

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #970

DATE: January 23, 2019

PLACE: **Oak Park High School Presentation Room – G9**
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

Denise Helfstein, President

Barbara Laifman, Vice President

Allen Rosen, Clerk

Drew Hazelton, Member

Derek Ross, 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

Brendan Callahan, Director Sustainability, Maintenance and Operations

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 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)

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, February 19, 2019

**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 #970
January 23, 2019**

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 – G9**, 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 : Instruction Assistant I, Tech Lab Sub, Instructional Assistant II Long Term Sub, Custodian Sub, Instructional Assistant II, Extended Care Program, Instructional Assistant III Behavior, Walk-on-Coaches, Guest Teachers

C. CONFERENCE WITH LABOR NEGOTIATOR – Government Code Section 54957.6

Agency designated representative: Denise Helfstein, Board President
Unrepresented employee: Dr. Anthony Knight, Superintendent

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. Honor and Thank the Local First Responders of Woolsey Fire and Borderline Shooting

ACTION

B2. BUSINESS SERVICES

a. **Approve Resolution #19-01 Pupil Attendance Alternatives AB 99 – District of Choice (DOC) Space Availability for 2019-20**

According to Education Code 48301, the Board shall establish the number of students who will be accepted for admittance into the district through this program.

b. **Approve the Lottery Process for District of Choice Admission into Oak Park Unified for 2019-2020**

According to Education Code 48301, the Board must approve the lottery process used for the District of Choice program each year.

c. **Conduct District of Choice Lottery**

District administrative staff will use a number generator program Random.org to create a random number list of District of Choice applicants

VI. OPEN COMMUNICATIONS/PRESENTATIONS

A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

2. Remarks from Board Members
3. Remarks from Student Board Member
4. Remarks from Superintendent
5. Report from School Site Councils
6. Report from Oak Park Education Foundation
7. 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 Organizational Board Meeting December 11, 2018, and Special Board Meeting January 18, 2019**

Board Bylaw 9324 requires Board approval of minutes from previous meetings

b. **Public Employee/Employment Changes 01CL24041-01CL24083 & 01CE09341-01CE09369**

Board approval required for public employee employment and changes

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

Board Policy 3300 requires Board approval of Purchase Orders

d. **Approve Quarterly Report on Williams Uniform Complaints – January 2019**

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

e. **Approve Out of State Travel for Certificated Employees to Attend the Teacher's College Reading Toolkits Institute at Columbia University, NY – February 18-20, 2019**

Board Policy 3350 requires Board approval for employees out of state travel

f. **Approve Student Teaching Agreement with NYU University, September 13, 2018 – June 30, 2019**

Board policy 3312 requires Board approval for contracts for services

- g. [Approve Notice of Completion, Project 17-35S, Kitchen Improvements at Medea Creek Middle School](#)
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- h. [Accept 2018-2019 First Period Attendance Report](#)
Education Code 41601 requires Board approval of District's ADA for all full school months during the period between July 1 and December 31.
- i. [Approve Overnight Trip for Oak Park High School Thespians Club – February 15-16, 2019 Chapman College, Orange, CA](#)
Board Policy 6153 requires Board approval for student overnight trips

ACTION

2. BUSINESS SERVICES

- d. [Ratify Award of Measure S Purchase Contract, Project 18-42S, Computers-On-Wheels for Art Classes at Medea Creek Middle School](#)
Board policy 3312 requires Board approval for contracts for services
- e. [Authorize Project 18-49F, iMacs for Tech Lab at Medea Creek Middle School, and Ratify Related Equipment Purchase Contract](#)
Board approval required for projects funded by Measure S Bond Fund
- f. [Ratify Measure R Construction Contract, Project 17-03R – Art Court Facility Improvements at Oak Park High School](#)
Board policy 3312 requires Board approval for contracts for services
- g. [Measure S Bond Facility Projects - Discussion of Campus Fencing and Security Considerations](#)
Staff will provide information on proposed campus fencing
- h. [Approve Submittal of California Department of Education Form J13A, Request for Allowance of Attendance Due to Emergency Conditions](#)
Education Code 41422 requires Board approval to submit Form J13A required to request allowance of attendance due to school closures in emergency conditions
- i. [Accept Annual Audit Reports for Fiscal Year 2017-18, Including Bond Measures C6, R, and S](#)
Education Code 41020 and Board Policy 3460 require the Board to approve the annual audit report of the district's financial records
- j. [Approve SB 1029 Bond Debt Transparency Report](#)
Policy 3470 mandates Board approval of the Districts Bond Debt Transparency Report
- k. [Approve Acceptance of Donations](#)
Board Policy 3290 requires Board approval for donations to the District
- l. [Approve Additional 2018-19 Stipends for Oak Park High School Winter Athletics Program](#)
Board approval required for additional stipends not approved at Budget adoption
- m. [Approve Resolution #19-02 Implementing Prequalification of Modular Classroom Manufacturers under Assembly Bill 1565 and Public Contract Code 20111.6](#)
AB 1565 requires all manufacturers and M/E/P subcontractors be prequalified per Public Contract Code 20111.6

