

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #1023

DATE: March 16, 2021

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

899 N. Kanan Road, Oak Park, CA 91377

Pursuant to Governor Newsom’s Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting. The meeting will be conducted via teleconference/video conference, with some Board and staff members attending in person. **Board Meeting room will be closed to the public.** Members of the public may offer public comment and view the meeting as provided on page 2 of this agenda.

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

Allen Rosen, President

Drew Hazelton, Vice President

Derek Ross, Clerk

Denise Helfstein, Member

Tina Wang, Member

Charlotte Robertson, Student Board Member



Educating Compassionate and Creative Global Citizens

ADMINISTRATION

Dr. Anthony W. Knight, Superintendent

Ragini Aggarwal, Executive Assistant and Communications Coordinator

Adam Rauch, Assistant Superintendent, Business & Administrative Services

Stewart McGugan, Assistant Superintendent, Human Resources

Dr. Jay Greenlinger, Director Curriculum and Instruction

Enoch Kwok, Director, Educational Technology & Information Systems

Susan Roberts, Director, Pupil Services

Brendan Callahan, Director Bond Program, Sustainability, Maintenance and Operations

Sara Ahl, Director Extended Care Programs

COPY OF ENTIRE AGENDA ON WEB SITE - <https://www.oakparkusd.org/Page/9952>

3/11/21

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, DOCUMENTATION IN ACCESSIBLE FORMATS, OR ACCOMMODATIONS DUE TO THE ELECTRONIC FORMAT OF THIS MEETING, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 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.

PURSUANT TO EXECUTIVE ORDER N-29-20, THE BOARD MEETING ROOM IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE READ THE FOLLOWING GUIDELINES:

Members of the public will have the right to observe the meeting using this link: www.opusd.org/livestream

Public Comments may be submitted via this link <http://www.opusd.org/PublicComments>. If you wish to make a comment regarding a matter on the agenda or within the board's jurisdiction please submit your comment via the form accessed by the above link by 6:00 p.m. on March 16, 2021. Although not required, please submit all of the requested information. In keeping with the reasonable time regulations described below, every effort will be made for your name and comment to be read by the Board President, and your comment will be placed into the item's record at the Board meeting. Comments on a matter related to an item on the Agenda may be submitted prior to the meeting and during the meeting using the above link.

This public comment form will be open to members of the public 30 minutes (at 4:30 pm) prior to the closed session of the public meeting which begins at 5:00 pm. This form will take the place of the "yellow speaker cards" available at in-person meetings.

The President of the Board will inquire if there is anyone in the audience who desires to address the board with respect to any item appearing on the regular meeting agenda, or on any issue within the jurisdiction of the Governing Board. Individual speakers will be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. Due to the electronic nature of this meeting and to maintain the integrity of providing an opportunity for public comment, every effort will be made to read your comment into the record. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, Google Translate will be used to translate any emails to the Superintendent's Executive Assistant at raggarwal@opusd.org who will receive and submit the public comments in open session.

Your comments are greatly appreciated. However, in regard to comments which are not on the agenda, 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. Thank you for your cooperation and compliance with these guidelines.

All Board Actions and Discussions are electronically recorded and maintained for thirty days. Interested parties may review the recording upon request. Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the secretary or clerk of the Board. (Education Code 49073.2)

NEXT MEETING-Regular Meeting

Tuesday, April 20, 2021

Closed Session at 5:00 p.m. Open Session at 6:00 p.m.

AGENDA IS POSTED AT THE OPUSD WEBSITE: <https://www.oakparkusd.org/Page/9952>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #1023
March 16, 2021**

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**, Oak Park, California. Pursuant to Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting and the conference room will be closed for members of the public. The meeting will be conducted via teleconference/video conference with, with some Board and staff members attending in person. **Board Meeting room will be closed to the public.** Members of the public will have the right to observe the meeting using this link: www.opusd.org/livestream. Public Comments may be submitted via this link <http://www.opusd.org/PublicComments>

