

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #959

DATE: April 17, 2018

PLACE: **Oak Park High School Presentation Room – G-9**
899 N. Kanan Road, Oak Park, CA 91377

TIME: **5:30 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

Derek Ross, President
Denise Helfstein, Vice President
Barbara Laifman, Clerk
Allen Rosen, Member
Drew Hazelton, 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

Thursday, May 17, 2018

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.

District Website Link: <http://www.opusd.org/Agendas and Minutes>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #959
April 17, 2018**

CALL TO ORDER – Followed by Public Comments/5:30 p.m.
CLOSED SESSION: 5:30 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 – G-9**, Oak Park, California.

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 : High School Spanish Teacher, Middle School Science Teacher, Middle School Counselor, Elementary School Principal, Director Student Support and School Safety

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 Rahul Naveen, Medea Creek Middle School – Ventura County Spelling Bee Champion, Qualified for Scripps National Spelling Bee
2. Presentation of Recognition to Oak Park Unified School District Odyssey of the Mind Teams who qualified for the State Competition
3. Presentation of Recognition to Brookside Elementary Special Education Teacher, Alex Niebank
4. Presentation of Partners in Education Award to Maria Cross
5. Remarks from Board Members
6. Remarks from Student Board Member
7. Remarks from Superintendent
8. Report from School Site Councils

9. Report from Oak Park Education Foundation
10. Report from Oak Park Municipal Advisory Council
11. Presentation and Update by Director of Child Nutrition, Carole Ly
12. Presentation on GrowthPoint Learning Studios

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 March 20, 2018](#)
- b. [Public Employee/Employment Changes 01CL23709-01CL23724 & 01CE08694-01CE08712](#)
- c. [Approve Purchase Orders – March 1-31, 2018](#)
Board Policy 3300 requires Board approval of Purchase Orders
- d. [Approve Out of State Trip for Oak Park High School Rocket Team to Attend the TARC National Finals in Washington DC and Virginia – May 10-14, 2018](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Out of State Travel for Classified Employee to Attend QUE 2018 Conference in Detroit, Michigan – October 1-5, 2018](#)
Board Policy 3350 requires Board approval for Out of State travel for employees
- f. [Approve Amendment to Agreement for Crossing Guard Services for 2018-19 Through 2020-21](#)
Board Policy 3312 requires Board approval for contracts for services
- g. [Approval and Certification of 2017-18 School Bell Schedules and Minimum Instructional Minutes](#)
Board approval required for school bell schedules and instructional minutes
- h. [Approve Quarterly Report on Williams Uniform Complaints – April 2018](#)
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
- i. [Approve Out of State Travel for Certificated Employees to Attend Green Schools Conference and Expo in Denver, Colorado – May 2-4, 2018](#)
Board Policy 3350 required Board approval for Out of State travel for employees

ACTION

2. BUSINESS SERVICES

- a. [Approve District of Choice Reporting Requirements](#)
Board Approval required for District of Choice Reporting Requirements
- b. [Authorize Measure S Project 17-47S, DSA Certification for the Administration Building at Brookside Elementary School](#)
Board approval required for projects funded by Measure S Bond Funds
- c. [Authorize and Award Contracts for Measure S Project 18-22S, Districtwide Safety and Security Upgrades to School Public Address Systems](#)
Board approval required for projects funded by Measure S Bond Funds
- d. [Approve Change Order 1, Project 17-32S, Security Fencing at Oak Park High School Stadium \(North Side\)](#)
Board approval required for change orders, per Cal. Pub. Cont. Code §20118.4.

- e. [Approve Geotechnical Soils Testing Services for Measure S Modernization Projects: Project 18-18S At Brookside Elementary School, Project 18-20S At Red Oak Elementary School, And Project 18-21S At Medea Creek Middle School](#)

Board Policy 3312 requires Board approval for contracts for services

- f. [Approve Amendment to Architectural Services Agreement for Project 17-35S, Kitchen Improvements at Medea Creek Middle School](#)

Board approval required for projects funded by Measure S Bond Fund

- g. [Approve Implementation of Project 18-14S, Chromebook 1-To-1 Take Home Pilot](#)

Board approval required for projects funded by Measure S Bond Fund

- h. [Approve Donation](#)

Board approval required to accept donation made to the District or District Schools

