide Prevention)

Teacher-Based Advisory Program

The Board recognizes that a supportive, ongoing relationship with a caring adult can provide a student with valuable advice, enhance student-teacher relationships, and build the student's feelings of connectedness with the school. The Board authorizes the development of a teacher-based advisory program in which teachers advise students in such areas as academic planning, character development, conflict resolution, and self-esteem. Any teacher participating in this program shall be under the supervision of a credentialed school counselor as appropriate, receive related information and training, and be subject to this Board policy and law, including requirements pertaining to student confidentiality and nondiscrimination.

(cf. 4131 - Staff Development)

Legal Reference:

EDUCATION CODE

221.5 Prohibited sex discrimination

~~41505-41508 Pupil Retention Block Grant~~

44266 Pupil personnel services credential

48431 Establishing and maintaining high school guidance and placement program

49600-49604 Educational counseling

51250-51251 School age military dependents

51513 Personal beliefs

~~52378-52380 Supplemental school counseling program~~

FAMILY CODE

6920-6929 Consent by minor for treatment or counseling

HEALTH AND SAFETY CODE

124260 Mental health services; consent by minors age 12 and older

PENAL CODE

11166-11170 Reporting known or suspected cases of child abuse

WELFARE AND INSTITUTIONS CODE

5850-5883 Mental Health Services Act

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 6000

Instruction

BP 6164.2(h)

CODE OF REGULATIONS, TITLE 5

4930-4931 Counseling

80049-80049.1 Pupil personnel services credential

80632-80632.5 Preparation programs for pupil personnel services

UNITED STATES CODE, TITLE 10

503 Military recruiter access to directory information

UNITED STATES CODE, TITLE 20

1232g Family Educational Rights and Privacy Act

7908 Armed forces recruiter access to students and student recruiting information

CODE OF FEDERAL REGULATIONS, TITLE 34

99.1-99.67 Family Educational Rights and Privacy

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

California Results-Based School Counseling and Student Support Guidelines, 2007

WEB SITES

American School Counseling Association: <http://www.schoolcounselor.org>

California Association of School Counselors: <http://www.schoolcounselor-ca.org>

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

Commission on Teacher Credentialing: <http://www.ctc.ca.gov>

~~U.S. nited States~~ Department of Education, ~~a~~Access to military recruiters:

<http://www.ed.gov/policy/gen/guid/fpco/hottopics/ht10-09-02.html>

Adopted: 4-26-78

Amended: 6-19-84, 7-21-87, 9-17-02, 1-16-07, 5-20-08, 4-8-14, 6-15-16

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: JUNE 15, 2016

**SUBJECT: B.5.e. AMENDMENT TO BOARD POLICY 5146 –
MARRIED/PREGNANT/PARENTING STUDENTS – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Board Policy 5146 – Married/Pregnant/Parenting Students?

BACKGROUND: Board Policy updated to reflect state requirement that any education program or activity offered separately to pregnant students be "equal" to that offered to other district students, a standard that is more stringent than the federal standard for "comparable" programs. Policy also reflects NEW LAW (AB 302, 2015) requiring schools to offer reasonable accommodations, as specified, to any lactating student on the campus and providing that any complaint regarding noncompliance with these provisions may be addressed through the district's uniform complaint procedures.

ALTERNATIVES:

1. Approve the amendment to Board Policy 5146 – Married/Pregnant/Parenting Students.
2. Do not approve the amendment to Board Policy 5146 – Married/Pregnant/Parenting Students.
3. Adopt a modified version of the amendment to Board Policy 5146 – Married/Pregnant/Parenting Students.

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5146(a)

Married/Pregnant/Parenting Students

The Governing Board recognizes that early marriage, pregnancy, or parenting ***and related responsibilities*** may disrupt a student's education and increase the chance of a student dropping out of school. The Board therefore desires to support married, pregnant, and parenting students to continue their education, attain strong academic and parenting skills, and to promote the healthy development of their children.

(cf. 5113.1 – Chronic Absence and Truancy)
(cf. 5147 - Dropout Prevention)
(~~cf. 5149 – At Risk Students~~)
(cf. 6011 - Academic Standards)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6146.2 - Certificate of Proficiency/High School Equivalency)
(cf. 6164.5 – Student Success Teams)

The district shall not discriminate against any student on the basis of the student's marital status, pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery.
(Education Code 230; **34 CFR 106.4020-1681-1688**)

(cf. 0410 - Nondiscrimination in District Programs and Activities)

For school-related purposes, a student under the age of 18 years who enters into a valid marriage shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved. (Family Code 7002)

Education and Support Services for Pregnant and Parenting Students

Pregnant and parenting students shall retain the right to participate in any comprehensive school or educational alternative program. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or his/her child.

(cf. 6158 - Independent Study)
(cf. 6181 - Alternative Schools/Programs of Choice)
(~~cf. 5127 – Graduation Ceremonies and Activities~~)
(cf. 6184 - Continuation Education)
(cf. 6200 - Adult Education)

Any education program or activity ***that is offered separately to pregnant students***, including any class or extracurricular activity, ~~that is offered separately to such students~~ shall be ***equal*** ~~comparable~~ to that offered to other district students. A student's participation ~~ins~~ such programs

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5146(b)

shall be voluntary. (~~5 CCR 495034~~ ~~CFR 106.40~~)

(cf. 6142.7 Physical Education and Activity)

(cf. 6145 - Extracurricular and Cocurricular Activities)

As required for other students with physical or emotional conditions or temporary disabilities, the Superintendent or designee may require a student, based on pregnancy, childbirth, false pregnancy, termination of pregnancy, or related recovery, to obtain certification from a physician indicating that the student is physically and emotionally able to participate in an educational program or activity. (34 CFR 106.40)

To the extent feasible, educational and related support services shall be provided, either through the district or in collaboration with community agencies and organizations, to meet the needs of pregnant and parenting students and their children. Such services may include, but are not limited to:

1. Child care and development services for the children of parenting students on or near school site(s) during the school day and during school-sponsored activities

(cf. 1020 - Youth Services)

(cf. 5148 - Child Care and Development)

2. Parenting education and life skills instruction

3. Special school nutrition supplements for pregnant and lactating students pursuant to Education Code 49553, 42 USC 1786, and 7 CFR 246.1-246.28

(cf. 3550 - Food Service/Child Nutrition Program)

(cf. 5030 - Student Wellness)

4. Health care services, including prenatal care

(cf. 5141.6 - School Health Services)

5. Tobacco, alcohol, and/or drug prevention and intervention services

(cf. 5131.6 - Alcohol and Other Drugs)

(cf. 5131.62 - Tobacco)

6. Academic and personal counseling

(cf. 6164.2 - Guidance/Counseling Services)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5146(c)

7. Supplemental instruction to assist students in achieving grade-level academic standards and progressing toward graduation

(cf. 6179 - Supplemental Instruction)

As appropriate, teachers, administrators, and/or other personnel who work with pregnant and parenting students shall receive related professional development.

