

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #939

DATE: March 21, 2017

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

TIME: **5:00 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**

**Drew Hazelton, President**

**Derek Ross, Vice President**

**Denise Helfstein, Clerk**

**Barbara Laifman, Member**

**Allen Rosen, Member**

**Meghan Cleary, Student Board Member**



*Educating Compassionate and Creative Global Citizens*

**ADMINISTRATION**

**Dr. Anthony W. Knight, Superintendent**

**Ragini Aggarwal, Executive Assistant**

**Martin Klauss, Assistant Superintendent, Business & Administrative Services**

**Dr. Leslie Heilbron, Assistant Superintendent, Human Resources**

**Dr. Jay Greenlinger, Director Curriculum and Instruction**

**Enoch Kwok, Director, Educational Technology & Information Systems**

**Susan Roberts, Director, Pupil Services**

**Cliff Moore, Consultant**

**COPY OF ENTIRE AGENDA ON WEB SITE**

[www.opusd.org](http://www.opusd.org)

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

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

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

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

*All Board Actions and 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, April 18, 2017**

**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 #939  
March 21, 2017**

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

**CLOSED SESSION: 5:00 p.m.**

**OPEN SESSION: 6:00 p.m.**

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

Pursuant to Government Code Section 54957

**B. PUBLIC EMPLOYEE EMPLOYMENT : Instructional Assistants II Sp Ed,  
Custodian Sub, Campus Supervisor Sub, Food Service Sub**

**C. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Leslie Heilbron and Martin Klauss

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

**IV: CALL TO ORDER – RECONVENE IN OPEN SESSION AT: \_\_\_\_\_ p.m.**

**A. ROLL CALL**

**B. FLAG SALUTE**

**C. REPORT OF CLOSED SESSION ACTIONS TAKEN**

**D. ADOPTION OF AGENDA**

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

**VI. OPEN COMMUNICATIONS/PRESENTATIONS**

**A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS**

1. Presentation to Oak Park High School Girls Volleyball Team – Coastal Canyon League Champions
2. Presentation of Certificates of Recognition to OPHS Boys Basketball Team - – Coastal Canyon League Champions
3. Presentation of Certificates of Recognition to Oak Park High School Students Sumedha Attanti and Madeleine Phillips 2017 NCWIT Aspirations in Computing award recipients

4. Presentation of Robotics Grant by College of the Canyons
5. Remarks from Board Members
6. Remarks from Student Board Member
7. Remarks from Superintendent
8. Report from School Site Councils
9. Report from Oak Park Education Foundation
10. Report from Oak Park Municipal Advisory Committee
11. Discussion and Updates on District of Choice

**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 February 21, 2017](#)
- b. [Public Employee/Employment Changes 01CL23349-01CL23358 & 01CE08195-01CE08219](#)
- c. [Approve Purchase Orders – February 1-28, 2017](#)  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. [Approve Overnight Trip for Oak Park Unified School District Odyssey of the Mind Teams to Attend State Competition – March 24-25, 2017](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. [Approve Overnight Trip for Oak Park High School Future Business Leaders of America \(FBLA\) Leadership Summit – April 6-9, 2017](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- f. [Approve Notice of Completion, Project 16-07E, Construction of School Garden at Medea Creek Middle School](#)  
*Board approval required for Notice of Completion*

**ACTION**

**2. BUSINESS SERVICES**

- a. [Approve Adoption of Resolution #17-10, Participation in CSBA California School Cash Reserve Program](#)  
*Board approval required to approve Resolution to participate in TRAN*
- b. [Approve Renewal of Joint-Use Agreement with Rancho Simi Recreation and Park District for 2017-2020](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- c. [Approve Certification of 2016-17 Second Interim Financial Report and Budget Revisions](#)  
*Board approval required for Certification of Second Interim Budget Revisions*
- d. [Approve 2016-17 Safe School Plans](#)  
*Board approval required annually for Safe School Plans*
- e. [Approve Agreement for Measure S Architectural Services](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- f. [Approve Change Order No. 1, Project 17-01S, Districtwide Solar Installation](#)  
*Board approval required for change orders*

