

OAK PARK UNIFIED SCHOOL DISTRICT
BOARD OF EDUCATION
AGENDA #997

DATE: June 30, 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 special 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/livestream. Members of the public may offer public comment on items on the agenda 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.

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 using this link: www.opusd.org/livestream

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 June 30, 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, August 18, 2020

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

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

**OAK PARK UNIFIED SCHOOL DISTRICT
AGENDA – REGULAR BOARD MEETING #997
June 30, 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 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/livestream. 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. PUBLIC EMPLOYEE EMPLOYMENT :** ESY Instructional Assistants II Special Ed, ESY Instructional Assistants III Behavior, ESY Behavior Specialist, ESY Instructional Asst. III D&HH, ESY Occupational Therapist, Instructional Assistant II or III SUB
- C. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION -** Initiation of litigation pursuant to Government Code 54956.9(d)(4): Potential Case: 1
- D. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2) or (3): one case
- E. CONFERENCE WITH LABOR NEGOTIATORS :** Government Code 54957.6
Agency designated representatives: Adam Rauch and Leslie Heilbron
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. Remarks from Board Members
2. 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 May 19, 2020 and Special Board Meetings held on May 26, 2020, June 2, 2020, June 9, 2020, and June 16, 2020](#)

Board Bylaw 9324 requires Board approval of minutes from previous meetings

b. [Ratify Purchase Orders – May 1 – June 15, 2020](#)

Board Policy 3300 requires Board approval of Purchase Orders

c. [Approve Contract for Non-Public School and Residential Placement and Services for Special Education Student #2-19/20; #3-19/20; #1-20/21](#)

Board Policy 3312 requires Board approval for contracts for services

d. [Approve Designation of the 2020-21 District/School Representative to California Interscholastic Federation Leagues](#)

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

e. [Approve Student Teacher Agreement with Cal Lutheran University, Thousand Oaks](#)

Board policy 4112.21 permits the District to provide future teachers an opportunity to link teaching theory with practice in order to meet state credentialing requirements

f. [Approve Student Teacher Agreement with Azusa Pacific University, Azusa, CA](#)

Board policy 4112.21 permits the District to provide future teachers an opportunity to link teaching theory with practice in order to meet state credentialing requirements

g. [Certify 2019-20 Annual Attendance Report](#)

Board Approval required for Annual Attendance Report

h. [Approve Renewal Agreement with Ventura County Office of Education For 2020-21 Escape Financial and Payroll/Personnel System Services](#)

Board Policy 3312 requires Board approval for contracts for services

i. [Approve Resolution No. 2020-13, Appropriation and Budgeted Transfers Fiscal Year 2020-21](#)

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

j. [Approve Resolution No. 2020-14, Temporary Loans Between District Funds for Fiscal Year 2020-21](#)

Resolution authorizes temporary loans between funds during times when cash flow suffers prior to receipt of tax deposits or State revenue

k. Approve Resolution No. 2020-15, Year End Budget and Interfund Transfers for Fiscal Year 2019-20

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, 2020

l. Approve Resolution No. 2020-16, Authority to Improve Compensation for Certain Categories of Employees After July 1, 2020

Ed Code 45032 requires Board approval of Resolution authorizing compensation for certain categories of employees after July 1, 2020

m. Approve Public Employee/Employment Changes 01CL24606-01CL24628 & 01CE10221-01CE10266

Board approval required for public employee employment and changes

ACTION

2. BUSINESS SERVICES

a. Approve the 2020-21 Oak Park Unified School District Annual Budget

Education Codes 42103 and 42127 require annual approval of school district budget

b. Approve 2020-21 Employee Health Benefit Plans

Board Policy 3312 requires Board approval for contracts for services

c. Ratify Service Contracts for Measure S Project 20-11S Restroom Renovation at Red Oak Elementary School

Board Policy 3312 requires Board approval for contracts for services

d. Authorize Measure S Project 20-15S Innovation Lab at Red Oak Elementary School

Board approval required for projects funded by Measure S Bond fund

e. Authorize Measure S Project 20-16S Innovation Lab at Brookside Elementary School

Board approval required for projects funded by Measure S Bond fund

f. Authorize Measure S Project 20-17S Remove and Replace Foundation on Portables at Brookside Elementary School and Ratify Associated Contracts for Services

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

g. Authorize Measure S Project 20-19S Staff Laptop Refresh and Approve Associated Purchases

Board approval required for projects funded by Measure S Bond fund

h. Authorize Measure S Project 20-20S Chromebook 1:1 Program Continuation and Approve Associated Purchases

Board approval required for projects funded by Measure S Bond fund

i. Authorize Measure S Project 20-21S Outdoor Furniture Purchase Districtwide and Delegate the Award of the Related Purchase Contracts to the Superintendent

Board approval required for projects funded by Measure S Bond fund

3. CURRICULUM AND INSTRUCTION

a. Approve Adoption of COVID-19 Operations Written Report

Executive Order N-56-20 established the requirement that a local educational agency (LEA) adopt a COVID-19 Operations Written Report explaining to its community the changes to program offerings the LEA has made in response to school campus closures

b. Review and Approve Plans for Reopening of School Campuses and Return to Instruction

Board will review the District's plan for reopening of school campuses and the hybrid and virtual learning models being proposed for the 2020-21 school year

