

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #971

DATE: February 19, 2019

PLACE: **Oak Park High School Presentation Room – G9**  
899 N. 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**

**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**

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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 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, March 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 #971  
February 19, 2019**

**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**, 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 -** (Government Code Section 54957(b))

**B. PUBLIC EMPLOYEE EMPLOYMENT :** Assistant Computer Support Technician, Instructional Assistants I – Literacy and Numeracy, Custodian Subs, Instructional Assistant II, Extended Care Program, Instructional Assistant III Behavior, Walk-on-Coaches, Guest Teachers

**C. CONFERENCE WITH LABOR NEGOTIATOR**

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. Presentation of Partners in Education Award to Mendel Fischman

2. Presentation of Recognition to Oak Park High School Student Newspaper “Talon” Editorial Staff
3. Presentation of Recognition to Guest Teacher, Karen Gordon
4. Presentation of Recognition to Lisa Solny, Educatius Coordinator for Oak Park High School
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 on Readers Writers Workshop by Dr. Jay Greenlinger
12. Report on the 2018 California Physical Fitness Test by Dr. Jay Greenlinger

**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 January 23, 2019](#)  
*Board Bylaw 9324 requires Board approval of minutes from previous meetings*
- b. [Public Employee/Employment Changes 01CL24084-01CL24117 & 01CE09370-01CE09390](#)  
*Board approval required for public employee employment and changes*
- c. [Approve Purchase Orders – January 1 - December 31, 2019](#)  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. [Approve Overnight Trip for Oak Park High School Mock Trial Team Members to Attend the Mock Trial State Finals – March 21-24, 2019, Sacramento, CA](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. [Approve Overnight Trip for Oak View High School Students for a Nature Based Program Through NatureBridge – April 1-5, 2019, Yosemite, CA](#)  
*Board Policy 6153 requires Board approval for student overnight trips*
- f. [Approve Out of State Travel for Employees to Attend the National Green Schools Conference & Expo – April 6-9, 2019, St. Paul, MN](#)  
*Board Policy 3350 requires Board approval for employees out of state travel*
- g. [Approve Notice of Completion, Measure S Project 18-40S, Upgrade and Addition of Safety/Security Gates for Perimeter Fencing at Medea Creek Middle School](#)  
*Per provisions of Education Code 17315, Board approval is required for Notice of Completion*

**ACTION**

**2. BUSINESS SERVICES**

- a. [Discussion on Governor’s January Budget Proposal for 2019-20 and LCAP Timeline](#)  
*Staff will provide information on the Budget proposal and LCAP timeline*

**b. Approval of 2018-19 Safe School Plans**

*Education Code Section 32280-89 requires all California K-12 public schools have school safety plan*

**c. Accept 2017-18 Annual Audit Reports for Bond Measures C6, R, and S, and for Auxiliary Organizations**

*Education Code 41020 and Board Policy 3460 requires the Board to approve the annual audit report of the district's financial records and accounts*

**d. Approve District Response to CalPERS Compliance Review**

*To correct observations contained in the CalPERS Audit Services Review for compliance with California Code of Regulations section 570.5, the Board is required to approve Certificated and Preschool salary schedules for the period of 2012 through 2018, amended to clearly state the applicable time base for the salary rate in each schedule*

**e. Approve Adjustment to Classified Salary Schedule for Specified Child Nutrition Services Staff**

*Board approval required to approve an adjustment to the Salary Schedule*

**f. Approve Architectural and Engineering Services Agreement with Adaptive Modular Solutions, Inc., for Measure S Project 18-19S, Classroom Replacement (6), at Oak Hills Elementary School**

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

**g. Approve Geotechnical Soils Testing Services Agreement with NV5 West, Inc., for Measure S Project 18-19S, Classroom Replacement (6), at Oak Hills Elementary School**

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

**h. Authorize Measure S Project 19-01S, Multipurpose Room Structural Repairs at Red Oak Elementary School and Ratify Associated Construction Contract**

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

**i. Authorize Measure S Project 19-02S, Area Drain Improvements at Oak Hills Elementary School and Ratify Associated Construction Contract**

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

**j. Authorize Measure S Technology Project 19-03S, Purchase of Replacement Smartboard Projectors**

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

**k. Authorize Measure S Technology Project 19-04S, Purchase of Planned Refresh and Spare Computer Equipment**

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

**l. Approve Acceptance of Donations**

*Board approval required to accept donations made to the District or District Schools*

**3. CURRICULUM AND INSTRUCTION**

**a. Approve Resolution #19-04 - 2019 Oak Park Education Foundation to Offer Fee Based Summer School Program**

*Board approval required to allow Oak Park Education Foundation to conduct Summer School*

**b. Approve OPUSD's Submission of Low Performing Students Block Grant for 2018-19 Fiscal Year**

*The Block Grant funds help Districts improve outcomes for low-performing students who fall outside supplemental LCFF and special education funding*

