

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #921

DATE: February 16, 2016

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

TIME: **5:30 p.m. Closed Session – PLEASE NOTE LATER START TIME**
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
Josh Weisberg, 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
Susan Roberts, Director, Pupil Services

COPY OF ENTIRE AGENDA ON WEB SITE
WWW.OAKPARKUSD.ORG

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

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

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

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

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

NEXT REGULAR MEETING

Tuesday, March 15, 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: www.oakparkusd.org

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #921

February 16, 2016

CALL TO ORDER - Followed by Public Comments/ 5:30 p.m.

CLOSED SESSION: 5:30 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: Custodian Subs, Food Services Subs, Food Service Worker 1, Grounds Maintenance Workers, Instructional Aides II Special Education, Instructional Aides III Behavior, Guest Teachers.

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 of Partners in Education Award to Melissa Stone and Shary Trux
2. Remarks from Board Members
3. Remarks from Student Board Member
4. Remarks from Superintendent
5. Report from School Site Councils
6. Report from Facilities Planning Committee
7. Report from Technology
8. Report from Bond Advisory Consultant
9. Staff Report on Enrollment and Student Attendance

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 Organizational Board Meeting January 19, 2016](#)
- b. [Public Employee/Employment Changes 01CL22981-01CL23014 & 01CE07650-01CE07692](#)
- c. [Approve Purchase Orders – January 1-31, 2016](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Athletic Teams To Attend Spring CIF Play-offs](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High School Technology Students Association Club – March 18-19, 2016](#)
Board Policy 6153 requires Board approval for student overnight trips
- f. [Approve Agreement with County of Ventura for Crossing Guard Service](#)
Board Policy 3312 requires Board approval for contracts for services
- g. [Approve Landscape Architect Services Agreement for Outdoor Classrooms at Brookside Elementary and Oak Park Neighborhood School](#)
Board Policy 3312 requires Board approval for contracts for services
- h. [Approve Authorization to Purchase Dell Chrome Book Tablets Utilizing Piggyback Provision of PCC Section 20118](#)
Board approval required to participate in piggyback provision to purchase items
- i. [Approve Renewal Service Agreement for Bond Continuing Disclosure Compliance](#)
Board Policy 3312 requires Board approval for contracts for services
- j. [Approve Notice of Completion, Project 15-15F, Relocatable Classroom Installation at Oak Hills Elementary School](#)
Board approval required for Notice of Completion in order to pay contractor
- k. [Approve Denial of Claim #16-01 for Alleged Damages](#)
Board approval required to deny claim for damages
- l. [Approve Overnight Trip for Oak Park High School Boys' Volleyball Team – March 11-12, 2016](#)
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. **BUSINESS SERVICES**
 - a. [Approve Resolution #16-05 – Participation in District of Choice Program for School Year 2016-2017](#)
According to provisions of DOC program, the Board is required to approve Resolution annually
 - b. [Approve Projected Enrollment of New InterDistrict Students for 2016-2017](#)
According to provisions of DOC program, the Board if required to approve projected enrollment of new interdistrict students
 - c. [Approve Resolution #16-06 - 2016 Friends of Oak Park Schools Education Foundation to Offer Fee-Based Summer School Program](#)
Board approval required to allow Friends of Oak Park School conduct Summer School
 - d. [Approve 2015-16 Safe School Plans](#)
Board approval required annually for Safe School Plans
 - e. [Approve Purchase of Equipment from Measure C6 Bond Fund – Purchase of Replacement Photocopiers at Multiple School Sites](#)
Board approval required for Measure C6 Bond purchases

- f. [Approve Purchase of Equipment from Measure C6 Bond Fund – Additional Food Services Equipment for Oak Park High School](#)
Board approval required for Measure C6 Bond purchases
- g. [Approve Purchase of Equipment from Measure C6 Bond Fund – Campus Security and Maintenance Vehicles for Medea Creek Middle School and Oak Park High School](#)
Board approval required for Measure C6 Bond purchases
- h. [Approve Purchase of Equipment from Measure C6 Bond Fund – Increase to Previously Approve Count of Mobile Devices for School Site Learning Centers](#)
Board approval required for Measure C6 Bond purchases
- i. [Approve Amendment #1 to Architect Agreement for Project 15-15F, Relocatable Classroom Installation at Oak Hills Elementary School](#)
Board Policy 3312 requires Board approval for contracts for services
- j. [Ratify Agreement for Construction Services for Project 15-15F, Relocatable Classroom at Oak Hills Elementary School](#)
Board Policy 3312 requires Board approval for contracts for services
- k. [Approve Agreement for DSA Inspection Services for Various District Construction Projects](#)
Board Policy 3312 requires Board approval for contracts for services

3. CURRICULUM

- a. [Approve 2014-15 School Accountability Report Cards](#)
Board approval required for School Accountability Report Cards
- b. [Approve 2015-6 Single Plans for Student Achievement](#)
Board approval required for Single Plans for Student Achievement

