

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #962

DATE: June 12, 2018

PLACE: **Oak Park High School Presentation Room – G-9**  
899 N. Kanan Road, Oak Park, CA 91377  
**Teleconference Location:** The Cove at Atlantis, 1 Casino Drive  
Paradis Island N-3728, Bahamas

TIME: **5:00 p.m. Closed Session – G9**  
**6:15 p.m. Open Session – G9 - NOTE LATE START TIME**

*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](http://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](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 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**

**Tuesday, August 21, 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 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 #962  
June 12, 2018**

**CALL TO ORDER – Followed by Public Comments/5:00 p.m.**

**CLOSED SESSION: 5:00 p.m.**

**OPEN SESSION: 6:15 p.m. NOTE LATE START TIME**

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. SUPERINTENDENT EVALUATION**

**B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**C. PUBLIC EMPLOYEE EMPLOYMENT :** Walk on Coach-Football, Walk on Coach – Basketball, Walk on Coach – Dance, Food Service Assistant I Subs, Instructional Assistants II Sp Ed, Instructional Assistant II Sp Ed Subs, Instructional Assistants III Sp Ed Behavior, Instructional Assistant III Sp Ed Behavior Subs, Social Emotional Services Specialist, Behavior Specialists, Occupational Therapist, Campus Supervisor Sub, Temporary Contract Elementary School Teachers, Temporary Contract Secondary School Teacher, Special Ed Teacher – Brookside Elementary School, Computer Science Teacher – Oak Park High School, Principal Red Oak Elementary School

**D. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

**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 Anne Jenks, Brookside Interim Principal
2. Remarks from Board Members
3. Remarks from Superintendent
4. Report from School Site Councils
5. Report from Oak Park Education Foundation
6. Report from Oak Park Municipal Advisory Council
7. Discussion on 2014-2019 Enrollment Report
8. Presentation on Oak Park Unified School District's Extended Care Program by the Director, Sara Ahl

**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 May 17, 2018 and Special Board Meeting May 29, 2018**

**b. Public Employee/Employment Changes 01CL23762-01CL23795 & 01CE08812-01CE08864**

**c. Approve Purchase Orders – May 1-31, 2018**

*Board Policy 3300 requires Board approval of Purchase Orders*

**d. Approve Out of State Travel for Certificated Employees to Attend the Teachers College at Columbia University's Units of Study in Phonics in New York City, NY – August 19-22, 2018**

*Board Policy 3350 required Board approval for Out of State travel for employees*

**e. Approve Facility Use by Religious Organization**

*Board approval requires for facility use agreement*

**f. Approve Renewal Agreement with Ventura County Office of Education For 2018-19 Escape Financial and Payroll/Personnel System Services**

*Board Policy 3312 requires Board approval for contracts for services*

**g. Approve Renewal Agreement with School Services of California for Fiscal Information Services**

*Board Policy 3312 requires Board approval for contracts for services*

**h. Approve Utilization of Piggyback Bids for Purchase of Goods and Services Throughout Fiscal Year 2018-19**

*Board approval is required to purchase under Piggyback Provision of PCC, Section 20118*

**i. Approve Resolution No. 18-15, Appropriation and Budgeted Transfers Fiscal Year 2018-19**

*Resolution authorizes transfers of budget appropriations and budgeted transfer to monies between funds as needed during the fiscal year in order to balance expenditure classifications or to meet the budgeted obligations of one fund to another*

**j. Approve Resolution No. 18-16, Temporary Loans Between District Funds for Fiscal Year 2018-19**

*Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenue*

**k. Approve Resolution No. 18-17, Year End Budget and Interfund Transfers for Fiscal Year 2017-18**

*Resolution authorizes Director of Accounting to make any and all necessary budget transfers as required permitting the payment of obligations incurred by the District for the fiscal year ending June 30, 2018*

**l. Approve Resolution No. 18-18, Authority to Improve Compensation for Certain Categories of Employees After July 1, 2018**

*Ed Code 45032 requires Board approval of Resolution authorizing compensation for certain categories of employees after July 1, 2017*

**ACTION**

**2. BUSINESS SERVICES**

**a. Approve 2018-19 Oak Park Unified School District Local Control and Accountability Plan**

*Education Code 52062 requires annual Board approval of Local Control Accountability Plan*

**b. Approve and Adopt 2018-19 Oak Park Unified School District Annual Operating Budget**

*Education Codes 42103 and 42127 require annual approval of school district budget*

**c. Approve Agreement with Developing Outdoors for General Staffing Services for the Extended Care Program**

*Board Policy 3312 requires Board approval for contracts for services*

**d. Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Teachers Association**

*Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements*

**e. Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Classified Association**

*Government Code 3547.5 requires public disclosure of the provisions of all collective bargaining agreements*

