

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #947

DATE: August 15, 2017

PLACE: **Oak Park High School Presentation Room – G9**
899 Kanan Road, Oak Park, CA 91377

TIME: **5:00 p.m. Closed Session – G9**
6:00 p.m. Open Session – G9

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

Drew Hazelton, President
Derek Ross, Vice President
Denise Helfstein, Clerk
Barbara Laifman, Member
Allen Rosen, Member
Lexi Garfinkel, Student Board Member



Educating Compassionate and Creative Global Citizens

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent
Ragini Aggarwal, Executive Assistant
Martin Klauss, Assistant Superintendent, Business & Administrative Services
Dr. Leslie Heilbron, Assistant Superintendent, Human Resources
Dr. Jay Greenlinger, Director Curriculum and Instruction
Enoch Kwok, Director, Educational Technology & Information Systems
Susan Roberts, Director, Pupil Services
Cliff Moore, Consultant

COPY OF ENTIRE AGENDA ON WEB SITE

www.opusd.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: raggarwal@opusd.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 Ragini Aggarwal, 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. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, any member of the public who utilizes a translator shall be provided at least twice the allotted time to address the Board, unless simultaneous translation equipment is used to allow the Board to hear the translated public testimony simultaneously. (Government Code 54954.3)

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 Conifer Street, Oak Park, CA 91377

NEXT REGULAR MEETING

Tuesday, September 19, 2017

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: <http://www.opusd.org/>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #947
August 15, 2017**

CALL TO ORDER – Followed by Public Comments/5:00 p.m.

CLOSED SESSION: 5:00 p.m.

OPEN SESSION: 6:00 p.m.

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School, Presentation Room – G9**, 899 Kanan Road, Oak Park, CA.

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 : Student Workers, Campus Supervisors, Food Service worker 1, Instructional Assistant 1 DK, Elementary Teachers, Sp Ed Teacher, and Elementary Counselor

C. SUPERINTENDENT EVALUATION

D. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association & 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. Presentation of Recognition to Oak View High School Teacher Susan Allen
2. Remarks from Board Members
3. Remarks from Superintendent
4. Report from Student Board Member
5. Report from Oak Park Education Foundation

6. Report from Oak Park Municipal Advisory Committee

B. 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 June 13, 2017, Regular Board Meeting June 19, 2017 and Special Board Meeting – Board Retreat July 23, 2017](#)
- b. [Public Employee/Employment Changes CL23477-CL23529 & 01CE08354-01CE08389](#)
- c. [Approve Purchase Orders – July 1 - 31, 2017](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Overnight Trip for Oak Park High School Speech and Debate Team - Oct. 13-14, 2017](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Certify 2016-17 Annual Attendance Report](#)
Board Approval required of Annual Attendance Report
- f. [Authorize Closure of Bank of America Account for OPUSD Section 125 Flexible Spending Accounts](#)
Board approval required for closing of section 125 Flexible spending accounts
- g. [Approve 2017-18 Transportation Agreement with Tumbleweed Transportation](#)
Board Policy 3312 requires Board approval for contracts for services
- h. [Approve Student Teaching Agreement with Loyola Marymount University](#)
Board policy 3312 requires Board approval for contracts for services
- i. [Approve Quarterly Report on Williams Uniform Complaints – July 2017](#)
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

ACTION

2. BUSINESS SERVICES

- a. [Approve Spending Plan for 2017-18 Education Protection Account Funds](#)
Board approval required for spending plan
- b. [Approve Architectural Services Orders Nos. 8, 9, and 10 for Measure S Projects](#)
Board Policy 3312 requires Board approval for contracts for services
- c. [Approve Consultant Agreement – Professional Services for Measure S Projects, Specialized Facility Planning, Eligibility and State Funding](#)
Board Policy 3312 requires Board approval for contracts for services
- d. [Approve Purchase of Construction Management Software from Measure S Bond Fund](#)
Board approval required for purchases made from Measure S Bond Fund
- e. [Ratify Measure S Construction Contract, Project 17-33S – Districtwide Security Cameras for Campus Safety and Security](#)
Board Policy 3312 requires Board approval for contracts for services
- f. [Ratify Measure R Construction Contracts, Project 17-30R – Exterior Structural Lumber Repair and Replacement at Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts for services

