

**MINUTES OF REGULAR BOARD MEETING      8-20-19      #981**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 5:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Drew Hazelton, Member, and Mr. Derek Ross, Member.

**BOARD ABSENT**

Mr. Allen Rosen, Clerk

**STAFF PRESENT**

Dr. Tony Knight, Superintendent and Mrs. Ragini Aggarwal, Executive Assistant.

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

Board President, Denise Helfstein reported that in Closed Session the Board would be discussing:

**A. SUPERINTENDENT'S GOALS**

**B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**C. PUBLIC EMPLOYEE EMPLOYMENT:** Campus Supervisor Temp, Campus Supervisors, Instructional Assistants I Literacy & Numeracy, Instructional Assistant I Math, Instructional Assistant I Music, Instructional Assistant I Reading Temp, Instructional Assistant I Reading, Instructional Assistant I DK, Instructional Assistant II Special Ed Subs, Instructional Assistant II Special Ed, Extended Care Site Leader, Food Service Assistant 1, Food Service Assistant I Sub, Health Technician Temp, Instructional Assistants III Behavior Temp, Instructional Assistants III Behavior, Walk on Coaches, Department Secretary Curriculum and Instruction, College and Center Technician, Special Education Teachers, High School Teacher - English, Secondary Counselor

**D. CONFERENCE WITH LABOR NEGOTIATOR**

Agency designated representatives: Leslie Heilbron and Adam Rauch

Employee organizations: Oak Park Teachers Association & Oak Park Classified Association

The Board adjourned to Closed Session at 5:02 p.m.

Board Member Allen Rosen joined the closed session at 5:20 pm.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 6:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, Mr. Derek Ross, Member, and Anna Stephens, Student Board Member.

## **BOARD ABSENT**

None

## **STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, and Mrs. Ragini Aggarwal, Executive Assistant.

## **FLAG SALUTE**

Stew McGugan led the Pledge of Allegiance to the Flag.

## **REPORT ON CLOSED SESSION**

Board President, Denise Helfstein reported that in closed session the Board took no action.

## **ADOPTION OF AGENDA**

Student Board Member, Anna Stephens, cast a preferential vote to approve the adoption of the Agenda. On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

## **PUBLIC SPEAKERS**

There were 14 public speakers on the non-agenda item Gender Diversity Lessons. By Board consensus the Board President, Denise Helfstein increased the time period for public comments on the non-agenda topic of Gender Diversity Lessons to 40 minutes.

There were 2 public speakers on non-agenda item regarding the proposed installation of Verizon cell towers on land owned by Rancho Simi Recreation and Park District near Oak Hills Elementary School.

## **PRESENTATIONS AND RECOGNITIONS**

The Board recognized Carmela Barbieri and Maryam Salour for their outstanding volunteer contributions and presented them with the Partners in Education Award.

## **REPORT FROM BOARD MEMBERS**

Board Members Derek Ross, Barbara Laifman, Drew Hazelton, Allen Rosen, and Denise Helfstein welcomed everyone back to a new school year.

Board Member Drew Hazelton thanked the facilities and maintenance crew for getting the schools ready for the students. Drew also reported that he attended the Brookside Back to School Night.

Board President, Denise Helfstein welcomed the new Student Board Member, OPHS Junior, Anna Stephens. Anna reported that the student registration was a success and that ASB was planning on upcoming events such as Spirit Week, Home Coming Rally and the half time show for the Homecoming Game, this year's theme is "Under the Sea". Anna also reported that this year ASB would be collaborating with the ASB of Agoura High School to increase school spirit.

Superintendent Tony Knight welcomed everyone back to school and remarked on how amazing the schools were looking, especially the landscaping and shade sails at MCMS. Dr. Knight also reported that the first day back event for all staff was well attended and was great appreciated. Dr. Knight, Board President, Denise Helfstein, Assistant Superintendent, Adam Rauch and Director of Curriculum and Instruction, Jay Greenlinger visited all the school sites on the first day of school.

