

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #1031

**DATE:** April 20, 2021

**PLACE:** **Oak Park High School Presentation Room – G9**  
899 N. Kanan Road, Oak Park, CA 91377

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, with Board and some staff members attending in person. **Board Meeting room will be closed to the public.** Members of the public will have the right to observe the meeting using this link: [www.opusd.org/livestream](http://www.opusd.org/livestream). Public Comments may be submitted prior to the meeting on items on the agenda and within the subject matter jurisdiction of the board at [www.opusd.org/PublicComments](http://www.opusd.org/PublicComments) before 6:00 pm. During the meetings Public comments may be submitted on matters related to an agenda item via email. Further details on how to submit public comments are provided on Page 2&3 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**

**Allen Rosen, President**  
**Drew Hazelton, Vice President**  
**Derek Ross, Clerk**  
**Denise Helfstein, Member**  
**Tina Wang, Member**  
**Charlotte Robertson, Student Board Member**



*Educating Compassionate and Creative Global Citizens*

**ADMINISTRATION**

**Dr. Anthony W. Knight, Superintendent**  
**Ragini Aggarwal, Executive Assistant and Communications Coordinator**  
**Adam Rauch, Assistant Superintendent, Business & Administrative Services**  
**Stewart McGugan, Assistant Superintendent, Human Resources**  
**Dr. Jay Greenlinger, Director Curriculum and Instruction**  
**Enoch Kwok, Director, Educational Technology & Information Systems**  
**Susan Roberts, Director, Pupil Services**  
**Brendan Callahan, Director Bond Program, Sustainability, Maintenance and Operations**  
**Sara Ahl, Director Extended Care Programs**

4/16/21

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](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.

PURSUANT TO EXECUTIVE ORDER N-29-20, **THE BOARD MEETING ROOM IS CLOSED TO THE PUBLIC.** TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE READ THE FOLLOWING GUIDELINES:

The following information is provided to help with understanding on how to follow and participate in the Board meeting electronically.

Board Meeting Room is closed to the Public at this time. Members of the Public can observe the Board of Education meetings streaming live at: [www.opusd.org/livestream](http://www.opusd.org/livestream)

**Public Comments – Public comment is the opportunity for members of the public to participate in meetings by addressing the Board of Education in connection with one or more agenda or non-agenda items.**

**Public comments may be provided using one of the following options:**

**SUBMIT PUBLIC COMMENTS IN ADVANCE OF THE MEETING VIA THE ONLINE COMMENT FORM**

Public Comments may be submitted via this link [www.opusd.org/PublicComments](http://www.opusd.org/PublicComments). 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 before 6:00 p.m. on April 20, 2021. 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. If your comment is on a non-agenda item but within the subject matter jurisdiction of the Board the comment will be read aloud at the beginning of the meeting. If the comment is on a specific Agenda Item, the comment will be read at the time the item is called.

**This public comment form will be open to members of the public 2 hours (at 3:00 pm) prior to the closed session of the public meeting which begins at 5:00 pm and will close at 6:00 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 are any public comments 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 or 250 words 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 and Communications Coordinator at [raggarwal@opusd.org](mailto:raggarwal@opusd.org) who will receive and submit the public comments in open session.

**COPY OF ENTIRE AGENDA ON WEB SITE - <https://www.oakparkusd.org/Page/9952>**

4/16/21

**E-MAIL PUBLIC COMMENTS DURING THE MEETING TO BE READ ALOUD**

After the form has closed and the meeting has started members of the public have the opportunity to submit a comment on a specific item on the agenda before it is heard or as it is being heard. Please submit your comment, limited to 250 words or less, to Ragini Aggarwal, Executive Assistant to the Superintendent and Communications Coordinator at [raggarwal@opusd.org](mailto:raggarwal@opusd.org). Please include in the Subject Line of your e-mail both the Agenda item number (e.g., Item No. C.2.a) and if you would like your name to be read aloud. An email confirmation will be sent to you asking if you wish the comment to be "Read at the Meeting". **Once you confirm via return email the comment will be shared with the Board at the discretion of the Board President, if time allows, your comment may be read aloud as long as the item is still under discussion.**

All comments received before and during the meeting will be shared with the board and become part of the record of public comments for that meeting and will be posted along with the Agenda on our website after the meeting.

