

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #860

DATE: June 19, 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

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, August 21, 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

OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #860
June 19, 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, Instructional Assistant I Temp, Sub Custodian, 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

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 Kim Hoerman, GATE Certification

2. Future Foundation Presentation, Aakash Jha, Sowgand Bashiri, Alex Pai

6/8/2012

3. Citizens' Oversight Committee Report
4. Remarks from Board Members
5. Remarks from Superintendent
6. Report from Facilities Planning Committee
7. 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)

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 Special Board Meeting, May 3, 2012, Special Board Meeting June 7, 2012 and Regular Board Meeting May 15, 2012**
- b. **Public Employee/Employment Changes 01CL21863-01CL21872 & 01CE05590-01CE05723** **1**
- c. **Approve Purchase Orders – May 1 – May 31, 2012** **5**
Board Policy 3300 requires Board approval of Purchase Orders
- d. **Approve Renewal of Facility Sharing Agreement with Rancho Simi Recreation and Park District** **10**
Board Policy 3312 requires Board approval for contract for services
- e. **Approve Out of State Travel for Certificated Employee to Attend Columbia Reading/Writing Workshop in New York City –August 12-17, 2012** **18**
Board approval required for out of state travel for employees
- f. **Approve Overnight Trip for Oak Park High School Cross Country Team – August 12-17, 2012** **19**
Board Policy 6153 requires Board approval for student overnight trips
- g. **Approve Overnight Trip for Oak Park High School ASB Summer Retreat – August 19-20, 2012** **20**
Board Policy 6153 requires Board approval for student overnight trips
- h. **Approve Resolution #12-12 , Year End Budget and Interfund Transfers for Fiscal Year 2011-12** **21**
Resolution authorizes Director of Accounting and Risk Management 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, 2012
- i. **Approve Resolution #12-13, Temporary Loans Between District Funds for Fiscal Year 2012-13** **23**
Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenues
- j. **Approve Resolution #12-14, Appropriation and Budgeted Transfers Fiscal Year 2012-13** **24**
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

ACTION

2. **BUSINESS SERVICES**

- a. **Approve Change Order #1, Project 12-06R, Storefront Window and Door Replacement at Brookside Elementary School** **27**
Board approval required for change orders

- b. **Approve Project to be paid from Measure R Bond Funds – Project 12-00R, Repairs to Boiler Serving Kitchen and Locker Rooms at Medea Creek Middle School** 35
Board asked to approve projects using Measure R funds not previously designated
 - c. **Approve Project to be paid from Measure R Bond Funds – Project 12-00R, Carpet Replacement in Rooms 8 and 9 at Oak Hills Elementary School** 39
Board asked to approve projects using Measure R funds not previously designated
 - d. **Approve Project to be paid from Measure R Bond Funds – Concrete Step Repairs at Oak Hills Elementary School** 43
Board asked to approve projects using Measure R funds not previously designated
 - e. **Approve Project to be paid from Measure R Bond Funds – Building 100 Kindergarten HVAC System Repairs at Brookside Elementary** 45
Board asked to approve projects using Measure R funds not previously designated
 - f. **Public Hearing and Adoption of the 2012-2013 Budget** 47
Education Codes 42103 and 42127 specify the timeline and procedures for the adoption of school district budgets including a Public Hearing and Board approval
 - g. **Approve Oak Park High School Instructional Minutes and Bell Schedule for 2012-13 School Year** 49
Education Code 46201 requires the Board to certify the instructional minutes meets the intent of longer school day provisions in SB 813
- 3. CURRICULUM**
- a. **Approve District Instructional Calendar for 2013-14** 53
Board Policy 6111 requires Board approval of School Year Calendar upon recommendation from Superintendent after development with the Calendar Committee
 - b. **Approve Textbook Adoption for Oak Park Independent School** 55
Board approval required in order to use State Instructional Materials Fund to purchase textbooks and literature selections
 - c. **Approve Consolidated Application and Reporting System (CARS) Part II – 2011-12** 57
Board approval required in order to receive money from both state and federal government
 - d. **Approve 2012-13 School Handbooks/Discipline Plan for Brookside Elementary School and Oak Park Independent School** 59
Board approval of school handbooks/discipline plans
- 4. BOARD**
- a. **Approve California School Boards Association Membership Dues (\$6,733) and Education Legal Alliance Membership Dues (\$1,683)** 61
Board approval required for membership dues
- 5. HUMAN RESOURCES**
- a. **Approve Resolution #12-15 to Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid Off Employees** 63
- 6. BOARD POLICIES**
- a. **Approve Amendment to Board Policy 1113 – District and School Web Sites – Second Reading** 67
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.

