

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #964

DATE: August 21, 2018

PLACE: **Oak Park High School Presentation Room – G9**
899 Kanan Road, Oak Park, CA 91377

TIME: **5:00 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

Gavin Cornick, 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

Stewart McGugan, Director, Student Support and School Safety

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

Monday, September 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.

Internet Home Page: <http://www.opusd.org/>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #964
August 21, 2018**

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**, 899 Kanan Road, Oak Park, CA.

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’S GOALS

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

C. PUBLIC EMPLOYEE EMPLOYMENT : Walk on Coach JV Girls Soccer, Walk on Coach Football, Student Intern IT Department, Department Clerk MCMS, Instructional Assistant II Sp Ed Subs, Instructional Assistants II Sp Ed, Social Emotional Specialist, Club Oak Park Site Leaders, Instructional Assistant I DK(ROES), Campus Supervisor, Club Oak Park Student Interns, Instructional Assistant II – Extended Care, Teacher Sp Ed, Secondary Temp Teacher Math/Science, Elementary Temp Teachers, Extended School Year(ESY) Teacher Preschool, ESY Teacher Elementary, ESY Teacher Secondary, ESY Administrator

D. CONFERENCE WITH LABOR NEGOTIATORS:

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association & 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. Remarks from Board Members

2. Remarks from Superintendent
3. Introduction and Report from Student Board Member
4. Report from Oak Park Education Foundation
5. Report from Oak Park Municipal Advisory Council

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 June 12, 2018 and Special Board Meeting – Board Retreat July 22, 2018](#)
- b. [Public Employee/Employment Changes CL23796-CL23883 & 01CE08865-01CE08965](#)
- c. [Approve Overnight Trip for Oak Park High School Speech and Debate Team - Sep. 21-23, 2018 – Long Beach, CA](#)
Board Policy 6153 requires Board approval for student overnight trips
- d. [Approve Overnight Trip for Oak Park High School Speech and Debate Team - Oct. 12-13, 2018 – Fullerton, CA](#)
Board Policy 6153 requires Board approval for student overnight trips
- e. [Approve Overnight Trip for Oak Park High School Senior Life Skills Retreats – October 24-27, 2018, January 23-26, 2019 and April 10-13, 2019 – Malibu, CA](#)
Board Policy 6153 requires Board approval for student overnight trips
- f. [Approve Overnight Trip for Oak Park High School Fall Athletic Teams Who Qualify for CIF Play-offs](#)
Board Policy 6153 requires Board approval for student overnight trips
- g. [Approve Out of State Travel for Classified Employee to Attend the JAMF Nation User Conference in Minneapolis, MN – October 22-26, 2018](#)
Board Policy 3350 requires Board approval for employee out of state travel
- h. [Approve Out of State Travel for Certificated Employees to Attend the Teacher’s College at Columbia University, NY – October 14-16, 2018](#)
Board Policy 3350 requires Board approval for employees out of state travel
- i. [Approve Out of State Travel for Certificated Employee to attend the National Council of Teachers of English Conference, Houston, TX – November 14-18, 2018](#)
Board Policy 3350 requires Board approval for employees out of state travel
- j. [Approve Quarterly Report on Williams Uniform Complaints – July 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
- k. [Certify 2017-18 Annual Attendance Report](#)
Board Approval required of Annual Attendance Report
- l. [Approve Change Order No. 1 \(Deductive\), Project 17-08R, Gymnasium Floor Replacement at Medea Creek Middle School](#)
Board approval required for change orders, per Cal. Pub. Cont. Code §20118.4
- m. [Approval of Consultant Agreement for FCC E-Rate Program Application and Audit Services](#)
Board Policy 3312 requires Board approval for contracts for services
- n. [Approve Notice of Completion, Measure R Project 18-16R, Drain Repairs at Oak Hills Elementary School and Oak Park High School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion

- o. [Approve Notice of Completion, Project 18-17F, Phase 2 Districtwide Exterior Lighting Upgrade](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- p. [Approve Notice of Completion, Measure S Project 18-22S, Districtwide Safety and Security Upgrades to School Public Address Systems](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- q. [Approve Notice of Completion, Measure S Project 18-24S, Security Fencing for Southeast Campus Perimeter at Oak Park High School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- r. [Approve Notice of Completion, Measure S Project 18-25S, Replacement of Gymnasium/Multipurpose Room Roof at Medea Creek Middle School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- s. [Approve the Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books](#)
Board approval is required to dispose of obsolete or surplus instructional materials