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 may 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)

*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 MEETING-Regular Meeting**

**Tuesday, May 18, 2021**

**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.

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

Board Meeting Room is closed to the Public at this time. Members of the Public can observe the Board of Education meetings streaming live at: [www.opusd.org/livestream](http://www.opusd.org/livestream)

**OAK PARK UNIFIED SCHOOL DISTRICT  
AGENDA – REGULAR BOARD MEETING #1031  
April 20, 2021**

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

**CLOSED SESSION: 5:00 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. Pursuant to Executive Order N-29-20 in regard to the COVID-19 Pandemic, special procedures will be followed for this board meeting and the conference room will be closed for members of the public. The meeting will be conducted via teleconference/video conference with, with some Board and staff members attending in person. **Board Meeting room will be closed to the public.** Members of the public will have the right to observe the meeting at [www.opusd.org/livestream](http://www.opusd.org/livestream). For Public comments please follow the procedures provided on pages 2&3 of this agenda.

**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:** Campus Supervisors, Custodian Part-time temp, Instructional Assistant I - PE, Instructional Assistants I – Grade Level Temp, Clerical Sub, Technology Assistants Part Time, Maintenance Engineer, Walk-on-Coaches, Guest teacher, Mandarin Teacher, Biology Teacher, Interim Principal – Oak Park High School
- C. CONFERENCE WITH LEGAL COUNSEL— PENDING LITIGATION:**  
Government Code Section 54956(a) & (d)(i)
- D. CONFERENCE WITH LABOR NEGOTIATOR –** Government Code 54957.6  
Agency designated representative: Dr. Anthony Knight, Superintendent  
Unrepresented employees: Assistant Superintendents
- E. PUBLIC EMPLOYEE APPOINTMENT:** Government Code Section 54957  
Title: Superintendent

**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. BUSINESS SESSION:

#### 1. BOARD

##### a. Approve Employment Contract with Superintendent

*Board Policy 2121 requires Board approval in open session an employment agreement with the Superintendent*

### B. BOARD REPORTS/DISCUSSION/COMMUNICATIONS

1. Presentation of Recognition to Oak Park High School Thespian Society
2. Presentation of Recognition to Oak Park High School Arts Students
3. Remarks from Board Members
4. Report from Student Board Member
5. Remarks from Superintendent
6. Report from Oak Park Education Foundation
7. Update on COVID-19 Impact on Oak Park USD Schools
8. Update on the 2021-2022 LCAP Timeline and Development Process

### C. 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 16, 2021 and Special Closed Session Meetings held on March 17, 28, 29, and 31, 2021 and Special Meetings held on April 2, and 12, 2021

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

##### b. Approve Public Employee/Employment Changes 01CL24954-01CL24990 & 01CE10727-01CE10760

*Pursuant to Board Policies 4112 and 4212 Board approval is required for public employee employment and changes*

##### c. Ratify Purchase Orders - March 1 – March 31, 2021

*Board Policy 3300 requires Board approval of Purchase Orders*

##### d. Approve Quarterly Report on Williams Uniform Complaint – April 2021

*Administrative Regulation 1312.4 and 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. Approve 2021-2022 Agreement for Legal Services with Fagen Friedman & Fulfrost

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

## ACTION

### 2. BUSINESS SERVICES

##### a. Review and Approve Land Acknowledgement Statement

*A land acknowledgement statement formally recognizes and pays respect to the indigenous people who once lived where Oak Park Unified District campuses are located today*

##### b. Accept 2019-20 Annual Audit Reports for Bond Measures C6, R, and S and Auxiliary Organizations

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

**c. Approve Change Order #1 Measure S Project 21-01S, Field Turf Replacement and Field Upgrades at Oak Park High School, with Hellas Construction Inc.**

*Per Cal. Pub. Cont. Code §20118.4, Board approval required for change orders*

**d. Ratify Contracts for Measure S Project 21-03S Core Network Switch Replacement and Basic Maintenance**

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

**e. Adopt Resolution #2021-06, Participation in CSBA California School Cash Reserve Program**

*Government Code Section 53853(b) and Board Policy BP 3470 authorizes Districts to issue Tax and Revenue Anticipation Notes (TRANS) on its own behalf pursuant to the Board adoption of the TRAN resolution*

**f. Approve Acceptance of Donations**

*Board Policy 3290 requires Board approval for donations to the District*

**3. HUMAN RESOURCES**

**a. Approve Resolution #2021-07 to Not Reemploy Certificated Employees Due to a Reduction or Elimination of Particular Kinds of Services**

*Board Policy 4117.3 requires Board approval to give final notices prior to May 15 in order to reduce or discontinue particular kinds of service in the 2021-22 school year*