- b. Approve Amendment to Board Policy 5116.1 – Intradistrict Open Enrollment- Second Reading 73**
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.
- c. Approve Amendment to Board Policy 0410 – Nondiscrimination in District Programs and Activities – First Reading 79**
Updated policy to reflect new law (AB 887 and SB 559) which expands the prohibited bases of discrimination to include genetic information, gender expression, and gender identify. Policy also reflects federal regulations which 1) require newly constructed district facilities to comply, starting Mary 15, 2012, with the 2010 Americans with Disabilities Act Standards for Accessible Designs, and 2) require districts to permit an individual with a disability to be accompanied by a service animal on district premises when, without the animal’s assistance, the individual with a disability will not be able to access or participate in a district program or activity
- d. Approve Amendment to Board Policy 1250 – Visitors and Outsiders – 1st Reading 83**
Updated policy adds new section regarding the presence on campus of registered sex officers, including those who are parents/guardians of district students, based on their right to participate in their children’s education.
- e. Approve Amendment to Board Policy 5131 – Conduct – First Reading 87**
Updated policy reflects new law (AB 9) which requires policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics and new law (AB 1156) which encourages the inclusion of bullying prevention strategies in comprehensive safety plans.
- f. Approve Adoption of Board Policy 5131.2 – Bullying – First Reading 95**
New policy contains materials formerly in BP 5131 – Conduct re: strategies for prevention and intervention of bullying. Policy reflects new law (AB 9) which requires policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics. New law (AB 1156) which encourages the inclusion of bullying prevention strategies in comprehensive safety plans, and new law (AB 746) which expands the definition of bullying committed by means of an electronic act to including posting of messages on social media networks.
- g. Approve Amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process – First Reading 101**
Reorganized, mandated policy includes language requiring fair, consistent enforcement of suspension and expulsion rules in response to new U.S. Department of Education Office for Civil Rights (OCR) report finding disproportionate rates of suspension/expulsion by race and ethnicity, gender, and disability. Policy also revises materials re: zero tolerance to encourage use of alternative disciplinary measures that keep students in school during the school day, except under specified circumstances.
- h. Approve Amendment to Board Policy 5145.3 – Nondiscrimination/Harassment – First Reading 109**
Mandated policy updated to reflect new law (AB 9) which requires policy prohibiting discrimination, harassment, intimidation, and bullying based on specified characteristics, including gender identity and gender expression. Policy also adds language 1) prohibiting retaliation against students who file a complaint or report, and 2) requiring related training of students, parent/guardians, and employees.
- i. Approve Amendment to Board Policy 5145.7 – Sexual Harassment – 1st Reading 115**
Mandated policy updated to reflect new OCR guidance which clarifies that 1) sexual Violence (e.g. rape, sexual assault, sexual battery, sexual coercion) is a form of sexual

harassment that must be addressed by districts in the same way as other forms of sexual harassment; 2) districts should providing information about the rights of students and parents/guardians to file a criminal complaint of sexual harassment as applicable; and 3) districts should response to sexual harassment that comes to their attention even when a victim requests anonymity.

j. Approve Amendment to Board Policy 6145 – Extracurricular and Co-curricular Activities – First Reading 119

Mandated policy updated to clarify that no fee may be charged to students for participation in extracurricular and co-curricular activities related to the educational program, unless specifically authorized by law, and that a district policy allowing for waivers of the fee based on financial need does not render the fee constitutional.

k. Approve Amendment to Board Policy 6172 – Gifted and Talented Student Program – First Reading 123

Policy updated to reflect decision to accept GATE status of students who received GATE status in their previous school districts.

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 | 133 |
| 6. Oak View High School/Oak Park Independent School | 134 |
| 7. Oak Park Neighborhood School | |