

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #981

DATE: August 20, 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**

**Anna Stephens, Student Board Member**



*Educating Compassionate and Creative Global Citizens*

**ADMINISTRATION**

**Dr. Anthony W. Knight, Superintendent**

**Ragini Aggarwal, Executive Assistant**

**Adam Rauch, 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 Bond Program, Sustainability, Maintenance and Operations**

**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 meetings. Individual speakers shall be allowed three minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each item to 20 minutes. With Board consent, the Board president may increase or decrease the time allowed for public presentation, depending on the topic and the number of persons wishing to be heard. The president may take a poll of speakers for or against a particular issue and may ask that additional persons speak only if they have something new to add. 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. (Board Bylaw 9323 Meeting Conduct)

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, September 17, 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 #981  
August 20, 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’S GOALS**

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

**C. PUBLIC EMPLOYEE EMPLOYMENT:** Campus Supervisor Temp, Campus Supervisors, Instructional Assistants I Literacy & Numeracy, Instructional Assistant I Math, Instructional Assistant I Music, Instructional Assistant I Reading Temp, Instructional Assistant I Reading, Instructional Assistant I DK, Instructional Assistant II Special Ed Subs, Instructional Assistant II Special Ed, Extended Care Site Leader, Food Service Assistant 1, Food Service Assistant I Sub, Health Technician Temp, Instructional Assistants III Behavior Temp, Instructional Assistants III Behavior, Walk on Coaches, Department Secretary Curriculum and Instruction, College and Center Technician, Special Education Teachers, High School Teacher - English, Secondary Counselor

**D. CONFERENCE WITH LABOR NEGOTIATOR**

Agency designated representatives: Leslie Heilbron and Adam Rauch  
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 Maryam Salour
2. Presentation of Partners in Education Award to Carmela Barbieri
3. Remarks from Board Members
4. Introduction and Report from Student Board Member
5. Remarks from Superintendent
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 Regular Board Meeting June 18, 2019, Special Board Meeting July 29, 2019, and Special Board Meeting – Board Retreat, July 29, 2019](#)**

*Board Bylaw 9324 requires Board approval of minutes from previous meetings*

**b. [Public Employee/Employment Changes 01CL24268-01CL242323 & 01CE09552-01CE09630](#)**

*Board approval required for public employee employment and changes*

**c. [Approve Purchase Orders – July 1 – July 31, 2019](#)**

*Board Policy 3300 requires Board approval of Purchase Orders*

**d. [Approve Overnight Trip for Oak Park High School Speech and Debate Team – September 21-22, 2019 – Long Beach, CA](#)**

*Board Policy 6153 requires Board approval for student overnight trips*

**e. [Approve Disposal of Surplus Equipment for Student Nutrition Program](#)**

*Per provisions of Education Code 17545, the Board must approve disposal of obsolete and surplus equipment and property*

**f. [Approve Student Teaching Agreement with Pacific Oaks College](#)**

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

**g. [Approve Quarterly Report on Williams Uniform Complaints – July 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*

**h. [Approve Designation of District Representatives to the Ventura County Schools Self-Funding Authority](#)**

*Board approval required to designate representatives to Ventura County Schools Self-Funding Authority*

**i. [Approve Notice of Completion, Project 19-12F, Running Track at Oak Hills Elementary School](#)**

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

**j. [Accept DSA Certification and Close of File for Project 17-35S Kitchen Improvements at Medea Creek Middle School](#)**

*Board is asked to accept DSA certification and project completion*

## **ACTION**

### **2. BUSINESS SERVICES**

**a. Discussion on the 2019-2020 Budget**

*The board will hold a discussion regarding assumptions and projections impacting the 2019-2020 budget*

**b. Discussion and Approval on Supervisor Parks' Request to Continue Funding the Kanan Shuttle for 2019-2020**

*The Board will hold a discussion regarding the request to continue funding the Kanan Shuttle*

**c. Discussion on Measure S Bond Priority Projects Plan and Related Funding Issues**

*The Board will hold a discussion regarding updates to the Measure S Master Plan and will be presented with a revised project plan scenario*

**d. Approve Annual Purchasing Agreement Between OPUSD and Softchoice for the California Microsoft Strategic Alliance (CAMSA 2.0)**

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

**e. Approve Contract with Spectrum for OPUSD's Secondary ISP Circuit**

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

**f. Ratify Award of Contracts for Measure S Project 19-13S, Safety/Security Fencing at Oak Hills Elementary School**

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

**g. Ratify Award of Contracts for Measure S Project 19-16S, Phase 2 Safety/Security Fencing at Red Oak Elementary School**

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

**h. Ratify Award of Contracts for Proposition 39 Project 19-18F, HVAC System Replacement at Red Oak Elementary School**

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

**i. Ratify Award of Contracts for Measure S Project 19-19S, Art Court Buildout and Equipment Purchase at Oak Park High School**

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

**j. Authorize and Ratify Award of Contracts for Measure S Project 19-20S, Installation of Flooring Kindergarten Classroom at Oak Hills Elementary School**

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

**k. Authorize and Ratify Award of Contracts for Measure S Project 19-21S, Upper Field Chain Link Fencing and Gates at the District Office**

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

**l. Approve Change Order 1, Architectural and Engineering Services Agreement with CRATE Modular, Inc., for Measure S Project 18-20S, Modular Classroom at Red Oak Elementary School**

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

**m. Approve Change Order 1, Measure S Project 19-15S, Shade Sails Installation at Medea Creek Middle School with Got Shade**

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

**n. Approve Notice of Completion, Measure S Project 19-15S, Shade Sails Installation at Medea Creek Middle School**

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

**o. Approve Notice of Completion, Measure S Project 19-20S, Installation of Flooring Kindergarten Classroom at Oak Hills Elementary School**