- g. [Ratify Measure R Construction Contracts, Project 17-40R, Asphalt Repair and Replacement at Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts for services
 - h. [Ratify Measure S Construction Contracts, HVAC Replacement Projects 17-24S at Medea Creek Middle School, 17-25S at Oak Hills Elementary School, and 17-27S at Oak Park High School](#)
Board Policy 3312 requires Board approval for contracts for services
 - i. [Ratify Measure R Construction Contracts, Project 17-41R, Gymnasium Improvements at Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts for services
 - j. [Approve Change Order No. 1, Project 14-16R - Districtwide School Signage – Oak Park Independent School, Oak View High School, and District Administrative Office](#)
Board approval required for change orders
 - k. [Approve Notice of Completion, Project 17-08R, Gymnasium Floor Replacement At Medea Creek Middle School](#)
Board approval required for Notice of Completion
 - l. [Approve Notice of Completion, Project 17-09R, Fire Alarm System Upgrades at Medea Creek Middle School and Oak Park High School](#)
Board approval required for Notice of Completion
 - m. [Approve Notice of Completion, Project 17-23S, Roof Replacement at Medea Creek Middle School](#)
Board approval required for Notice of Completion
 - n. [Approve Notice of Completion, Project 17-24S, HVAC Replacement at Medea Creek Middle School](#)
Board approval required for Notice of Completion
 - o. [Approve Notice of Completion, Project 17-25S, HVAC Replacement at Oak Hills Elementary School](#)
Board approval required for Notice of Completion
 - p. [Approve Notice of Completion, Project 17-27S, HVAC Replacement, Building H at Oak Park High School](#)
Board approval required for Notice of Completion
 - q. [Approve Notice of Completion, Project 17-28S, Building H Roof Replacement at Oak Park High School](#)
Board approval required for Notice of Completion
 - r. [Approve Notice of Completion, Project 17-31R, Hydration Station Installation at Medea Creek Middle School and Education Services Center](#)
Board approval required for Notice of Completion
 - s. [Approve Notice of Completion, Project 17-24S-1, Furnish and Install Hvac Units for Building E at Medea Creek Middle School](#)
Board approval required for Notice of Completion
 - t. [Approve Contract for Tree Cutting and Maintenance Services with Four Season Tree Care](#)
Board Policy 3312 requires Board approval for contracts for services
- 3. HUMAN RESOURCES**
- a. [Approve Authorization to Employ an Administrative Consultant](#)
Board approval required to employ an administrative consultant
 - b. [Ratify the Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 \(C\) & \(D\)](#)
Board approval required to Establish a Committee on Assignment

- c. **Approve 2017-2018 Declaration of Need for Fully Qualified Educators**
Commission on Teacher Credentialing requires certification of Board approval on Declaration of Need for Fully Qualified Educators
- d. **Approve Consolidated Application and Reporting System (Cars) Part II– 2017-2018**
Board approval required for Consolidated Application and Reporting System
- e. **Approve Annual Teacher Assignment Report**
Under provisions of SB 435, Board approval required for Annual Teacher Assignment Report
- f. **Approve Establishment of Position and Job Description for Measure S Construction Management Technician**
Board approval required to establish new classified service position
- g. **Approve Compensation for Leadership Positions at Oak Park High School and Medea Creek Middle School**
Board approval required to approve new compensation for certificated staff

4. BOARD

- a. **Approve Certification of Signatures for 2017-18 School Year**
Education Codes 42632 and 42633 require annual Certification of Signatures
- b. **Approve Proposed Board Meeting Schedule for the 2017-2018 School Year**
Board approval required for Board meeting schedule for the 2017-2018 School Year
- c. **Approve Board Goals for 2017-2018**
Board approval required for 2017-2018 Board Goals
- d. **Approve Revised 2017 Governance Handbook**
Board approval required of revised 2017 Governance Handbook
- e. **Review Amend, and Approve 2017-2018 Moral Imperatives, Goals, and Action Plans**
Board will review and approve amendments made by Leadership Team
- f. **Discussion on District and Board Communication Plan**
Board will discuss the implementation of a communication plan for district and board members with the community

