

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #794

DATE: September 16, 2008

PLACE: **Oak Park High School – Presentation Room – G9**  
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**

**Cindy Vinson, President**  
**Jan Iceland, Vice President**  
**Mary Rees, Clerk**  
**Barbara Laifman, Member**  
**Marie Panec, Member**  
**Ben Pyle, 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**

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 ACOMMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372.

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, November 18, 2008**

**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.opusd.k12.ca.us](http://www.opusd.k12.ca.us)

**OAK PARK UNIFIED SCHOOL DISTRICT**  
**AGENDA – REGULAR BOARD MEETING #794**  
**October 21, 2008**

**CALL TO ORDER - Followed by Public Comments/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: Guest Teachers, Department Clerk, Instructional Assistants, Technology Assistant, EC Specialist, Campus Supervisor**

**C. Superintendent Evaluation – Goals Setting**

**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. Acknowledgements/Announcements from Board Members
2. Remarks from Student Board Representative
3. Remarks from Superintendent
4. Remarks from School Site Council Representatives
5. Presentation from Fred Levine
6. Report from C6 Oversight Committee

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

1. Safe and Health Kids Spring 2008 Report
2. Modern Language Committee Report

**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 Regular Board Meeting Minutes of September 16, 2008,** 1
- b. Public Employee/Employment Changes 01CL1898-01CL1931 & 01CE04020–01CE04068** 5
- c. Approve Purchase Orders – September 1 to September 30, 2008** 5  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. Approve Overnight Trip for Oak Park High School Senior Life Skills Retreat – November 5-9, 2008** 13  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. Approve Expulsion of Student in Disciplinary Case #01-08/09** 14  
*Board policy requires Board approval of Expulsion cases*
- f. Ratify Overnight Trip for Oak Park High School Advanced Peer Counseling – October 5-6, 2008** 15  
*Per provisions of Education Code 17546, the Board must approve disposal of obsolete and surplus equipment*
- g. Approve Quarterly Williams Report – October 2008** 16  
*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*
- h. Approve Agreement for Bond Services with Dale Scott & Company** 18  
*Board Policy 3312 required Board approval for contracts for services.*
- i. Approve Student Teaching Agreement with California State University Northridge – 2008-2009** 22  
*Board Policy 3312 required Board approval for contracts for services.*
- j. Approve Annual Teacher Assignment Report** 25  
*Education Code 44257.8 requires Board approval for the Annual Teacher Assignment Report*
- k. Approve Acceptance of Donations** 28  
*Board Policy 3290 requires Board approval for donations to the District*

**ACTION**

**2. BOARD**

- a. Approve Amended By-Laws for C6 Oversight Committee** 29  
*In order to bring the C6 Oversight Committee into compliance with Education Code for a Prop 39 Oversight Committee, the Board is being asked to approve the amended by-laws provided by bond counsel and already reviewed by the C6 Oversight Committee*
- b. Approve Oak Park High School Honors at Graduation Recognition Program** 37  
*Board approval request for changes in honors recognition program at Oak Park High School*

**3. BUSINESS SERVICES**

- a. Approve Revision to 2008-2009 Adopted Budget** 41  
*Board approval required for Revisions to Adopted Budget*

