

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #847

DATE: August 16, 2011

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

Barbara Laifman, President

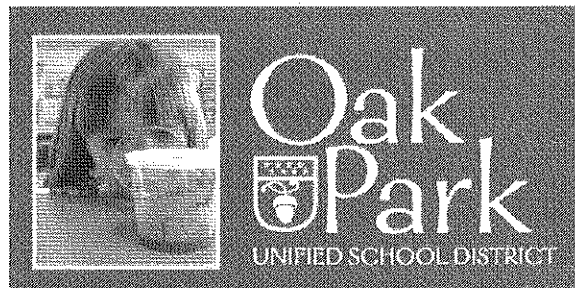
Jan Iceland, Vice President

Allen Rosen, Clerk

Mary Pallant, 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

Cliff Moore, Consultant

Jane Mintz, Director, Educational Technology

Susan Roberts, Director, Pupil Services

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, September 20, 2011

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

OAK PARK UNIFIED SCHOOL DISTRICT

AGENDA – REGULAR BOARD MEETING #847

August 16, 2011

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: Campus Supervisor, Senior Accountant, Computer Technician, Clerical Sub, Custodian Sub, Campus Supervisor Sub, Science Teacher, Humanities Teacher, Math Teachers (3), Secondary Special Education Teacher, School Psychologist, Elementary Special Education Teachers (2), Elementary Teachers (4), Pre-School Special Education Teacher, Secondary Counselor

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 Superintendent
3. Report from Facilities Planning Committee

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

8/10/2011

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 Special Board Meeting June 14, 2011, Special Board Meeting June 20, 2011, Regular Board Meeting June 21, 2011, and Special Board Meeting June 30, 2011**
- b. **Public Employee/Employment Changes 01CL21625-01CL21675 & 01CE05268-01CE05313** 1
- c. **Approve Purchase Orders –June 1 – July 31, 2011** 5
Board Policy 3300 requires Board approval of Purchase Orders
- d. **Approve Quarterly Report on Williams Uniform Complaints – July 2011** 18
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
- e. **Approve Disposal of Obsolete or Surplus Instructional Materials, Books and or Library Books** 20
Board approval required for disposal of District materials and books
- f. **Approve Renewal of Consultant Agreement for FCC E-Rate Program Application and Audit Services** 23
Board Policy 3312 requires Board approval for contract for services
- g. **Approve Renewal of Agreement with the Ventura County Office of Education for 2011-12 Data Processing Services** 30
Board Policy 3312 requires Board approval for contract for services
- h. **Approve Student Teaching Agreement with California State University Northridge** 32
Board Policy 3312 requires Board approval for contract for services

ACTION

2. BUSINESS SERVICES

- a. **Approve Notice of Completion, Project 10-12R, Oak Park High School Gymnasium Roof Replacement** 35
Board approval required for job completion
- b. **Approve 2011-12 Health Benefit Plans** 39
Board Policy 3312 requires Board approval for contract for services
- c. **Approve Award of Bid 11-17, School Bus Transportation** 47
Board Policy 3312 requires Board approval for contract for services
- d. **Approve Authorization to Purchase Technology Equipment under the California Multiple Award Schedule (CMAS)** 49
Board Policy 3312 requires Board approval for contract for services
- e. **Approve Resolution #11-17 Authorizing District Participation in K-3 Class Size Reduction Program** 53
SB 1777 requires Board approval for Class Size Reduction funding
- f. **Approve Procedures to Accept Students under the Interdistrict Transfer Memorandum of Understanding** 57
Board approval of procedures to accept students under County Memo of Understanding
- g. **Approve Donations** 59
Board Policy 3290 requires Board approval for donations to the District