(cf. 4131 - Staff Development)

(cf. 4231 - Staff Development)

(cf. 4331 - Staff Development)

Absences

Pregnant or parenting students may be excused for absences related to confidential medical appointments in accordance with BP/AR 5113 - Absences and Excuses.

(cf. 5113 - Absences and Excuses)

The Superintendent or designee shall grant a student a leave of absence due to pregnancy, childbirth, false pregnancy, termination of pregnancy, and related recovery for as long as it is deemed medically necessary by a physician. At the conclusion of the leave, the student shall be reinstated to the status held when the leave began. (34 CFR 106.40)

(cf. 5112.3 - Student Leave of Absence)

A parenting student may request exemption from attendance because of personal services that must be rendered to a dependent.

(cf. 5112.1 - Exemptions from Attendance)

Reasonable Accommodations

When necessary, the district shall provide reasonable accommodations to pregnant and parenting students to enable them to access the educational program.

A pregnant student shall have access to any services available to other students with temporary disabilities or medical conditions. (34 CFR 106.40)

(cf. 6183 - Home and Hospital Instruction)

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5146(d)

The school shall provide reasonable accommodations to any lactating student to express breast milk, breastfeed an infant child, or address other needs related to breastfeeding. A student shall not incur an academic penalty for using any of these reasonable accommodations, and shall be provided the opportunity to make up any work missed due to such use. Reasonable accommodations include, but are not limited to: (Education Code 222)

- 1. Access to a private and secure room, other than a restroom, to express breast milk or breastfeed an infant child***
- 2. Permission to bring onto a school campus a breast pump and any other equipment used to express breast milk***
- 3. Access to a power source for a breast pump or any other equipment used to express breast milk***
- 4. Access to a place to store expressed breast milk safely***
- 5. A reasonable amount of time to accommodate the student's need to express breast milk or breastfeed an infant child***

Complaints

Any complaint of discrimination on the basis of pregnancy or marital or parental status shall be addressed through the district's uniform complaint procedures in accordance with 5 CCR 4600-4687 and BP/AR 1312.3 – Uniform Complaint Procedures.

(cf. 1312.3 – Uniform Complaint Procedures)

Any complaint alleging district noncompliance with the requirements to provide reasonable accommodations for lactating students also may be filed in accordance with the district's procedures in AR 1312.3 - Uniform Complaint Procedures. A complainant who is not satisfied with the district's decision may appeal the decision to the California Department of Education (CDE). If the district or the CDE finds merit in an appeal, the district shall provide a remedy to the affected student. (Education Code 222; 5 CCR 4600-4687) ~~For school-related purposes, married students under the age of 18 years shall have all the rights and privileges of students who are 18 years old, even if the marriage has been dissolved. (Family Code 7002)~~

Program Evaluation

The Superintendent or designee shall periodically report to the Board regarding the effectiveness

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5146(e)

of district strategies to support married, pregnant, and parenting students, which may include data on participation rates in district programs and services, academic achievement, school attendance, graduation rate, and/or student feedback on district programs and services.

(cf. 0500 – Accountability)

(cf. 6162.5 – Student Assessment)

Pregnant and Parenting Students

~~Pregnant and parenting students shall retain the right to participate in any comprehensive school or educational alternative program. The classroom setting shall be the preferred instructional strategy unless an alternative is necessary to meet the needs of the student and/or his/her child.~~

~~(cf. 6158 – Independent Study)~~

~~(cf. 6181 – Alternative Schools/Programs of Choice)~~

~~(cf. 6184 – Continuation Education)~~

~~(cf. 6200 – Adult Education)~~

Legal Reference:

EDUCATION CODE

222 Reasonable accommodations; lactating students

230 Sex discrimination

8200-8498 Child Care and Development Services Act

48205 Excused absences

48220 Compulsory education requirement

48410 Persons exempted from continuation classes

49553 Nutrition supplements for pregnant/lactating students

51220.5 Parenting skills and education

51745 Independent study

52610.5 Enrollment of pregnant and parenting students in adult education

~~54740-54749.5 California School Age Families Education Program (Cal-SAFE)~~

CIVIL CODE

51 Unruh Civil Rights Act

FAMILY CODE

7002 Description of emancipated minor

HEALTH AND SAFETY CODE

104460 Tobacco prevention services for pregnant and parenting students

CODE OF REGULATIONS, TITLE 5

4600-4687 Uniform complaint procedures

4950 Nondiscrimination, marital and parental status

CODE OF REGULATIONS, TITLE 22

101151-101239.2 General licensing requirements for child care centers

101351-101439.1 Infant care centers

UNITED STATES CODE, TITLE 20

1681-1688 Title IX, Education Act Amendments

OAK PARK UNIFIED SCHOOL DISTRICT BOARD POLICY

Series 5000

Students

BP 5146(f)

UNITED STATES CODE, TITLE 42

1786 Special supplemental nutrition program for women, infants, and children

CODE OF FEDERAL REGULATIONS, TITLE 7

246.1-246.28 Special supplemental nutrition program for women, infants, and children

CODE OF FEDERAL REGULATIONS, TITLE 34

106.40 Marital or parental status

ATTORNEY GENERAL OPINIONS

87 Ops.Cal.Atty.Gen. 168 (2004)

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1999) 16 Cal.4th 307

Management Resources:

CALIFORNIA WOMEN'S LAW CENTER PUBLICATIONS

Educational Rights of Pregnant and Parenting Teens: Title IX and California State Law **Requirements Pregnant Students and Confidential Medical Services Requirements**

The Civil **Rights** Rights of Pregnant and Parenting Teens in California Schools, 2002

U.S. DEPARTMENT OF EDUCATION PUBLICATIONS

Supporting the Academic Success of Pregnant and Parenting Students under Title IX of the Education Amendments of 1972, rev. June 2013

WEB SITES

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

California Women's Law Center: <http://www.cwlc.org/resources>

U.S. Department of Agriculture, Women, Infants, and Children Program: <http://www.fns.usda.gov/wic>

U.S. Department of Education: <http://www.ed.gov>

Adopted: 5-24-78

Amended: 5-15-84, 8-5-92, 9-17-02, 6-17-03, 5-20-14, 6-15-16

TO: MEMBERS, BOARD OF EDUCATION

FROM: DR. ANTHONY KNIGHT, SUPERINTENDENT

DATE: June 15, 2016

**SUBJECT: B.5.f. APPROVE AMENDMENT TO ADMINISTRATIVE REGULATION
3514.2 – INTEGRATED PEST MANAGEMENT – First Reading**

ISSUE: Should the Board of Education approve the proposed amendment to Administrative Regulation 3514.2 Integrated Pest Management– First Reading?

