

MINUTES OF REGULAR BOARD MEETING 1-23-19 #970
BOARD OF EDUCATION

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 5:31 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, and Mr. Derek Ross, Member.

BOARD ABSENT

None

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President, Denise Helfstein reported that in Closed Session the Board would be discussing:

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE

B. PUBLIC EMPLOYEE EMPLOYMENT: Instruction Assistant I, Tech Lab Sub, Instructional Assistant II Long Term Sub, Custodian Sub, Instructional Assistant II, Extended Care Program, Instructional Assistant III Behavior, Walk-on-Coaches, Guest Teachers

C. CONFERENCE WITH LABOR NEGOTIATORS: Government Code Section 54957.6
Agency designated representative: Denise Helfstein, Board President
Unrepresented employee: Dr. Anthony Knight, Superintendent

The Board adjourned to Closed Session at 5:32 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 6:01 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

BOARD PRESENT

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, and Mr. Derek Ross, Member.

BOARD ABSENT

Gavin Cornick, Student Board Member

STAFF PRESENT

Dr. Tony Knight, Superintendent, Mr. Martin Klauss, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, and Mrs. Ragini Aggarwal, Executive Assistant.

FLAG SALUTE

Stew McGugan led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Dr. Knight reported that in closed session the Board took no action:

ADOPTION OF AGENDA

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education adopted the agenda as presented except to move item B.3.b. after consent agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

PUBLIC SPEAKERS

Two public speakers requested to address the Board on Agenda Item B.3.b.

VI.A. PRESENTATION

The Board recognized and thanked the local First Responders of Woolsey Fire and Borderline Shooting for their service to the community of Oak Park

ACTION

B2. BUSINESS SERVICES

d. [Approve Resolution #19-01 Pupil Attendance Alternatives AB 99 – District of Choice \(DOC\) Space Availability for 2019-20](#)

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Resolution #19-01 Pupil Attendance Alternatives AB 99 – District of Choice(DOC) Space Availability for 2019-20. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

e. [Approve the Lottery Process for District of Choice Admission into Oak Park Unified for 2019-2020](#)

On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Lottery Process for District of Choice Admission into Oak Park Unified for 2019-2020. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

f. [Conduct District of Choice Lottery](#)

Mr. Stewart McGugan conducted the District of Choice Lottery using the website Random.org.

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen wished everyone a Happy New Year. Allen reported that he attend the Municipal Advisory Council(MAC) Meeting held last night where he was introduced to the two new MAC members, he acknowledged Mr. JL Diaz one of the new MAC member who was present at the Board meeting.

Board Member Drew Hazelton wished everyone a Happy New Year. Drew reported that he attended a play at Brookside Elementary put on by third grade students.

Board Member Derek Ross wished everyone Happy New Year. Derek reported that he attended the Community Engagement Meeting.

Board Member Barbara Laifman reported that there were two Community Engagement meetings and two Environmental Awareness Meetings since that last Board meeting. Barbara also attended the memorial for retired Oak Hills teacher Melinda Deel. Barbara thanked the other Board members and Dr. Knight for their help with the bagel delivery.

Board Member Denise Helfstein reported that she attended the Safe Kids Task Force meeting, the Curriculum Council meeting, the Oak Park Education Foundation(OPEF) meeting and the Environmental Leadership Summit.

Student Board Member Gavin Cornick was unable to attend the meeting but provided this report. *“This week is rally week. We have of course been doing our dress-up days, but we have also been putting on a 3 on 3 basketball tournament in the gym which has been very successful and a great way to raise money that is not food related. The rally is on Friday and will have events including a basketball shoot-off that involves varsity players (a boy and a girl) from each grade along with a teacher for each grade. We are also playing a game that involves everyone who wants to participate, which should be fun and interesting. The Vice dance is on February 22nd and will be jungle themed. Ticket prices are \$15 if you have an ASB card and \$25 if you do not. Tickets will be sold online just like Homecoming was (we found this to be very successful and easier for students to buy tickets). Tickets can also be bought at the student store for students who might not have the resources to buy them online. Lastly, ASB and advanced peer counseling will be helping put on the Thrive event on February 2nd, which we are all excited about.”*

Superintendent Tony Knight thanked the board for providing bagels to the staff at all schools. Dr. Knight recognized Brendan Callahan, Director of Sustainability, Maintenance, and Operations for doing great work with the facilities especially with the extended period of rain after the fire. Dr. Knight also commended Dr. Jay Greenlinger, Director of Curriculum and Instruction for organizing the sustainability summit which was in his opinion great experience and very enriching.