3. PUPIL SERVICES

- a. [Approve Contract for Non-Public School Services for Special Education Student #8-17/18](#)

Board Policy 3312 requires Board approval for contracts for services

4. HUMAN RESOURCES

- a. [Re-designate the Position of Director of Business Operations as Director of Sustainability, Maintenance, and Operations and Approve Revised Job Description](#)

Board approval required for re-designation of administrative position

- b. [Re-designate the Position of Director of Alternative Education as Principal of Oak View High School and Oak Park Independent School and Approve Revised Job Description](#)

Board approval required for re-designation of administrative position

- c. [Establish the Lead Instructional Technology Specialist – Technology Teacher on Special Assignment Position](#)

Board approval required for establishing a certificated position

5. CURRICULUM

- a. [Approve 2017-18 Single Plans for Student Achievement](#)

Board approval required for Single Plans for Student Achievement

- b. [Approve 2016-2017 School Accountability Report Cards \(SARCs\)](#)

Board approval required for 2016-2017 School Accountability Report Cards

6. BOARD

- a. [Approve Date Change for May 2018 Board Meeting](#)

Board approval required to change dates of Board Meetings

7. BOARD POLICIES

- a. [Approve Amendment to Board Policy and Administrative Regulation 1312.3 – Uniform Complaint Procedures - First Reading](#)

Board Policy updated to list all state and federal programs subject to the uniform complaint procedures (UCP) as specified in the Federal Program Monitoring instrument, reflect NEW LAW (AB 699) which includes immigration status as a prohibited basis for discrimination, and reflect NEW LAW (AB 365) which authorizes the use of UCP for alleged noncompliance with certain educational rights of children of military families. Policy also revised to clarify that, although complaints of employment discrimination are not subject to UCP, the district has an obligation to investigate such complaints using other district procedures. Regulation updated to reflect a requirement in AB 365 that the annual UCP notice include the educational rights of children of military families. Regulation also clarifies that any individual, public agency, or

organization may file a complaint alleging violation of law regarding applicable state or federal programs, and deletes references to Office of Civil Rights resources on sexual violence which have been withdrawn.

b. Approve Amendment to Board Policy 1325 – Advertising and Promotion - First Reading

Board Policy updated to reflect NEW LAW (AB 841) which prohibits advertising of foods or beverages during the school day, including participation in a corporate incentive program that rewards students with free or discounted foods or beverages, unless the food or beverage complies with nutritional standards. Policy also clarifies court decisions regarding advertisements containing religious viewpoints.

c. Approve Amendment to Board Policy 3100 – Budget - First Reading

Board Policy updated to reflect NEW LAW (SB 751) which provides that, if the amount of monies in the state Public School System Stabilization Account is three percent or more of the combined total of general fund revenues appropriated for school districts and allocated local proceeds of taxes, the district's combined assigned or unassigned ending general fund balance must not exceed 10 percent of those funds in the immediately following fiscal year, unless the district is a basic aid district, is a district with average daily attendance of 2,500 or less, or is exempted by the county superintendent of schools under extraordinary fiscal circumstances.

d. Approve Amendment to Board Policy and Administrative Regulation 3551 – Food Service Operations/Cafeteria Fund - First Reading

Board Policy updated to reflect NEW LAW (SB 250) which requires districts to make their meal charge policy public and ensure that students with unpaid meal fees are not shamed or treated differently than other students. Section on "Procurement of Foods, Equipment, and Supplies" reflects NEW LAW (SB 730) which requires the California Department of Education (CDE) to provide information about the Buy American provision, NEW LAW (AB 822) which requires a preference for California-grown agricultural products with specified exceptions, and NEW LAW (SB 544) which clarifies that procurements in federally funded nutrition programs are subject to the procurement standards of the federal Uniform Guidance. Regulation updated to reflect provisions of SB 250 which require districts to notify parents/guardians within 10 days of a negative balance in their child's school meal account and to exhaust all options to enroll the student in the free and reduced-price meal program if he/she is eligible. Regulation also adds new section reflecting NEW LAW (SB 557) which authorizes donation of unused, unopened foods to a food bank or other nonprofit charitable organization.

e. Approve Amendment to Board Policy and Administrative Regulation 3553 – Free and Reduced Price Meals - First Reading

