

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #988

DATE: February 18, 2020

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**

**Barbara Laifman, President**

**Allen Rosen, Vice President**

**Drew Hazelton, Clerk**

**Derek Ross, Member**

**Denise Helfstein, 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**

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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 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, March 17, 2020**

**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.

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

**OAK PARK UNIFIED SCHOOL DISTRICT  
AGENDA – REGULAR BOARD MEETING #988  
February 18, 2020**

**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 - (Government Code Section 54957(b))**
- B. PUBLIC EMPLOYEE EMPLOYMENT : Campus Supervisors, Instructional Assistants II Special Education, Extended Care Program, Instructional Assistant III Behavior, Student Services Assistant, Walk-on-Coaches, Guest Teacher**
- C. EXPULSION OF PUPIL #01 – (Pursuant to Education Code 48915)**

**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 Retirement Recognition to Laura Almada, OPUSD Data Systems Support Specialist
- 2. Remarks from Board Members
- 3. Remarks from Student Board Member
- 4. Remarks from Superintendent

5. Report from Oak Park Education Foundation

**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 21, 2020**

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

**b. Public Employee/Employment Changes 01CL24478-01CL24525 & 01CE10048-01CE10101**

*Board approval required for public employee employment and changes*

**c. Approve Purchase Orders – January 1 – January 31, 2020**

*Board Policy 3300 requires Board approval of Purchase Orders*

**d. Approve Overnight Trip for Oak Park High School Spring Sports Teams to CIF Playoffs**

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

**e. Approve Overnight Trip for Oak Park High School Rocket and Aviation Team Students for the NASA Student Launch Initiative – April 1-5, 2020, Huntsville, AL**

*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 – March 1-3, 2020, Portland, OR**

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

**g. Approve Notice of Completion, Measure S Project 19-29S, Extend Wall Between Conference Room and Copy Room at Oak Hills Elementary School**

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

**h. Approve Expulsion in Abovance for Student #01-2019-2020**

*Board approval required for Expulsion*

**ACTION**

**2. BUSINESS SERVICES**

**a. Discussion on Governor’s January Budget Proposal for 2020-21 and LCAP Timeline**

*Staff will provide information on the Budget proposal and LCAP timeline*

**b. Approval of 2019-20 Safe School Plans**

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

**c. Approve Renewal Agreement with VCEDNET for Internet Connectivity Service**

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

**d. Ratify DSA Fabrication and Inspection Services, Measure S Project 18-21S, DSA Certification of Classroom Replacement at Medea Creek Middle School**

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

**e. Ratify Purchases for Measure S Project 19-19S, Art Court Phase 2 Equipment at Oak Park High School**

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

**f. Authorize Measure S Project, 20-03S Innovation Lab at Oak Hills Elementary School and Approve the Purchase of Natural Pod Furniture**

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

**g. Authorize Measure S Project, 20-04S Collaborative Furniture Districtwide for 2019-2020 School Year**

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

**h. Authorize Measure S Project, 20-05S Basketball Courts Resurfacing at OPHS and Award Associated Construction Contract**

*Board approval required for projects funded by Measure S Bond fund, and Board Policy 3312 requires Board approval for contracts for services*

**i. Approve Acceptance of Donation**

*Board Policy 3290 requires Board approval for donation to the District or District Schools*

**j. Approve Custom Website Design Contract with Blackboard Inc.**

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

**3. CURRICULUM AND INSTRUCTION**

**a. Review and Discuss Physical Education Program and 2019 California Physical Fitness Test Data**

*Board will review Physical Fitness Data and receive information on the updated Physical Education Program*

**b. Approve Resolution #2020-03 Oak Park Education Foundation to Offer Fee Based Summer School Program**

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

**c. Approve 2018-2019 School Accountability Report Cards (SARCs)**

*Board approval required for 2018-2019 School Accountability Report Cards*

**d. Approve Membership Agreement with National Association for College Admission Counseling (NACAC) for 2019-2020**

*Board approval required to approve a new membership service agreement*

**e. Approve Additional Instructional Material for the Consumer Math Class at OVHS**

*Board approval required for new textbooks*

**4. HUMAN RESOURCES**

**a. Approve Resolution #2020-04 Release Temporary Certificated Employees #1 Through #11**

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

**b. Approve Resolution #2020-05 Reducing or Discontinuing Particular Kinds of Service for Certificated Employees**

*Board approval required to reduce or discontinue particular kinds of service in the 2020-21 school year*

**c. Approve Resolution #2020-06 Determination of Seniority Among Employees with the Same Seniority Date (“Tie Breaker Resolution”)**