ACTION

2. BUSINESS SERVICES

- a. [Update on Project 18-14F, Grade 6 1-to-1 Chromebook Pilot Program](#)
Board will receive information on the 1-1 Chromebook Pilot Program
- b. [Ratify Award of Measure S Purchase Contract\(s\), Project 18-12S, District Network File Sever Refresh](#)
Board Policy 3312 requires Board approval for contracts for services
- c. [Ratify Award of Measure R Construction Contracts, Project 18-34R, Phase 1- Purchase and Renovation of Extended Care Program Classroom Buildings](#)
Board Policy 3312 requires Board approval for contracts for services
- d. [Approve Notice of Completion, Measure R Project 18-34R, Phase 1- Purchase and Renovation of Extended Care Program Classroom Buildings](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- e. [Ratify Award of Measure R Contracts, Project 17-03R – Art Court Facility Improvements at Oak Park High School](#)
Board Policy 3312 requires Board approval for contracts for services
- f. [Approve Use of Measure S Bond Funds: Purchase of Bidder Prequalification Software for Compliance with State School Facility Program Modernization Matching Fund Requirements](#)
Board Policy 3312 requires Board approval for contracts for services
- g. [Approve Amendment to Architectural Services Agreement for Project 17-47S, DSA Certification of Administration Building at Brookside Elementary School](#)
Board Policy 3312 requires Board approval for contracts for services
- h. [Approve Architectural Service Order \(ASO\) 1 with HED Architects for Measure S Project Photo-Realistic Renderings](#)
Board Policy 3312 requires Board approval for contracts for services
- i. [Approve Updated 2018-19 General Fund Operating Budget](#)
Board approval required to approve an updated Budget
- j. [Approve Spending Plan for 2018-19 Education Protection Account Funds](#)
Proposition 30 requires Board approval for spending plan for Education Protection Account Funds
- k. [Ratify Award of Measure S Construction Contract, Project 17-35S, Kitchen Improvements at Medea Creek Middle School](#)
Board Policy 3312 requires Board approval for contracts for services
- l. [Approve Transportation Services Agreement with Student Transportation of America](#)
Board Policy 3312 requires Board approval for contracts for services

m. Approve Student Transportation Fee Schedule for 2018-19

Board Policy 3250 requires Board approval for contracts for services

n. Approve Purchase Orders – July 1 - 31, 2018

Board Policy 3300 requires Board approval of Purchase Orders

3. HUMAN RESOURCES

a. Approve Authorization to Employ an Administrative Consultant

Board approval required to employ an administrative consultant

b. Approve Resolution #18-19 Reducing or Discontinuing Particular Kinds of Service for Classified Employees

Board approval required to reduce or discontinue particular kinds of service

c. Approve the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Teachers Association

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

d. Approve the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Classified Association

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

e. Approve 2018-2019 Declaration of Need for Fully Qualified Educators

Commission on Teacher Credentialing requires certification of Board approval on Declaration of Need for Fully Qualified Educators

f. Approve Accounting Assistant 1 Position and Updated Job Description

Board approval required to establish new classified service position

g. Approve Student Support and School Safety - Department Secretary Position and Job Description

Board approval required to establish new classified service position

h. Authorization to Establish a Classified Position of Assistant Site Leader, Extended Care Program and the Associated Job Description and Salary Schedule

Board approval required to establish new classified service position

i. Authorization to Establish a Classified Position of Instructional Assistant I – Literacy and Numeracy Support and Job Description

Board approval required to establish new classified service position

4. BOARD

a. Approve Proposed Board Meeting Schedule for the 2018-2019 School Year

Board approval required for Board meeting schedule for the 2018-2019 School Year

b. Approve Board Goals for 2018-2019

Board approval required for 2018-2019 Board Goals

c. Approve Revised 2018 Governance Handbook

Board approval required for revised 2018 Governance Handbook

d. Review, Amend, and Approve 2018-2019 Moral Imperatives, Goals, and Action Plans

Board review and approval required for the 2018-19 Moral Imperative and Goals discussed at the July 2018 Board Retreat and amendments made by the Leadership Team

5. BOARD POLICIES

a. Adopt Board Policy and Administrative Regulation 3250 – Transportation Fees - First Reading

Board Policy and Regulation are being recommended for adoption due to the establishment of a bus transportation system program.

b. Adopt Board Policy and Administrative Regulation 3540 – Transportation - First Reading

Board Policy and Regulation are being recommended for adoption due to the establishment of a bus transportation system program.

c. Approve Amendment to Board Policy and Administrative Regulation 4111/4211/4311 – Recruitment and Selection - First Reading

Board Policy updated to expand discussion of possible recruitment incentives, including subsidized housing programs for teachers and other employees and NEW LAW (AB 99) which establishes the California Educator Development grant program to assist districts with attracting and supporting the preparation and continued learning of teachers, principals, and other school leaders. Policy also reflects NEW LAW (AB 168) which prohibits districts from seeking salary history information about an applicant and from relying on salary history information as a factor in determining whether to offer employment or the salary to offer an applicant, unless the salary information is disclosable under state or federal law or the applicant voluntarily discloses the information without prompting.

d. Approve Amendment to Board Policy and Administrative Regulation 4200 – Classified Personnel - First Reading

Board Policy updated to add material formerly in AR regarding the employment of substitute or short-term employees and to clarify that the length of service of a short-term employee must be no longer than 195 days per year. Regulation updated to reflect NEW LAW (AB 670) which makes playground aide positions part of the classified service in non-merit system districts.

e. Adopt Board Policy and Administrative Regulation 5131.1 – Bus Conduct - First Reading

Board Policy and Regulation are being recommended for adoption due to the establishment of a bus transportation system program.

VII INFORMATION ITEMS

1. Monthly Measure S Project Status Report

VIII. OPEN DISCUSSION

IX. ADJOURNMENT:

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