

MINUTES OF REGULAR BOARD MEETING 8-15-17 #947
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 5:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

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

BOARD ABSENT

Board Member, Allen Rosen

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President Drew Hazelton reported that in Closed Session the Board would be discussing:

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

Pursuant to Government Code Section 54957

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 and Oak Park Classified Association

The Board adjourned to Closed Session at 5:06 pm.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Drew Hazelton, 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

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Ms. Denise Helfstein, Clerk, Ms. Barbara Laifman, Member, and Lexi Garfinkel, Student Board Member.

BOARD ABSENT

Board Member, Allen Rosen

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, 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 Drew Hazelton reported that in closed session the Board took no action.

ADOPTION OF AGENDA

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

PUBLIC SPEAKERS

None

PRESENTATIONS

The Board recognized Oak View High School teacher Susan Allen for her contribution to building innovative pathways for Oak View High School students.

REPORT FROM BOARD MEMBERS

Board Member Derek Ross welcomed everyone and said he looked forward to the school year.

Board Member Barbara Laifman reported that she attended the EEAC meeting. Barbara wanted to start off the school year with a quote by Henry David Thoreau - The highest that we can attain to is not Knowledge, but Sympathy with Intelligence.

Board Member Denise Helfstein reported she toured the campuses on the first day of school with Dr. Knight, Dr. Jay Greenlinger, and Board Member Allen Rosen. Denise thanked the staff for a wonderful opening and for all their hard work to get everything ready for the school year. She also thanked the PTO organizations who helped with registration. Denise attended the VCSBA executive meeting on August 14th at the home of Stan Mantooh. The group decided on the dates and dinner meeting topics for the three dinner meetings this coming year.

- Oct 2 - CSBA outreach and advocacy.
- Feb 5 - School Safety, Crisis Intervention, and School Resource Officers
- April 30 – Public Information and Social Media.
- March 17- An additional VCSBA meeting about tracking LCAP expenditures.

Board Member Drew Hazelton thanked Martin, Julie, and Keith who worked tirelessly to get schools ready for the students.

Student Board member Lexi Garfinkel reported that Club week is coming soon, and that ASB is hosting a new student luncheon on Thursday, August 17.

Superintendent Dr. Tony Knight reported the first week of school was very hectic. He spent 3 hours touring all the schools and classrooms with Board members Denise and Allen along with Dr. Jay Greenlinger Director of Curriculum and Instruction. He attended the Brookside ribbon cutting for the new Reading and

Writing project. The district has purchased 36,000 books for the reading program for the elementary schools. Dr. Knight expressed his concern regarding the lower than expected enrollment at the start of the school year. Dr. Knight encouraged everyone to read The Hero Two Doors Down, which is the book chosen for the community book talk.

REPORT FROM OAK PARK EDUCATION FOUNDATION

Maryam Salour Oak Park Education Foundation Board Member reported that the foundation is making a big push for the endowment fund. They have their first meeting on Monday, August 21.

REPORT FROM OAK PARK MUNICIPAL ADVISORY COMMITTEE

Jane Nye MAC member and the liaison for the Oak Park Unified School District reported there were vehicle burglaries reported in Oak Park last night. Detectives who attended the MAC meeting urged people not to use the community mail boxes for outgoing mail. Supervisor Linda Parks, thanked the Agoura Hills City Council for their \$25,000 contribution towards the Kanan shuttle, she also thanked the Oak Park Unified School District for the \$25,000 contribution towards the Kanan shuttle. The program Volunteers in Policing was approved by MAC.

B.1. CONSENT AGENDA

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No - 0.

- 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](#)
- d. [Approve Overnight Trip for Oak Park High School Speech and Debate Team - Oct. 13-14, 2017](#)
- e. [Certify 2016-17 Annual Attendance Report](#)
- f. [Authorize Closure of Bank of America Account for OPUSD Section 125 Flexible Spending Accounts](#)
- g. [Approve 2017-18 Transportation Agreement with Tumbleweed Transportation](#)
- h. [Approve Student Teaching Agreement with Loyola Marymount University](#)
- i. [Approve Quarterly Report on Williams Uniform Complaints – July 2017](#)

B.2. BUSINESS SERVICES

- a. [Approve Spending Plan for 2017-18 Education Protection Account Funds](#)
On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved the Spending Plan for 2017-18 Education Protection Funds. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- b. [Approve Architectural Services Orders Nos. 8, 9, and 10 for Measure S Projects](#)
On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Architectural Services Orders Nos. 8, 9, and 10 for Measure S Projects. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- c. [Approve Consultant Agreement – Professional Services for Measure S Projects, Specialized Facility Planning, Eligibility and State Funding](#)
On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the Consultant Agreement - Professional Services for Measure S Projects, Specialized Facility Planning, Eligibility and State Funding. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- d. [Approve Purchase of Construction Management Software from Measure S Bond Fund](#)