REPORT FROM SCHOOL SITE COUNCILS

The Board received School Site Council reports from Oak Hills Elementary School and Red Oak Elementary School.

REPORT FROM OAK PARK EDUCATION FOUNDATION

OPEF Executive Director, Vicki Raven, reported that the foundation has raised \$209,000 towards their fundraising goal of \$350,000. The Board is working on a big year end push to meet the goal. Vicki plans on meeting with the Parent Teachers Organizations, School Principals to build a relationship and look for speaking. OPEF sponsored Odyssey of the Mind is at 19 teams this year. They are working on finalizing the registration dates for the summer school. OPEF is looking forward to the distinguished donor event on February 2nd and has 50 people attending as of now.

REPORT FROM OAK PARK MUNICIPAL ADVISORY COUNCIL

Jane Nye, the MAC liaison to the Oak Park Unified School District reported that there were two new Board members sworn in JL Diaz and Janice Smets. They held a Board reorganization and Seema Chandra is the new MAC chair and Jane is the Vice Chair. Jane reported that the sheriff's deputy has informed the MAC of increase in vehicular thefts. The green light time at the Deerhill Road crosswalk has been increased and the road has been remarked to improve traffic flow. Jane also reported that the Volunteers in Policing should be approved soon by the County Board and the City Council.

B.1. CONSENT AGENDA

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

- a. [Approve Minutes of Organizational Board Meeting December 11, 2018, and Special Board Meeting January 18, 2019](#)
- b. [Public Employee/Employment Changes 01CL24041-01CL24083 & 01CE09341-01CE09369](#)
- c. [Approve Purchase Orders – December 1 - December 31, 2018](#)

- d. [Approve Quarterly Report on Williams Uniform Complaints – January 2019](#)
- e. [Approve Out of State Travel for Certificated Employees to Attend the Teacher’s College Reading Toolkits Institute at Columbia University, NY – February 18-20, 2019](#)
- f. [Approve Student Teaching Agreement with NYU University, September 13, 201 – June 30, 2019](#)
- g. [Approve Notice of Completion, Project 17-35S, Kitchen Improvements at Medea Creek Middle School](#)
- h. [Accept 2018-2019 First Period Attendance Report](#)
- i. [Approve Overnight Trip for Oak Park High School Thespian Club – February 15-16, 2019 Chapman College , Orange, CA](#)

B3. CURRICULUM AND INSTRUCTION

- b. [Approve Environment Restoration Project at the District Owned Parcel on King James Court in Oak Park Unified School District](#)

Dr. Knight informed the Board and the public that the restoration project concept was to restore the property to a natural state after the fire and provide a living laboratory that OPUSD students could observe and study. The goal of the project was to be a benefit to the area and not in any way deteriorate things or make it difficult for homeowners. OPUSD has reached out to the Morrison Sutton HOA for further discussion and input.

The Board held a discussion on the proposed environment restoration project. Public Speakers Ernie Schroer and Jon Abelson addressed the Board regarding concerns related to the project. On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education tabled Environment Restoration Project at the District Owned Parcel on King James Court in Oak Park Unified School District. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

B2. BUSINESS SERVICES

- d. [Ratify Award of Measure S Purchase Contract, Project 18-42S, Computers-On-Wheels for Art Classes at Medea Creek Middle School](#)

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education ratified Award of Measure S Purchase Contract, Project 18-42S, Computers-On-Wheels for Art Classes at Medea Creek Middle School. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

The project was approved in the amount of \$39,232.89 and will be jointly funded from the Measure S bond fund (75%) and from the Ventura County Innovates Career and Technology Education grant (25%).