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

**5. BOARD**

**a. Approve 2020 CSBA Delegate Assembly Election of Candidates**

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

## **6. BOARD POLICIES**

### **a. Approve Adoption of New Board Policy 0520 – Intervention for Underperforming Schools – First Reading**

*New Board policy contains material formerly in BP 0460 - Local Control and Accountability Plan regarding interventions to support the continuous improvement of student performance within the priorities identified in the district's LCAP. Paragraph added to reference interventions that will be provided to schools identified by the California Department of Education (CDE) for comprehensive support and improvement (CSI), targeted support and improvement (TSI), and additional targeted support and improvement (ATSI).*

### **b. Approve Amendment to Board Policy and Administrative Regulation 3540 – Transportation – First Reading**

*Board Policy updated to include material formerly in AR regarding the means of transportation, contracts for transportation services, and the option to pay parents/guardians their actual and necessary expenses in transporting the student. Policy also addresses (1) the district's authority to require families to pay a transportation fee, with specified exceptions; (2) the district's authority to transport students without parent/guardian permission when evacuation of students is necessary for their safety; and (3) the installation of a global positioning system on school buses to enhance safety and provide real-time location data. Regulation deleted and key concepts moved to BP.*

### **c. Approve Amendment to Board Policy 5123 – Promotion/Acceleration/Retention – First Reading**

*Board Policy updated to make minor revision reflecting current law pertaining to the requirement to provide remedial instruction to students who are recommended for retention or are identified as being at risk for retention.*

### **d. Approve Amendment to Board Policy and Administrative Regulation 5142 – Safety – Second Reading**

*Board Policy updated to add the district's responsibility to provide for the proper supervision of students during before- and after-school programs, morning drop-off at school, and afternoon pick-up and to provide for appropriate student instruction in emergency procedures. Policy adds section reflecting the requirement to print safety hotline numbers on student identification cards for students in grades 7-12, including the National Suicide Prevention Lifeline and, pursuant to NEW LAW (SB 316), the National Domestic Violence Hotline. Regulation updated to add communication of school rules to students, the responsibility of individuals supervising students to remain alert for unauthorized persons, and the requirement for inspection of new playgrounds by a certified safety inspector. Regulation also updates the list of activities with safety risks in accordance with the legal definition of "hazardous recreational activity" and prohibits any such activity unless it is properly supervised, students wear protective gear as appropriate, and participants have insurance coverage. Section on "Laboratory Safety" expanded to include student instruction in safety procedures, proper handling of hazardous materials and bloodborne pathogens, and accessibility of emergency information and first aid supplies.*

### **e. Approve Amendment to Board Policy and Administrative Regulation 6142.1 – Sexual Health and HIV/AIDS Prevention Instruction – First Reading**

*Board Policy updated to more directly reflect the goals of the California Healthy Youth Act, incorporate the legal requirement for districts whose graduation requirements include completion of a health education course to include instruction on the affirmative consent standard, and reflect NEW LAW (SB 1104, 2018) which requires districts offering grades 6-12 to provide information on human trafficking prevention resources to parents/guardians by January 1, 2020. Policy also adds timeline for notification to parents/guardians that they may request to excuse their child from comprehensive sexual health and HIV prevention education. Regulation updated to reflect NEW LAW (AB 1861, 2018) which requires that comprehensive sexual health education include specified information regarding human trafficking, and NEW LAW (AB 1868,*

2018) which authorizes instruction regarding the potential risks and consequences of electronically sharing suggestive or sexually explicit materials. Section on "Professional Development" updated to reflect a legal requirement to provide periodic staff development regarding sexual abuse and human trafficking.

**f. Approve Amendment to Board Policy 6146.1 High School Graduation Requirements– First Reading**

*Board Policy includes minor revision to clarify that immigrant students enrolled in a newcomer program in grades 11-12 may be eligible for an exemption from locally established graduation requirements, regardless of whether they transferred between schools after the completion of the second year of high school.*

**g. Approve Amendment to Board Policy and Administrative Regulation 7140 Architectural and Engineering Services – First Reading**

*Board Policy updated to clarify the district's responsibility to select a licensed architect and/or structural engineer as required by law when professional design services are used for construction or modernization of school facilities and to address the need to comply with state safety and design standards. Policy adds the general duties of the architect and/or structural engineer and the circumstances under which design specifications must be submitted to CDE and the Division of the State Architect. Regulation updates the components of the selection process to more directly reflect law and adds the district's authority, if negotiations with the most qualified firm are unsuccessful, to negotiate a contract with the second most qualified firm and then the third most qualified firm. Regulation also includes the option to award a contract to a single entity for both the design and construction of a school facility in excess of \$1 million ("design build" contract).*

**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.