3. CURRICULUM AND INSTRUCTION

- a. [Approve Gender Diversity Training for all Staff at OPUSD Schools](#)
This training will be provided by the Director of Student Support and School Safety along with the Counselors at each level

b. Approve Environment Restoration Project at the District Owned Parcel on King James Court in Oak Park Unified School District

This project would involve students at all our schools and provide an opportunity for community members to lend a hand

c. Approve Oak Park High School Mid-Cycle WASC Progress Report

Board approval is required before the mid-cycle report can be presented to the WASC accreditation visiting team.

4. HUMAN RESOURCES

a. 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

b. 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

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

AB 1200 mandates public disclosure of all compensation adjustments to management, confidential, and unrepresented employees

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

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

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

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

5. BOARD

a. Approve Amendment to Employment Contract with Superintendent

Board approval required for amendments to the Superintendent's Contract

6. BOARD POLICIES

a. Approve Amendment to Board Policy and Administrative Regulation 0450 – Comprehensive Safety Plan – First Reading

Board Policy updated to reflect NEW LAW (AB 1747) which requires the California Department of Education (CDE) to post a compliance checklist for developing the comprehensive safety plan and best practices related to reviewing and approving the plan, and requires districts to share their approved comprehensive safety plans with local law enforcement, the fire department, and other first responder entities. Regulation updated to reflect AB 1747, which adds requirements to consult with the fire department and other first responders in developing safety plans and to develop procedures for conducting tactical responses to criminal incidents, including procedures related to individuals with guns on campus and at school-related functions.

b. Approve Amendment to Board Policy and Administrative Regulation 1330 – Use of School Facilities – First Reading

Board Policy updated to reflect the board's authority to provide the use of school facilities free of charge to recreational youth sports leagues that charge participants no more than an average

of \$60 per month. Policy also adds new section on the use of school facilities as a polling place, formerly in BP 1400 - Relations Between Other Governmental Agencies and the Schools. Regulation updated to more directly reflect law addressing the board's authority to approve serving alcohol during a special event at district-owned facilities at a time when students are not present.

c. Approve Amendment to Board Policy and Administrative Regulation 3514 – Environmental Safety – First Reading

Board Policy and regulation updated to reflect NEW LAW (AB 746) which provides that, if a community water system finds lead above specified levels in a school's potable water system, the district must notify parents/guardians, shut down fountains and faucets, and provide a source of drinking water to students. Policy also deletes details regarding district strategies that are duplicated in the AR. Regulation also updates material related to particulate filters in school buses and carbon monoxide detectors to reflect current law.

d. Approve Amendment to Administrative Regulation 3514.2 – Integrated Pest Management – First Reading

Administrative Regulation updated to clarify the applicability of integrated pest management requirements to child care facilities, delete an outdated date by which the annual training requirement became effective, and add requirement for pesticide-specific training. Regulation also reflects NEW STATE REGULATION (Register 2017, No. 45) which prohibits growers from making certain agricultural pesticide applications within one-quarter mile of a school site between 6:00 a.m. and 6:00 p.m. on weekdays and requires such growers to annually notify the principal regarding pesticides it expects to use during the year.

e. Approve Amendment to Board Bylaw 9322 - Agenda/Meeting Material - First Reading

Board Bylaw updated to reflect requirement effective January 1, 2019 that districts post a direct link on the homepage of their web site to the current board meeting agenda or to the district's agenda management platform. Bylaw also clarifies that the agenda need not provide an opportunity for public comment on any agenda item that has previously been considered at an open meeting of a committee comprised exclusively of board members.

f. Approve Amendment to Board Bylaw 9324 – Minutes and Recordings - First Reading

Board Bylaw updated to reflect NEW LAW (SB 1036) which prohibits districts from including in board meeting minutes a student's directory information or a parent/guardian's personal information, as defined, when the student or parent/guardian requests that such information be excluded. Bylaw also includes optional statement that the minutes will summarize topics addressed during the public comment period and need not reflect the names of the individuals who comment.

VII INFORMATION ITEMS

- 1. Month 4 and 5 Enrollment and Attendance Report**
- 2. Monthly Cash Flow Report**
- 3. Monthly Measure S Status 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](#)