

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #1043

**DATE:** September 14, 2021

**PLACE:** **Oak Park High School Presentation Room – G9**  
899 N. Kanan Road, Oak Park, CA 9137

Members of the public will have the right to observe the meeting in person and on [www.opusd.org/livestream](http://www.opusd.org/livestream) and offer public comment 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**

**Nikita Manyak, Student Board Member**



*Educating Compassionate and Creative Global Citizens*

**ADMINISTRATION**

**Dr. Jeff Davis, 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**

**Brad Benioff, Director of Student Support and School Safety**

9/10/2021

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](mailto: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 following information is provided to help with understanding on how to follow and participate in the Board meeting. Members of the Public can observe the Board of Education meetings in person (masks will be required in the board room or watch it streaming live at: [www.opusd.org/livestream](http://www.opusd.org/livestream)

#### **SUBMIT PUBLIC COMMENTS AT THE MEETING**

The President of the Board will inquire if there are any public comments 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 or 250 words 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. 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. 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)

#### **SUBMIT PUBLIC COMMENTS IN ADVANCE OF THE MEETING VIA ONLINE COMMENT FORM**

Public Comments may be submitted via this link [www.opusd.org/PublicComments](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 before 6:00 p.m. on September 14, 2021. This public comment form will be open to members of the public 3 hours (at 2:00 pm) prior to the closed session of the public meeting which begins at 5:00 pm and will close at 6:00 pm. Your comments will be read by the Board President at the time the item is called.

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 may 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, October 19, 2021**

**Oak Park High School, Presentation Room, G9**

**AGENDA IS POSTED AT SCHOOL OFFICE & THE WEBSITE: [www.oakparkusd.org/Page/10840](http://www.oakparkusd.org/Page/10840)**

#### **LAND ACKNOWLEDGEMENT STATEMENT**

Approved by the Board of Education on May 18, 2021

*The Oak Park Unified School District acknowledges the original inhabitants of the land that our school district encompasses. The land that our schools and facilities rest on has been the home to the Ventureño Chumash indigenous communities for at least the last 13,000 years. Please join us in honoring these ancestral grounds by expressing gratitude for the people who stewarded this land throughout the generations and continue to do so. We also celebrate the resilience and strength that all Indigenous people have shown and continue to show in our region and beyond in the face of systemic injustice.*

9/10/2021

**OAK PARK UNIFIED SCHOOL DISTRICT  
AGENDA – REGULAR BOARD MEETING #1043  
September 14, 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**. Members of the public will have the right to observe the meeting in person and on [www.opusd.org/livestream](http://www.opusd.org/livestream) and offer public comment as provided on page 2 of this agenda.

**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, College and Career Center Technician Part-time, Department Clerk Part-time, Extended Care Site Leader, Food Services Assistants I, Health Services Assistant I Subs, Instructional Assistants I – Literacy and Numeracy, Instructional Assistant I Computer Lab, Instructional Assistants I Grade Level, Instructional Assistant I Literacy, Instructional Assistant II Special Ed, Instructional Assistant III Behavior, Instructional Assistant III ELL, Instructional Assistant III Art, Accounting Assistant II, Guest Teachers, Guest Interim Administrator

**C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case

**D. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6  
Agency designated representatives: Adam Rauch and Stewart McGugan  
Employee organization: Oak Park Teachers Association

**E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Title: Directors

**F. SUPERINTENDENT’S GOALS**

**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**

9/10/2021

## 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. Instructional Technology Update

#### 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 August 17, 2021 and Special Meeting held August 23, 2021](#)

*Board Bylaw 9324 requires Board approval of minutes from previous meetings.*

b. [Approve Public Employee/Employment Changes 01CL25195-01CL25286 & 01CE10989-01CE11088](#)

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

c. [Ratify Purchase Orders - August 1 – August 31, 2021](#)

*Board Policy 3300 requires Board approval of Purchase Orders*

d. [Approve Resolution #2021-14, Establishing the GANN Appropriation Limit for Fiscal Years 2020-2021 and 2021-2022](#)

*Ed Code 1629 and Ed Code 42132 requires Board adoption of a resolution establishing GANN appropriations limit*

e. [Approve Notice of Completion Measure S Project 21-01S Field Turf Replacement and Upgrades at Oak View High School](#)

*Per provisions of Education Code 17315, Board approval is required for Notice of Completion*

#### ACTION

##### 2. BUSINESS SERVICES

a. [Approve District of Choice Reporting Requirement](#)

*Board Approval required for District of Choice Program Reporting Requirements*

b. [Approve Unaudited Actual Revenues and Expenditures Report for Fiscal Year 2020-21](#)

*Board is asked to review Unaudited Actual Revenues and Expenditures*

c. [Approve Spending Plan for 2021-22 Education Protection Account Funds](#)

*Proposition 30 requires Board approval for spending plan for Education Protection Account Funds*

d. [Discussion on Facility Use Policies and Practices](#)

*Staff will provide information on facility use by organizations and the current policies and practices associated being followed*

### **3. CURRICULUM AND INSTRUCTION**

#### **a. Public Hearing and Approval of Resolution #2021-15, Regarding Sufficiency of Textbooks and Instructional Materials for 2021-2022**