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:** Government Code Section 54957
- B. PUBLIC EMPLOYEE EMPLOYMENT:** Campus Supervisor Temp, Campus Supervisors, Custodian Sub, Custodian Part-time temp, Instructional Assistants I - PE, Instructional Assistant I - Math, Instructional Assistant II Special Education Sub, Instructional Assistant II Special Education, Instructional Assistant III – ELL & Behavior, Interim Dean -Medea Creek Middle School, Principal - Medea Creek Middle School
- C. PUBLIC EMPLOYEE EMPLOYMENT:** Middle School Dean
- D. CONFERENCE WITH LABOR NEGOTIATORS :** Government Code 54957.6
Agency designated representatives: Adam Rauch and Stewart McGugan
Employee organizations: Oak Park Teachers Association & Oak Park Classified Association
- E. CONFERENCE WITH LABOR NEGOTIATOR –** Government Code 54957.6
Agency designated representative: Allen Rosen, Board President
Unrepresented employee: Dr. Anthony Knight, Superintendent
- F. CONFERENCE WITH LABOR NEGOTIATOR –** Government Code 54957.6
Agency designated representative: Dr. Anthony Knight, Superintendent
Unrepresented employees: Assistant Superintendents

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. Report from Student Board Member
- 3. Remarks from Superintendent
- 4. Report from Oak Park Education Foundation
- 5. Update on COVID-19 Impact on Oak Park USD Schools
- 6. Update on Medea Creek Middle School Math Scope and Sequence During Distance Learning

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 Regular Board Meeting February 16, 2021 and Special Closed Session Meetings held on February 22, 2021 and March 1, 2021

Board Bylaw 9324 requires Board approval of minutes from previous meetings

b. Approve Public Employee/Employment Changes 01CL24893-01CL24953 & 01CE10691-01CE10726

Pursuant to Board Policies 4112 and 4212 Board approval is required for public employee employment and changes

c. Ratify Purchase Orders - February 1 – February 28, 2021

Board Policy 3300 requires Board approval of Purchase Orders

d. Approve Student Teaching Agreement with CalStateTEACH, University – February 1, 2021 – January 31, 2024

Pursuant to Board Policy 4112.21, this agreement will provide practice teaching at District Schools to students enrolled in the teacher education program at CalState Teach University

ACTION

2. BUSINESS SERVICES

a. Accept Annual Audit Reports for Fiscal Year 2019-2020

Education Code 41020 require the Board to approve the annual audit report of the district's financial records.

b. Ratify Measure S Project 21-02S Entry Sign for Medea Creek Middle School and Associated Contract of Services

Board approval required for Projects funded by the Measure S Bond Fund and Board Policy 3312 requires Board approval for contracts for services

c. Authorize Measure S Project 21-03S Core Network Switch Replacement and Accompanying Basic Maintenance Service Contract and Delegate Authority to the Superintendent to Award Related Contracts

Board approval required for Projects funded by the Measure S Bond Fund and Board Policy 3312 requires Board approval for contracts for services

d. Approve Certification of 2020-2021 Second Interim Financial Report and Budget Revisions

Board Policy 3460 and Education Code 42130 required Board certification if the district will be able to meet its fiscal obligations for the remainder of the fiscal year and, based on current forecasts, for the two subsequent fiscal years

3. CURRICULUM AND INSTRUCTION

a. Review and Discuss the Challenge Success Survey Results for Oak Park High School

Oak Park High School administered the Challenge Success survey in January 2021, staff will be sharing the results of the survey

b. Approve Memorandum of Understanding with Ventura County Office of Education for the Tobacco Use Prevention Education (TUPE) Consortium Grant

Board Policy 5131.62 requires the District to provide prevention, intervention, and cessation education, information, activities, and/or referrals to district students

4. HUMAN RESOURCES

a. Establish the Position of Districtwide Head Custodian and Approve Job Description and Placement on the Salary Schedule

Board approval required to approve a new classified service position

b. Approve Revised Job Description for the Position of Administrative Assistant Certificated Personnel

Board Policy 4111/4211/4311 requires staff to review the job description for a position to ensure that it accurately describes the major functions and duties of the position when a vacancy occurs

c. Approve Revised Work-year for the Medea Creek Middle School Principal

Board approval required to revise the number of days in a work-year for a management position

d. Approve 2020-2021 Early Retirement Incentive for Management and Confidential Employees

Board approval required for approving early retirement incentive for unrepresented employees

5. BOARD

a. Approve Amendment to Employment Contract with Superintendent

Board Policy 2121 requires Board approval in open session for amendments to the Superintendent's Contract

6. BOARD POLICIES

a. Approve Amendment to Board Policy 0415 Equity – First Reading

Board Policy revised in accordance with the Fair, Accurate, Inclusive, and Respectful Education Act (FAIR) to ensure that the contributions and roles of underrepresented racial, ethnic, and cultural populations are included in curricular materials. Language also added to reflect equity and inclusion for all protected categories to be consistent with BP 0410 Nondiscrimination in District Program and Activities. Policy also reflect the role of the Diversity and Equity Task Force in bringing equity awareness and education. Board Policy 0415 is being submitted with recommended language from staff and the District's Diversity and Equity Task Force.

