

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #864

DATE: September 18, 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

*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**  
**Matt Dods, 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**  
**Jane Mintz, Director, Educational Technology**  
**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.

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, October 16, 2012**

**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 #864**  
**September 18, 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: High School Assistant Principal, Teachers, Guest Teacher, Instructional Aides I, II, III, and Music**

**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. Remarks from Board Members
2. Remarks from Student Board Rep
3. Remarks from Superintendent
4. Report from School Site Councils
5. Report from Facilities Planning Committee
6. 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:**

*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 August 21, 2012**
- b. **Public Employee/Employment Changes 01CL21916-01CL21944 & 01CE05814-01CE05864** 1
- c. **Approve Purchase Orders –August 1 – August 31, 2012** 4  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. **Approve Overnight Trip for Oak Park High School Cross Country Team – October 5-6, 2012** 9  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. **Approve Overnight Trip for Medea Creek Middle School 8<sup>th</sup> Grade to Astrocamp – October 31-November 2, 2012** 10  
*Board Policy 6153 requires Board approval for student overnight trips*
- f. **Approve Overnight Trip for Medea Creek Middle School 7<sup>th</sup> Grade to Catalina – October 22-24 and October 24-26, 2012** 11  
*Board Policy 6153 requires Board approval for student overnight trips*
- g. **Approve Disposal of Obsolete Books or Surplus Instructional Materials, Books, and/or Library Books** 12  
*Board approval required for disposal of District materials and books*
- h. **Approve Resolution #12-18, Establishing the Gann Appropriation Limit for Fiscal Year 2012-13** 16  
*Constitutional requirement for Board approval establishing appropriations limit*
- i. **Approve Resolution #12-19, Authorizing District Participation in K-3 Class Size Reduction Program** 18  
*SB 1777 requires Board approval for Class Size Reduction funding*

**ACTION**

**2. BUSINESS SERVICES**

- a. **Approve Change Order #1, Project 12-07R, Building 300 Modernization at Brookside Elementary School** 23  
*Board approval required for change orders*
- b. **Approve Change Order 1, Project 12-10R, M&N Building Restroom Modernization at Oak Park High School** 33  
*Board approval required for change orders*
- c. **Approve Change Order 1, Project 11-18R, Asphalt Parking Lot Repair at Medea Creek Middle School** 39  
*Board approval required for change orders*
- d. **Approve Notice of Completion, Project 11-18R, Roof Repair and Replacement, Building E Administration at Oak Park High School** 45  
*Board approval required for job completion*
- e. **Approve Board Response to Oak Park Citizens' Oversight Committee Annual Report** 49  
*Board asked to approve response discussed at previous meeting*
- f. **Approve Allocation of Our Children's Future Fundraising Proceeds** 53  
*Board will discuss options to recommend to Our Children's Future Committee on the allocation of remaining fundraising proceeds*
- g. **Approve 2012-13 Employee Health Benefits Plans** 55  
*Board Policy 3312 requires Board approval for contract for services*
- h. **Approve Unaudited Actual Reserves and Expenditures for Fiscal Year 2011-12** 63  
*Board is asked to review Unaudited Actual Revenues and Expenditures*

