

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #990

DATE: April 21, 2020

PLACE: Pursuant to Governor Newsom's Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting. The meeting will be conducted via teleconference/video conference. Members of the public will have the right to observe the meeting using this link: www.opusd.org/BoardMeeting. Members of the public may offer public comment as provided on page 2 of this agenda.

TIME: 5:00 p.m. Closed Session
6:00 p.m. Open Session

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 - <https://www.oakparkusd.org/Page/9952>

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, DOCUMENTATION IN ACCESSIBLE FORMATS, OR ACCOMMODATIONS DUE TO THE ELECTRONIC FORMAT OF THIS MEETING, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 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.

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER, THE COUNTY OF VENTURA HEALTH OFFICER'S DECLARATION OF A LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS, AND PURSUANT TO EXECUTIVE ORDER N-29-20, THE BOARD MEETING ROOM IS CLOSED. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE READ THE FOLLOWING GUIDELINES:

Members of the public will have the right to observe the meeting auditorily using this link: www.opusd.org/BoardMeeting

Public Comments may be submitted via this link <http://www.opusd.org/PublicCommentForm>. If you wish to make a comment regarding a matter on the agenda or within the board's jurisdiction please submit your comment via the form accessed by the above link by 6:00 p.m. on April 21, 2020. Although not required, please submit all of the requested information. In keeping with the reasonable time regulations described below, every effort will be made for your name and comment to be read by the Board President, and your comment will be placed into the item's record at the Board meeting. Comments on a matter related to an item on the Agenda may be submitted prior to the meeting and during the meeting using the above link.

This public comment form will be open to members of the public 30 minutes (at 4:30 pm) prior to the closed session of the public meeting which begins at 5 pm. This form will take the place of the "yellow speaker cards" available at in-person meetings.

The President of the Board will inquire if there is anyone in the audience who desires to address the board with respect to any item appearing on the regular meeting agenda, or on any issue within the jurisdiction of the Governing Board. Individual speakers will 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. Due to the electronic nature of this meeting and to maintain the integrity of providing an opportunity for public comment, every effort will be made to read your comment into the record. In order to ensure that non-English speakers receive the same opportunity to directly address the Board, Google Translate will be used to translate any emails to the Superintendent's Executive Assistant at raggarwal@opusd.org who will receive and submit the public comments in open session.

Your comments are greatly appreciated. However, in regard to comments which are not on the agenda, 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. 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)

NEXT REGULAR MEETING

Tuesday, May 19, 2020

Closed Session at 5:00 p.m. Open Session at 6:00 p.m.

The meeting will be conducted via teleconference/video conference.

AGENDA IS POSTED AT THE – OPUSD WEBSITE: <https://www.oakparkusd.org/Page/9952>

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #990
April 21, 2020**

CALL TO ORDER – Followed by Public Comments/5:00 p.m.

CLOSED SESSION: 5:00 p.m.

OPEN SESSION: 6:00 p.m.

Pursuant to Governor Newsom’s Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting. The Oak Park Unified School District Board of Education will meet in Regular Session via teleconference/video conference. Members of the public will have the right to observe the meeting using this link: www.opusd.org/BoardMeeting. Public Comments may be submitted via this link <http://www.opusd.org/PublicCommentForm>

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)) Employee Appeal, per Administrative Regulation 4030
- B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION :**
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: One case
- C. PUBLIC EMPLOYEE EMPLOYMENT :** Instructional Assistant III Behavior, Instructional Assistant II Special Ed, Student Worker - Technology
- D. PUBLIC EMPLOYEE APPOINTMENT :** Pursuant to Government Code 54957
Title : Director of Student Support and School Safety

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. Remarks from Board Members
2. Remarks from Student Board Member
3. Remarks from Superintendent

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 March 17, 2020](#)

Board Bylaw 9324 requires Board approval of minutes from previous meetings

b. [Public Employee/Employment Changes 01CL24553-01CL24564 & 01CE10135-01CE10189](#)

Board approval required for public employee employment and changes

c. [Approve Purchase Orders – March 1 – March 31, 2020](#)

Board Policy 3300 requires Board approval of Purchase Orders

d. [Approve Quarterly Report on Williams Uniform Complaint – April 2020](#)

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. [Accept 2019-2020 Second Period Attendance Report](#)

Board approval required for Second Period Attendance Report

ACTION

2. BUSINESS SERVICES

a. [Accept 2018-19 Annual Audit Reports for Bond Measures C6, R, and S](#)

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

b. [Authorize Measure S Project 20-10S and Approve Contract of Services, Exterior Repairs to Portables at BES and MCMS](#)

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

c. [Approve a 1-year Renewal Agreement with Christy White Associates for Auditing Services for Fiscal year 2019-2020](#)

Board policy 3312 requires Board approval for contract for services

d. [Authorize Measure S Project 20-11S Restroom Upgrades at Red Oak Elementary School and Ratify Associated Contract](#)

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

3. CURRICULUM AND INSTRUCTION

a. [Approve 2020-2021 School Handbooks/Discipline Plans](#)

Board approval required for changes to school handbook/discipline plan

b. [Approve 2019-20 Oak Park High School Plan for Student Achievement](#)

Education Code 64001 requires Board approval for School Plans for Student Achievement

c. Update on COVID-19, Distance Learning and School Closures

Staff will provide an update on the distance learning happening at all our schools

d. Review of LCAP Survey Data and Goals

Staff will share the results of the LCAP Parents, Student, and Staff surveys and an update on the LCAP Goals

e. Approve Agreement with IMS Technology for a Virtual Graduation Ceremony for Oak Park High School and Oak Park Independent School

