

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #978

DATE: June 18, 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

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, August 20, 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 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.

Oak Park unified School District Website Home Page: <http://www.opusd.org/>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #978
June 18, 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. SUPERINTENDENT EVALUATION

B. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

C. PUBLIC EMPLOYEE EMPLOYMENT: Student Interns, Instructional Assistants I Reading, Walk on Coaches, Accounting Assistant I, Elementary Teacher, Middle School Teacher

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 Sam Dudley, Big Sunday Chair
2. Presentation of Partners in Education Award to Brianna Adams, OHES PTA President
3. Remarks from Board Members
4. Remarks from Superintendent
5. Report from Oak Park Education Foundation
6. Report from Oak Park Municipal Advisory Council
7. 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 14, 2019 and Special Board Meeting June 4, 2019

Board Bylaw 9324 requires Board approval of minutes from previous meetings

b. Public Employee/Employment Changes 01CL24182-01CL24267 & 01CE09512-01CE09551

Board approval required for public employee employment and changes

c. Approve Purchase Orders – May 1 – May 31, 2019

Board Policy 3300 requires Board approval of Purchase Orders

d. Ratify Overnight Trip for Oak Park High School Boys Basketball Team to Attend Summer Tournament at UC San Diego, CA – June 14-16, 2019

Board Policy 6153 requires Board approval for student overnight trips

e. Approve Overnight Trip for Oak Park High School Cross Country Team to Attend the Summer Conditioning at Mammoth Lakes, CA - July 21-26, 2019

Board Policy 6153 requires Board approval for student overnight trips

f. Approve Overnight Trip for Oak Park High School ASB to Attend Summer Retreat at Pacific Palisades, CA - August 3-4, 2019

Board Policy 6153 requires Board approval for student overnight trips

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 Facility Use By Religious Organization

Board approval required for facility use agreements with religious organizations

i. 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

j. Approve Disposal of Obsolete or Surplus Technology Equipment

Per provisions of Education Code 17546, the Board must approve disposal of obsolete and surplus equipment and property

k. Approve Designation of the 2019-20 District/School Representative to California Interscholastic Federation Leagues

Education Code 33353(a)(1) requires Board approval for designation of CIF representative

l. Approve Renewal Agreement with Interquest Detection Canines for Services at Oak Park High School, Oak View High School, and Medea Creek Middle School

Board approval required to approve service agreement contract

m. Approve Notice of Completion, Project 17-03R, Art Court Facility Improvements at Oak Park High School

Per provisions of Education Code 17315, Board approval is required for Notice of Completion

n. Approve Notice of Completion, Project 19-05S, Emergency Trellis and Beam Removal at Medea Creek Middle School

Per provisions of Education Code 17315, Board approval is required for Notice of Completion

- o. **Approve Notice of Completion, Project 19-06S, Interactive Flat Panel Display Refresh/Replacement at Oak Hills Elementary School**
Per provisions of Education Code 17315, Board approval is required for Notice of Completion
- p. **Approve Resolution No. 19-14, Appropriation and Budgeted Transfers Fiscal Year 2019-20**
Resolution authorizes transfers of budget appropriations and budgeted transfer of 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
- q. **Approve Resolution No. 19-15, Temporary Loans Between District Funds for Fiscal Year 2019-20**
Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenue
- r. **Approve Resolution No. 19-16, Year End Budget and Interfund Transfers for Fiscal Year 2018-19**
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, 2019
- s. **Approve Resolution No. 19-17, Authority to Improve Compensation for Certain Categories of Employees After July 1, 2019**
Ed Code 45032 requires Board approval of Resolution authorizing compensation for certain categories of employees after July 1, 2019
- t. **Approve Contract for Non-Public School and Residential Placement Services for Special Education Student #6-18/19**
Board Policy 3312 requires Board approval for contracts for services
- u. **Approve Contract for Non-Public Agency Services for Special Education Student #7-18/19**
Board Policy 3312 requires Board approval for contracts for services
- v. **Approve Renewal Agreement with Ventura County Office of Education For 2019-20 Escape Financial and Payroll/Personnel System Services**
Board Policy 3312 requires Board approval for contracts for services
- w. **Certify 2018-19 Annual Attendance Report**
Board Approval required of Annual Attendance Report
- x. **Approve Mass Communications Service Agreement with Parent Square Inc. for 2019-2020**
Board Policy 3312 requires Board approval for contracts for services