- e. [Authorize Project 18-49F, iMacs for Tech Lab at Medea Creek Middle School, and Ratify Related Equipment Purchase Contract](#)

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education authorized Project 18-49F, iMacs for Tech Lab at Medea Creek Middle School, and ratified Related Equipment Purchase Contract. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

The tech lab at MCMS currently has 28 desktops. The classes currently have anywhere from 32-35 students in them. In order to provide 1-1 instruction in these classes, including Computer Programming with Scratch, Computer Applications and Tech Investigations, budget for 7 more iMacs was approved at \$20,000, and the related equipment purchase contract with Apple Inc., in the amount of \$17,459.07, which will be jointly funded from the

Measure S bond fund and from the Ventura County Innovates Career and Technology Education grant.

f. Ratify Measure R Construction Contract, Project 17-03R – Art Court Facility Improvements at Oak Park High School

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education ratified Measure R Construction Contract, Project 17-03R – Art Court Facility Improvements at Oak Park High School. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0. The construction contract with Hughes General Engineering, Inc., in the amount of \$16,170, was approved to be funded from the Measure R bond fund.

g. Measure S Bond Facility Projects - Discussion of Campus Fencing and Security Considerations

The Board of Education held a discussion on Measure S Bond Facility Projects – Campus Fencing and Security Considerations. The current proposals for additional fencing are at Oak Hills Elementary School between the park and the school, at Red Oak Elementary School along the top of the property, and at Brookside Elementary School between the Administration Building and the MPR Building. There was also a discussion about replacing the 4-foot chain link fence around the school with a more attractive 6-foot wire fence.

h. Approve Submittal of California Department of Education Form J13A, Request for Allowance of Attendance Due to Emergency Conditions

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education Approve Submittal of California Department of Education Form J13A, Request for Allowance of Attendance Due to Emergency Conditions. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

Form J13A to CDE is required to obtain an allowance for average daily attendance (ADA) and instructional time credit due to emergency conditions caused by the Woolsey Fire.

i. Accept Annual Audit Reports for Fiscal Year 2017-18, Including Bond Measures C6, R, and S

On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education accepted the Annual Financial Audit Reports for Fiscal Year 2017-18. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

The District Financial Audit provided by the accounting firm of Christy White Accountancy Corp was accepted and no findings were reported. The Bond Audits for Measure C6, R, and S will be provided to the Board in February along with the audits of two auxiliary organizations ROES PFA and OPIMA.

j. Approve SB 1029 Bond Debt Transparency Report

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved SB 1029 Bond Debt Transparency Report. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

A report must be filed with the California Debt and Investment Advisory Commission (“CDIAC”) no later than January 31 for each bond or note issuance sold in the preceding fiscal year.

k. Approve Acceptance of Donations

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved Acceptance of Donations. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

The Wells family donated \$500 to the Oak Park High School Rocket Team. The Oak Park High School Robotics Team received a \$3,000 grant from the College of the Canyons. The Board accepted the donations with much gratitude.

l. Approve Additional 2018-19 Stipends for Oak Park High School Winter Athletics Program

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Additional 2018-19 Stipends for Oak Park High School Winter Athletics Program. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

Additional stipends for OPHS Athletic program totaling \$12,910 were approved.

m. Approve Resolution #19-02 Implementing Prequalification of Modular Classroom Manufacturers under Assembly Bill 1565 and Public Contract Code 20111.6

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved Resolution #19-02 Implementing Prequalification of Modular Classroom Manufacturers under Assembly Bill 1565 and Public Contract Code 20111.6. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

Assembly Bill 1565 is a law that went into effect January 1, 2014. It requires school districts with over 2,500 students to prequalify bidders for public works projects if the total project value is \$1,000,000 or more and if the project is funded, in whole or in part, with State bond funds. AB 1565, in part, added Section 20111.6 to the Public Contract Code.

B3. CURRICULUM

a. Approve Gender Diversity Training for all Staff at OPUSD Schools

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the Gender Diversity Training for all Staff at OPUSD Schools. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

Mr. McGugan presented the Gender Diversity training that will be offered to staff in an effort to further the District's work to help ensure that our schools provide a supportive, inclusive and non-discriminatory learning environment for all students, including gender non-conforming and transgender students.

c. Approve Oak Park High School Mid-Cycle WASC Progress Report

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved Oak Park High School Mid-Cycle WASC Progress Report. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

In April 2016, Oak Park High School received a six-year accreditation requiring a 3-year Progress Report and a one day visit by the WASC Visiting Committee. The Mid-cycle Progress Report was presented to the Board after it was developed with input from the OPHS staff and review by OPHS Site Council. The school will host the 3-member visiting committee who will meet with staff and stakeholders to validate the schools progress toward goals and review the revised action plan.