#### **4. BOARD POLICIES**

- a. Approve Amendment of Board Policy 6173.1 – Education For Foster Youth – Second Reading 43**  
*This policy is revised to require the Superintendent to appoint a district liaison for foster youth; to require training to staff regarding the enrollment, placement, and rights of foster youth; and to require collaboration with other local agencies providing services to foster youth.*
- b. Approve Amendment of Board Policy 0200 – Goals For the School District – Second Reading 47**  
*This policy is revised to focus on the Board’s role in monitoring this district’s progress in achieving its goals for student achievement, including the use of data, performance indicators, and other benchmarks.*
- c. Approve Amendment of Board Policy 1020 – Youth Services – Second Reading 53**  
*This policy is revised to address the Board’s participation in collaborative relationships with city and county elected officials, and local agencies, expands language regarding needs assessment and program evaluation*
- d. Approve Amendment of Board Policy 3311 – Bids – Second Reading 59**  
*Updated policy contains new statement expressing the Board’s goal to ensure transparency and prudent expenditure of public funds. Policy also contains updated legal references and management resources.*
- e. Approve Amendment of Board Policy 3514 – Environmental Safety – 2<sup>nd</sup> Reading 63**  
*Updated policy expands material re: facilities inspection, development of comprehensive plan to address environmental hazards, collaboration in the development of strategies, staff development and notifications.*
- f. Approve Amendment of Board Policy 3517 – Facilities Inspection – 2<sup>nd</sup> Reading 69**  
*Policy is updated to reflect the conditions and categories listed in the Office of Public School Construction’s Facilities Inspection Tool, which should be used as part of the district’s facility inspection and maintenance program to ensure that district facilities are maintained in “good repair” as required by the Williams settlement.*
- g. Approve Amendment of Board Policy 4112.24 – Teacher Qualifications Under the No Child Left Behind Act – Second Reading 73**  
*Updated policy deletes references to dates that have passed and distinctions between requirements for Title I and non-Title I programs, since all teachers of core academic subjects are now subject to the requirements.*
- h. Approve Amendment of Board Policy 4132, 4232, 4332 – Publication or Creation of Materials – Second Reading 77**  
*Revised policy contains new language required the Superintendent to oversee the development of instructional materials, computer programs, and other copyrighted materials by employees, independent contracts, and consultants and requiring any contract with a consultant or independent contract to contain a providing regarding ownership of the copyright. Policy also requires Superintendent to negotiate district ownership of copyright when an employee develops materials during working and nonworking hours.*
- i. Approve Amendment of Board Policy 4136,4236,4336 – Nonschool Employment – Second Reading 81**  
*Mandated policy is updated to specify types of outside employment activities that may be prohibited because of a conflict with the employee’s district duties. Policy requires employee to first request permission from his/her supervisor prior to accepting such employment and to appeal any denial of authorize to the Superintendent or designee.*

- j. Approve Amendment of Board Policy 4151, 4251, 4351 – Employee Compensation – First Reading** 85  
*Revised policy includes new language requiring the payroll system to comply with laws regarding timeliness of payment of compensation and deductions.*
- k. Approve Amendment of Board Policy 4161, 4261 – Leaves – First Reading** 89  
*Revised policy is renumbered and lists justifiable reasons for leave is revised to include general categories of types of leaves and to delete some specific leaves duplicated in other policies and regulations.*
- l. Approve Amendment of Board Policy 5112.1 – Exemptions from Attendance – First Reading** 95  
*Revised policy is updated by adding language regarding documentation of eligibility for exemption and expands legal references.*
- m. Approve Amendment of Board Policy 6141 – Curriculum Development and Evaluation – First Reading** 99  
*Revised policy includes concepts from CSBA’s Masters in Governance program and CDE guidance for District Assistance Intervention Teams including alignment of curriculum with state standards, frameworks, assessments, and improvement plans; accessibility of curriculum to all students; and circumstances under which curriculum may be schedule for review.*
- n. Approve Amendment of Board Policy 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction – First Reading** 105  
*Revised policy includes a new section entitled “Parent/Guardian Notification” which contains materials formerly include in AR and new language which clarifies that, according to the CDE, district must use a passive consent/opt-out model for HIV/AIDS prevention instruction but may use an active consent/opt-in model for sexual health education.*
- o. Approve Amendment of Board Policy 6142.8 – Comprehensive Health Education – First Reading** 111  
*Revised policy reflects new state content standards for health education. Policy also adds language on involvement of key stakeholders in program development and implementation.*
- p. Approve Amendment of Board Policy 6146.11 – Alternative Credits Toward Graduation – First Reading** 115  
*Revised policy includes material formerly in AR regarding making alternative means available to student, parent/guardians, and the public; and adds language in item #1 specifying that the use of results from the General Educational Development test or other state or national tests is not appropriate for satisfying course requirements for graduation.*
- q. Approve Amendment of Board Policy 6162.6 – Use of Copyrighted Materials – First Reading** 119  
*Revised policy clarifies that each staff member has the responsibility to adhere to copyright law and should contact the Superintendent or designee with questions whether reproducing or using copyrighted materials complies with the law.*

**VII. INFORMATION ITEMS**

1. Monthly Budget 123

**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	125
2. Oak Hills Elementary School Report	126
3. Red Oak Elementary School Report	127
4. Medea Creek Middle School Report	128
5. Oak Park High School Report	131
6. Oak View High School/Oak Park Independent School	133
7. Oak Park Neighborhood School	