

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #900

DATE: October 21, 2014

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**

**Mary Pallant, President**  
**Sepideh Yeoh, Vice President**  
**Barbara Laifman, Clerk**  
**Andrew Hazelton, Member**  
**Allen Rosen, Member**  
**Jake Whealen, Student Board Representative**

**EDUCATING TOMORROW'S LEADERS**

**ADMINISTRATION**

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

**COPY OF ENTIRE AGENDA ON WEB SITE**  
**[WWW.OAKPARKUSD.ORG](http://WWW.OAKPARKUSD.ORG)**

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

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

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

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

*All Board Actions and Discussion are electronically recorded and maintained for thirty days.  
Interested parties may review the recording upon request.  
Agenda and supporting documents are available for review prior to the meeting at the District Office located at 5801 E. Conifer Street, Oak Park, CA 91377*

**NEXT REGULAR MEETING**

**Tuesday, November 18, 2014**

**Closed Session at 5:00 p.m.      Open Session at 6:00 p.m.**

**Oak Park High School, Presentation Room, G9**

**AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:**

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: [www.oakparkusd.org](http://www.oakparkusd.org)

# **OAK PARK UNIFIED SCHOOL DISTRICT**

## **AGENDA – REGULAR BOARD MEETING #900**

**October 21, 2014**

**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**

**B. PUBLIC EMPLOYEE EMPLOYMENT: Part Time Department Clerk, Instructional Assistant III-ELL, Instructional Assistant I-Reading, Instructional Assistants II-Special Education, Guest 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 GOALS/AMENDMENT TO CONTRACT**

**E. STUDENT MATTERS**

Receive recommendation from Superintendent appointed panel related to appeal of student records – #14/15-01.

**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 Julie Harris, Partner in Education Award

2. Remarks from Board Members
3. Remarks from Student Board Member
4. Remarks from Superintendent
5. Remarks from School Site Councils
6. Report from Facilities Planning Committee
7. Report from Technology

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

**1. Healthy Kids Survey Report**

**C. BUSINESS SESSION:**

**1. CONSENT AGENDA**

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

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

- a. [Approve Minutes of Regular Board Meeting September 16, 2014](#)
- b. [Public Employee/Employment Changes 01CL22558-01CL22591 & 01CE06977-01CE07030](#)
- c. [Approve Purchase Orders –September 1 - 30, 2014](#)  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. [Approve Overnight Trip for Oak Park High School Senior Life Skills Retreats – October 29-November 1, 2014, January 28-31, 2015 and April 29-May 2, 2015](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. [Approve Overnight Trip for Oak Park High School Journalism Club/Class Members – November 6-9, 2014](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- f. [Approve Quarterly Report on Williams Uniform Complaints – October 2014](#)  
*Education Code 35185 requires Board approval of each quarterly report regarding complaints against the District by the public regarding textbooks and instructional materials, teacher vacancy or misassignment or facility conditions*
- g. [Approve Annual Teacher Assignment Report](#)  
*Under SB 435, the Board must receive and received an annual Teacher Assignment report*
- h. [Approve Notice of Completion – Project 14-01R, Campus ADA Modernization at Oak Park High School](#)  
*Board approval required for Notice of Completion*
- i. [Approve Notice of Completion – Project 14-02R, Parking Loy and Playground Repairs at Brookside and Red Oak Elementary Schools](#)  
*Board approval required for Notice of Completion*
- j. [Approve Notice of Completion – Project 14-07R, Roof Repairs on Multiple Buildings at Red Oak Elementary School](#)  
*Board approval required for Notice of Completion*
- k. [Approve Notice of Completion – Site Electrical Work, Project 14-28F, Oak Park Independent School Relocatable Classrooms](#)  
*Board approval required for Notice of Completion*
- l. [Approve Overnight Trip for Medea Creek Middle School 6<sup>th</sup> Grade to Pali Institute – December 2-5, 2014](#)  
*Board Policy 6153 requires Board approval for student overnight trips*

## **ACTION**

### **2. BUSINESS**

**a. [Approve Agreement for Architect of Record Services in Connection with Measure R Construction Projects](#)**

*Board policy 3312 requires Board approval for contracts for services*

**b. [Ratify Consultant Agreement for Architect Services in Connection with Measure R Construction Projects](#)**

*Board policy 3312 requires Board approval for contracts for services*

**c. [Ratify Consultant Agreement for Structural Engineering Services in Connection with Measure R Construction Projects](#)**