- c. **Approve the Career Technical Education Incentive Grant (CTEIG) Memorandum of Understanding between Ventura County Office of Education and Oak Park USD**
Ventura County Office of Education, and the District will work together to meet the deliverables of CDE's Career Technical Education Incentive Grant

4. HUMAN REOURCES

- a. **Approve Memorandum of Understanding with Oak Park Teachers Association for a Hybrid Teaching Model Regarding the Return to Work Following School Campus Closures Related to COVID-19**

Board approval required for Memoranda of Understanding with collective bargaining units

- b. **Establish the 1:1 Computer Program Technology Specialist – Teacher on Special Assignment Position**

Board approval required for establishing a certificated position

- c. **Establish the Position of Counselor on Special Assignment - Safety and Equity Coordinator**

Board approval required for establishing a certificated position

- d. **Approve Memorandum of Understanding (MOU) as an Addendum to the MOU Establishing a Catastrophic Leave Program and Catastrophic Leave Bank for Classified Employees**

Board approval required for Memoranda of Understanding with collective bargaining unit

5. BOARD

- a. **Approve Certification of Signatures for 2020-21 School Year**

Education Code 42632 and 42633 require annual Certification of Signatures

- b. **Approve California School Board Association Membership Dues (\$9,180) and Education Alliance Membership Dues(\$2,295)**

Board approval required for membership dues

6. BOARD POLICIES

- a. **Approve Adoption of New Board Policy 0470 COVID-19 Mitigation Plan – First Reading**

New Board Policy is intended for use during the coronavirus pandemic and supersedes conflicting provisions in other district policies and regulations, thereby eliminating the need to temporarily revise other policies and regulations. When the Governing Board determines, in conjunction with guidance from state and local health officials, that district operations may resume in a manner that makes this policy inapplicable, it should be removed from the district's policy manual.

- b. **Approve Amendment to Board Policy and Administrative Regulation 1312.3 Uniform Complaint Procedures – First Reading**

Board Policy updated to add medical condition as a characteristic that is protected from discrimination, reflect NEW LAW (SB 75, 2019) which extends the use of uniform complaint procedures (UCP) to complaints alleging noncompliance with the physical education instructional minutes requirement for grades 7-12, and add an item indicating the use of the UCP for complaints regarding health and safety in a license-exempt California State Preschool Program (CSPP) consistent with CDE's Federal Program Monitoring Instrument. Regulation updated to reflect NEW LAW (SB 75, 2019) which extends the use of UCP to complaints alleging

noncompliance with the physical education instructional minutes requirement for grades 7-12, and to add a section reflecting requirements for complaints alleging noncompliance with health and safety standards for CSPP programs, formerly in AR 1312.4 - Williams Uniform Complaint Procedures.

c. Approve Amendment to Administrative Regulation 1312.4 Williams Uniform Complaint Procedures – First Reading

Administrative Regulation updated to delete material related to complaints regarding noncompliance with health and safety requirements in a license-exempt CSPP program as such complaints have been moved to BP/AR 1312.3 - Uniform Complaint Procedures, consistent with CDE's Federal Program Monitoring instrument.

d. Approve Amendment to Board Policy and Administrative Regulation 1340 Access to District Records – First Reading

Board Policy updated to reflect NEW LAW (AB 1819, 2019) which allows members of the public to use their own equipment on district premises, free of charge, to photograph, copy, or reproduce a disclosable district record, provided that the equipment does not make physical contact with the record. Regulation updates the list of confidential public records to include the prohibition against releasing an employee's personal email address, upon request from the employee. Regulation also reflects NEW LAW (AB 1819, 2019) which allows members of the public to use their own equipment, free of charge, to photograph, copy, or reproduce a disclosable district record on district premises, provided that the means of copying or reproducing the record does not require the equipment to make physical contact with the record, does not damage the record, and does not result in unauthorized access to the district's computer systems or secured networks.

e. Approve Amendment to Administrative Regulation 4030 Nondiscrimination in Employment – First Reading

Administrative Regulation updated to reflect NEW LAW (SB 778) which delays until January 1, 2021 a requirement for districts with five or more employees to provide at least two hours of sexual harassment training to supervisory employees and at least one hour of sexual harassment training to nonsupervisory employees. Regulation also reflects NEW LAW (AB 9) which allows complaints of employment discrimination to be filed with the Department of Fair Employment and Housing up to three years after the alleged act.

f. Approve Amendment to Board Policy and Administrative Regulation 4218 Dismissal/Suspension/Disciplinary Action– First Reading

New Board Policy contains material formerly in AR pertaining to board actions in disciplinary hearings for classified employees and new material consistent with BP 4118 - Dismissal/Suspension/Disciplinary Action for certificated employees. Policy also reflects NEW LAW (AB 2234, 2018) which requires the board to delegate its authority to an administrative law judge in cases involving allegations of egregious misconduct with a minor. Regulation updated to reflect procedural rights that must be granted to permanent district employees based on the court decision in Skelly v. State Personnel Board, including notification of the materials upon which the proposed action is based and the employee's right to respond to a designated district official ("Skelly officer") who will decide whether the recommended discipline should be imposed.

VII. INFORMATION ITEMS

- 1. Month 10 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 declared adjourned at ____ p.m.