

**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Superintendent, Dr. Knight presided over the Organizational meeting until the new Board President was elected.

Superintendent, Dr. Tony Knight, called the regular meeting to order at 6:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

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

**BOARD ABSENT**

None

**STAFF PRESENT**

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

**FLAG SALUTE**

Russ Peters led the Pledge of Allegiance to the Flag.

**ADOPTION OF AGENDA**

Student Board Member, Gavin Cornick cast a preferential vote to approve the adoption of the Agenda. On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

**PUBLIC SPEAKERS**

None

**ADMINISTRATION OF OATH OF OFFICE TO DREW HAZELTON, ALLEN ROSEN, AND DEREK ROSS**

Dr. Knight administered the Oath of Office to newly elected Board Members Drew Hazelton, Allen Rosen, and Derek Ross.

**III. BOARD REORGANIZATION**

**a. Election of Officers of the Board of Education**

On nomination of Derek Ross, seconded by Drew Hazelton, the Board of Education appointed Denise Helfstein, President of the Board for 2019. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

On nomination of Denise Helfstein, seconded by Derek Ross, the Board of Education appointed Barbara Laifman, Vice President of the Board for 2019. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

On nomination of Drew Hazelton seconded by Barbara Laifman, the Board of Education appointed Allen Rosen, Clerk of the Board for 2019. Motion carried Aye – Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

Ms. Denise Helfstein, newly elected Board President for 2019, assumed leadership of the meeting.

On Motion of Derek Ross, seconded by Barbara Laifman, the Board of Education moved Item IV Open Communications/Presentation before Item III.b. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

## **PRESENTATIONS**

The Board recognized OPUSD Parents, Staff, and Community Members who were involved in relief and recovery efforts for the Woolsey fire:

### **REPORT FROM BOARD MEMBERS**

Board Member Allen Rosen reported that he attended the MAC meeting. Allen thanked everyone involved with the recovery efforts for the Woolsey fire.

Board Member Drew Hazelton thanked Derek Ross on his term as the Board president, he attended the Measure S Meeting and the Safety and security task force meeting.

Board Member Barbara Laifman congratulated Allen, Derek, and Drew on being elected for a new four year term. Barbara attended the annual CSBA education conference and also presented on policies at the ELSC meeting along with Tony.

Board Member Derek Ross, expressed the pleasure and honor of serving as the Board President this past year.

Board Member Denise Helfstein expressed how fortunate she was to be a part of the wonderful team. Denise reported that she attended community information events in Thousand Oaks and OPHS regarding victim assistance and clean-up efforts post Woolsey fire, she attended Oak Park and Recreation Planning Committee Special Meeting, the Curriculum Council meeting, Measure S sub-committee meeting, OPHS PFA meeting, OPEF meeting, Wellness Council meeting, and the Red Oak Holiday Boutique.

Student Board Member Gavin Cornick reported that the High school Rally week was postponed due to the fires which will now take place on January 25th, and that the Chipotle fundraiser and Casa canned food drive recently held at the school were very successful"?

Superintendent Tony Knight reported that he attended the Jazz band concert at the high school, and that Barbara and he attended the annual CSBA education conference. They were on a panel of presenters about Environmental Literacy. This presentation was put together by the ELSC that Dr. Knight serves on. Dr. Knight thanked Derek Ross for being a great school board president.

### **REPORT FROM OAK PARK EDUCATION FOUNDATION**

Brandon McFadden, chairperson of the Oak Park Education Foundation(OPEF) provided an update and introduced their new Executive Director Ms. Vicki Raven.

### **REPORT FROM OAK PARK MUNICIPAL ADVISORY COUNCIL**

Jane Nye, Oak Park Municipal Advisory Council, representative, reported that at the last MAC meeting the

Board approved the funding of an additional crossing guard. She also gave an update on issues the MAC is considering in the future.

### **PRESENTATION ON CLUB OAK PARK**

Sara Ahl, Director of Extended Care Program, shared the program and budget details of Club Oak Park and the planning process for the program which started in August, 2018 at all three of our Elementary Schools and Medea Creek Middle School. The program has 711 students enrolled currently.

