

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #858

DATE: May 15, 2012

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

TIME: **5:00 p.m. Closed Session**  
**6:00 p.m. Open Session – G9**

*The Mission of the Oak Park Unified School District is to provide students with a strong foundation for learning, which meets the challenge of the present and of the future through a balanced education, that includes academic achievement, personal growth and social responsibility.*

**BOARD OF EDUCATION**

**Jan Iceland, President**  
**Allen Rosen, Vice President**  
**Mary Pallant, Clerk**  
**Barbara Laifman, Member**  
**Sepideh Yeoh, Member**  
**Erica Rosenberg, 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**  
**Jane Mintz, Director, Educational Technology**  
**Susan Roberts, Director, Pupil Services**  
**Cliff Moore, Consultant**

**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.

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, June 19, 2012**

**Closed Session 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 #858**  
**May 15, 2012**

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

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

**RECONVENE OPEN SESSION: 6:00 p.m. (approximate)**

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: Instructional Assistant II**

**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**

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

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park Presentation Room – G-9 at 6:00 p.m.**, Oak Park, California

**V. CALL TO ORDER:            \_\_\_\_\_ p.m.**

**A. ROLL CALL**

**B. FLAG SALUTE**

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

**D. ADOPTION OF AGENDA**

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

**VII. OPEN COMMUNICATIONS/PRESENTATIONS**

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

1. Presentation to OPHS Ventura County Science Fair Winner - Shruti Aggarwal

2. Presentation to OPHS Rocket Team

3. Presentation to OPHS Whale Team

4. Presentation to Rotary Club Essay Winners
5. Presentation to 2012 Retirees
6. Remarks from Board Members
6. Remarks from Student Board Representative
7. Remarks from Superintendent
8. Report from School Site Councils
9. Report from Facilities Planning Committee
10. Report from Technology Committee

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

1. **Governor's May Revision – 2012-2013 Budget Proposal**

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 March 20, 2012**
- b. **Public Employee/Employment Changes 01CL21834-01CL21862 & 01CE05552–01CE05589** 1
- c. **Approve Purchase Orders – April 1 – April 30, 2012** 3  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. **Approve Disposal of Obsolete or Surplus Equipment** 7  
*Per provisions of Education Code 17546, the Board must approve disposal of obsolete and surplus equipment and property*
- e. **Ratify Out of State Travel for Certificated Employee to Attend Advanced Placement Workshop in Dallas – July 30-August 2, 2012** 14  
*Board approval required for out of state travel for employees*
- f. **Approve Designation of the 2012-2013 District/School Representatives to California Interscholastic Federation Leagues** 15  
*CIF By-Laws requires Board approval of District/School Representatives to CIF Leagues*
- g. **Approve Overnight Trip for Oak Park High School Boys' Basketball Summer Tournament – June 22-24, 2012** 17  
*Board Policy 6153 requires Board approval for student overnight trips*
- h. **Approve Overnight Trip for Oak Park High School Cheer Squads–July 19-22, 2012** 18  
*Board Policy 6153 requires Board approval for student overnight trips*
- i. **Approve Quarterly Report on Williams Uniform Complaints – April 2012** 19  
*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*
- j. **Approve Denial of Claim Against the District – Claim #12-02** 21  
*Board asked to deny claim against District*
- k. **Receive and Review 2011-12 Second Period Attendance Report** 22  
*Board Policy required Board approval for enrollment and attendance reports*

**ACTION**

2. **BUSINESS SERVICES**

- a. **Approve Award of Bid #12-08R, Building E Administration Modernization at Oak Park High School** 27  
*Board Policy 3312 Requires Board approval for contract for services*

- b. Approve Award of Bid #12-11R, Parking Lot Repairs and Replacement at Medea Creek Middle School 29**  
*Board Policy 3312 Requires Board approval for contract for services*
- c. Approve Award of Bid #12-13R, Asphalt Repairs and Replacement at Red Oak and Oak Hills Elementary Schools 31**  
*Board Policy 3312 Requires Board approval for contract for services*
- d. Approve Project to be Paid From Measure R Bond Funds – Project #12-03R, Roof Repair and Replacement on Locker Structures at Oak Park High School 33**  
*Board asked to approve projects using Measure R funds not previously designated*
- e. Approve Project to be Paid From Measure R Bond Funds – Project #12-04R, Roof Drain Repairs at Red Oak Elementary School 43**  
*Board asked to approve projects using Measure R funds not previously designated*
- f. Approve Resolution #12-09 Authorizing Emergency Repairs at Oak Hills Elementary School 53**  
*Board Policy 3312 Requires Board approval for contract for services*
- g. Approve 2012-13 Instructional Minutes/School Bell Schedules 55**  
*Education Code 46201 requires the Board to certify the instructional minutes meets the intent of longer school day provisions in SB 813*
- h. Public Hearing and Approve Proposed Flexibility Transfer of 2012-2013 Categorical Program Funds 57**  
*Education Code 42605(c)(2) requires a Public Hearing and Board approval for transfer of Categorical Program Funds*
- i. Approve District of Choice Reporting Requirements 59**  
*Education Code 48313 requires District's to report to surrounding districts information on District of Choice program*
- 3. BOARD POLICIES**
- a. Approve Amendment to Board Policy 4140, 4240 – Bargaining Units – 2<sup>nd</sup> Reading 61**  
*Updated policy reflects new law AB 501 which expands the definition of “exclusive representative” to allow employees who are neither certificated nor classified employees to be represented and expands the definition of “public school employer” to include certain joint powers agencies so that employees of the JPA may be represented.*
- b. Approve Amendment to Board Policy 5111 – Admission – Second Reading 67**  
*Policy revised to make the timeline for students to enroll in the school in their attendance area consistent with the timeline for intradistrict open enrollment established pursuant to BP5116.1. Policy also reflects new Federal guidance clarifying that district may not adopt enrollment procedures based on the actual or perceived citizenship or immigration status of students or their parents/guardians.*
- c. Approve Amendment to Board Policy 5131.7 – Weapons and Dangerous Instruments – Second Reading 71**  
*Mandated policy is updated to renumber legal cites pursuant to new law (SB 1080, 2010), effective January 1, 2012. Policy also deletes material specifying the term of the suspension or expulsion of students who violate this policy, which is repeated in AR5144.1 – Suspension and Expulsion/Due Process.*
- d. Approve Amendment to Board Policy 5141.21 – Administering Medication and Monitoring Health Conditions – Second Reading 75**  
*Policy updated to reflect new law (SB 161) which authorizes districts to train volunteer, nonmedical district employees to provide emergency anti-seizure medication to students suffering from epileptic seizures when licensed health care professionals are not available on site.*