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

p. **Approve Notice of Completion, Measure S Project 19-21S, Upper Field Chain Link fencing and Gates at the District Office**

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

q. **Ratify Award of Contracts for Measure S Project 19-14S, Phase 1 Safety/Security Fencing at Red Oak Elementary School**

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

r. **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*

s. **Authorize Measure S Project 19-22S King James Court Debris Clearance and Approve Award of Contract**

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

t. **Authorize Measure S Project 19-23S Oak Park High School Tennis Courts Resurfacing and Approve Award of Contract**

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

**3. CURRICULUM AND INSTRUCTION**

a. **Approve Staff Development Agreement With Reading And Writing Project Network, LLC.**

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

**4. HUMAN RESOURCES**

a. **Approve 2019-2020 Declaration of Need for Fully Qualified Educators**

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

b. **Approve Consolidated Application and Reporting System (Cars) Part II- 2019-2020**

*Board approval required for Consolidated Application and Reporting System*

c. **Authorize Extended Care Program for Oak Park Neighborhood School, and Approve Position of Preschool Assistant – Extended Care and Related Job Description and Salary Schedule Placement**

*Board approval required to establish new classified service position*

**5. BOARD**

a. **Approve Proposed Board Meeting Schedule for the 2019-2020 School Year**

*Board approval required for Board meeting schedule for the 2019-2020 School Year*

b. **Approve Board Goals for 2019-2020**

*Board approval required for 2019-2020 Board Goals*

c. **Approve Revised 2019 Governance Handbook**

*Board approval required for 2019 Governance Handbook*

d. **Review, Amend, and Approve 2019-2020 Moral Imperatives and District Goals**

*Board review and approval required for the 2019-20 Moral Imperative and Goals which were discussed at the July 2019 Board Retreat*

**6. BOARD POLICIES**

a. **Approve Adoption of Board Policy – 3515.21 Unmanned Aircraft Systems (Drones) – First Reading**

*New Board Policy addresses strategies for avoiding disruption and maintaining the safety,*

security, and privacy of individuals when the district grants permission for a person or entity to operate an unmanned aircraft system (drone) on or over district property. Policy reflects federal regulations and Federal Aviation Administration guidance, and provides that the district shall only grant permission if the planned activity supports the district's own instructional, co-curricular, extracurricular, or operational purposes.

**b. Approve Amendment to Board Policy and Administrative Regulation - 5117 Interdistrict Attendance – First Reading**

Board Policy updated to delete references to the Open Enrollment Act since schools are not currently being identified as low achieving based on the Academic Performance Index, update legal cites, and clarify the continuing requirement to register as a school district of choice with the Superintendent of Public Instruction and county board of education before enrolling students under that program. Regulation updated to reflect NEW LAW (AB 2826) which adds a requirement, applicable to districts that have entered into interdistrict attendance agreements, to post on their web site the procedures and timelines for requests for interdistrict transfer permits. Regulation also reflects timelines added by AB 2826 for notifying parents/guardians of the district's granting or denial of the transfer request, which differ for current-year and future-year transfer requests, and for the parent/guardian's appeal of the district's decision to the county office of education. In section on "School District of Choice Program," material deleted regarding the denial of a transfer into the district based on a negative impact on a desegregation plan or the racial/ethnic balance of the district, as such grounds are only applicable to transfers out of the district.

**c. Approve Amendment to Board Policy - 5127 Graduation Ceremonies and Activities – First Reading**

Board Policy updated to provide optional language providing that passage of any of the three high school equivalency tests approved by the State Board of Education is not equivalent to completing all graduation requirements for participation in graduation ceremonies. Option for student-initiated, student-led prayer at graduation ceremonies deleted consistent with court decisions which suggest that such prayer could be unconstitutional. Policy also reflects NEW LAW (AB 1248) which permits students to wear tribal regalia or recognized religious or cultural adornments to the cap and gown, unless the district determines that an item is likely to cause substantial disruption of the ceremony.

**d. Approve Adoption of Administrative Regulation - 5131.41 Use of Seclusion and Restraint – First Reading**

New Administrative Regulation added to reflect NEW LAW (AB 2657) which prohibits seclusion and behavioral restraint of students as a means of discipline, and provides that seclusion and restraint may be used only to control behavior that poses a clear and present danger of serious physical harm to a student or others if that behavior cannot be immediately prevented by a less restrictive response. Regulation specifies the conditions for such use, reporting requirements, and a list of seclusion and behavioral techniques that are always prohibited.

**e. Approve Amendment to Board Bylaw and Exhibit - 9323.2 Actions by the Board – First Reading**

Board Bylaw updated to reference the timelines by which a civil action may be filed to determine the applicability of the Brown Act to past board actions, and to clarify the circumstances under which a board action cannot be invalidated. Exhibit 1 updated to consolidate several items related to siting a community day school on an existing school site, add board action to respond to an emergency facilities condition without giving notice for bids to let contracts (requiring two-thirds vote for three-member boards, or four-fifths vote for five-member and seven-member boards), and reflect NEW LAW (AB 2249) which amends the threshold requirements for public works projects bid pursuant to the Uniform Public Construction Cost Accounting Act. Section on "Actions Requiring a Unanimous Vote of the Board" updated to

*further explain the ability to authorize the use of day labor or force account and/or waive the competitive bid process when the board determines that an emergency exists. Exhibit 2 contains minor revision for clarity.*

**VII. INFORMATION ITEMS**

1. [Monthly Cash Flow Report](#)
2. [Monthly Measure S Status Report](#)
3. [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.