B4. HUMAN RESOURCES

a. Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Teachers Association

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the Collective Bargaining Agreement Between the District and Oak Park Teachers Association. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.

The approved agreement includes a 3% increase to the salary schedules for all certificated bargaining unit members, retroactive to July 1, 2018. In June 2018 the Board had approved a \$1,000 increase to the health benefits cap provided by the District for eligible certificated bargaining unit members, retroactive to July 1, 2017.

b. Public Disclosure and Approval of Collective Bargaining Agreement Between the District and Oak Park Classified Association

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved

the Collective Bargaining Agreement Between the District and Oak Park Classified Association. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0. The approved agreement includes a 2.5% increase to the salary schedules for all classified bargaining unit members and a \$1,000 increase to the health benefits cap provided by the District for eligible bargaining unit members, both retroactive to July 1, 2018. In June 2018 the Board had approved a 0.5% increase to the salary schedules for all classified bargaining unit members (exclusive of campus supervisors), retroactive to July 1, 2017.

c. Public Disclosure and Approval of Compensation Adjustment for Administrative, Confidential, and Specified Unrepresented Employees

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the Compensation Adjustment for Administrative, Confidential, and Specified Unrepresented Employees. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.

The Board approved a 3% increase to the salary schedules for eligible confidential and administrative employees, retroactive to July 1, 2018. These specified unrepresented employees include the staff of the Oak Park Neighborhood School. In June 2018 the board approved a \$1,000 increase to the health benefits cap provided by the District for eligible confidential and administrative employees and specified unrepresented employees retroactive to July 1, 2017.

d. Approve the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Teachers Association

Board President, Denise Helfstein opened the Public Hearing at 8:13 pm. No comments, Public hearing was closed 8:14 pm. On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Teachers Association. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.

Approved the Proposal for Articles 9,10, 11, 12, 14, 21, and 28 to be Sunshined and added to Collective Bargaining Negotiations with the District.

e. Approve the District's Initial Proposal for Collective Bargaining Negotiations with Oak Park Classified Association

Board President, Denise Helfstein opened the Public Hearing at 8:14 pm. No comments, Public hearing was closed 8:14 pm. On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the District's Initial Proposal for Collective Bargaining Negotiations with the Oak Park Classified Association. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.

Approved the Proposal for Articles 11,12 and 13 to be Sunshined and added to Collective Bargaining Negotiations with the District.

B5. BOARD

c. Approve Amendment to Employment Contract with Superintendent

On motion of Drew Hazelton, seconded by Derek Ross, the Board approved an addendum to the employment contract for Superintendent, Dr. Tony Knight, that established his salary, effective July 1, 2018, as \$228,493.86 which represents a 3% increase in his salary which is the same increase as all other certificated employees in the District received.

B6. BOARD POLICIES

a. Approve Amendment to Board Policy and Administrative Regulation 0450 – Comprehensive Safety Plan – First Reading

On motion of Drew Hazelton, seconded by Derek Ross, the Board of Education approved the Amendment to Board Policy and Administrative Regulation 0450 – Comprehensive Safety

Plan as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

b. Approve Amendment to Board Policy and Administrative Regulation 1330 – Use of School Facilities - First Reading

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved Amendment to Board Policy and Administrative Regulation 1330 – Use of School Facilities as First Reading to bring the policy back for a second reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

c. Approve Amendment to Board Policy and Administrative Regulation 3514 – Environmental Safety – First Reading

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved Amendment to Board Policy and Administrative Regulation 3514 – Environmental Safety as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

d. Approve Amendment to Administrative Regulation 3514.2 – Integrated Pest Management – First Reading

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Amendment to Administrative Regulation 3514.2 – Integrated Pest Management as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

e. Approve Amendment to Board Bylaw 9322 - Agenda/Meeting Material - First Reading

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Amendment to Board Bylaw 9322 – Agenda/Meeting Material as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

f. Approve Amendment to Board Bylaw 9324 – Minutes and Recordings - First Reading

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved Amendment to Board Bylaw 9324 – Minutes and Recordings as First and Final Reading. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

On motion of Derek Ross, seconded by Barbara Laifman, there being no further business before this Board, the Regular meeting is declared adjourned at 8:29 p.m.

Date

President of the Board

Date

Clerk or Secretary of the Board