BACKGROUND: New Administrative Regulations are being suggested after consultation with Poison Free Malibu and The National Park Service related to the use of pesticides, rodenticides, and herbicides on school district property. In addition, the Administrative Regulation updated to reflect NEW LAW (SB 1405, 2014) which (1) requires certain persons to complete a Department of Pesticide Regulation (DPR) approved training course beginning July 1, 2016; (2) requires posting of the integrated pest management (IPM) plan on the school or district website or distribution of the plan with the annual parental notification whenever a non-exempted pesticide will be used; (3) expands the content of the annual notification to include the Internet address where the school's IPM plan is posted, if applicable, and the opportunity to view the IPM plan in the school office; and (4) requires reporting to the DPR whenever the pesticide use is not otherwise reported by the pest control operator to county officials.

ALTERNATIVES:

1. Adopt and approve the amendment to Administrative Regulation 3514.2 Integrated Pest Management
2. Do not approve amendment to Administrative Regulation 3514.2 Integrated Pest Management
3. Adopt a modified version of the amendment to Administrative Regulation 3514.2 Integrated Pest Management

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
Hazelton	_____	_____	_____	_____
Helfstein	_____	_____	_____	_____
Laifman	_____	_____	_____	_____
Rosen	_____	_____	_____	_____
Ross	_____	_____	_____	_____
Student Rep.	_____	_____	_____	_____

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(a)

Integrated Pest Management

Definition

Integrated pest management means a strategy that focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using nonchemical practices to make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. ***The Oak Park Unified School District has a Pesticide Free Policy that allows for the use of toxic pesticides only in the case of an emergency. The District strives to never use toxic pesticides and herbicides, and authorizes their use only in the rare event of a grave threat to the health and safety of the school community when effective alternatives are not available.*** Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment are used only after careful monitoring indicates they are needed according to pre-established guidelines and treatment thresholds. (Food and Agricultural Code 13181)

Procedures

The Superintendent or designee shall designate an employee at the district office and/or school site to develop, implement, and coordinate an Integrated Pest Management (IPM) program that ~~incorporates effective, least toxic pest management practices~~ ***allows for the use of toxic pesticides only in case of emergency. In the rare event of a grave threat to the health and safety of the school community where no other effective alternative to the use of pesticide may be used, the Superintendent will be notified prior to any application of pesticides.*** ~~The IPM coordinator shall prepare and regularly update a districtwide or school site IPM plan based on the template provided by the California Department of Pesticide Regulation (DPR).~~ ***The district's program shall include the following elements:***

~~The IPM plan and this administrative regulation shall not apply to reduced risk pesticides, including self-contained baits or traps, gels or pastes used for crack and crevice treatments, antimicrobials, and pesticides exempt from registration by law. (Education Code 17610.5; 3 CCR 6147)~~

~~The IPM Coordinator shall not use any pesticide that is prohibited by DPR or the U.S. Environmental Protection Agency, as listed on the DPR web site. (Education Code 17610.1)~~

Program Components

~~The district's program shall include, but not necessarily be limited to, the following components:~~

- 1. Carefully monitoring and identifying and monitoring the pest population levels and***

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(b)

identifying practices that could affect pest populations. Strategies for managing the pest shall be influenced by the pest species and whether that species poses a threat to people, property or the environment.

2. Setting action threshold levels to determine when pest populations or vegetation at a specific location might cause unacceptable health or economic hazard that would indicate corrective action should be taken.
3. Modifying or eliminating pest habitats to deter pest populations and minimize pest infestations.
4. Considering a full range of possible alternative treatments. Such alternative treatments may include taking no action or controlling the pest by physical, horticultural, or biological means. Cost or staffing considerations alone will not be adequate justification for use of chemical control agents.
5. Selecting nonchemical pest management methods over chemical methods, whenever such methods are effective in providing the desired control or, when it is determined that chemical methods must be used, giving preference to those chemicals that pose the least hazard to people and the environment.

68. Ensuring that persons applying ***District approved*** pesticides follow label precautions and are sufficiently trained in the principles and practices of IPM ***and have a pesticide applicator's licence***.

(cf. 4231 – Staff Development)

76. Limiting pesticide purchases to amounts needed for the year. Pesticides shall be stored at a secure location that is not accessible to students and unauthorized staff. They shall be stored and disposed of in accordance with state regulations and label directions registered with the U.S. Environmental Protection Agency (EPA) as well as any disposal requirements indicated on the product label.

~~*(cf. 3514 – Environmental Safety)*~~
~~*(cf. 3514.1 - Hazardous Substances)*~~

~~7. Informing parents/guardians and employees regarding pesticide use as described in the sections “Notifications” and “Warning Signs” below.~~

~~*(cf. 4231 – Staff Development)*~~

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(c)

Prohibited Pesticides

The IPM Coordinator shall not use a pesticide on a school site if that pesticide has been granted a conditional or interim registration or an experimental use permit by the California Department of Pesticide Regulation (DPR) or if the pesticide is subject to an experimental registration issued by the EPA and either of the following conditions exists: (Education Code 17610.1)

- 1. The pesticide contains a new active ingredient.***
- 2. The pesticide is for new use.***

In addition, the IPM Coordinator shall not use a pesticide on a school site if DPR cancels or suspends registration or requires that the pesticide be phased out from use. (Education Code 17610.1)

~~Beginning July 1, 2016, the IPM coordinator and any employee or contractor who intends to apply a pesticide at a school site shall annually complete a DPR approved training course on IPM and the safe use of pesticides in relation to the unique nature of school sites and children's health. (Education Code 17614; Food and Agricultural Code 13186.5)~~

Notification

The IPM Coordinator shall annually notify Staff and parents/guardians of students enrolled at a school site ~~shall be annually notified~~, in writing, regarding pesticide products expected to be applied at the school facility in the upcoming year. The notification shall include at least the following: (Education Code 17612)

12. The Internet address (~~http://www.schoolipm.info~~) used to access information on pesticides and pesticide use reduction developed by the DPR pursuant to Food and Agricultural Code 13184.

24. The name of each ***toxic*** pesticide product expected to be applied in the upcoming year and the active ingredient(s) in it.

~~3. If the school has posted its IPM plan, the Internet address where the plan may be found.~~

~~4. The opportunity to view a copy of the IPM plan in the school office.~~

35. An opportunity for interested persons to register to receive notification of each ***individual*** pesticide application of a pesticide at the school site. ***The IPM Coordinator shall notify such registered persons of individual pesticide applications at least 72 hours prior to the***

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(d)

application. The notice shall include the product name, the active ingredient(s) in the product, and the intended date of application.