5. BOARD POLICIES

- a. **Approve Amendment to Board Policy and Administrative Regulation BP 5030 Student Wellness – First Reading**
Board Policy and Administrative Regulation 5030 is being submitted to reflect the language created by the work of the Wellness Council.
- b. **Approve Amendment to Board Bylaw BB 9012 Board Member Electronic Communication – First Reading**
Board Bylaw updated to reflect NEW COURT DECISION (City of San Jose v. Superior Court) which held that using a personal account or device to send or receive communications regarding public business does not categorically exclude those records from disclosure in response to a request under the California Public Records Act and that public agencies are obliged to disclose applicable records that they can locate with reasonable effort. Board Bylaw 9012 is being submitted with recommended language from CSBA.
- c. **Approve Amendment to Board Policy - BP 2121 Superintendent's Contract – First Reading**
Board Policy updated to reflect NEW LAW (SB 1436, 2016) which requires the board, prior to taking final action on the superintendent's salary or benefits, to orally report a summary of the recommended action during open session of a board meeting. Updated policy also clarifies that deliberations regarding the superintendent's salary or other compensation cannot be held during a

special meeting of the board. Board Policy 2121 is being submitted with recommended language from CSBA.

d. Approve Amendment to Board Policy and Administrative Regulation – BP/AR 3551 Food Service Operations/Cafeteria Fund and Adoption of Exhibit Meal Charge Policy – First Reading

Board Policy and regulation updated to reflect NEW FEDERAL GUIDANCE (U.S. Department of Agriculture Memorandum SP 46-2016 and SP 23-2017) which mandates any district participating in the National School Lunch and/or Breakfast Program to adopt a written policy on meal charges, including the collection of delinquent meal charge debt, no later than July 1, 2017, and to annually communicate that policy to parents/guardians. Policy and regulation also reflect NEW STATE GUIDANCE (California Department of Education Management Bulletin SNP-03-2017) which requires district policy to ensure that students with unrecovered or delinquent meal charge debt are not overtly identified, requires that debt collection efforts are consistent with specified cost principles, and establishes conditions for reclassifying unpaid debt as bad debt. Policy also revised to reflect the Buy American provision of federal regulations which requires districts, to the maximum extent practicable, to purchase domestically grown and processed foods. Exhibit added Meal Charge Policy.

e. Approve Amendment to Board Policy and Administrative Regulation - BP/AR 4127/4227/4327 Temporary Athletic Team Coaches – First Reading

Board Policy and regulation updated to reflect NEW LAW (AB 1639, 2016) which requires coaches, beginning July 1, 2017, to complete a training course related to the nature and warning signs of sudden cardiac arrest and to retake such a course every two years thereafter. Policy also allows a coach to submit either the Activity Supervisor Clearance Certificate or the Department of Justice and Federal Bureau of Investigation criminal background check. Material regarding certification of coaches' qualifications to the board and the State Board of Education moved from AR to BP. Board Policy 4127/4227/4327 is being submitted with recommended changes from CSBA.

f. Approve Amendment to Board Policy and Administrative Regulation - BP/AR 6145.2 Athletic Competition – First Reading

Board Policy and regulation updated to reflect NEW LAW (AB 1639, 2016) which requires (1) distribution to student athletes and parents/guardians of information on the nature and warning signs of sudden cardiac arrest, (2) training of coaches and athletic directors on the nature and warning signs of sudden cardiac arrest, and (3) removal of a student from an athletic activity if he/she passes out or faints, until clearance is obtained from a health care provider. Policy also updated to reflect the prohibition against the use of a racially derogatory or discriminatory athletic team name, mascot, or nickname. Policy reflects law which provides that a homeless student must be immediately deemed to meet all residency requirements for participation in interscholastic athletic activities. Regulation also updated to reflect NEW LAW (SB 1375, 2016) which requires districts and schools to post specified Title IX information on their web sites by July 1, 2017. Board Policy 6145.2 is being submitted as with recommended changes from CSBA.

VII INFORMATION ITEMS

a. None

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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