**4. BOARD POLICIES**

**a. Approve Amendment to Board Policy and Administrative Regulation 1312.3 Uniform Complaint Procedures**

*Board Policy updated to reflect the relationship between the state uniform complaint procedures (UCP) and NEW FEDERAL REGULATIONS (85 Fed. Reg. 30026) regarding Title IX complaints of sexual harassment. Policy also reflects NEW STATE REGULATIONS (Register 2020, No. 21) which limit the applicability of the UCP for complaints regarding special education and child nutrition programs. The list of programs subject to the UCP revised and reorganized to more directly reflect CDE's 2020-21 Federal Program Monitoring (FPM) instrument. Regulation updated to provide optional language stating that the compliance officer for purposes of the UCP will be the same person designated to serve as the Title IX Coordinator for addressing complaints of sexual harassment. Section on "Notifications" reflects CDE's 2020-21 FPM instrument which requires additional content for the annual notification to students, parents/guardians, employees, and others. Regulation also updated to reflect NEW STATE REGULATIONS (Register 2020, No. 21).*

**b. Approve Amendment to Board Policy and Administrative Regulation 4119.25/4219.25/4319.25 Political Activities of Employees**

*Board Policy updated to recognize the importance of employee political activity, voting, and civic engagement, and reflect Pickering v. Board of Education Township High School District regarding the prohibition against dismissing or demoting an employee due to engagement in constitutionally protected political activity. Regulation updated to reflect law which makes it a misdemeanor to use any reproduction of the district's seal in any campaign literature or mass mailing with the intent to deceive voters, the prohibition against posting or distributing political campaign materials in classrooms or through distance learning platforms, and the court's decision in San Leandro Teachers Association v. Governing Board of San Leandro Unified School District regarding the district's ability to refuse to permit the use of school mailboxes for union communications involving candidate endorsements. Regulation also updated to delete material regarding employee organization communications which do not constitute political activity, now addressed in 4140/4240/4340 - Bargaining Units, and to delete material regarding employee activities during a concerted action or work stoppage.*



**c. Approve Amendment to Board Policy and Administrative Regulation 5113.2 Work Permits**

*Board Policy and Regulation updated to reflect NEW LAW (AB 908, 2020) which prohibits consideration of grades, grade point average, or school attendance in the event of an extended campus closure due to a natural disaster, pandemic, or other emergency. Regulation also updated to clarify that (1) students who have graduated early from high school or have received a certificate of proficiency need a "certificate of age" rather than a work permit to be employed; (2) a work permit is not required for students who are serving with written parent/guardian permission as unpaid trainees, volunteers, or in an in-school placement, nor for students who are employed in agricultural, horticultural, viticultural, or domestic labor during non-school hours when the work is performed for or under the control of the parent/guardian; (3) a student applying for a full-time work permit needs to appear in person with the student's parent/guardian except during an extended school closure; (4) a work permit shall not be denied based on a student's grades, grade point average, or school attendance when a student will be participating in a government- administered employment and training program that will occur during a school vacation or recess; (5) work permits are required to be issued on forms provided by or authorized by CDE; and (6) impairment of a student's health can be the basis for revocation of a work permit.*

**d. Approve Amendment to Board Policy and Administrative Regulation 6115 Ceremonies and Observances**

*Board Policy updated to add the board's authority to designate any day as a holiday, in addition to those holidays designated by law, and to revise the date upon which schools close in observance of any holiday except Veterans Day. Policy also adds optional language stating that the board may adopt a resolution to authorize the display of symbolic flags or banners in support of specific awareness days or months. Regulation updated to reflect state law requiring schools to be closed on any day designated as a holiday by the President, Governor, or district board or negotiated with employee organizations. School closure on Cesar Chavez Day and Native American Day deleted from the body of the regulation since school closure on these holidays only applies to districts that have agreed to do so in a memorandum of understanding with employee bargaining units. Section on "Commemorative Exercises" expands Note to include additional days of significance on which schools are encouraged, but not required, to conduct commemorative exercises.*

**e. Approve Amendment to Board Policy 6170.1 Transitional Kindergarten**

*Board Policy updated to clarify that it is only districts with an extended day kindergarten program that are authorized to maintain transitional kindergarten (TK) and kindergarten programs for different lengths of time either at the same or different school sites and reflect NEW LAW (SB 98, 2020) which extends, until August 1, 2021, the requirement for credentialed teachers who are first assigned to a TK class to meet additional qualifications.*

**VII. INFORMATION ITEMS**

- 1. Monthly Cash Flow Report**
- 2. Monthly Measure S Status Report**
- 3. 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.