45. Other information deemed necessary by the ***Superintendent or*** IPM coordinator.

(cf. 1312.4 – Williams Uniform Complaint Procedures)

(cf. 3517 – Facilities Inspection)

(cf. 4112.9/4212.9/4312.9 - Employee Notifications)

(cf. 5145.6 - Parental Notifications)

If a pesticide product not included in the annual notification is subsequently intended for use at a school site, the IPM Coordinator shall provide written notification of its intended use to staff and parents/guardians of students enrolled at the school, at least 72 hours prior to the application. (Education Code 17612)

~~Whenever a person registers to receive notice of individual pesticide application pursuant to item #5 above, the IPM coordinator shall notify such registered persons of individual pesticide applications at least 72 hours prior to the application. The notice shall include the product name, the active ingredient(s) in the product, and the intended date of application. (Education Code 17612)~~

~~If a school chooses to use a pesticide not exempted pursuant to Education Code 17610.5, it shall post the school or district IPM plan on the school's web site or, if the school does not have a web site, then on the district web site. If neither the school nor district has a web site, then the IPM plan shall be included with the annual notification sent to staff and parents/guardians pursuant to Education Code 17612 as described above. The plan shall include the name of the school designee or IPM coordinator, the pesticides applied at the school site by school or district employees and hired pest control applicators, and a date when the plan shall be reviewed and updated as necessary. When not required, the IPM coordinator may post or distribute the IPM plan at his/her discretion. (Education Code 17611.5)~~

Whenever the IPM Coordinator deems that the immediate use of a pesticide is necessary to protect the health and safety of students, staff, or other persons at the school site, he/she shall make every effort to provide the required notifications prior to the application of the pesticide. (Education Code 17612)

Posting of Warning Signs

The IPM Coordinator shall post a warning sign at each area of the school site where pesticides will be applied that shall be visible to all persons entering the treated area. The sign shall be posted at least 24 hours prior to the application and until 72 hours after the application. The warning sign shall display the following **information**: (Education Code 17612)

1. The term "Warning/Pesticide Treated Area"

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(e)

2. The product name, manufacturer's name, and the EPA's product registration number
3. Intended areas and dates of application
4. Reason for the pesticide application

When advance posting is not possible due to an emergency condition requiring immediate use of a pesticide, the warning sign shall be posted immediately upon application and shall remain posted until 72 hours after the application. (Education Code 17609, 17612)

Records

~~At the end of each calendar year, the IPM coordinator shall submit to the DPR, on a form provided by the DPR, a copy of the records of all pesticide use at the school site for that year, excluding any pesticides exempted by law and any pesticide use reported by the pest control operator pursuant to Food and Agricultural Code 13186. The IPM coordinator may submit more frequent reports at his/her discretion. (Education Code 17611)~~

Each school site shall maintain records of all pesticide use at the school for four years, and shall make the information available to the public, upon request, in accordance with the California Public Records Act. Such records may be maintained by retaining a copy of the warning sign posted for each pesticide application with a recording *on that copy* of the amount of the pesticide used. (Education Code 17611)

(cf. 1340 – Access to District Records)

(cf. 3580 - District Records)

The following procedures/strategies shall be employed:

<i>Problem</i>	<i>Strategy</i>
<i>Weed Control</i>	<i>Mulch with hand pulling of weed</i>
<i>Ants</i>	<i>Elimination of food sources Boric acid</i>
<i>Gophers</i>	<i>Trap and release elsewhere</i>
<i>Roaches/mice</i>	<i>Installation of bottom door sweepsElimination of food source</i>
<i>Bees</i>	<i>Trap and remove with beekeeper</i>

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(f)

The school district has assigned the Director of Maintenance, Operations, to carry out the requirements of the Healthy Schools Act, as the designated IPM coordinator for the district. Parents and staff receive annual written notification of the district's pesticide free policy and the following directions: Information regarding pesticides may be obtained at the California Department of Pesticide Regulation or you may call the National Pesticide Telecommunications Network at 1-800-858-7378. This toll-free service is funded by EPA and operated by the Oregon State University. The service is available from 9:30 a.m. to 7:30 p.m. EST Monday through Friday.

Other useful links provided by the Department of Pesticide Regulation:

- County of Santa Barbara IPM website
- California Department of Pesticide Regulation
- U.S. EPA Integrated Pest Management (IPM) in Schools
- University of California Statewide IPM Program
- Rodent-Proof Construction and Exclusion Methods, Internet Center for Wildlife Damage Management
- University of Wisconsin's IPM Website

Legal Reference:

~~BUSINESS AND PROFESSIONS CODE~~

~~8593.2 Licensed pest control operators; training requirements~~

~~EDUCATION CODE~~

17366 Legislative intent (fitness of buildings for occupancy)

17608-17613 Healthy Schools Act of 2000

48980 Notice at the beginning of term

48980.3 Notification of pesticides

~~FOOD AND AGRICULTURAL CODE~~

11401-12408 Pest control operations and agricultural chemicals

13180-13188 Healthy Schools Act of 2000

~~GOVERNMENT CODE~~

3543.2 Scope of representation; right to negotiate safety conditions

6250-62770 California Public Records Act

~~CODE OF REGULATIONS, TITLE 3~~

~~6147 Pesticides exempted from registration requirements~~

~~CODE OF REGULATIONS, TITLE 8~~

340-340.2 Employer's obligation to provide safety information

~~UNITED STATES CODE, TITLE 7~~

136-136y Insecticide, Fungicide and Rodenticide Act

Management Resources:

U.S. ENVIRONMENTAL PROTECTION AGENCY

Pest Control in the School Environment: Adopting Integrated Pest Management, 1993

OAK PARK UNIFIED SCHOOL DISTRICT ADMINISTRATIVE REGULATION

Series 3000

Business and Non-Instructional Operations

AR 3514.2(g)

WEB SITES

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

California Department of Pesticide Regulation, School IPM: <http://schoolipm.info>

U.S. Environmental Protective Agency, Integrated Pest Management at Schools: <http://www.epa.gov/pesticides/ipm>

Adopted: 9-17-02

Amended: 3-06, 4-15, 6-16

TO: MEMBERS, BOARD OF EDUCATION
FROM: DR. ANTHONY W. KNIGHT, SUPERINTENDENT
DATE: JUNE 15, 2016
SUBJECT: VII.1. MONTHLY CASH FLOW REPORT

INFORMATION

ISSUE: Shall the Board receive and review a status report on District's actual and projected cash flow through May 31st of the 2015-16 school year?