*Education Code 60119 requires a Public Hearing and Board approval regarding sufficiency of textbooks and instructional materials annually in order to receive funding for mandated costs*

#### **b. Approve K-12 Strong Workforce Program Memorandum of Understanding with Ventura County Office of Education**

*Ventura County Office of Education, and the OPUSD will work together to meet the deliverables of CDE's Career Technical Education Incentive Grant*

#### **c. Quarterly Report on the Number of Students Earning a D or F Grade at Secondary Schools and Update on AB 104**

*The Board will receive a report on the academic supports being offered to students who earned a D/F Grade at the end of 2020-2021 school year*

#### **d. Quarterly Update on the Expanded Learning Opportunities Plan and LCAP**

*The Board will receive an update from staff on the approved Expanded Learning Opportunities Plan and LCAP*

### **4. HUMAN RESOURCES**

#### **a. Approve Annual Teacher Assignment Report for 2021-2022**

*Under provisions of SB 435, Board approval required for Annual Teacher Assignment Report*

#### **b. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates to Taking Temperature and Health Screening for the 2021-2022 School Year**

*Board approval required for Memoranda of Understanding with collective bargaining units*

#### **c. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates as Relates Allowing Classified Staff to Volunteer to Work in Child Nutrition Services**

*Board approval required for Memoranda of Understanding with collective bargaining units*

#### **d. Approve Revised Title, Job Description and Department Change for the Classified Position of Student Data Systems Specialist**

*Board approval required for moving a position from one department to another and revising the job description*

#### **e. Establish New Classified Service Position of Department Secretary in the Technology Services Department and Approve Associated Job Description**

*Board approval required for a establishing new classified position*

### **5. BOARD POLICIES**

#### **a. Approve Amendment to Board Policy 1313 Civility**

*Board policy addresses the importance of civility to the effective operation of the district, including its role in creating a positive school climate and enabling a focus on student well-being, learning, and achievement. Policy includes First Amendment free speech considerations, behavior that constitutes civil behavior, practices that promote civil behavior, and authorization to educate or provide information to students, staff, parents/guardians, and community members to assist in the recognition, development, and demonstration of civil behavior. Policy also includes material regarding behavior that is disruptive, hinders the orderly conduct of district operations or programs, or creates an unsafe learning or working environment, as well as the prohibition of, and consequences for, behavior which is discriminatory, harassing, or intimidating, including sexual harassment, bullying, and/or hate violence.*

#### **b. Approve Amendment to Board Policy 3452 Student Activity Funds**

*Board updated to clarify that the policy does not apply to school-connected organizations that are not composed entirely of students or subject to the board's control and regulation. Section on*

"Fundraising" adds a reference to policy that addresses online fundraising, and addresses fundraising events that involve the sale of foods and/or beverages. Section on "Management and Reporting of Funds" updated to reflect Governmental Accounting Standards Board (GASB) Statement 84, which provides that, if the district has administrative or direct financial involvement with the student organization's assets, as defined, the student activity fund may be considered a governmental fund subject to specific accounting and financial reporting requirements.

**c. Approve Amendment to Board Policy and Administrative Regulation 3511.1 Integrated Waste Management**

Policy updated to reflect current legal requirements for recycling waste which are based on specified thresholds of waste generation and are detailed in the accompanying administrative regulation, add district goal to develop strategies for recycling organic waste, and more directly link waste management to education goals. Regulation updated to add new section on "Recycling" which contains (1) material formerly in item #2 above, (2) new material reflecting a determination by the California Department of Resources Recycling and Recovery (CalRecycle) regarding the level of statewide disposal of organic waste which triggered a requirement for any facility generating two or more cubic yards of solid waste per week to meet specific requirements pertaining to the recycling of organic waste, and (3) new material reflecting legal requirements to provide recycling bins or containers in a facility that generates four or more cubic yards of solid waste or two or more cubic yards of organic waste per week.

**d. Approve Amendment to Board Policy 3600 Consultants**

Policy updated to reflect NEW LAW (AB 2257, 2020) which recodifies the three-part test established in *Dynamex Operations West, Inc. v. Superior Court of Los Angeles* to determine whether a person providing services for remuneration should be classified as an employee or an independent contractor, and NEW LAWS (AB 2257 and AB 323, 2020) which establish exceptions to the use of the three-part test. Requirement to afford equal opportunity for contracts revised to add ethnicity and reflect NEW LAW (AB 3364, 2020) which changes the term "military and veteran status" to "veteran or military status."

**e. Approve Amendment to Board Policy 7210 Facilities Financing**

Board Policy updated to add state facilities funding from the Leroy F. Greene School Facilities Act as a method of funding facilities and to reflect NEW LAW (SB 820, 2020) which requires filing the audit of completed facilities projects with the California State Controller. Policy also adds the requirement to comply with law and board policy regarding debt issuance and management.

## **VII. INFORMATION ITEMS**

- 1. Monthly Cash Flow Report**
- 2. Monthly Measure S Status Report**
- 3. Monthly General Fund Budget Report**

## **VIII. FUTURE AGENDA ITEMS**

1. Board Members may request items to be added to upcoming meetings at this time.

## **IX. OPEN DISCUSSION**

## **X. ADJOURNMENT:**

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