Board policy 3312 requires Board approval for contract for services

f. Approve Authorization for Superintendent to Award Service Contract for a Virtual Culmination Ceremony for Medea Creek Middle School

Board policy 3312 requires Board approval for contract for services

4. HUMAN RESOURCES

a. Approve Resolution #2020-09 to Not Reemploy Certificated Employees Due to a Reduction or Elimination of Particular Kinds of Service

Board approval required to reduce or discontinue particular kinds of service in the 2020-2021 school year

b. Approve Resolution #2020-10 - Reducing or Discontinuing Particular Kinds of Service for Classified Employees

Board approval required to reduce or discontinue particular kinds of service in the 2020-2021 school year

5. BOARD POLICIES

a. Approve Amendment to Board Policy 2121– Superintendent’s Contract – First Reading

Board Policy updated to add professional development as an optional component that may be addressed in the superintendent's contract, consistent with CSBA's Superintendent Contract Template. Section on "Termination of Contract" deletes material related to maximum cash settlement requirements for contracts executed prior to January 1, 2016, since state law limits the term of the contract to a maximum of four years.

b. Approve Amendment to Board Policy and Administrative Regulation 3551 –Food Service Operations/Cafeteria Fund– First Reading

Board Policy updated to reflect NEW LAW (SB 265) which provides that students with unpaid meal fees must not be denied a reimbursable meal of their choice, eliminating the possibility that any student is required to receive an alternate meal. Policy also reflects a waiver granted by the U.S. Department of Agriculture extending the three-year Administrative Review cycle to a five-year cycle for school years 2017-18 through 2021-22. Regulation updated to reorganize the section on "Unpaid and Delinquent Meal Charges" to emphasize the prohibition against directing any action toward a student to collect unpaid school meal fees and reflect requirements, as amended by SB 265, to treat students with unpaid meal fees the same as other students.

c. Approve Amendment to Board Policy and Administrative Regulation 4112.2 – Certification – First Reading

Board Policy updated to clarify the hiring hierarchy if the district is unable to hire a person who possesses a clear or preliminary credential, including one who is approved for a limited assignment option. Policy reflects Commission on Teacher Credentialing (CTC) Coded Correspondence stating that, if the district needs to hire a person who has been granted a credential waiver by CTC, that person must qualify for a "variable term waiver." Policy also expands section on "National Board for Professional Teaching Standards Certification" to add examples of incentives that may encourage teacher participation. Regulation updated to (1) add

verification of temporary certificates for employees whose credential applications are being processed by the Commission on Teacher Credentialing; (2) add section reflecting requirements for the Teaching Permit for Statutory Leave, as added by NEW STATE REGULATIONS (Register 2016, No. 34); and (3) add authorization for the holder of the Teaching Permit for Statutory Leave, Provisional Internship Permit, or Short-Term Staff Permit to provide substitute teaching services as specified.

d. Approve Deletion of Administrative Regulation 5118 – Open Enrollment Act Transfers – First Reading

Administrative regulation deleted since CDE no longer identifies low-achieving schools based on the Academic Performance Index for purposes of developing an Open Enrollment List of schools, in which students had the option to transfer to a higher achieving school within or outside the district.

e. Approve Amendment to Board Policy and Administrative Regulation 5121 – Grades/Evaluation of Student Achievement – First Reading

Board Policy updated to allow the Superintendent to alter the grading practices under extraordinary circumstances, such as an emergency or disaster.

f. Approve Amendment to Board Policy and Administrative Regulation 5141.52 – Suicide Prevention – First Reading

Board Policy and regulation updated to reflect NEW LAW (AB 1767) which mandates age-appropriate policy on suicide prevention, intervention, and postvention for students in grades K-6 beginning in the 2020-21 school year. Policy reflects requirements to consult with specified stakeholders on policy development, coordinate with the county mental health plan whenever a referral is made for mental health or related services for a student in grades K-6 who is a Medi-Cal beneficiary, and ensure that employees act within the authorization and scope of their credential or license. Policy also reflects NEW LAW (AB 34) which requires the district, beginning in the 2020-21 school year, to post its suicide prevention policy in a prominent location on its web site. Regulation updated to move material regarding the printing of the national suicide hotline number on student identification cards to a new section. Regulation also adds an optional postvention strategy to identify and monitor students significantly affected by suicide and those at risk of imitative behavior.

g. Approve Adoption of New Board Policy 4113.5/4213.5/4313.5 – Working Remotely – First Reading

New policy addresses issues applicable to employees who work from home or another remote location, whether due to a school closure resulting from a widespread illness, natural disaster, or other emergency condition or upon the request of an individual employee. Policy clarifies that there is no entitlement to work remotely and that employees who are granted the ability to work remotely are subject to the same compensation, benefits, or other terms and conditions of employment appropriate for the position. Policy also addresses work hours, work environment, use of district equipment, reimbursement of expenses, safeguarding of district records, evaluation of job performance, and discontinuance of the remote work arrangement at the district's discretion.

h. Approve Adoption of New Board Policy 6157 Distance Learning – First Reading

New policy addresses the provision of distance learning opportunities to students, whether to all students due to a school closure or to individual students or classes as an alternative instructional method for academic purposes. Policy presents examples of the types of distance learning opportunities that may be offered, based on the California Department of Education's COVID-19 Guidance for K-12 Schools. Policy also addresses teacher training and support, availability to all students, use of district equipment, communications with students and parents/guardians, and grading criteria. Policy includes additional considerations in the event of a school closure, such as prioritization of content as well as maintenance of continuity, routine, and regular connections with students.

VII. INFORMATION ITEMS

1. [Revised Month 7 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.