BACKGROUND: Continuing its practice of the last several years, the Business Office produces a cash flow report each month as an ongoing tool to assist the Administration and Board in its analysis and management of cash in order to maintain cash-solvency. The current month's report is attached on the following page for the Board's information and review.

RECOMMENDATION: None; for information only.

Prepared by: Barbara Dickerson, Director, Fiscal Services
Martin Klauss, Assistant Superintendent, Business and Administrative Services

Respectfully submitted,

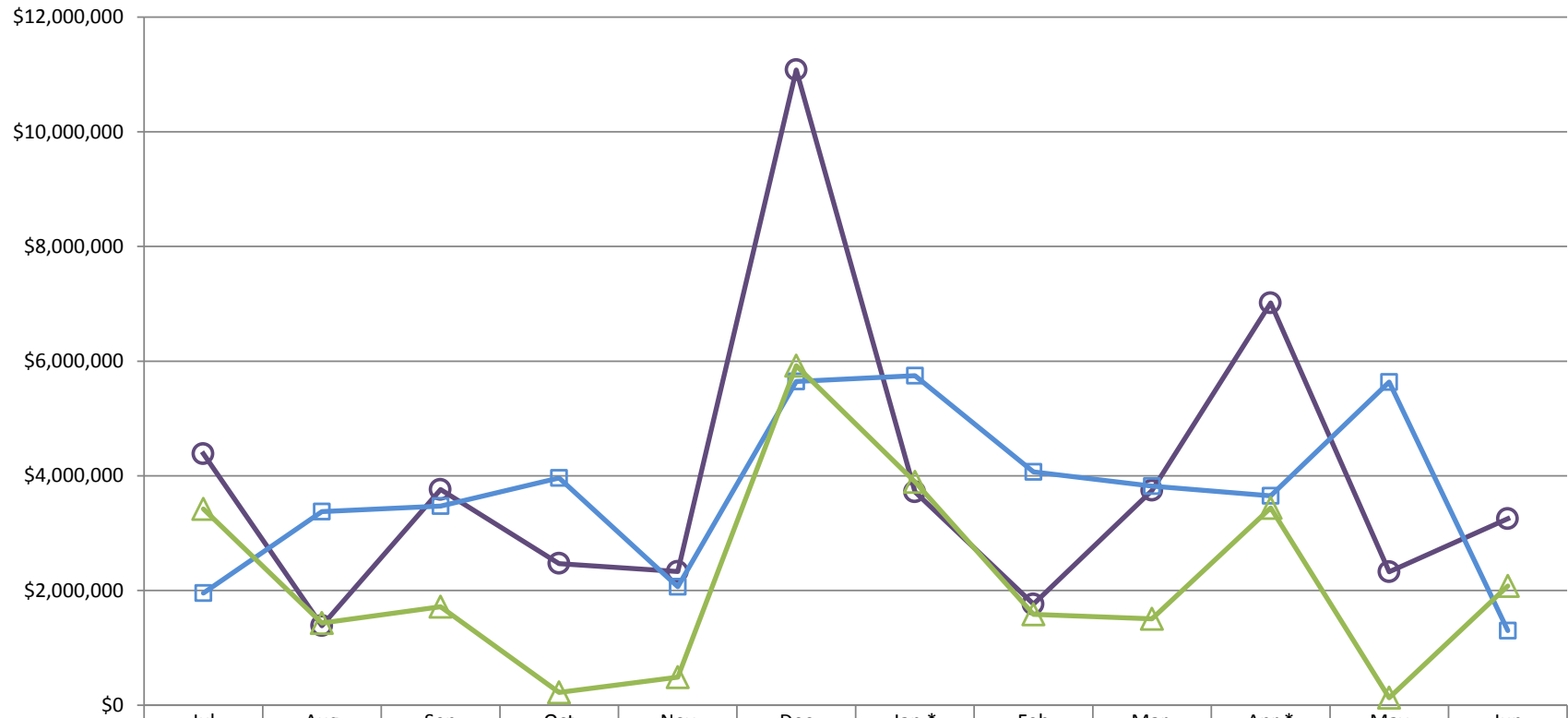
Anthony W. Knight, Ed.D.
Superintendent

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW										
Year: 2015-16 Budget										
Budget: 2nd Interim										
Actuals through May 31, 2016										
		BEGINNING BALANCE BASED ON 2014-15 YEAR-END ACTUALS								
	Object	July	August	September	October	November	December	January	February	March
A. BEGINNING CASH	9110	\$995,848	\$3,420,847	\$1,430,878	\$1,718,483	\$223,813	\$489,923	\$5,920,798	\$3,892,665	\$1,584,366
B. RECEIPTS										
Revenue Limit Sources										
Principal Apportionment	8010-8019	923,232	923,232	3,167,343	1,661,819	1,661,819	3,167,343	1,661,819	1,339,622	3,013,943
Property Taxes	8020-8079	80,614	192	0	28,819	129	6,029,771	212,506	0	31,242
Miscellaneous Funds	8080-8099	0	0	0	0	0	0	0	0	0
Federal Revenue	8100-8299	5,322	2,686	17,605	27,937	-8,299	32,109	38,143	-4,876	62,038
Other State Revenue	8300-8599	229,924	1,365	0	204,154	-27,164	1,028,763	1,497,813	129,071	146,531
Other Local Revenue	8600-8799	109,005	194,312	379,157	497,511	265,180	818,917	314,496	294,088	489,308
Interfund Transfers In	8910-8929	0	0	0	0	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	73,509	0	0	0	0	0	0
Other Receipts/Non-Revenue		0	0	0	0	0	0	0	0	0
TOTAL RECEIPTS		1,348,097	1,121,787	3,637,615	2,420,239	1,891,665	11,076,903	3,724,777	1,757,905	3,743,061
C. DISBURSEMENTS										
Certificated Salaries	1000-1999	135,429	1,878,648	1,891,751	2,244,417	2,037,150	2,014,391	2,015,057	2,026,390	2,020,496
Classified Salaries	2000-2999	189,581	461,594	497,642	619,936	594,899	549,507	545,805	584,082	584,791
Employee Benefits	3000-3999	58,475	723,548	761,495	836,360	796,965	793,286	792,258	802,528	803,120
Books, Supplies	4000-4999	22,344	90,227	73,156	253,723	146,407	154,992	271,630	75,168	106,045
Services	5000-5999	160,630	233,251	356,881	611,307	305,660	371,541	516,464	300,279	325,602
Capital Outlay	6000-6599	13,647	66,364	82,157	12,700	26,319	39,611	134,394	28,616	72,843
Other Outgo - Excess Costs	7000-7499	46,822	-6,307	8,405	10,405	22,923	8,405	36,741	20,386	128,905
Interfund Transfers Out	7600-7629	0	0	0	300,000	40,000	40,000	0	25,000	0
All Other Financing Sources	7630-7699	0	0	0	0	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0	0	0	0	0
TOTAL DISBURSEMENTS		626,927	3,447,324	3,671,487	4,888,848	3,970,322	3,971,734	4,312,348	3,862,449	4,041,802
D. BALANCE SHEET TRANSACTIONS										
Accounts Receivable	9200	184,669	263,299	121,953	49,720	438,581	1,348	-5,996	4,145	184
Accounts Payable	9500	-1,330,840	72,269	199,524	924,220	306,186	-75,642	-9,567	-207,900	218,646
Current Loans (Cross Yr TRAN/Other)	9640	0	0	0	0	1,600,000	-1,600,000	0	0	0
Current Loans (Current Yr TRANS)	9640	2,850,000	0	0	0	0	0	-1,425,000	0	
TOTAL PRIOR YEAR TRANSACTIONS		1,703,829	335,568	321,477	973,939	2,344,767	-1,674,294	-1,440,563	-203,755	218,831
E. NET INCREASE/DECREASE (B-C+D)		2,424,999	-1,989,970	287,605	-1,494,670	266,110	5,430,875	-2,028,134	-2,308,299	-79,910
F. ENDING CASH (A+E)		3,420,847	1,430,878	1,718,483	223,813	489,923	5,920,798	3,892,665	1,584,366	1,504,456
G. ENDING CASH, PLUS ACCRUALS										