3. <u>BOARD</u>	
a. Approve Proposed Board Meeting Schedule for the 2011-12 School Year	61
<i>Board approval required for meeting schedule</i>	
b. Approve 2011-2012 Moral Imperatives and Goals	63
<i>Board approval for Moral Imperatives and Goals</i>	
c. Review Response to Ventura County Grand Jury Report – School Bus Safety	65
<i>Board will review and discuss the Ventura County Grand Jury Report – School Bus Safety</i>	
d. Appoint Members of the Citizens’ Oversight Committee	67
<i>Board will reappoint members and/or appoint new members of the Citizens’ Oversight Committee</i>	
4. <u>BOARD POLICIES</u>	
a. Approve Amendment to Board Policy 1100 – Communication with the Public – Second Reading	69
<i>Board policy expands possible methods of communication. Section on “Prohibition Against Mass Mailings at Public Expense” expanded to include additional definition of mass mailing related to ballot measures, candidates, legislative activities, and other campaign activities.</i>	
b. Approve Amendment to Board Policy 1160 – Political Processes – Second Reading	75
<i>Board policy revised to reflect new court decision which details the appropriate use of district resources for election purposes. Consistent with the court’s decision, the policy clarifies that it is a permissible informational activity for the Board to adopt a resolution in support of or in opposition to a ballot measure as long as the resolution and other materials do not urge voters to act in a certain way and as long as the distribution of the materials is consistent with regular district practice.</i>	
c. Approve Amendment to Board Policy 3550 – Food Service/Child Nutrition Program – Second Reading	81
<i>Board policy updated to reflect new federal law (P.L. 111-296) which reauthorized and revised requirements for the National School Lunch and Breakfast Programs.</i>	
d. Approve Amendment to Board Policy 3551 – Food Service Operations/Cafeteria Fund – Second Reading	87
<i>Board policy updated to reflect requirements of new federal law (P.L. 111-296) re: pricing of full-price meals, upcoming USDA guidance on indirect costs, and upcoming regulations on qualifications and training of food service personnel.</i>	
e. Approve Amendment to Board Policy 3553 – Free and Reduced Price Meals – Second Reading	91
<i>Mandated board policy adds new language re: providing free milk through federal Special Milk Program and releasing information from the free and reduced-price meal application when eligible students transfer to another district or private school.</i>	
f. Approve Amendment to Bylaws of the Board 9223 – Filling Vacancies – 2nd Reading	95
<i>Suggested amendment is to ask a former Board Member to fill a vacancy without conducting a search for any other candidates to fill the vacancy until the next regularly scheduled Board election or the term is completed, whichever comes first.</i>	
g. Approve Amendment to Board Policy 3513.3 – Tobacco-Free Schools – 1st Reading	101
<i>Mandated board policy revised to reflect California Department of Education requirements, as a condition for receipt of Tobacco-Use Prevent Education (TUPE) funding, related to certification of compliance with tobacco-free schools requirements. Policy adds definition of prohibited products, including nicotine delivery devices such as electronic cigarettes to minors.</i>	
h. Approve Amendment to Board Policy 4158, 4258, 4358 – Employee Security – First Reading	105

- i. **Approve Amendment o Board Policy 5131.62 – Tobacco – First Reading 109**
Policy revised to provide examples of prohibited tobacco products in accordance with law and add prohibition of nicotine delivery devices such as electronic cigarettes, consistent with new law, SB 882, which make it unlawful for a person to sell or furnish an electronic cigarette to a minor
- j. **Approve Amendment to Board Bylaw 9123 – Clerk – First Reading 115**
Bylaw revised to clarify which boards are required by law to appoint a clerk from among their members at the annual organizational meeting, and to clarify duties of the clerk.
- k. **Approve Amendment to Board Bylaw 9140 – Board Representatives – First Reading 117**
Revised bylaw recognizes that participation of Board members on district or community committees supports the Board's community leadership role. Bylaw also adds responsibility of Board representative to report back to the Board regarding committee activities and/or actions, and clarifies which board must designate a voting representative to elect members of the county committee on school district organization.
- l. **Approve Amendment to Board Bylaw 9323.2 – Actions By The Board – 1st Reading 121**
Bylaw updated and reorganized to clarify the circumstances under which the Brown Act permits the Board to discuss or take action on items that are not on the posted agenda. Bylaw also revised to delineate the Board's options upon a receipt of a demand to "cure and correct" an alleged Brown Act violation.

VII. INFORMATION ITEMS

- 1. **Update on Closeout of District Construction and Repair Projects**

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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