**f. Public Disclosure and Approval of Compensation Adjustment for Administrative, Confidential, and Specified Unrepresented Employees**

*Government Code 3547.5 requires public disclosure of the provisions of all compensation agreements*

**g. Approve 2018-19 Employee Health Benefit Plans**

*Board Policy 3312 requires Board approval for contracts for services*

**h. Authorize and Ratify Construction Contract for Measure R Project 18-27R Oak Park High School V Swale Repairs**

*Board Policy 3312 requires Board approval for contracts for services*

**i. Authorize and Ratify Construction Contract for Measure R Project 18-32R Fence at Cul-de-Sac Near Oak Park High School**

*Board Policy 3312 requires Board approval for contracts for services*

**j. Approve Change Order No 1, Project 18-23S Painting of Stadium Railing at Oak Park High School**

*Board approval required for change orders, per Cal. Pub. Cont. Code §20118.4.*

**k. Approve Change Order 1 Project 18-17F Prop 39 Exterior Lighting Upgrade**

*Board approval required for change orders, per Cal. Pub. Cont. Code §20118.4.*

**l. Authorize and Award Maintenance Contract Measure S Project 18-33S Solar Installation Maintenance**

*Board approval required for projects funded by Measure S Bond fund*

- m. [Authorize and Award of Purchase Contract Measure S Project 18-30S MCMS Library Computer Lab Refresh of 8 iMacs and 40 Chromebooks](#)  
*Board Policy 3312 requires Board approval for contracts for services*
  - n. [Authorize and Award of Purchase Contract Measure S Project 18-29S Install Flat Panel Screens at Medea Creek Middle School and OPHS G9](#)  
*Board approval required for projects funded by Measure S Bond fund*
  - o. [Authorize and Award of Purchase Contract Measure S Project 18-28S Chromebook Refresh](#)  
*Board approval required for projects funded by Measure S Bond fund*
  - p. [Authorize and Award Project 18-31F 3-D Printer to be Funded by VCI Grant and Measure S Bond Fund](#)  
*Board approval required for projects funded by Measure S Bond fund*
  - q. [Authorize Measure S Technology Project 18-35S Purchase of Chromebook Cart for Fifth Grade Classes at Brookside Elementary School](#)  
*Board approval required for projects funded by Measure S Bond fund*
  - r. [Approve Notice of Completion, Measure S Project 18-23S, Painting of Stadium Railing at Oak Park High School](#)  
*Per provisions of Education Code 17315, Board approval is required for Notice of Completion*
  - s. [Approve Notice of Completion, Measure R Project 18-27R Oak Park High School V Swale Repairs](#)  
*Per provisions of Education Code 17315, Board approval is required for Notice of Completion*
  - t. [Approve Notice of Completion, Measure R Project 18-32R Fence at Cul-de-Sac Near Oak Park High School](#)  
*Per provisions of Education Code 17315, Board approval is required for Notice of Completion*
  - u. [Approve and Authorize Measure R Project 18-34R, Phase 1 - Purchase and Renovation of Extended Care Program Classroom Buildings](#)  
*Board approval required for projects funded by Measure R Bond fund*
- 3. HUMAN RESOURCES**
- a. [Approve New Position of Site Leader for the Extended Care Program](#)  
*Board approval required for a new classified position in the Extended Care Program*
  - b. [Approve Updated Technology Acceptable Use Agreement for Staff](#)  
*Board Policy 4040 requires every employee to sign an acceptable use agreement*
- 4. CURRICULUM**
- a. [Approval of Additional Novel for Oak Park High School's 12<sup>th</sup> Grade Women's Literature Courses](#)  
*Staff is recommending that the Board approve the Novel Interference by Lynda Radley*
  - b. [Approve Membership and Partnership Agreement for Catalyst Network with Green School National Network for 2018-19](#)  
*Board Policy 3312 requires Board approval for contracts for services*
- 5. BOARD**
- a. [Approve California School Boards Association Membership Dues \(\\$8,517\) and Education Alliance Membership Dues \(\\$2129\) for 2018-2019](#)  
*Board approval required for membership dues*
  - b. [Approve Certification of Signatures for 2018-19 School Year](#)  
*Education Codes 42632 and 42633 require annual Certification of Signatures*
  - c. [Approve 2018-2019 School Handbooks/Discipline Plans](#)  
*Board approval required for school handbooks/discipline plans*



**d. Review Assessments of the Board Approved 2018-19 Goals and Moral Imperatives**

*The Board will review the assessments in its Goals and Actions plans which were approved in August 2017 and reviewed by the Board in March 2018*

**6. BOARD POLICIES**

**a. Approve Amendment to Board Policy 4119.21/4219.21/4319.21 – Professional Standards - First Reading**

*Board Policy updated to reflect NEW LAW (AB 500) which requires any district that has an employee code of conduct addressing employee interactions with students to post that section of its code of conduct on each school's web site (or on the district web site if a school does not maintain one) and to provide it to parents/guardians at the beginning of the school year.*

