



NOTES FROM THE SCHOOL BOARD ORGANIZATIONAL MEETING – December 11, 2018

Educating Compassionate and Creative Global Citizens

At the OPUSD Board of Education organizational meeting held on December 11th, **Dr. Knight** administered the Oath of Office to newly elected Board members **Drew Hazelton, Allen Rosen, and Derek Ross**. The Board heard reports from School Board Members, the Student Board Representative, and the Superintendent. **Brandon McFadden**, chair of OPEF provided an update and introduced their new Executive Director **Ms. Vicki Raven**. **Jane Nye**, the MAC liaison to OPUSD, reported that at the last MAC meeting the Board approved the funding of an additional crossing guard. She also gave an update on issues the MAC is considering in the future. **Sara Ahl**, Director of Extended Care Program, [provided an update](#) about Club Oak Park and its future plans. **Dr. Jay Greenlinger** presented the [California School Dashboard](#) and Local Indicators. The Board recognized [OPUSD Parents, Staff, and Community Members](#) who were involved in relief and recovery efforts for the Woolsey Fire.

The Board took action and/or approved the following:

BOARD REORGANIZATION

- Elected Denise Helfstein as President, Barbara Laifman as Vice President and Allen Rosen as Clerk of the Board.
- Confirmed Designation of Board Representatives to District Committees.
- Approved Proposed Board Meeting Schedule for Calendar year 2019
- Approved Certification of Signatures - December 11, 2018, through June 30, 2019
- Approved the appointment of Denise Helfstein as the School Board Representative to the County Committee on School District Organization.
- Approved the Designation of Dr. Knight as Secretary/Authorized Agent of the Board of Education.

CONSENT ITEMS

- Approved Purchase Orders – November 1 to November 30, 2018
- Approved Overnight Trip for Oak Park High School Winter Sports Teams to CIF Playoffs
- Approved Re-designation of Project Number: Project 18-48S, EV Charging Station at MCMS.
- Approved Notice of Completion, Access Road Improvements in Connection with Project 18-21S, Classroom Replacement at Medea Creek Middle School

ACTION ITEMS

BUSINESS SERVICES

- **Discussed and Approved District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2019-2020**
 - *Elementary projection at the three sites for next year is 1731 (compared to 1693 enrolled for 2018-19); Capacity is 1807.*
 - *Middle School projection for next year is 1105 (compared to 1088 enrolled for 2018-19); Capacity is 1105.*
 - *High School projection for next year is 1560 (compared to 1549 enrolled for 2018-19); Capacity is 1580.*
 - *OPIS projection is 196 (compared to 209 enrolled for 2018-19) and 30 OVHS (compared to 35 for 2018-19).*

- *TOTAL District Capacity is 4739. Current enrollment is 4577. Projected enrollment for 2019-20 is 4625.*

- **Approved the Fiscal year 2018-2019 First Interim Financial Report, Certification and Budget Revisions.**
The First Interim Financial Report is due on December 15th of each year and reports on the budget year from July 1 through October 31. The report states the anticipated revenue and expenditures for the current fiscal year as well as a multiyear financial projection. The report submitted to the board shows that the District budget is on target and that all assumptions and expectations in the adopted budget are on target. The District maintains a positive certification at this point. The projected reserve is above 3% as required under state law.

- **Accepted Report of Final Bond Sale – Measure S General Obligation Bonds, Series 2016B**
On October 16, 2018, the Board authorized the second issuance of Measure S bonds, Series 2016B, in the amount of \$17,310,000, which were successfully sold on November 8, 2018.

- **Approved Amendment for Program/Construction Management Services**
Extensive Measure S facility upgrades make Project Management services a necessity. The Board approved the Amendment with Balfour Beatty Construction Inc. with a revised fee structure and extended their contract for one year to December 31, 2019 to continue to provide these services.

- **Approved Change Order 1, Project #17-35S Kitchen Improvements at MCMS**

- **Authorized Project #17-47S, Building Improvements for DSA Certification of Administration Building at Brookside.**
The project plans submitted to DSA for approval came back with the requirement for significant structural upgrades. The Board approved the revised project cost estimated at \$1,023,416.

- **Approved Change Order 1, Measure S Project 18-46S, Upgrade and Addition of Stairs and Sidewalk to Improve Safety for Athletic Facilities at OPHS.**

- **Approved Notice of Completion, Measure S Project 18-46S, Upgrade and Addition of Stairs and Sidewalk to Improve Safety for Athletic Facilities at OPHS.**

- **Approved Civil Engineering Services Agreement for Topographical Survey and Storm Water Pollution Prevention Plan for King James Court Property**
The District owns an unimproved 6.39-acre parcel located at the north end of King James Court, in Oak Park which was completely burned in the recent fires. Sensitive to both the community and the immediate neighborhood, the Board approved long-term solutions to mitigate the post-fire potential flow of water and debris from the site, as well as rehabilitation of site vegetation that might be more resistant to wildfires in the future.

- **Approved Acceptance of Donation**
The Hoehn Family Charitable Trust generously donated \$5000 to OPUSD to help with fire relief and recovery. The Board accepted the donation with gratitude.

- **Approved Resolution #18-25, Authorizing Emergency Contracts for Labor and Services for Clean-up and Testing Arising from Conditions Caused by Wildfires**
The Board authorized the Superintendent to contract with vendors so that repairs, cleaning, testing, and related work can be carried out immediately to fully restore schools and offices back to safe operations.

- **Approved Resolution #18-26 to Designate an Applicant's Agent for Non-State Agencies (Cal OES 130)**

In order for OPUSD to access state and federal funding and support from the California Governor's Office of Emergency Services (OES) and FEMA, the Board designated the Assistant Superintendent of Business and Administrative Services as the District's agent to interact with OES and FEMA on behalf of the District.

CURRICULUM AND HUMAN RESOURCES

- **The Board tabled the approval of the 2020-2021 Instructional and Classified Holiday Calendar.**
The Board asked staff to reconvene the Calendar committee and develop at least one more alternate calendar with the intent to look at a potential start date of August 10 or 11. The recommendation of the Board is that the committee sends more than one calendar for review and approval to employees for an advisory vote.

BOARD POLICIES

- **Approved Amendment of the following Board Policies, and/or Administrative Regulations:**
 - [AR 5141.32 – Health Screening for School Entry](#)
 - [BP 5141.6 – School Health Services](#)
 - [BP 6142.3 - Civic Education](#)
 - [BP 6170.1 - Transitional Kindergarten](#)
 - [BP 6174 –Education for English Learners](#) and [AR 6174 –Education for English Learners](#)
 - [BP 6190 – Evaluation of the Instructional Program](#)