- e. Approve Amendment to Board Policy 6143 – Courses of Study – Second Reading 79**  
*Mandated policy includes expanded language on the articulation of courses of study across grade levels and with postsecondary institutions, and clarifies requirement to offer secondary students a course of study that prepares them to meet the prerequisites for college admission and to attain entry-level employment skills. Material regarding notifications to students in grades 9-12 moved to AR.*
- f. Approve Amendment to Board Policy 6145.2 – Athletic Competition – 2<sup>nd</sup> Reading 83**  
*Policy updated to reflect new law (AB 25) which requires districts to distribute information on concussions and head injuries to student athletes and their parents/guardians and requires that a student athlete who is suspected of sustaining a concussion be immediately removed from the athletic activity and not allowed to return until a health care provider provides written clearance. Policy also reflects new court decision regarding liability for failure to provide equivalent athletic opportunities for males and females even if females did not provide notice to disadvantageous treatment and new law (SB 107) which extends the operation of CIF until 2017 and CIF bylaws related to student eligibility for interscholastic athletic programs.*
- g. Approve Adoption of Board Policy 6170.1–Transitional Kindergarten–2<sup>nd</sup> Reading 89**  
*New policy reflects new law (SB 1381, 2010) which requires districts to establish “transitional kindergarten” programs beginning in the 2012-13 school year for children whose admission to kindergarten is delayed due to changes in law affecting the age criterion for admission to kindergarten. Policy addresses student eligibility for the program, curriculum and instruction, staffing and student’s continuing to kindergarten at the completion of the transitional kindergarten program.*
- h. Approve Amendment to Board Policy 1113 – District and School Web Sites – First Reading 95**  
*Updated policy 1) includes new section on “Design Standards” addressing the accessibility of web sites to individuals with disabilities per U.S. Department of Justice technical assistant publication, 2) relates policy regarding advertising in school publications to advertising on district and school web sites, and 3) clarifies option relating to posting of individual student photographs.*
- i. Approve Amendment to Board Policy 2210 – Administrative Discretion Regarding Board Policy – First Reading 101**  
*Policy updated to reflect new law (SB 70, 2011) which extends the flexibility to use funds received for 39 “Tier 3” categorical programs for any education purpose through the 2014-15 fiscal year. Date in text deleted to avoid the need for additional revision if flexibility is extended in the future.*
- j. Approve Amendment to Board Policy 5116.1 – Intradistrict Open Enrollment 105**  
*Mandated policy revised to reflect new law (SBX5 4) which allows a student attending a school identified by the CDE as an “open Enrollment school” to transfer to another school that has a higher Academic Performance Index. Policy contains language giving priority for admission to student attending an identified school who wish to transfer to another school with the district.*
- k. Approve Amendment to Board Policy 9223 – Filling Vacancies 111**  
*Bylaw updated to reflect new law (AB 334) which allows governing boards to approve a board member’s out-of-state absence for illness or urgent necessity for an unlimited duration. Updated bylaw also reflects current law that provides that, when an interim board member is appointed to fill an absence created by a member’s military deployment that exceeds six months, the term of the interim member cannot extend beyond the return of the absent board member or beyond the next regularly schedule election for that office, whichever occurs first.*
- l. Approve Amendment to Board Policy 9320 – Meetings and Notices 119**  
*Mandated bylaw updated to reflect new law (AB 1344) which prohibits boards from calling special meetings to address the salaries, salary schedules, or other compensation of the*

*superintendent, assistant superintendent, or other specified employees. Bylaw also reflects requirement added by AB1344 to post the agenda for a regular meeting and the notice of a special meeting on the district web site, if there is one.*

**VIII. INFORMATION ITEMS**

**IX. OPEN DISCUSSION**

**X. ADJOURNMENT:**

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

**SCHOOL REPORTS**

- |   |     |
|---|-----|
| 1. Brookside Elementary School Report               | 129 |
| 2. Oak Hills Elementary School Report               | 130 |
| 3. Red Oak Elementary School Report                 | 131 |
| 4. Medea Creek Middle School Report                 | 132 |
| 5. Oak Park High School Report                      | 134 |
| 6. Oak View High School/Oak Park Independent School | 135 |
| 7. Oak Park Neighborhood School                     |     |