Board Policy updated to reflect NEW LAW (SB 138) which requires districts to apply by September 1, 2018, for a federal universal meal service for "very high poverty schools," as defined, for the purpose of providing breakfast and/or lunch free of charge to all students enrolled at the school. An exception exists for districts whose board adopts a resolution stating the district is unable to comply due to fiscal hardship. Regulation updated to reflect a provision of SB 138 which requires direct certification of students' eligibility for free or reduced-price meals based on their Medi-Cal participation. In both BP and AR, section related to confidentiality and allowable purposes for sharing students' free and reduced-price meal eligibility information revised to reflect the elimination of Title I program improvement.

f. Approve Amendment to Board Policy and Administrative Regulation 5022 – Students and Family Privacy Rights - First Reading

Board Policy updated to add options formerly in AR regarding the disclosure of students' personal information for marketing purposes. Policy also reflects state law which prohibits the collection of social security numbers or the last four digits of social security numbers for such purposes and NEW LAW (AB 699) which prohibits the collection of information regarding the citizenship or immigration status of students or their families. Regulation reflects NEW LAW (AB 677) which prohibits the removal of questions pertaining to sexual orientation and/or gender identity from a voluntary survey that already contains such questions.

- g. **[Approve Amendment to Board Policy 5144 – Discipline - First Reading](#)**
Policy updated to reflect NEW LAW (SB 250) which requires districts to ensure that any discipline imposed on a student does not result in the denial or delay of a nutritionally adequate meal to the student.
- h. **[Approve Amendment to Board Policy and Administrative Regulation 5144.1 – Suspension and Expulsion/Due Process - First Reading](#)**
Board Policy updated to add homeless students as one of the numerically significant student subgroups for whom the district must monitor suspension/expulsion data, and to add board review of disaggregated suspension/expulsion data for the purpose of identifying any disparities in the imposition of discipline. Updated regulation revises the grounds for suspension and expulsion to more directly reflect law which separates out aiding or abetting a crime of physical violence from causing, attempting to cause, or threatening physical violence. Regulation also adds definition of cyber sexual bullying as a ground for suspension/expulsion and reflects NEW LAW (AB 667) which requires a student to be informed, during the informal conference required prior to suspension, of the other means of correction that were attempted before suspension.
- i. **[Approve Adoption of Board Policy 5148.2 – Before/After School Programs - First Reading](#)**
Board Policy is being recommended for adoption due to the Establishment of a new Extended Care Program.
- j. **[Approve Amendment to Board Policy and Administrative Regulation 5121 – Grades/Evaluation of Student Achievement - Second Reading](#)**
Board Policy 5121 updated to reflect research-supported best practices regarding grading, including the separation of nonacademic factors from students' academic grades. Policy is updated to reflect changes in the elementary report card. Changes for grades 6-12 remain under revision.
- k. **[Approve Amendment to Board Policy 6152.1 – Placement in Mathematics Courses - First Reading](#)**
Board Policy 6152.1 updated to reflect the criteria for placements of students in mathematics courses.
- l. **[Approve Amendment to Board Policy and Administrative Regulation 6154 – Homework Makeup Work - Second Reading](#)**
Board Policy 6154 updated for consistency with BP 5121 - Grades/Evaluation of Student Achievement and research on effective grading practices, including optional language providing for full credit to be given for makeup work satisfactorily completed within a reasonable time, regardless of whether the absence is due to an excused or unexcused absence. Policy is updated to reflect recent research on homework at various grade spans. Policy also addresses guidelines for the assignment of homework, communication of homework expectations to students and parents/guardians, and resources to assist students in completing homework and developing good study habits. Exhibits added to establish homework guidelines for the Elementary Schools, Medea Creek Middle School, and Oak Park High School.

VII INFORMATION ITEMS

1. **[Monthly Measure S Project Status Report](#)**
2. **[Monthly Enrollment and Attendance Report](#)**
3. **[Monthly Cash Flow Report](#)**

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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

X. SCHOOL REPORTS/SCHOOL SITE COUNCIL REPORTS

1. [Brookside Elementary School Report](#)
2. [Oak Hills Elementary School Report](#)
3. [Red Oak Elementary School Report](#)
4. [Medea Creek Middle School Report](#)
5. [Oak Park High School Report](#)
6. [Oak View High School/Oak Park Independent School](#)
7. [Oak Park Neighborhood School](#)