- i. Approve 2012-13 Mandated Block Grant Letter of Intent** **65**  
*In order to receive under this block grant the Board is required to approve a letter of intent.*
- 3. CURRICULUM**
- a. Public Hearing and Approve Resolution #12-17, Regarding Sufficiency of Textbooks and Instruction Materials for 2012-2013** **73**  
*Education Code 60119 requires a Public Hearing and Board approval regarding sufficiency of textbooks and instructional materials annually in order to receive funding from the state for textbooks*
- 4. HUMAN RESOURCES**
- a. Approve Action to Reestablish Particular Kinds of Service, Increase the Number of Employees, and Authorize Offers of Reappointment to Laid Off Classified Employees** **75**  
*Board approval required to reemploy employees who received notice of lay-off.*
- b. Approve Authorization to Establish a Full-Time Classified Custodial Position** **77**  
*Board approval requested to establish a new Classified position*
- 5. SPECIAL EDUCATION**
- a. Approve Contract for Non-Public School for Special Education Student #01-12/13 - \$60,957.18** **79**  
*Board Policy 3312 requires Board approval for contract for services*
- b. Approve Contract for Non-Public School for Special Education Student #02-12/13 - \$27,757.40** **83**  
*Board Policy 3312 requires Board approval for contract for services*
- c. Approve Contract for Non-Public School for Special Education Student #03-12/13 - \$25,997.40** **87**  
*Board Policy 3312 requires Board approval for contract for services*
- d. Approve Contract for Non-Public School for Special Education Student #04-12/13 - \$33,886** **91**  
*Board Policy 3312 requires Board approval for contract for services*
- e. Approve Contract for Non-Public School for Special Education Student #05-12/13 - \$36,102** **95**  
*Board Policy 3312 requires Board approval for contract for services*
- f. Approve Contract for Non-Public School for Special Education Student #06-12/13 - \$35,003** **99**  
*Board Policy 3312 requires Board approval for contract for services*
- g. Approve Contract for Non-Public Agency for Three Special Education Students #07-12/13 - \$69,450** **103**  
*Board Policy 3312 requires Board approval for contract for services*
- 6. BOARD**
- a. Approve Resolution #12-20 In Support of Schools & Local Public Safety Protection Act (Proposition 30)** **107**  
*The Board is asked to consider support of Proposition 30 or 38*
- 7. BOARD POLICIES**
- a. Approve Amendment to Board Policy 5144.1 – Suspension and Expulsion/Due Process – First Reading** **109**  
*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.*
- b. **Approve Amendment to Board Policy 1312.3 – Uniform Complaint Procedures – First Reading 117**  
*Mandated policy updated to reflect new law (AB 887 and SB 559) which expands the prohibited bases of discrimination subject to uniform complaint procedures (UCP) to include genetic information, gender expression, and gender identity.*
  - c. **Approve Amendment to Board Policy 4030 – Nondiscrimination in Employment – First Reading 121**  
*Policy updated to reflect new law (SB 559 and AB 887) which expands categories of prohibited discrimination to include genetic information, gender expression, and gender identity.*
  - d. **Approve Amendment to Board Policy 4312.1 – Contracts – First Reading 125**  
*Policy updated to reflect new law (AB 1344) which prohibits the Board from calling a special meeting to consider the salary or other compensation of management employees, prohibits automatic renewal of a contract with a provision for automatic increase that exceeds the cost-of-living adjustment, and requires contracts executed or renewed after January 1, 2012, to contain a provision requiring an employee to reimburse the district in the event he/she is convicted of a crime involving abuse of his/her office or position.*
  - e. **Approve Amendment to Board Policy 5126–Awards for Achievement–1<sup>st</sup> Reading129**  
*Policy updated to reflect new law (AB 815) which establishes a State Seal of Biliteracy to recognize high school graduates who have attained a high level of proficiency in one or more languages in addition to English.*
  - f. **Approve Amendment to Board Policy 5141.6 – Student Health and Social Services – First Reading 133**  
*Policy updated to reflect new law (AB 499) which allows a minor age 12 and older to consent to medical care related to the prevention of a sexually transmitted disease, and existing law which provides that minors age 12 and older can consent to mental health services under certain conditions.*
  - g. **Approve Amendment to Board Policy 6178.1 – Work-Based Learning – 1<sup>st</sup> Reading139**  
*Retitled policy updated to address a broad range of work-based learning opportunities in addition to work experience education (WEE).*
  - h. **Approve Amendment to Board Policy 7110 – Facilities Master Plan – 1<sup>st</sup> Reading143**  
*Policy updated to add (1) role of Board in approving the facilities master plan, (2) regular review and updating of the plan, (3) plan components, (4) a list of minimum general standards.*
  - i. **Approve Amendment to Board Policy 7214–General Obligation Bonds–1<sup>st</sup> Reading149**  
*Updated policy includes material formerly in AR re: appointment of citizens’ oversight committee for bonds approved under the 55 percent threshold, reflect new law (SB 423) which establishes a date by which audits must be given to the committee, and provides option for districts to establish citizens’ oversight committee for bonds approved under the 66.67 percent threshold.*
  - j. **Approve Amendment to Board Policy 1330 – Use of School Facilities 155**  
*Updating wording on Exhibit to align with Board Policy.*

**VII. INFORMATION ITEMS**

- 1. **Monthly General Fund Status Report 161**
- 2. **Monthly Measure R Bond Fund Status Report 163**

**VIII. OPEN DISCUSSION**

**IX. ADJOURNMENT:**

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

**SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS**

- |   |     |
|---|-----|
| 1. Brookside Elementary School Report               | 165 |
| 2. Oak Hills Elementary School Report               | 166 |
| 3. Red Oak Elementary School Report                 | 168 |
| 4. Medea Creek Middle School Report                 | 169 |
| 5. Oak Park High School Report                      | 170 |
| 6. Oak View High School/Oak Park Independent School | 172 |
| 7. Oak Park Neighborhood School                     |     |