b. Approve Amendment to Board Policy and Administrative Regulation 4119.42/4219.42/4319.42 Exposure Control Plan for Bloodborne Pathogens – First Reading

Board Policy updated to add the requirement that the district's exposure control plan for bloodborne pathogens be consistent with the district's injury and illness prevention program established pursuant to Labor Code 6401.7. Legal cites added for training and hepatitis B vaccination requirements, and material deleted regarding the exemption of designated first aid providers from the pre-exposure hepatitis B vaccination, which is repeated in the AR. Paragraph added to include the district's responsibility to implement follow-up procedures in the event of an exposure incident. Regulation updated to add federal legal cites where applicable, add definition of personal protective equipment, and delete requirement to communicate hazards to employees through labels and signs, which is not applicable to school districts. Section on "Preventive Measures" expanded to include the provision of personal protective equipment, observance of universal precautions, and compliance with state regulations for needleless systems, needle devices, and non-needle sharps. Regulation also adds more detail regarding the exemption of certain first aid providers from the pre-exposure hepatitis B vaccine and adds required components of staff training. Exhibit added to specify which employees are required to sign a statement when they decline to accept the hepatitis B vaccination offered by the district.

c. Approve Amendment to Board Policy and Administrative Regulation 4119.43/4219.43/4319.43 Universal Precautions – First Reading

Board Policy updated to include material formerly in the AR on the provision of information to employees regarding acquired immune deficiency syndrome (AIDS), AIDS-related conditions, and hepatitis B and appropriate methods to prevent exposure. Policy also adds optional paragraph regarding the inclusion of related information in employee handbooks. Regulation updated to add a definition of occupational exposure and delete other unnecessary definitions. Section on "Employee Information" moved to BP. Section on "Infection Control Practices" revised to delete detailed requirements that are specifically applicable to employees identified as having occupational exposure, which are addressed in BP/AR 4119.42 - Exposure Control Plan for Bloodborne Pathogens, and to delete items with limited applicability in school settings.

d. Approve Amendment to Board Policy and Administrative Regulation 4157/4257/4357 Employee Safety – First Reading

Board Policy updated to reflect NEW STATE REGULATION (Register 2020, No. 10) which requires districts to provide employees with access to the district's injury and illness prevention program, and to add the prohibition against discharging or discriminating against an employee for exercising any right protected by the Occupational Safety and Health Act. Regulation updated to reflect NEW STATE REGULATION (Register 2020, No. 10) which requires that access to the district's injury and illness prevention program be provided to employees by either providing access in a reasonable time, place, and manner or providing unobstructed access through the district's server or web site. Regulation also updated to add material regarding the provision of facilities for quick drenching within the work area for immediate use when there is exposure to injurious corrosive materials. Regulation adds a section on "Protection from Communicable Diseases and Infections" which includes the development of an exposure control plan for bloodborne pathogens and strategies to prevent and mitigate infectious diseases, and a section on "COVID-19 Exposure" reflecting NEW LAW (AB 685, 2020) which specifies notifications that must be provided if the district receives notice of potential exposure to COVID-19 or the Division of Occupational Safety and Health (Cal/OSHA) prohibits entry into any district work site that exposes employees to the risk of COVID-19.

e. Approve Amendment to Administrative Regulation 4157.1/4257.1/4357.1 Work-Related Injuries – First Reading

Administrative Regulation updated to reflect NEW LAW (AB 1804, 2019) which requires that a report of death or serious injury or illness be immediately reported to Cal/OSHA by telephone or through an online mechanism established by Cal/OSHA, with clarification that districts may make the report by telephone or email until Cal/OSHA has an online mechanism available, and

NEW LAW (AB 1805, 2019) which redefines "serious injury or illness." Regulation adds optional language regarding the responsibility of employees to document any incident, and combines options regarding the reporting of incidents to the insurance carrier or Department of Industrial Relations. Regulation also reflects NEW LAW (SB 1159, 2020) which provides that an employee will be presumed to be entitled to workers' compensation benefits for illness or injury resulting from COVID-19 if the diagnosis was made within 14 days after the employee performed labor or services at the place of employment and other conditions are met.

VII. INFORMATION ITEMS

1. Monthly Measure S Status Report

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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