*Board policy 3312 requires Board approval for contracts for services*

**d. [Authorization to Purchase SmartBoard Products and Services from Collaboration Solutions, Inc., Pursuant to PCC Section 20118](#)**

*Board approval required for Measure C6 purchases*

**e. [Approve Change Orders 1-3, Project 14-17R, Districtwide Security Camera Systems](#)**

*Board approval required for change orders*

**f. [Approve Change Order 1, Project 13-15R, Building A \(Gymnasium\) Modernization at Oak Park High School](#)**

*Board approval required for change orders*

**g. [Approve Final Lease-Lease Back Agreement for Project 14-25R, Classroom Replacement Project at Oak Park High School](#)**

*Board policy 3312 required Board approve for contracts for services*

### **3. CURRICULUM**

**a. [Approve Honors at High School Graduation for Oak Park Independent School](#)**

*Board approval requested for recognition of Oak Park Independent graduates*

**b. [Approve Oak Park High School Academic Honesty Policy](#)**

*Board approval requested for revised Academic Honesty Policy*

**c. [Approve District Instructional Calendar for 2015-2016](#)**

*Board policy 6111 requires Board approval for instructional Calendars*

### **4. HUMAN RESOURCES**

**a. [Approve Authorization to Establish Additional Classified Service Position – Computer Support Technician](#)**

*Board approve required to hire additional personnel*

### **5. BOARD POLICIES**

**a. [Approve Amendment to Board Policy 5144 - Discipline – Second Reading](#)**

*Policy updated to reflect new federal guidance encouraging the use of disciplinary measures that provide appropriate interventions and supports rather than exclusionary discipline practices (e.g., suspension and expulsion).*

**b. [Approve Amendment to Board Policy 1330 – Use of School Facilities – First Reading](#)**

*Policy updated to reflect new Title 5 Regulations (Register 2014, No 19) which (1) require boards to adopt a fee schedule that specified the hourly fee to be charged to specific school facilities or grounds or for types/categories of school facilities or grounds, (2) contain specific rules for determining “direct costs” to be charged for use of school facilities and grounds, (3) authorize district to discount direct costs fees based on the type or category or the applicant, and (4) address the expenditure of funds collected as capital direct costs.*

**c. [Approve Amendment to Board Policy 4112.2 - Certification – First Reading](#)**

*Policy is being updated to add and clarify material, formerly in AR, on priorities for hiring when a teacher with a preliminary or clear credential is unavailable. Policy also reflects*

*new Title 5 Regulations (register 2013, No. 28) which provide that the provisional internship permit is not renewable and change the timelines for reissuance of emergency permits. Material on advanced certification through the National Board for Professional Teacher Standards (NBPTS) updated to reflect new law (AB 97, 2013) which eliminated categorical funding for incentive awards to NBPTA-certificated teachers.*

**d. [Approve Amendment to Board Policy 4112.21 - Interns – First Reading](#)**

*Policy is being updated to reflect new law (AB 97, 2013) which eliminated the enhanced intern program, the alternative certification program designed to address teacher shortages in geographic or subject matter areas, the Certificated Staff Mentoring Program, and the Beginning Teacher Support and Assessment (BTSA) program. Policy also clarified that an intern program must be approved by the Commission on Teacher Credentialing (CTC), reflect new Title 5 Regulations (Register 2014, No.7) addressing the qualifications and support/supervision of interns, and reflects new Federal law (P.L. 113-46 which extends through 2015-16 the authority for district to assign interns to teach core academic subject if they meet the State Board of Education (SBE) definition of a “highly qualified teacher.”*

**e. [Approve Amendment to Board Policy 4115 – Evaluation/Supervision – First Reading](#)**

*Policy is being updated to include evaluation criteria formerly in AR since establishing criteria is a responsibility of the board. Policy also revised to clarify that evaluation procedures are subject to negotiation.*

**VII. INFORMATION ITEMS**

- 1. Monthly Measure C6 Budget Report**
- 2. Monthly Measure R Budget Report**
- 3. Monthly Enrollment and Attendance Report**
- 4. 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. [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](#)**