## **REPORT FROM OAK PARK EDUCATION FOUNDATION**

Brandon McFadden, Chair of Oak Park Education Foundation, reported that OPEF attended all the registration days at each school, as well as all the back to school nights, to increase awareness and outreach of OPEF. They also organized Splash Back to School Event, which was attended by over 200 people. They are also working on the first golf tournament to be held on September 9<sup>th</sup>. At their first Board meeting of the year OPEF approved funding for some more extracurricular programs and an assistant for the College and Career Center.

## **REPORT FROM OAK PARK ADVISORY COUNCIL**

Jane Nye, the MAC liaison to OPUSD, provided a report on matters that the MAC is considering, like the amendment to contracts of the crossing guards. Jane also urged the District to aid with funding the Kanan Shuttle.

### **B.1. CONSENT AGENDA**

Student Board Member, Anna Stephens cast a preferential vote to approve the Consent Agenda. On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0

- a. [Approve Minutes of Regular Board Meeting June 18, 2019, Special Board Meeting July 29, 2019, and Special Board Meeting – Board Retreat, July 29, 2019](#)
- b. [Public Employee/Employment Changes 01CL24268-01CL242323 & 01CE09552-01CE09630](#)
- c. [Approve Purchase Orders – July 1 – July 31, 2019](#)
- d. [Approve Overnight Trip for Oak Park High School Speech and Debate Team – September 21-22, 2019 – Long Beach, CA](#)
- e. [Approve Disposal of Surplus Equipment for Student Nutrition Program](#)
- f. [Approve Student Teaching Agreement with Pacific Oaks College](#)
- g. [Approve Quarterly Report on Williams Uniform Complaints – July 2019](#)
- h. [Approve Designation of District Representatives to the Ventura County Schools Self-Funding Authority](#)
- i. [Approve Notice of Completion, Project 19-12F, Running Track at Oak Hills Elementary School](#)
- j. [Accept DSA Certification and Close of File for Project 17-35S Kitchen Improvements at Medea Creek Middle School](#)

### **B2. BUSINESS SERVICES**

- a. [Discussion on the 2019-2020 Budget](#)

Adam Rauch, Assistant Superintendent of Business Services provided an update on current assumptions and projections impacting the 2019-2020 budget for OPUSD. The Board held a discussion on the 2018-2019 actuals and the proposed revisions to the 2019-2020 Budget in lieu of declining enrollment.

Student Board Member, Anna Stephens, left the meeting at 7:42 pm.

- b. [Discussion and Approval on Supervisor Parks' Request to Continue Funding the Kanan Shuttle for 2019-2020](#)

Public Speaker, Ventura County Supervisor, Linda Parks addressed the Board and asked that the District continue funding the Kanan Shuttle, so it continues to operate free for riders, the majority of whom are students. Without increasing funding over \$25,000, the county will still

have to cut back service due to increased program costs. However, the county will attempt to ensure that service during school pick up and drop off hours remains the same.

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved \$25,000 funding contingent on the service remaining free for the riders, with the hope that this continues to mitigate traffic in the community and serves all students who need to use it. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

The Board took a Board took a recess at 8:00 pm.

Board Member, Barbara Laifman, left the meeting at 8:00 pm.

The Board reconvened after recess at 8:11 pm.

On motion of Drew Hazelton seconded by Derek Ross, the Board approved to move item B.3.a before B.2.c. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

### **B3. CURRICULUM**

#### **a. [Approve Staff Development Agreement with Reading and Writing Project Network, LLC.](#)**

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved to fund 10 days of staff development at each elementary school With Reading and Writing Project Network, LLC. for a budget not to exceed \$100,000. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

### **B2. BUSINESS SERVICES**

#### **c. [Discussion on Measure S Bond Priority Projects Plan and Related Funding Issues](#)**

The Board held a discussion on the Measure S Bond Projects Priority Plan and related funding issues and reviewed scenario 4.1 which will be discussed by the Measure S Committee on September 16 and then the revised plan will be brought back in October for Board approval.