OAK PARK UNIFIED SCHOOL DISTRICT - CASH FLOW						
Year: 2015-16 Budget						
Budget: 2nd Interim						
Actuals through May 31, 2016						
	Object	April	May	June	Accruals	Total
A. BEGINNING CASH	9110	\$1,504,456	\$3,441,339	\$129,579		
B. RECEIPTS						
Revenue Limit Sources						
Principal Apportionment	8010-8019	1,339,622	1,339,622	2,872,467	0	23,071,883
Property Taxes	8020-8079	3,989,390	44,107	77,426	0	10,494,194
Miscellaneous Funds	8080-8099	0	0	0	0	0
Federal Revenue	8100-8299	0	47,625	98,382	640,206	958,878
Other State Revenue	8300-8599	476,515	5,647	37,521	462,666	4,192,806
Other Local Revenue	8600-8799	827,958	889,535	166,252	125,153	5,370,872
Interfund Transfers In	8910-8929	0	0	0	0	0
All Other Financing Sources	8930-8979	0	0	0	0	73,509
Other Receipts/Non-Revenue		0	0	0	0	0
TOTAL RECEIPTS		6,633,485	2,326,536	3,252,048	1,228,025	44,162,143
C. DISBURSEMENTS						
Certificated Salaries	1000-1999	2,017,081	2,147,377	272,988	104,659	20,805,833
Classified Salaries	2000-2999	557,423	685,257	233,231	84,540	6,188,287
Employee Benefits	3000-3999	797,919	827,804	187,074	19,860	8,200,692
Books, Supplies	4000-4999	76,967	221,190	104,249	50,900	1,646,997
Services	5000-5999	392,211	231,948	235,869	225,849	4,267,491
Capital Outlay	6000-6599	0	8,802	41,329	345,782	872,564
Other Outgo - Excess Costs	7000-7499	5,068	19,586	247,828	31,202	580,367
Interfund Transfers Out	7600-7629	30,000	0	840,000	0	1,275,000
All Other Financing Sources	7630-7699	0	0	0	0	0
Other Disbursements/Non Expenditures		0	0	0	0	0
TOTAL DISBURSEMENTS		3,876,669	4,141,962	2,162,568	862,792	43,837,231
D. BALANCE SHEET TRANSACTIONS						
Accounts Receivable	9200	381,604	-1,758	0	49,551	1,487,300
Accounts Payable	9500	223,463	-1,494,576	861,317	0	(312,899)
Current Loans (Cross Yr TRAN/Other)	9640	0	0	0	0	0
Current Loans (Current Yr TRANS)	9640	-1,425,000			0	0
TOTAL PRIOR YEAR TRANSACTIONS		-819,933	-1,496,334	861,317	49,551	1,174,400
E. NET INCREASE/DECREASE (B-C+D)		1,936,883	-3,311,760	1,950,797	414,785	1,499,312
F. ENDING CASH (A+E)		3,441,339	129,579	2,080,376	414,785	1,499,312
G. ENDING CASH, PLUS ACCRUALS					2,495,161	