**b. Approve Amendment to Board Policy 0410 – Nondiscrimination in District Programs and Activities – First Reading**

*Board Policy updated to reflect NEW LAW (AB 699) which (1) adds immigration status to the categories of characteristics that are protected against discrimination, (2) requires parent/guardian notification of their child's right to a free public education regardless of immigration status or religious beliefs, and (3) mandates that districts adopt policy consistent with a model policy developed by the California Attorney General, which includes a statement regarding equitable services. Policy also reflects provisions of the Attorney General's model policy and NEW LAW (SB 31) which prohibit districts from compiling or assisting in the compilation of a registry based on immigration status, religion, or other specified characteristics.*

**c. Approve Amendment to Board Policy and Administrative Regulation 5111 – Admission – First Reading**

*Board Policy updated to reflect state law prohibiting the collection of social security numbers or the last four digits of the social security numbers of students or their parents/guardians, unless otherwise required by law. Policy also reflects NEW LAW (AB 699) which prohibits districts from inquiring into students' citizenship or immigration status and the California Attorney General's model policy which provides that, under the limited circumstances when such information must be collected to comply with eligibility requirements for special state or federal programs, such information should be collected separately from the school enrollment process. Regulation updated to reflect a requirement of the Attorney General's model policy that prohibits districts from requiring documentation that may indicate a student's national origin or immigration status, such as a passport, to the exclusion of other permissible documentation. Regulation also reflects the authority to accept a parent/guardian affidavit as evidence of a child's age when other documentation is not available.*

**d. Approve Amendment to Board Policy and Administrative Regulation 5111.1 – District Residency – First Reading**

*Board Policy and regulation updated to reflect NEW LAW (AB 699) which prohibits districts from collecting information or documents regarding the citizenship or immigration status of students or their family members. Regulation also updated to reflect NEW LAWS providing that a student meets district residency requirements if the student's parent/guardian is transferring or pending transfer to a military installation within the state (SB 455), or the student's parent/guardian was a resident of California who departed the state against his/her will pursuant to a transfer by a government agency, a court order, or the federal Immigration and Nationality Act (SB 257).*

**e. Approve Amendment to Board Policy and Administrative Regulation 5125 – Student Records - First Reading**

*Board Policy updated to reflect the California Attorney General's model policy, developed pursuant to NEW LAW (AB 699), which (1) prohibits districts from collecting information regarding students' citizenship or immigration status, and (2) requires district staff to receive training in the gathering and handling of sensitive student information. Policy also reflects state*

law limiting the collection of students' social security numbers or the last four digits of the social security numbers, and NEW LAW (SB 31) which prohibits districts from assisting in the compilation of a list, registry, or database based on students' national origin, ethnicity, or religion. Regulation updated to reflect NEW LAW (SB 233) which expands the types of records related to foster youth that must be made accessible to specified agencies, and a requirement of the Attorney General's model policy that the annual parental notification include a statement that a student's citizenship, place of birth, or national origin will not be released without parental consent or a court order.

**f. Approve Amendment to Board Policy 5131.2 – Bullying - First Reading**

Board Policy updated to reflect NEW LAW (AB 699) which requires districts to educate students about the negative impact of bullying based on actual or perceived immigration status or religious beliefs and customs. Policy also reflects the California Attorney General's model policy developed pursuant to AB 699, which requires staff training with specified components related to bullying prevention and response.

**g. Approve Adoption of Board Policy and Administrative Regulation 5145.13 – Response to Immigration Enforcement - First Reading**

New policy and regulation reflect NEW LAW (AB 699) which mandates districts to adopt, by July 1, 2018, policy consistent with the model policy developed by the California Attorney General, including policy related to the district's response to requests by law enforcement for access to information, students, or school grounds for immigration enforcement purposes and actions to be taken in the event that a student's family member is detained or deported. Policy also reflects NEW LAW (SB 31) which prohibits districts from compiling or assisting federal government authorities with compiling a list, registry, or database based on students' national origin, ethnicity, or religion.

**h. Approve Amendment to Board Policy and Administrative Regulation 5145.3 – Nondiscrimination/Harassment - First Reading**

Minor revisions made in policy and regulation to reflect NEW LAW (AB 699) which prohibits discrimination based on immigration status.

**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.

## **VII INFORMATION ITEMS**

- 1. Monthly Measure S Project Status Report**
- 2. Monthly Enrollment and Attendance Report**
- 3. Monthly Cash Flow Report**
- 4. Extended Care Program Budget**

## **VIII. OPEN DISCUSSION**

- 1. Date of Board Retreat**

## **IX. ADJOURNMENT:**

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