ACTION

2. BUSINESS SERVICES

- a. **Approve the 2019-20 Oak Park Unified School District Local Control and Accountability Plan**
Education Code 52062 requires annual Board approval of Local Control Accountability Plan
- b. **Approve the 2019-20 Oak Park Unified School District Annual Budget**
Education Codes 42103 and 42127 require annual approval of school district budget
- c. **Approve 2019-20 Employee Health Benefit Plans**
Board Policy 3312 requires Board approval for contracts for services
- d. **Approve Stipends for Oak Park High School Spring 2019 Post Season Athletics**
Board approval required for stipends which have not been previously approved for 2018-19

- e. [Authorize Measure S Project 19-09S, Modular Classrooms at Oak Hills Elementary School and Approve Related Architectural Services Agreement](#)
Board Policy 3312 requires Board approval for contracts for services
- f. [Authorize Measure S Project 19-10S, Collaborative Furniture Districtwide and Ratify Related Purchase Contracts](#)
Board Policy 3312 requires Board approval for contracts for services
- g. [Accept DSA Certification and Close of Project 17-03R, Art Court Facility Improvement at Oak Park High School](#)
Board is asked to accept DSA certification and project completion
- h. [Approve Change Order 1, Architectural and Engineering Services Agreement with CRATE Modular, Inc., for Measure S Project #18-18S, Modular Classrooms at Brookside Elementary School](#)
Board approval required for change orders, per Cal. Pub. Cont. Code §20118.4 services
- i. [Approve Change Order 1, Architectural and Engineering Services Agreement with CRATE Modular, Inc., for Measure S Project #18-21S, Modular Classrooms at Medea Creek Middle School](#)
Board approval required for change orders, per Cal. Pub. Cont. Code §20118.4
- j. [Authorize Measure S Project 19-13S, Safety/Security Fencing at Oak Hills Elementary School and Delegate Authority to the Superintendent to Award Related Contracts](#)
Board approval required for Projects funded by Measure S Bond Fund
- k. [Authorize Measure S Project 19-16S, Phase 2 Safety/Security Fencing at Red Oak Elementary School and Delegate Authority to the Superintendent to Award Related Contracts](#)
Board approval required for Projects funded by Measure S Bond Fund
- l. [Authorize Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School, and Delegate Authority to the Superintendent to Award Related Contracts](#)
Board approval required for Projects funded by Proposition 39 Funds
- m. [Authorize Measure S Project 19-19S, Art Court Buildout and Equipment Purchase at Oak Park High School, and Delegate Authority to the Superintendent to Award Related Contracts](#)
Board approval required for Projects funded by Measure S Bond Fund

3. CURRICULUM

- a. [Approve Medea Creek Middle School 6-8 Grade Science/NGSS Curriculum Adoption](#)
Board approval required for 6-8 Grade Science Curriculum Adoption
- b. [Approve Medea Creek Middle School 6-8 Grade Social Studies Curriculum Adoption](#)
Board approval required for 6-8 Grade Social Studies Curriculum Adoption
- c. [Review and Discuss the Math Placement Protocols, Pathways, and Information Provided to Parents and Students about Math Placement in 6th through 12th Grade at Oak Park USD](#)
Board will review and discuss the Math Placement information requested at the April meeting
- d. [Approve Agreement with Ventura County Office of Education to Provide OPUSD with Support Staff Services in the Mathematics California State Standards](#)
Board Policy 3312 requires Board approval for contracts for services

- e. [Review Oak View High School's Annual Alternative School Report for 2019](#)
Per Education Code 58510 if a district operates an alternate school, the school needs to be annually evaluated and the Annual report should be shared with the Board

4. HUMAN RESOURCES

- a. [Redesignate the Position of Director of Sustainability, Maintenance and Operations as Director of Bond Programs, Sustainability, Maintenance and Operations and Approve the Revised Job Description and Associated Salary Schedule](#)
Board approval required for re-designation of administrative position

5. BOARD

- a. [Approve Oak Park Independent School's Revised 2019-2020 School Handbook/ Discipline Plan for Grades 6-12](#)
Board approval required for changes to school handbook/discipline plan
- b. [Approve Resolution No. 19-18 Advocacy of Support of Ventura County Public Schools](#)
Board is requested to approve resolution 19-18 to support advocacy for equity and access to high quality educational programs at Ventura County Schools
- c. [Approve Certification of Signatures for 2019-20 School Year](#)
Education Code 42632 and 42633 require annual Certification of Signatures
- d. [Approve California School Board Association Membership Dues\(\\$8,660\) and Education Alliance Membership Dues\(\\$2,165\)](#)
Board approval required for membership dues