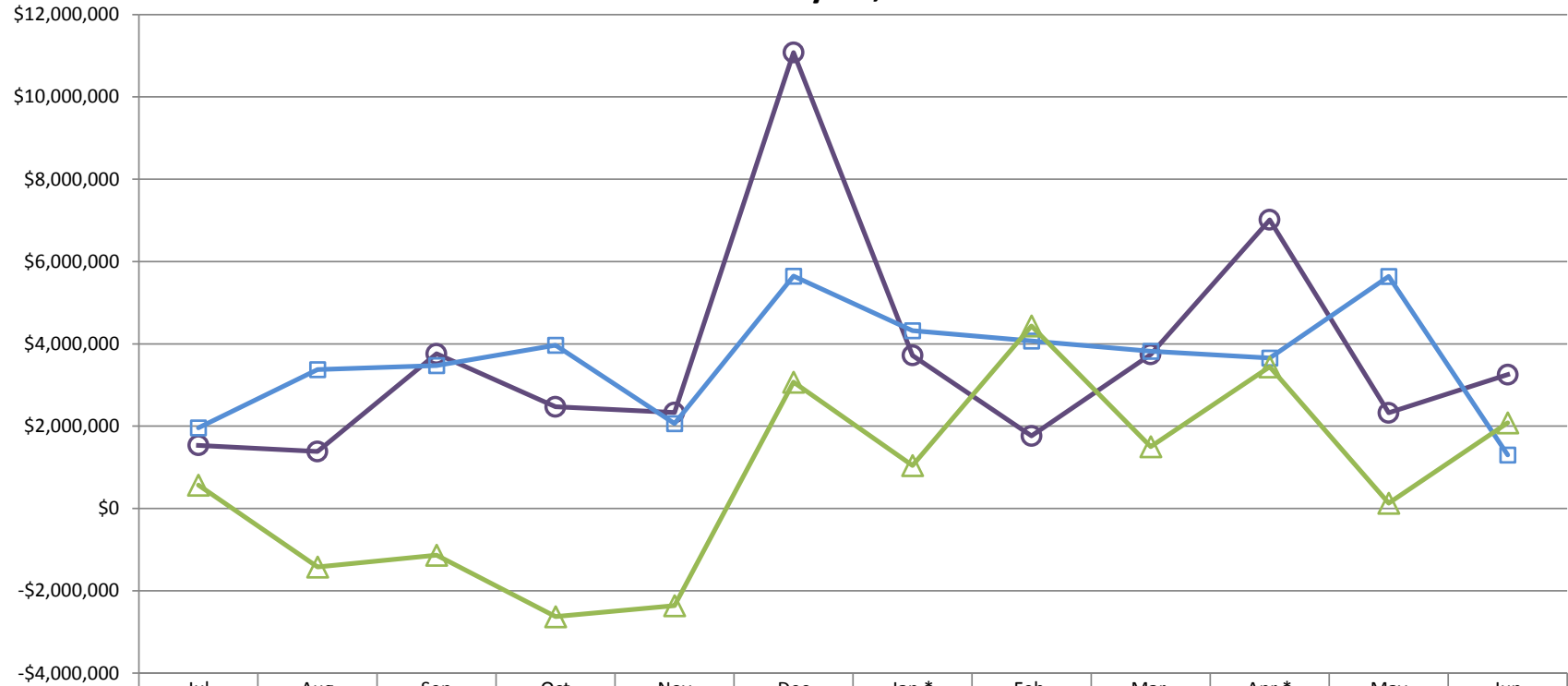
OPUSD - Cashflow

Actuals thru May 31, 2016



*** NOTE:** **TRAN loan proceeds included in Revenue and Cash Balance lines: July \$2,850,000.**
TRAN repayment included in Expense and Cash Balance lines: January \$1,425,000 and April \$1,425,000.

OPUSD - Cashflow without TRAN **Actuals thru May 31, 2016**



	Jul	Aug	Sep	Oct	Nov	Dec	Jan *	Feb	Mar	Apr *	May	Jun
Revenue + AR	1,532,766	1,385,085	3,759,568	2,469,959	2,330,245	11,078,251	3,718,781	1,762,050	3,743,246	7,015,089	2,324,778	3,252,048
Expense + AP	1,957,767	3,375,055	3,471,963	3,964,628	2,064,135	5,647,376	4,321,915	4,070,349	3,823,156	3,653,206	5,636,538	1,301,251
Cash Balance	570,847	-1,419,122	-1,131,517	-2,626,187	-2,360,077	3,070,798	1,042,665	4,434,366	1,504,456	3,441,339	129,579	2,080,376

*** NOTE:** **TRAN loan proceeds not included in Revenue and Cash Balance lines: July \$2,850,000.**
TRAN repayment not included (January \$1,425,000 and April \$1,425,000).

TO: MEMBERS, BOARD OF EDUCATION
FROM: SARA AHL, PRINCIPAL, BROOKSIDE ELEMENTARY SCHOOL
DATE: JUNE 15, 2016
SUBJECT: MONTHLY BOARD REPORT

SCHOOL EVENTS:

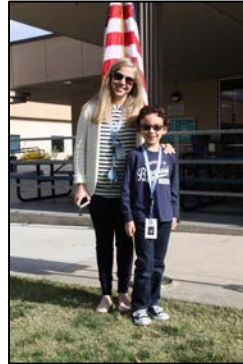
- School is out! The 2015-2016 year ended on a great note!
- The 5th grade culmination ceremony was held on May 27. It was a beautiful send-off for our new middle schoolers and their families. The students truly “ran the show” and gave their parents and supporters a wonderful memory to keep with them for years to come. Three very deserving Brookside students were very surprised and pleased to receive the 2016 Marie Panec award, presented by board members, Drew Hazelton and Denise Helfstein.



- Brookside’s final Chorus performance was held on May 2, highlighting music from movies! Both junior chorus and senior chorus members sang their little hearts out.
- Our final Kids with Character awards for the year were presented on May 9 and May 16. Students were recognized for excellence in the area of Cooperation and Citizenship.



- Principal for the day, Harrison Forman, did a phenomenal job running the school on May 9th. He was the lucky winner of the PTA auction item and was very well suited for the job.



SCHOOL SITE COUNCIL:

Brookside School Site Council held its last meeting for the year in April. The committee will resume its meetings in August, 2016.

CALENDAR HIGHLIGHTS:

August 7	Forms and Family Fun Day
August 8	Kindergarten Orientation
August 9	First Day of School

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: JON A. DUIM, PRINCIPAL, RED OAK ELEMENTARY SCHOOL

DATE: JUNE 15, 2016

SUBJECT: MONTHLY BOARD REPORT

First Grade Music Show

Our four first grade classes sang selections of songs based upon the theme of useful and friendly wide animals. This theme matched the first grade science curriculum on animals. Eight songs were performed directed by our music instructor, Jeanette Impala. Some of the songs were performed with choreographed parts. The performance took place on May 16 in the MPR.

Kindergarten Song and Dance Show

Our three kindergarten classes performed as a whole group, a selection of songs celebrating school and learning. The songs were taught by and directed by our music instructor, Jeanette Impala. Each class individually performed a dance taught to them by former parent and dance master, Dana Stevens. They used hats and props to enhance their routines. The performances occurred on May 17 in the MPR.

Math – Science Olympiad

Math and science concepts were the focus of the parent-led lessons during the Math-Science Olympiad. Approximately 50 parents volunteered to lead groups of 4th and 5th graders through a rotation of engaging lessons designed to stimulate student interest in these two subjects. More than half the school day on May 19 was devoted to these activities. Fourth grade teacher, Pennie Sullivan was the mastermind behind developing the lessons and coordinating these events. Many other staff members lent a hand.

School Dance

Our PFA sponsored a school dance in the MPR and surrounding campus areas on May 20. The event included food trucks, a DJ, games, and two inflatable fun houses set up on the lawn. The event served both as a minor fundraiser and a community-building event.

Other End of the Year Events:

Gold Ribbon Awards Ceremony – May 24

Last Day of School and 5th Grade Culmination May 27

Respectfully submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, BOARD OF EDUCATION

FROM: BRAD BENIOFF, PRINCIPAL, MEDEA CREEK MIDDLE SCHOOL

DATE: JUNE 15, 2016

SUBJECT: MONTHLY SCHOOL REPORT

ASB “Traditional Picnic” - : On May 11th, the ASB put on a “picnic” on the fields for lunchtime, with snacks and dessert. Students picnicked and listened to music.

Softball vs. LCMS: On May 12, boys and girls 8th grade softball games were held against Lindero Canyon MS. The boys won their game, and it came down to the final inning before the girls lost. This loss was the only loss of any sport this year. MCMS won 8 out of 9 events!

Bye Bye Birdie: On Tuesday, May 17, our Drama class presented the production of “Bye Bye Birdie”, with over 40 performers and stage crew. The night was a great success.

