

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #1003

**DATE:** September 15, 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/livestream](http://www.opusd.org/livestream). Members of the public may offer public comment on items on the agenda and participate in the public hearing 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**

**Charlotte Robertson, 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**

**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**

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

9/11/20

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 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](http://www.opusd.org/livestream)

Public Comments may be submitted via this link <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 by 6:00 p.m. on September 15, 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 5:00 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 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](mailto: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**

**Wednesday, October 21, 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 #1003  
September 15, 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](http://www.opusd.org/livestream). Public Comments may be submitted via this link <http://www.opusd.org/PublicComments>

**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 :** Clerical Sub, Health Services Technician, Instructional Assistants I Grade Level, Instructional Assistants I – Literacy & Numeracy, Instructional Assistant I Math, Instructional Assistant I Reading, Instructional Assistant II Special Education, Instruction Assistant III Behavior, Full time District Nurse, Long Term Maternity Leave Substitute Teachers, Long Term Maternity Leave Substitute Assistant Principal MCMS

**C. CONFERENCE WITH LABOR NEGOTIATORS :** Government Code 54957.6  
Agency designated representatives: Adam Rauch and Stewart McGugan  
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. Report from Student Board Member
3. Remarks from Superintendent
4. Report from Oak Park Education Foundation
5. Report from Oak Park Municipal Advisory Council
6. Update on COVID-19 Impact on Oak Park USD Schools

### 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 August 18, 2020 and Special Board Meeting September 8, 2020](#)

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

b. [Approve Public Employee/Employment Changes 01CL24697-01CL24750 & 01CE10312-01CE10425](#)

*Board approval required for public employee employment and changes*

c. [Ratify Purchase Orders - August 1 – August 31, 2020](#)

*Board Policy 3300 requires Board approval of Purchase Orders*

d. [Approve Virtual Student Teaching Agreement with California State University Northridge from September 2020 Thru June 2021](#)

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

e. [Approve Resolution #2020-18, Establishing the GANN Appropriation Limit for Fiscal Years 2019-2020 and 2020-2021](#)

*Ed Code 1629 and Ed Code 42132 requires Board adoption of a resolution establishing GANN appropriations limit*

f. [Approve Notice of Completion for Measure S Project 20-04S Collaborative Furniture Districtwide for 2019-20 School Year](#)

*Per provisions of Education Code 17315, Board approval is required for Notice of Completion*

#### ACTION

#### 2. BUSINESS SERVICES

a. [Approve Consultant Agreement for Collective Equity with Dr. Terry Walker](#)

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

b. [Approve District of Choice Reporting Requirement](#)

*Board Approval required for District of Choice Program Reporting Requirements*

c. [Approve Unaudited Actual Revenues and Expenditures Report for Fiscal Year 2019-20](#)

*Board is asked to review Unaudited Actual Revenues and Expenditures*

d. [Approve Spending Plan for 2020-21 Education Protection Account Funds](#)

*Proposition 30 requires Board approval for spending plan for Education Protection Account Funds*

e. [Approve Acceptance of Donations](#)

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

**f. Authorize Measure S Project 20-18S, Renovate Exteriors of Buildings B and C at Red Oak Elementary School and Award Associated Contract 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. Approve Renewal of Agreement with Developing Outdoors for General Staffing Services for the Extended Care Program for 2020-2021**

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

**h. Approve Renewal of Consultant Agreement for Legislative Advisory and Advocacy Services for 2020-2021**

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

**3. CURRICULUM AND INSTRUCTION**

**a. Public Hearing and Approval of Resolution #2020-19, Regarding Sufficiency of Textbooks and Instructional Materials for 2020-2021**

*Education Code 60119 requires a Public Hearing and Board approval regarding sufficiency of textbooks and instructional materials annually in order to receive funding for mandated costs*

**b. Approve the Adoption of the 2020-21 Oak Park Unified School District's Learning Continuity and Attendance Plan**

*SB 98 establishes California EC Section 43509 and the Learning Continuity and Attendance Plan (Learning Continuity Plan) requirements for the 2020–21 school year. Prior to its adoption, the Learning Continuity Plan was presented at a public hearing held on September 8, 2020 for review and comment by members of the public. The agenda for the public hearing was posted at least 72 hours before the public hearing and included the location where the Learning Continuity Plan was available for public inspection.*

**4. HUMAN RESOURCES**

**a. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association Regarding Work During the COVID-19 Environment**

*Board approval required for Memoranda of Understanding with collective bargaining units*

**b. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Teachers Association Regarding Instruction in the Hybrid Learning Model for Elementary Schools**

*Board approval required for Memoranda of Understanding with collective bargaining units*