Student Board Member Gavin Cornick left the meeting at 7:09 pm

### **UPDATE ON CALIFORNIA SCHOOL DASHBOARD AND LOCAL INDICATOR**

Dr. Jay Greenlinger, Director of Curriculum and Instruction provided an update on the California School Dashboard and Local Indicators for the Oak Park Unified School District. Local Indicators are based on information that local educational agencies collect locally and the result must be reported at a regularly scheduled public meeting of the local governing board.

### **III. BOARD REORGANIZATION**

**b. [Confirmation and Designation of Board Representatives to District Committees](#)**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved names of Board members to serve on District Committees during 2019. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

**c. [Approve Proposed Board Meeting Schedule for Calendar Year 2019](#)**

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the Board Meeting Schedule for Calendar Year 2019. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

**d. [Approve Certification of Signatures](#)**

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

**e. [Select and Approve School Board Representative to the County Committee on School District Organization](#)**

On nomination of Derek Ross, seconded by Barbara Laifman, the Board of Education appointed Denise Helfstein, School Board Representative to the County Committee on School District Organization. Motion carried Aye –Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

**f. [Approve Designation of Secretary/Authorized Agent of the Board of Education](#)**

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the appointment of Dr. Anthony W. Knight as the Secretary/Authorized Agent of the Board of Education. Motion carried Aye –Hazelton, Helfstein, Laifman, Rosen, Ross, No – 0.

### **B.1. CONSENT AGENDA**

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

**a. [Approve Minutes of Regular Board Meeting November 13, 2018](#)**

**b. [Public Employee/Employment Changes 01CL24032-01CL24040 & 01CE09302-01C09340](#)**

**c. [Approve Purchase Orders – November 1 - November 30, 2018](#)**

**d. [Approve Overnight Trip for Oak Park High School Winter Sports Teams to CIF Playoffs](#)**

**e. [Approve Re-designation of Project Number: Project 18-48S, EV Charging Station at Medea Creek Middle School](#)**

- f. [Approve Notice of Completion, Access Road Improvements in Connection with Project 18-21S, Classroom Replacement at Medea Creek Middle School](#)

## B.2. BUSINESS SERVICES

- a. [Discuss and Approve District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2019-2020](#)

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2019-2020. The Board set the total District Capacity as 4739 for 2019-2020. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- b. [Approve Fiscal Year 2018-19 First Interim Financial Report, Certification and Budget Revisions](#)

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved the Fiscal Year 2018-19 First Interim Financial Report, Certification and Budget Revisions. The report submitted to the board shows that the District budget is on target and that all assumptions and expectations in the adopted budget are on target. The projected reserve is above 3% as required under state law. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- c. [Accept Report of Final Bond Sale – Measure S General Obligation Bonds, Series 2016B](#)

The Board of Education received information from staff Report of Final Bond Sale – Measure S General Obligation Bonds, Series 2016B. No Board action needed as this item was for information only

- d. [Approve Amendment for Program/Construction Management Services](#)

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved the Amendment for Program/Construction Management Services. The Board approved the Amendment with Balfour Beatty Construction Inc. with a revised fee structure and extended their contract for one year to December 31, 2019 to continue to provide these services. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- e. [Approve Change Order 1, Project #17-35S Kitchen Improvements at Medea Creek Middle School](#)

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved Change Order 1, Project #17-35S Kitchen Improvements at Medea Creek Middle School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- f. [Authorize Project #17-47S, Building Improvements for DSA Certification of Administration Building at Brookside Elementary School](#)

On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education authorized Project #17-47S, Building Improvements for DSA Certification of Administration Building at Brookside Elementary School. The project plans submitted to DSA for approval came back with the requirement for significant structural upgrades. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- g. [Approve Change Order 1, Measure S Project 18-46S, Upgrade and Addition of Stairs and Sidewalk to Improve Safety for Athletic Facilities at Oak Park High School](#)

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved Change Order 1, Measure S Project 18-46S, Upgrade and Addition of Stairs and Sidewalk to Improve Safety for Athletic Facilities at Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

