

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #814

DATE: January 19, 2010

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**

Mary Rees, President  
Barbara Laifman, Vice President  
Marie Panec, Clerk  
Jan Iceland, Member  
Cindy Vinson, Member  
Dani Gold, Student Board Representative



EDUCATING TOMORROW'S LEADERS

**ADMINISTRATION**

Dr. Anthony W. Knight, Superintendent  
Linda Sheridan, Executive Assistant  
Martin Klauss, Assistant Superintendent, Business & Administrative Services  
Cliff Moore, Assistant Superintendent, Human Resources  
Laurel Ford, Director, Teaching and Learning  
Jane Mintz, Director, Educational Technology  
Cathy Skiba, Director, Pupil Services

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

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMODATION 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, February 16, 2010**

**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 #814**  
**January 19, 2010**

**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, High School Principal**

**C. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Cliff Moore 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 Representative
3. Remarks from Superintendent
4. Report from School Site Councils
5. Report from Facilities Planning Committee
6. Presentation from Music to Heart President, Brenda Small

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

**1. Governor's 2010-11 State 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 Special Board Meeting December 7, 2009 and Regular Board Meeting December 8, 2009**
- b. Public Employee/Employment Changes 01CL2153-01CL2160 & 01CE04648–01CE04657** 3
- c. Approve Purchase Orders – December 1 – December 31, 2009** 5  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. Approve Acceptance of Donations** 8  
*Board Policy 3290 requires Board approval for donations to the District*
- e. Approve Overnight Trip for Medea Creek Middle School 8<sup>th</sup> Grade – Astrocamp – February 15-17, 2010** 9  
*Board Policy 6153 requires Board for student overnight trips*
- f. Approve Request for Overnight Trip for Medea Creek Middle School 6<sup>th</sup> Grade to Camp Bloomfield – February 17-19 and February 24-26, 2010** 10  
*Board Policy 6153 requires Board approval for student overnight trips*
- g. Approve First Period (P-1) Attendance Report** 11  
*Board Policy required Board approval for enrollment and attendance reports*
- h. Approve Annual Teacher Assignment Report** 14  
*Education Code 44257.8 requires Board approval for the Annual Teacher Assignment Report*
- i. Approve Student Teaching Agreement with Pacific Oaks College for School Year January 6, 2010 to June 30, 2010** 16  
*Board Policy 3312 requires Board approval for contracts for services.*
- j. Approve Budget Adoption Calendar for Fiscal Year 2010-2011** 17  
*AB 1200 requires Board approval of Budget Adoption Calendar*

**ACTION**

**2. BUSINESS SERVICES**

- a. Approve Measure R Master Plan** 19  
*Board approval of Facility Master Plan for Measure R projects*
- b. Approve School Site Capacities** 21  
*Board approval of 2010-11 school site capacities*
- c. Approve Annual Audit Report for Fiscal Year 2008-2009** 23  
*Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records*
- d. Approve Facilities Master Plan: Paint Color Recommendation** 25  
*Board approval of Facility Master Plan for Measure R projects*
- e. Approve Resolution #10-02, Participation in CSBA California School Mid-Year Cash Reserve Program** 28  
*Through participation in the CSBA Cash Reserve Program, the district will be able to issue a tax and revenue anticipation note (TRAN) as part of this cost effective pooled structure*
- f. Public Disclosure and Approve OPTA Collective Bargaining Agreement between the District and Oak Park Teachers Association** 37  
*Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements*
- g. Approve Salary Adjustment for High School Principal Position** 43  
*Board approval required for salary adjustment for High School Principal position prior to recruitment*

### **3. CURRICULUM**

- a. Approve Resolution #10-01 Lincoln Day Resolution 45**  
*Education Code 37220(e) requires Board approval to move Lincoln Day holiday to alternate day in the School Year calendar*
- b. Approve Core Literature Books for Oak Hills Elementary School 4<sup>th</sup> Grade 47**  
*Board approval required in order to use State Instructional Materials Fund to purchase textbooks and literature selections*
- c. Approve Consolidated Programs Application Part II – 2009-2010 49**  
*Requires Board approval in order to receive money from both state and federal government*

### **4. PUPIL SERVICES**

- a. Approve Contract for Non-Public School Placement for Special Education Student #11-09//10 - \$19,391.90 51**  
*Board Policy 3312 requires Board approval for contracts for services.*

### **5. BOARD**

- a. Approve Resolution #03-10 Health Care Cost Reform 55**  
*Board approval to support Health Care Reform to oppose increases in health care costs during this fiscal crisis*
- b. Approve Volunteer Award Naming 57**  
*Board approval of the name of the volunteer award program*
- c. Approve H1N1 Student Vaccine Clinics 59**  
*Board approval of conducting H1N1 student vaccine clinics in the District by a private vendor fully licensed and insured*

### **6. BOARD POLICIES**

- a. Approve Amendment to Board Policy 3270 – Sale and Disposal of Books, Equipment and Supplies – First Reading 61**  
*Policy revised to expand criteria for determining when instructional materials are obsolete or unusable, including adding nonalignment with district’s academic standards or course of study.*
- b. Approve Amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property – First Reading 65**  
*Policy revised to reflect new law (ABX4 2) which authorizes districts, until January 2, 2012, to use the proceeds from the sale of surplus property for any one-time general fund purpose.*
- c. Approve Amendment to Board Policy 3580 – District Records – First Reading 71**  
*Policy revised to reflect new law (AB5) which creates the California Electronic Discovery Act) to make the procedural rules requiring disclosure of documents to the opposing party in litigation applicable to electronically stored information. Policy directs Superintendent to consult with staff to create a document management system which includes a process for the storage and destruction of electronic materials, including a response to “litigation hold” requests.*
- d. Approve Amendment to Board Policy 5117 – Interdistrict Attendance – First Reading 75**  
*Policy revised to reflect new law (SB680) which reauthorizes the “school district of choice” program, including provisions that (1) require that a random drawing be held in public at a Board meeting when more students apply to transfer than the Board has elected to admit, and (2) add to the information that the Superintendent must report to the Board re: student applications for admittance.*

- e. **Approve Amendment to Board Policy 6111 – School Calendar – First Reading** 79  
*Policy revised to reflect new law (ABX4 2) which authorizes a district, upon agreement with employee organizations, to reduce the school year through 2012-13 by up to five days of instruction without incurring financial penalties from the state.*
- f. **Approve Amendment to Board Policy 6146.1 – High School Graduation Requirements – First Reading** 83  
*Policy revised to reflect new laws (AB167 and AB343) which require the district to exempt or waive specific course requirements for foster youth or children of military families, respectively. Policy also contains general language re: exemption or waiver of the requirement to pass the high school exit examination for students with disabilities.*

**VII. INFORMATION ITEMS**

- 1. Oak Park High School Pavilion Seating Project Update 89

**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 91
- 2. Oak Hills Elementary School Report 92
- 3. Red Oak Elementary School Report 93
- 4. Medea Creek Middle School Report 94
- 5. Oak Park High School Report 95
- 6. Oak View High School/Oak Park Independent School 96