- On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the Purchase of Construction Management Software from Measure S Bond Fund. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- e. [Ratify Measure S Construction Contract, Project 17-33S – Districtwide Security Cameras for Campus Safety and Security](#)
On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education ratified Measure S Construction Contract, Project 17-33S – Districtwide Security Cameras for Campus Safety and Security. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- f. [Ratify Measure R Construction Contracts, Project 17-30R – Exterior Structural Lumber Repair and Replacement at Medea Creek Middle School](#)
On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education ratified the Measure R Construction Contracts, Project 17-30R – Exterior Structural Lumber Repair and Replacement at Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- g. [Ratify Measure R Construction Contracts, Project 17-40R, Asphalt Repair and Replacement at Medea Creek Middle School](#)
On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education ratified the Measure R Construction Contracts, Project 17-40R, Asphalt Repair and Replacement at Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- 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](#)
On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education ratified the 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. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- i. [Ratify Measure R Construction Contracts, Project 17-41R, Gymnasium Improvements at Medea Creek Middle School](#)
On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education ratified the Measure R Construction Contracts, Project 17-41R, Gymnasium Improvements at Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross.
No – 0
- j. [Approve Change Order No. 1, Project 14-16R - Districtwide School Signage – Oak Park Independent School, Oak View High School, and District Administrative Office](#)
On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved Change Order No. 1, Project 14-16R - Districtwide School Signage – Oak Park Independent School, Oak View High School, and District Administrative Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- k. [Approve Agenda Items B.2.k, B.2.l, B.2.m, B.2.n, B.2.o, B.2.p, B.2.q, B.2.r and B.2.s.](#)
On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education tabled item B.2.n. the Notice of Completion for Project 17-24S, HVAC Replacement at Medea Creek Middle School and approved Items B.2.k, B.2.l, B.2.m, B.2.o, B.2.p, B.2.q, B.2.r, and B.2.s. on a single vote. Moving forward the Board asked staff to add the Notice of Completions to the Consent Calendar. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0
- t. [Approve Contract for Tree Cutting and Maintenance Services with Four Season Tree Care](#)
On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved Contract for Tree Cutting and Maintenance Services with Four Season Tree Care. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

B.3. HUMAN RESOURCES

a. [Approve Authorization to Employ an Administrative Consultant](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the authorization to Employ an Administrative Consultant. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

b. [Ratify the Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 \(C\) & \(D\)](#)

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education ratified the Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 (C) & (D). Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

c. [Approve 2017-2018 Declaration of Need for Fully Qualified Educators](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the 2017-2018 Declaration of Need for Fully Qualified Educators. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

d. [Approve Consolidated Application and Reporting System \(Cars\) Part II– 2017-2018](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Consolidated Application and Reporting System (Cars) Part II– 2017-2018. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

e. [Approve Annual Teacher Assignment Report](#)

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the Annual Teacher Assignment Report. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

f. [Approve Establishment of Position and Job Description for Measure S Construction Management Technician](#)

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved the Establishment of Position and Job Description for Measure S Construction Management Technician. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

g. [Approve Compensation for Leadership Positions at Oak Park High School and Medea Creek Middle School](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Compensation for Leadership Positions at Oak Park High School and Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

h. [Approve Establishment of A District Supervisor of Attendance as Required by Education Code Section 48240](#)

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the Establishment of A District Supervisor of Attendance as Required by Education Code Section 48240. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

B.4. BOARD

a. [Approve Certification of Signatures for 2017-18 School Year](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Certification of Signature for the 2017-18 School Year. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

b. [Approve Proposed Board Meeting Schedule for the 2017-2018 School Year](#)

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the proposed Board Meeting Schedule for the 2017-2018 School Year with the change to have the Budget Study Session on May 29, 2017 and to move the June regular meeting to June 12, 2017. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

c. [Approve Board Goals for 2017-2018](#)

On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education approved the Board Goals for 2017-2018 with the suggested language change to goal 7 and 8. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

d. [Approve Revised 2017 Governance Handbook](#)

On Motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the revision of the 2017 Governance Handbook with the addition of information about the book [Images of America – Oak Park](#) in the History of Oak Park section as a valuable resource.

Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

e. [Review Amend, and Approve 2017-2018 Moral Imperatives, Goals, and Action Plans](#)

On Motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved the 2017-2018 Moral Imperatives, Goals, and Action Plans as amended. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

f. [Discussion on District and Board Communication Plan](#)

The Board held a discussion on the District and Board Communication Plan. The board was presented with a draft communication plan.

5. BOARD POLICIES

a. [Approve Amendment to Board Policy and Administrative Regulation BP 5030 Student Wellness – First Reading](#)

On Motion of Barbara Laifman, seconded by Derek Ross, the Board of Education tabled the Board Policy and Administrative Regulation BP 5030 Student Wellness and recommended that they be provided with the CSBA sample policy of Student Wellness and a summary of the tabled policy. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

b. [Approve Amendment to Board Bylaw BB 9012 Board Member Electronic Communication – First Reading](#)

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved Board Bylaw BB 9012 Board Member Electronic Communication as First and final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

c. [Approve Amendment to Board Policy - BP 2121 Superintendent's Contract – First Reading](#)

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy BP 2121 Superintendent's Contract as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

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](#)

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved the amendment to Board Policy BP/AR 3551 Food Service Operations/Cafeteria Fund and Adoption of Exhibit Meal Charge Policy as First Reading and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

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

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Policy and Administrative Regulation - BP/AR 4127/4227/4327 Temporary Athletic Team Coaches as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

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

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Policy and Administrative Regulation - BP/AR 6145.2 Athletic Competition as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Ross. No – 0

OPEN COMMUNICATIONS

On motion of Derek Ross, seconded by Drew Hazelton, there being no further business before this Board, the Regular meeting is declared adjourned at 9:07 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board