**c. Approve 2017-2018 School Accountability Report Cards (SARCs)**

*Board approval required for 2017-2018 School Accountability Report Cards*

#### **4. HUMAN RESOURCES**

**a. Approve Resolution #19-05 – Release Temporary Certificated Employees #1 Through #13**

*Education Code 44954 requires Board approval before a notice to not reelect is given to temporary certificated employees*

**b. Approve Resolution #19-06 - Reducing or Discontinuing Particular Kinds of Service for Certificated Employees**

*Board approval required to reduce or discontinue particular kinds of service in the 2019-20 school year*

**c. Approve Resolution #19-07 – Determination of Seniority Among Employees with the Same Seniority Date (“Tie Breaker Resolution”)**

*Education Code 44955 requires Board approval for a Tie Breaker Resolution*

**d. Approve Provisional Internship Permit (PIP) Request for Certificated Employee**

*Pursuant to State mandate, the Governing Board must approve Provisional Internship Permit requests allowing the district to employ and assign teacher(s) or administrator(s) who do not hold appropriate credential authorization.*

#### **5. BOARD**

**a. Approve 2019 CSBA Delegate Assembly Election of Candidates**

*Board is asked to vote on candidates running for Delegate Assembly election*

**b. Approve the Revised 2018-19 School Handbook/Discipline Plans for Oak Park Independent School**

*Board approval required for revision of school handbook*

#### **6. BOARD POLICIES**

**a. Approve Amendment to Board Policy and Administrative Regulation 0420 – School Plans/Site Councils – First Reading**

*Board Policy updated to reflect NEW LAW (AB 716) which renames the single plan for student achievement as the school plan for student achievement (SPSA), authorizes the use of uniform complaint procedures for complaints alleging noncompliance with requirements related to the establishment of school site councils or the development of the SPSA, and authorizes the use of the SPSA to satisfy the requirement for a school improvement plan when a school is identified for targeted or comprehensive support. Regulation updated to reflect AB 716 which eliminates the authority to use a school advisory committee other than a school site council to develop the SPSA, allows certain small schools to share a school site council, requires a needs assessment to identify school goals, and, if applicable, requires consultation with the school's English learner advisory committee on review of the SPSA.*

**b. Approve Amendment to Board Policy and Administrative Regulation 0460 – Local Control and Accountability Plan – First Reading**

*Board Policy and regulation updated to reflect NEW LAW (AB 2878) which expands the state priority on parent involvement that must be addressed in the local control and accountability plan (LCAP) to include family engagement. Policy also reflects NEW LAW (AB 1808) which requires consultation on plan development with special education local plan administrator(s) and, by July 1, 2019, requires districts to develop a local control funding formula budget overview for parents/guardians in conjunction with the LCAP. Policy reflects NEW LAW (AB 1840) which requires the State Board of Education to expand the LCAP template by January 31, 2020 to include specified information. Section on "Technical Assistance/Intervention" updated to reflect AB 1808 which establishes a single statewide system of support for districts and schools, and AB 1840 which provides that a district receiving an emergency apportionment will be deemed to have been referred to the California Collaborative for Educational Excellence.*



Regulation updated to reflect AB 1840 which requires data in the LCAP to be reported in a manner consistent with the California School Dashboard and requires districts to post their LCAP prominently on the homepage of their web site. Section on "Annual Updates" deleted since the annual updates follow the same process and adhere to the same template as the initial LCAP.

**c. [Approve Amendment to Board Policy and Administrative Regulation 1330 – Use of School Facilities – Second 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.

**d. [Approve Amendment to Board Policy and Administrative Regulation 5141.52 – Suicide Prevention – First Reading](#)**

Board Policy updated to reflect NEW LAW (AB 2639) which requires boards of districts that serve grades 7-12 to review the district's suicide prevention policy at least every five years and update it as necessary. Regulation updated to reflect NEW LAW (SB 972) which requires districts that issue student identification cards to print specified suicide prevention hotline numbers on the cards effective July 1, 2019. Regulation also reflects NEW LAW (AB 1808) which requires CDE to identify online training programs that districts can use to train students and staff regarding suicide awareness and prevention.

**e. [Approve Amendment to Board Policy and Administrative Regulation 5144 – Discipline – First Reading](#)**

Board Policy updated to reflect NEW LAW (AB 2657) which prohibits seclusion and behavioral restraint of students as a means of discipline, and to encourage staff development regarding equitable implementation of discipline. Regulation updated to revise section on "Detention After School" to more directly reflect state regulations and delete a specific timeline for advance notice to parents/guardians of a student's detention.

**f. [Approve Amendment to Board Policy and Administrative Regulation 5144.1 – Suspension and Expulsion/Due Process – First Reading](#)**

Board Policy and regulation updated to reflect NEW LAW (AB 752, 2017) which prohibits the expulsion of a child enrolled in a California State Preschool Program (CSPP) unless the district has taken specified steps and the child's continued enrollment presents a serious safety threat to the child or other enrolled children. Policy also adds data collection on the type of firearm involved in any expulsion for firearm possession, in accordance with federal law. Regulation also revises section on "Final Action by the Board" to correct the location in policy where acts requiring "mandatory recommendation and mandatory expulsion" are listed.

## **VII INFORMATION ITEMS**

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