**5. BOARD POLICIES**

**a. Approve Amendment to Board Policy and Exhibit 4112.9/4212.9/4312.9 Employee Notifications – First Reading**

*Board Policy updated to make change for gender neutrality and to revise legal references to reflect corresponding revisions in the Exhibit. Exhibit updates Section I (All Employees) to (1) delete cite to 2 CCR 11024 which does not directly include a sexual harassment notice requirement; (2) indicate that the notification regarding a public hearing on an alternative schedule for secondary grades is addressed in BP 6112 rather than the AR; (3) delete an item regarding the oath or affirmation for disaster service workers since law does not specifically require an employee notification; (4) indicate that the notification regarding AIDS and hepatitis B was moved from AR 4119.43/4219.43/4319.43 to the BP; (5) indicate that the notification of workers' compensation benefits is addressed in AR 4157.1/4257.1/4357.1 rather than the BP; and (6) indicate that the notification regarding the district's nondiscrimination policy and complaint procedures are addressed in AR 4030 rather than the BP. Section II (Certificated*

Employees) updated to expand legal cites for the reelection notice for probationary employees and broaden the item to apply to districts with less than 250 average daily attendance. Section III (Classified Employees) updated to (1) delete the dismissal notice for merit system districts since the personnel commission establishes dismissal procedures for such districts and the notice is not reflected in policy; (2) add another legal cite pertaining to the notice of employee drug testing requirements and indicate that the notification is addressed in AR 4112.42/4212.42/4312.42 rather than the BP; and (3) add a requirement to provide school bus drivers with information regarding post-accident procedures. Section V (Individual Employees Under Special Circumstances) updated to indicate that the notice on potential eligibility for workers' compensation benefits is addressed in AR 4157.1/4257.1/4357.1 rather than the BP.

**b. Approve Amendment to Board Policy and Administrative Regulation 4113 Assignment – First Reading**

Board Policy updated to reflect NEW LAW (AB 1219, 2019) which requires annual monitoring of the assignment of certificated employees at all schools, and requires the Commission on Teacher Credentialing (CTC) to administer a statewide system that produces an annual data file of vacancies and misassignments and provides districts an opportunity to submit additional evidence that an employee is legally authorized for the assignment. Policy also adds legal requirements to report misassignments in the school accountability report card and to use Williams uniform complaint procedures to address any complaint alleging teacher misassignment or vacancy. Regulation updated to make minor corrections for gender neutrality.

**c. Approve Amendment to Board Policy and Administrative Regulation 5141.22 Infectious Diseases – First Reading**

Board Policy reflects NEW LAW (AB 262, 2019) which requires local health officers to notify and update districts of an outbreak, or imminent outbreak, of a communicable disease and requires districts to comply with any orders issued by the health officers and all applicable privacy laws. Policy also clarifies that any allowable exclusions apply only to on-campus instruction and provides that the superintendent or designee will, when necessary, inform the local health official of any potential outbreak. Regulation updated to add section on "Prevention and Mitigation Plan" reflecting general best practices based on COVID-19 guidance. Regulation also adds recommendations from CDE's Science Safety Handbook pertaining to experiments involving human blood sampling.

**d. Approve Adoption of New Board Policy 5141.5 Mental Health – First Reading**

New Board policy addresses strategies and services to promote students' emotional well-being and mental health, including student instruction, staff training, crisis intervention, counseling services and referrals, Section 504 evaluation, and collaboration with mental health professionals, agencies, and organizations. Policy reflects NEW LAW (SB 75, 2019) which establishes the Mental Health Student Services Act for the purpose of supporting mental health partnerships among county mental health agencies and local educational agencies.

**e. Approve Amendment to Board Policy and Administrative Regulation 5144.1 Suspension and Expulsion Due Process – First Reading**

Board Policy and regulation updated to reflect NEW LAW (SB 419) which prohibits districts from suspending students in grades 4-8 for disrupting school activities or willfully defying the authority of school personnel. Policy also references NEW LAW (AB 982) which requires a district to provide a student who is suspended for two or more days with the homework assigned during the period of suspension. Regulation adds new section on "Additional Grounds for Suspension and Expulsion: Grades 9-12" reflecting the option to suspend, but not expel, a student in grades 9-12 for disruption or willful defiance.

**f. Approve Amendment to Board Bylaw 9270 – Conflict of Interest - First Reading**

Board Bylaw is updated to make change for gender neutrality. Exhibit, and Government Code 87306.5 states that all Conflict of Interest Codes must be reviewed and amended as needed by



*local agencies during even-numbered years. Exhibit is being updated under the heading Designated Position Disclosure Category to reflect positions not required to submit a conflict of Interest Form and to update the title of a designated position to reflect current positions in the District.*

**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.