6th Grade Visitation: On Monday, May 23, 5th grade students from all three elementary schools visited MCMS and had tours with ASB students. They had the chance to see the campus, meet staff, see 6th grade classrooms, and had fun activities as they went along.

8th Grade Culmination activities: The 8th grade students finished their studies on Friday, May 20, and began their Culmination activities. Friday, May 20 was the **Culmination Dance**, held from 6 – 8pm in the gym. Then on Monday, May 23, the 8th graders went to **Universal Studios** for their 8th grade trip. On Wednesday, May 25, the 8th Grade Awards Ceremony took place in the gymnasium in the morning, and the **Culmination Ceremony** took place that night at the OPHS Stadium. On Thursday, May 26, we held an **8th Grade Breakfast** and video presentation for the year. The events this year were all spectacular!

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: JUNE 15, 2016

SUBJECT: MONTHLY BOARD REPORT

SENIOR AWARDS

This year, OPHS conducted the senior awards and the senior scholarship awards on consecutive days and the departmental awards were held the morning after scholarship awards the previous evening. Our students were recognized in all academic, athletic, and artistic fields and it was a remarkable recognition of their achievements and accomplishments.

PROM

This year's prom was held at the W Hotel in Hollywood and was a splendid affair. The whole event went off with out a hitch and the students arrived in fine style.

COMMENCEMENT

Graduation ceremonies were held in Eagle Stadium on Thursday, May 26th at 6pm. We estimated that over 4,000 people attended the event. Feedback has been overwhelmingly positive.

THE TALON

In 2015-16, The Talon has produced eight editions including a final souvenir senior edition. This is the sixth year back for our school newspaper led by Journalism club advisor Alexis Allison. She and her editorial staff have increased the size of the issues and infused the content with a focus on investigative journalism.

CHOIR CONCERT

The annual Choir, Band, and Jazz Spring Concerts were held in May in the Pavilion and they were wonderful displays of the students' talent and teachers' dedication. Thanks to Heidi Cissell and Zachary Borquez for their remarkable efforts in these areas.

TESTING

The New State Testing was administered in May and we had a 97% participation rate. We are very pleased with how it was conducted and appreciated the competent and thorough technical support from Enoch Kwok and his team. Also, May saw the largest administration of Advanced Placement Exams. Thanks go to Bryan Martin for an efficient and accurate testing administration.

YEARBOOK DISTRIBUTION

Yearbook distribution will be held on May 20th. This year's book is outstanding. Big thanks go out to Kathy Rohlf and the students in her yearbook class.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS OF THE OAK PARK UNIFIED BOARD OF EDUCATION

FROM: STEWART MCGUGAN, DIRECTOR OF ALTERNATIVE EDUCATION

DATE: JUNE 15, 2016

SUBJECT: MONTHLY BOARD REPORT



BOTH SCHOOLS OPIS/OVHS



CULMINATION/GRADUATION

We were busy this past week with our two successful graduations and one culmination. The OPIS 8th graders culminated and the OVHS seniors graduated at two beautiful ceremonies in center field here on campus. The OPIS graduation was blended into the OPHS graduation at OPHS. Thank you OPHS for including us on this memorable night.

OPEN HOUSE/INFORMATION NIGHT

OPIS and OVHS both had wonderful open houses. Similar to last year's open house, we included an information night for parents of OPIS students. The information night was held half hour before the open house. Incoming parents and students are able to ask questions to teachers/staff and current students. It has been very well attended and I think appreciated by the incoming families.



OAK VIEW HIGH SCHOOL



SENIOR DINNER

OVHS held its Senior Roast Dinner at BJ's Restaurant in Westlake. This evening is put on by the teachers. All senior students and parents are invited and we had almost 100% in attendance. This is a time for the teachers to get their comical revenge on the seniors. They dress the students up and crack jokes about them and different occurrences over their time at OVHS.

CLEAN TEEN BEACH FIELD TRIP

Mr. Rogers and Mr. McGugan were able to take all of the clean team members on a field trip to Zuma Beach. We played a football game, surfed with the students, relaxed on the beach throwing frisbees. We rounded out the trip with lunch in Malibu. This is a great way to reward all the students who had remained clean and drug free.



OAK PARK INDEPENDENT SCHOOL



REGISTRATION

We are getting ready for our August 3rd registration for the upcoming school year.

TEXTBOOKS

Last summer, we barcoded our textbooks, so this was the first year that we have barcoded textbooks. It was much needed and we have seen the collection process benefit the school. We are able to closely monitor the books coming back as well as the wear and tear of the books. Although it was a lengthy process, we feel it has saved the district a lot of money.

MATH PLACEMENT EXAMS

For the next week and in early August, we will be conducting math placement exams for all incoming, out of district students.

SITE COUNCIL TEACHER LUNCHEON

The OPIS teachers and staff were able to have a lovely luncheon, which was put on by the site council. All teachers received gift cards and other gifts that were collected by the parents.

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent

TO: MEMBERS, OAK PARK UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

FROM: KIM GREGORCHUK, DIRECTOR, OAK PARK NEIGHBORHOOD SCHOOL

DATE: JUNE 15, 2016

SUBJECT: MONTHLY BOARD REPORT

The 2015/2016 school year is over, and it has been an amazing year. The teachers have worked hard to engage the children and provide them with a challenging, stimulating, productive, and fun year. The parents have been very supportive of the school and teachers, working hard to raise funds to provide extra equipment for the children, equipment for the teachers, and to show the teachers how much the parents support and care for them.

The children in Room 17 were finally able to have their book signing event. Their book, Flyer's Great Adventure, written and illustrated by the children of Room 17, was published and shipped in time for Room 17's Open House. Everyone is very proud of the book. The parents were so surprised that their children were able to write such a fabulous story—and paint such beautiful pictures. You can see their work at this link: <https://goo.gl/Y3tdQb>

The slide show for Room 16's Simple Machine Project is available at this link: <https://goo.gl/ftdnPF>

We are hoping to get our Outdoor Classroom/Playground through Phase 1 this summer, although the end of the recession is impacting our ability to find an available contractor. I know Julie is working diligently on finding someone who is able to do the work.

Finally, we are looking forward to next year: Over half of our students have moved on to kindergarten and we will have many fresh, new families. Our enrollment for the fall is looking good, with the MWF class filling quickly. We have started a wait list for MWF, because we are hoping to enroll more M – F students. We will be letting the families on the wait list know if there is room on August 2nd.

OPNS students will start school on August 15th. We will have an Open House on Friday, August 12th from 10:00 to 11:00 a.m., and I invite you to attend.

Have a wonderful summer!

Respectfully Submitted:

Anthony W. Knight, Ed.D.
Superintendent