#### **d. [Approve Annual Purchasing Agreement Between OPUSD and Softchoice for the California Microsoft Strategic Alliance \(CAMSA 2.0\)](#)**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the Annual Purchasing Agreement Between OPUSD and Softchoice for the California Microsoft Strategic Alliance (CAMSA 2.0). Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman

#### **e. [Approve Contract with Spectrum for OPUSD's Secondary ISP Circuit](#)**

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Contract with Spectrum for OPUSD's Secondary ISP Circuit. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman

#### **f. [Ratify Award of Contracts for Measure S Project 19-13S, Safety/Security Fencing at Oak Hills Elementary School](#)**

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education ratified Award of Contracts for Measure S Project 19-13S, Safety/Security Fencing at Oak Hills Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

#### **g. [Ratify Award of Contracts for Measure S Project 19-16S, Phase 2 Safety/Security Fencing at Red Oak Elementary School](#)**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education ratified Award of Contracts for Measure S Project 19-16S, Phase 2 Safety/Security Fencing at Red Oak Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

- h. Ratify Award of Contracts for Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School**  
On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education ratified Award of Contracts for Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- i. Ratify Award of Contracts for Measure S Project 19-19S, Art Court Buildout and Equipment Purchase at Oak Park High School**  
On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education ratified Award of Contracts for Measure S Project 19-19S, Art Court Buildout and Equipment Purchase at Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- j. Authorize and Ratify Award of Contracts for Measure S Project 19-20S, Installation of Flooring Kindergarten Classroom at Oak Hills Elementary School**  
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education authorized and ratified Award of Contracts for Measure S Project 19-20S, Installation of Flooring Kindergarten Classroom at Oak Hills Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- k. Authorize and Ratify Award of Contracts for Measure S Project 19-21S, Upper Field Chain Link Fencing and Gates at the District Office**  
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education authorized and ratified Award of Contracts for Measure S Project 19-21S, Upper Field Chain Link Fencing and Gates at the District Office. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- l. Approve Change Order 1, Architectural and Engineering Services Agreement with CRATE Modular, Inc., for Measure S Project 18-20S, Modular Classroom at Red Oak Elementary School**  
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Change Order 1, Architectural and Engineering Services Agreement with CRATE Modular, Inc., for Measure S Project 18-20S, Modular Classroom at Red Oak Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- m. Approve Change Order 1, Measure S Project 19-15S, Shade Sails Installation at Medea Creek Middle School with Got Shade**  
On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved Change Order 1, Measure S Project 19-15S, Shade Sails Installation at Medea Creek Middle School with Got Shade. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- n. Approve Notice of Completion, Measure S Project 19-15S, Shade Sails Installation at Medea Creek Middle School**  
On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved Notice of Completion, Measure S Project 19-15S, Shade Sails Installation at Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.
- o. Approve Notice of Completion, Measure S Project 19-20S, Installation of Flooring Kindergarten Classroom at Oak Hills Elementary School**  
On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved Notice of Completion, Measure S Project 19-20S, Installation of Flooring Kindergarten Classroom at Oak Hills Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**p. [Approve Notice of Completion, Measure S Project 19-21S, Upper Field Chain Link fencing and Gates at the District Office](#)**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Notice of Completion, Measure S Project 19-21S, Upper Field Chain Link fencing and Gates at the District Office. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**q. [Ratify Award of Contracts for Measure S Project 19-14S, Phase 1 Safety/Security Fencing at Red Oak Elementary School](#)**

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education ratified Award of Contracts for Measure S Project 19-14S, Phase 1 Safety/Security Fencing at Red Oak Elementary School. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**r. [Approve Disposal of Obsolete or Surplus Technology Equipment](#)**