- g. [Approve Agreement for Testing and Inspection Services – Project 17-01S, Districtwide Solar Installation](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- h. [Approve Agreement for DSA Inspector of Record Services – Project 17-01S, Districtwide Solar Installation](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- i. [Approve Measure R Construction Contracts, Project 14-16R, Districtwide School Signage – Oak Park Independent and Oak View High Schools, and District Administrative Office](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- j. [Approve Modifications to the Facility Use Agreement with Westlake-Agoura Girls Softball Association](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- k. [Approve Measure R Construction Contract, Project 17-04R, Emergency Sidewalk Repairs at Brookside Elementary School](#)  
*Board approval required for purchases made from Measure R Bond Fund*
- l. [Ratify Measure R Construction Contract, Project 17-05R, Emergency Sidewalk Repairs at Oak Hills Elementary School](#)  
*Board approval required for purchases made from Measure R Bond Fund*
- m. [Approve Measure C6 Bond Fund Equipment Purchase – Districtwide Emergency Radio System Upgrades](#)  
*Board approval required for purchases made from Measure C6 Bond Fund*
- n. [Approve Donations](#)  
*Board approval required for donations*

### 3. PUPIL SERVICES

- a. [Approve Contract for Non-Public School Services for Special Education Student #13-16/17 - \\$13,503.20](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- b. [Approve Contract for Non-Public School for Special Education Student #14-16/17 - \\$11,400.00](#)  
*Board Policy 3312 requires Board approval for contracts for services*

### 4. CURRICULUM

- a. [Approve New Course for Oak Park High School – Aerospace Engineering](#)  
*Board approval required for changes to programs*
- b. [Approve 2016-17 Single Plans for Student Achievement](#)  
*Board approval required for Single Plans for Student Achievement*
- c. [Approve 2015-2016 School Accountability Report Cards \(SARCs\)](#)  
*Board approval required for 2015-2016 School Accountability Report Cards*

### 5. BOARD POLICIES

- a. [Approve Amendment to Board Bylaw 9240 – Board Training - Second Reading](#)  
*Board Bylaw retitled and updated to address the purposes and importance of board training, recommended topics of training for new and first-term board members, and the district's process for selecting board training activities. The bylaw also reinforces the prohibition against a majority of the board members discussing district business of a specific nature while attending a conference or similar public gathering.*

**b. Adopt New Administrative Regulation AR 3311.2 – Lease-Leaseback Contracts – First Reading**

*New administrative regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for awarding lease-leaseback contracts. Material significantly revised to reflect NEW LAW (AB 2316, 2016) which no longer permits the selection of a lease-leaseback contractor without advertising, and instead requires districts to use a comprehensive "best value" selection process.*

**c. Adopt New Administrative Regulation AR 3311.3 – Design-Build Contracts – First Reading**

*New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for awarding design-build contracts. Minor editorial changes made to clarify the process and more directly reflect law.*

**d. Adopt New Administrative Regulation AR 3311.4 – Procurement of Technological Equipment – First Reading**

*New regulation includes material formerly in BP/AR 3311 - Bids pertaining to requirements for the "competitive negotiation" process authorized for procurement of computers, software, telecommunications equipment, microwave equipment, or other related electronic equipment and apparatus.*

**e. Approve Amendment to Board Policy BP 5111 – Admission – First Reading**

*Board Policy revised to add language to allow all children equal access to education, regardless of immigration status*

**f. Approve Amendment to Board Policy and Administrative Regulation BP/AR 5111.1 – District Residency – First Reading**

*Policy Updated to add language to allow all children equal access to education, regardless of immigration status. Administrative Regulation updated to reflect NEW LAW (SB 1455, 2016) which establishes residency within the district for enrollment purposes to students whose parent/guardian is transferred or pending transfer into a military installation within district boundaries. Policy also reflects NEW LAW (AB 2537, 2016) which indefinitely extends district authority to grant Allen Bill transfers for students whose parent/guardian is employed within district boundaries for a minimum of 10 hours during the school week.*

**VII INFORMATION ITEMS**

- 1. Monthly Enrollment and Attendance Report**
- 2. Monthly Cash Flow Report**
- 3. UCP Complaint #1 – Failure to calculate “Chronic absenteeism rate” per EC 52060 (d)(5)(B)**
- 4. UCP Complaint #2 – Failure to review, assess and specify actions per EC 52061(2)**

**VIII. OPEN DISCUSSION**

**IX. ADJOURNMENT:**

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

**X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS**

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