- h. [Approve Notice of Completion, Measure S Project 18-46S, Upgrade and Addition of Stairs and Sidewalk to Improve Safety for Athletic Facilities at Oak Park High School](#)

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved Notice of Completion, Measure S Project 18-46S, Upgrade and Addition of Stairs and Sidewalk

to Improve Safety for Athletic Facilities at Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**i. [Approve Civil Engineering Services Agreement for Topographical Survey and Storm Water Pollution Prevention Plan for King James Court Property](#)**

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved Civil Engineering Services Agreement for Topographical Survey and Storm Water Pollution Prevention Plan for King James Court Property. Board approved the development of long-term solutions to mitigate the post-fire potential flow of water and debris from the site, as well as rehabilitation of site vegetation that might be more resistant to wildfires in the future at the District owned unimproved 6.39-acre parcel located at the north end of King James Court, in Oak Park which was completely burned in the recent fires. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**j. [Approve Acceptance of Donation](#)**

On motion of Barbara Laifman seconded by Allen Rosen, the Board of Education approved Acceptance of Donation. The Hoehn Family Charitable Trust generously donated \$5000 to OPUSD to help with fire relief and recovery. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**k. [Approve Resolution #18-25, Authorizing Emergency Contracts for Labor and Services for Clean-up and Testing Arising from Conditions Caused by Wildfires](#)**

On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved Resolution #18-25, Authorizing Emergency Contracts for Labor and Services for Clean-up and Testing Arising from Conditions Caused by Wildfires. The Board authorized the Superintendent to contract with vendors so that repairs, cleaning, testing, and related work can be carried out immediately to fully restore schools and offices back to safe operations.

Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

**l. [Approve Resolution #18-26 to Designate an Applicant's Agent for Non-State Agencies \(Cal OES 130\)](#)**

On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Resolution #18-26 to Designate an Applicant's Agent for Non-State Agencies (Cal OES 130). Assistant Superintendent of Business and Administrative Services was designated by the Board as the District's agent to interact with OES and FEMA. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

### **B3. CURRICULUM**

**a. [Approve District Instructional Calendar for 2020-2021](#)**

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education tabled the District Instruction Calendar with the recommendation to reconvene the Calendar committee and develop at least one more alternate calendar with the intent to look at a potential start date of August 10 or 11. The recommendation of the Board is that the committee sends more than one calendar for review and approval to employees for an advisory vote. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

### **B4. HUMAN RESOURCES**

**a. [Approve 2020-2021 Classified Employees Holiday Calendar](#)**

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education tabled the Classified Holiday Calendar as this Calendar is based on the Instructional Calendar which was tabled by the board in the previous item. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0

### **B.5. BOARD POLICIES**

- a. [Approve Amendment to Administrative Regulation 5141.32 – Health Screening for School Entry - First Reading](#)  
On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Bylaw 9110 – Terms of Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.
- b. [Approve Amendment to Board Policy 5141.6 – School Health Services - First Reading](#)  
On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Bylaw 9110 – Terms of Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.
- c. [Approve Amendment to Board Policy 6142.3 - Civic Education - First Reading](#)  
On motion of Barbara Laifman, seconded by Derek Ross, the Board of Education approved the amendment to Board Bylaw 9110 – Terms of Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.
- d. [Approve Amendment to Board Policy 6170.1 - Transitional Kindergarten - First Reading](#)  
On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved the amendment to Board Bylaw 9110 – Terms of Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.
- e. [Approve Amendment to Board Policy and Administrative Regulation 6174 –Education for English Learners - First Reading](#)  
On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Bylaw 9110 – Terms of Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.
- f. [Approve Amendment to Board Policy 6190 – Evaluation of the Instructional Program - First Reading](#)  
On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved the amendment to Board Bylaw 9110 – Terms of Office. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No – 0.

**OPEN COMMUNICATIONS**

On motion of Allen Rosen, seconded by Derek Ross, there being no further business before this Board, the Regular meeting is declared adjourned at 10:15 p.m.

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Date President of the Board

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Date Clerk or Secretary of the Board