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved Disposal of Obsolete or Surplus Technology Equipment. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**s. [Authorize Measure S Project 19-22S King James Court Debris Clearance and Approve Award of Contract](#)**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education authorized Measure S Project 19-22S King James Court Debris Clearance and Approve Award of Contract. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**t. [Authorize Measure S Project 19-23S Oak Park High School Tennis Courts Resurfacing and Approve Award of Contract](#)**

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education authorized Measure S Project 19-23S Oak Park High School Tennis Courts Resurfacing and Approve Award of Contract. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**B4. HUMAN RESOURCES**

**a. [Approve 2019-2020 Declaration of Need for Fully Qualified Educators](#)**

On motion of Derek Ross, seconded by Allen Rosen, approved the Board of Education 2019-2020 Declaration of Need for Fully Qualified Educators. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**b. [Approve Consolidated Application and Reporting System \(Cars\) Part II– 2019-2020](#)**

On motion of Derek Ross, seconded by Denise Helfstein, approved Consolidated Application and Reporting System (Cars) Part II– 2019-2020. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**c. [Authorize Extended Care Program for Oak Park Neighborhood School, and Approve Position of Preschool Assistant – Extended Care and Related Job Description and Salary Schedule Placement](#)**

On motion of Drew Hazelton, seconded by Derek Ross, authorized Extended Care Program for Oak Park Neighborhood School, and approved Position of Preschool Assistant – Extended Care and Related Job Description and Salary Schedule Placement. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**B5. BOARD**

**a. [Approve Proposed Board Meeting Schedule for the 2019-2020 School Year](#)**

On motion of Derek Ross, seconded by Allen Rosen, approved Proposed Board Meeting Schedule for the 2019-2020 School Year. Motion carried Aye: Hazelton, Helfstein, Rosen,

Ross. No - 0. Absent – Laifman.

**b. Approve Board Goals for 2019-2020**

On motion of Denise Helfstein, seconded by Allen Rosen, approved Board Goals for 2019-2020. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**c. Approve Revised 2019 Governance Handbook**

On motion of Allen Rosen, seconded by Derek Ross, approved Revised 2019 Governance Handbook. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**d. Review, Amend, and Approve 2019-2020 Moral Imperatives and District Goals**

On motion of Drew Hazelton, seconded by Derek Ross, approved 2019-2020 Moral Imperatives and District Goals. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross. No - 0. Absent – Laifman.

**B6. BOARD POLICIES**

**a. Approve Adoption of Board Policy – 3515.21 Unmanned Aircraft Systems (Drones) – First Reading**

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved Adoption of Board Policy – 3515.21 Unmanned Aircraft Systems (Drones) as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, No – 0. Absent – Laifman.

**b. Approve Amendment to Board Policy and Administrative Regulation - 5117 Interdistrict Attendance – First Reading**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Amendment to Board Policy and Administrative Regulation - 5117 Interdistrict Attendance as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, No – 0. Absent – Laifman.

**c. Approve Amendment to Board Policy - 5127 Graduation Ceremonies and Activities – First Reading**

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved Amendment to Board Policy - 5127 Graduation Ceremonies and Activities as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, No – 0. Absent – Laifman.

**d. Approve Adoption of Administrative Regulation - 5131.41 Use of Seclusion and Restraint – First Reading**

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved Adoption of Administrative Regulation - 5131.41 Use of Seclusion and Restraint as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, No – 0. Absent – Laifman.

**e. Approve Amendment to Board Bylaw and Exhibit - 9323.2 Actions by the Board – First Reading**

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved Amendment to Board Bylaw and Exhibit - 9323.2 Actions by the Board as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, No – 0. Absent – Laifman.

On motion of Derek Ross, seconded by Denise Helfstein there being no further business before this Board, the Regular meeting is declared adjourned at 9:28 p.m.

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Date

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President of the Board

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Date

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Clerk or Secretary of the Board