6. BOARD POLICIES

- a. [Approve Amendment to Board Policy and Administrative Regulation - 1312.3 Uniform Complaint Procedures – First Reading](#)
Board Policy and regulation updated to reflect NEW LAWS authorizing the use of uniform complaint procedures (UCP) to resolve allegations of noncompliance with accommodations for pregnant and parenting students (AB 2289), the development and adoption of an LCFF budget overview for parents/guardians (AB 1808), the development of a school plan for student achievement (AB 716), and specified educational rights of migrant students and immigrant students enrolled in a newcomer program (AB 2121). Policy also updates section on "Non-UCP Complaints" to reflect NEW LAW (AB 1808) which provides that complaints alleging health and safety violations in license-exempt California State Preschool Programs are subject to Williams UCP. Regulation also updates section on "Notifications" to more closely reflect the California Department of Education's (CDE) Federal Program Monitoring instrument, deletes section on "District Responsibilities" which duplicates material in other sections, reorganizes section on "Report of Findings" for clarity, and revises section on "Corrective Actions" to delete item #9 which is not a remedy.
- b. [Approve Amendment to Administrative Regulation and Exhibit - 1312.4 Williams Uniform Complaint Procedures – First Reading](#)
Administrative Regulation and Exhibit E(1), and E(2) revised; updated to reflect NEW LAW (AB1808) which authorizes the use of Williams UCP to resolve allegations of health and safety violations in license-exempt California State Preschool Programs. Regulation also adds optional paragraph authorizing the use of Williams UCP for complaints alleging that a school that serves grades 6-12 and meets a 40 percent student poverty threshold fails to comply with the requirements to stock at least 50 percent of the school's restrooms with feminine hygiene

products and to not charge students for such products. Exhibit 1 revised to add the applicable complaint procedure for the types of complaints listed in the notice. Exhibit 2 expands the applicability of the complaint form to include complaints alleging the failure to provide feminine hygiene products. New Exhibits 3 and 4 provide a sample notice and complaint form for complaints regarding health and safety in license-exempt preschool programs pursuant to AB 1808.

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

Board Policy updated to reflect NEW LAW (AB 1808) which requires districts to annually develop, adopt, and post an LCFF budget overview for parents/guardians and to file the budget overview with the county superintendent of schools. Section on "Long-Term Financial Obligations" revised to reflect NEW LAW (SB 1413) which establishes the California Employers' Pension Prefunding Trust Program to allow districts to prefund required contributions to the California Public Employees' Retirement System. Regulation updated to emphasize that any recommendations by the budget advisory committee should be consistent with the district's vision, goals, priorities, LCAP, and other comprehensive plans and to clarify that a regional budget review committee convened by the county superintendent of schools requires approval of the Superintendent of Public Instruction as well as the district board.

d. Approve Amendment to Board Policy and Administrative Regulation - 3260 Fees and Other Charges – First Reading

Board Policy and regulation updated to add new section on "Collection of Debt," reflecting NEW LAW (AB 1974) which prohibits negative action against a student or former student for a debt owed to the school and requires districts to provide parents/guardians with an itemized invoice that references applicable district policies. Regulation also revised to more directly reflect the most recent CDE fiscal advisory regarding student fees.

e. Approve Amendment to Board Policy and Administrative Regulation - 3515.4 Recovery for Property Loss or Damage– First Reading

Board Policy updated to reflect the 2019 limits for parent/guardian liability for property loss or damage caused by a child's willful misconduct and for any reward paid for information leading to the identification of persons responsible for property damage. Policy also reflects NEW LAW (AB 1974) which prohibits the collection of debt owed by a current or former homeless or foster youth. Regulation updated to reflect the requirement to offer an option for a student to provide work in lieu of payment when the parents/guardians are unable to pay, and AB 1974 which allows the district, at its discretion, to offer any student, regardless of ability to pay, a nonmonetary means to settle debt. Regulation also adds a paragraph allowing the district to withhold a student's grades, diplomas, or transcripts until the damages have been recovered. Section on "Payment of Reward" deleted and key concepts moved to BP.

VII. INFORMATION ITEMS

- 1. Month 9 and 10 Enrollment and Attendance Report**
- 2. 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.