4. HUMAN RESOURCES

- a. [Approve Resolution #16-01 – Reducing or Discontinuing Particular Kinds of Service](#)
Board approval required to reduce or discontinuing particular kinds of service in the 2016-17 school year
- b. [Approve Resolution #16-02 – Release Temporary Certificated Employees #1 Through #13](#)
Board approval required to release temporary employees
- c. [Approve Resolution #16-04 – Determination of Seniority Among Employees with the Same Seniority Date \(“Tie Breaker Resolution”\)](#)
Board approval required for Tie Breaker Resolution

5. PUPIL SERVICES

- a. [Approve Contract for Non-Public Agency for Special Education Student #08-15/16 - \\$96,696](#)
Board Policy 3312 requires Board approval for contracts for services

6. BOARD

- a. [Approve 2016 CSBA Delegate Assembly Election of Candidates](#)
Board is asked to vote on candidates running for Delegate Assembly election

7. BOARD POLICIES

- a. [Review and Approve Amendment to Board Policy 4112.8, 4212.8, 4312.8 – Employment of Relatives - Second Reading](#)
Board would like to review this policy.
- b. [Approve Amendment to Board Policy 2121 – Superintendent’s Contract – First Reading](#)
Policy is being updated to reflect contract components recommend in CSBA’s new Superintendent Contract Template and federal law which prohibits favoring “highly

compensated” individuals (i.e., generally the highest paid 25 percent of all district employees) in terms of the level of benefits provided. Policy also reflects new law (AB 215) which amends the maximum cash settlement that may be granted upon termination of a superintendent contract executed on or after January 1, 2016 and which provides that no cash or noncash settlement may be given if the termination is for fraud or other illegal fiscal practices.

c. Approve Amendment to Board Policy and Administrative Regulation 4030 – Nondiscrimination in Employment – First Reading

Policy is being updated to reflect the mandate to adopt policy necessary to implement the state’s nondiscrimination laws. Policy also updated to reflect new law (AB 987) which prohibits districts from retaliating or otherwise discriminating against a person for requesting accommodation of his/her disability or religious beliefs, regardless of whether the accommodation request was granted. New regulation includes the designation of the district’s coordinator for nondiscrimination in employment, addresses measures to prevent employment discrimination and harassment, and incorporates complaint procedures and material on other remedies formerly in AR 4031 – Complaints Concerning Discrimination in Employment which CSBA is recommending deleting.

d. Approve Amendment to Board Policy 4121 – Temporary/Substitute Personnel – First Reading

Policy is being updated to reflect new law (AB 304) which amends the Healthy Workplaces, Healthy Families Act (AB 1522, 2014) to (1) authorize paid sick leave accrual on a basis other than one hour for each 30 hours worked, provided that the accrual is on a regular basis and the employee will have 24 hours of accrued sick leave available by the 120th calendar day of employment; (2) clarify that retired annuitants who have not reinstated to the applicable public retirement system are excluded from participation in these leave benefit provisions; and (3) provide that the district has no obligation to inquire into the purposes for which an employee uses sick leave or paid time off.

e. Adopt and Approve Amendment to Board Policy and Administrative Regulation 5111.1 – District Residency

New policy reflect new law (AB 1101) which mandates any district that elects to conduct investigations of students’ residency to adopt policy with specified components, including (1) the circumstances under which the district may initiate an investigation; (2) the investigatory methods that may be used, including whether the district may use the services of a private investigator; (3) a prohibition against surreptitious photographing or video-recording of students who are being investigated; and (4) an appeals process. Policy also contains material formerly in AR re: enrollment not requiring district residency. Regulation updated to reflect new law (SB 200 and AB 224) which provides that a student will be deemed to meet residency requirements if his/her parent/guardian lives with the student in the place of his/her employment within district boundaries at least three days during the school week. Regulation also contains material formerly in AR 5111.12 – Residency Based on Parent/Guardian Employment authorizing district to grant residency status to students whose parent/guardian is employed within district boundaries for at least 10 hours during the school week (Allen bill transfers), and reflects provisions of SB 200 and AB 224 which provide that this option will sunset July 1, 2017 unless further legislation is passed.

f. Approve Amendment to Board Policy and Administrative Regulation 5141 – Health Care and Emergencies – First Reading

Policy and regulation updated to reflect new law (SB 658) which requires the principal of any school that has an automated external defibrillator (AED) to annually provide employees with information on sudden cardiac arrest, the school’s emergency response plan, and the proper use of an AED and which eliminates the requirement that the principal designate the trained employees who will be available to respond to an emergency that may involve the use of an AED. Regulation also reflects provisions of SB 658 which require the district to notify the local emergency medical services agency regarding the existence, location, and type of

AED acquired, require that instruction on how to use the AED be posted next to every AED, and reduce the inspection requirements to once every 90 days.

VII. INFORMATION ITEMS

- 1. Monthly Enrollment and Attendance Report**
- 2. 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