

**MINUTES OF ORGANIZATIONAL BOARD MEETING 12-14-2021 #1049
BOARD OF EDUCATION**

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 5:00 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

Members of the public were able to observe the meeting using a published live stream link or attend in person. Members of the public were able to submit public comments via an online form before the board meeting as well as submit them at the Board meeting as outlined in the agenda.

BOARD PRESENT

Mr. Allen Rosen, President, Mr. Drew Hazelton, Vice President, Mr. Derek Ross, Clerk, and Mrs. Denise Helfstein, Member, Mrs. Tina Wang, Member.

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent of Business Services, Mr. Stewart McGugan, Assistant Superintendent of Human Resources, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

BOARD ABSENT

None

PUBLIC COMMENTS

None

ADJOURN TO CLOSED SESSION

Board President, Allen Rosen reported that in Closed Session the Board would be discussing:

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** Government Code Section 54957
- B. PUBLIC EMPLOYEE EMPLOYMENT :** Campus Supervisors, Walk-on-Coaches, Custodian Sub, Spanish Language Interpreter, Instructional Assistant II Special Ed, Instructional Assistants III Behavior, Library/Media Textbook Coordinator, Elementary Teacher, Guest Teachers, Medea Creek Middle School Dean
- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Title: Directors, Principals
- D. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6
Agency designated representatives: Adam Rauch and Stewart McGugan
Employee organizations: Oak Park Teachers Association and Oak Park Classified Association
- E. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case

The Board adjourned to Closed Session at 5:02 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 6:12 p.m.

BOARD PRESENT

Mr. Allen Rosen, President, Mr. Drew Hazelton, Vice President, Mr. Derek Ross, Clerk, and Mrs. Denise Helfstein, Member, Mrs. Tina Wang, Member.

BOARD ABSENT

Student Board Member, Nikita Manyak

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Jay Greenlinger, Director of Curriculum and Instruction, Mr. Brad Benioff, Director of Student Support and School Safety, Ellen Chevalier Coordinator of Instructional Programs, Daniel Stomel, MTSS Coordinator, Erik Warren, Principal Oak Hills Elementary School, Stacy LaFrenz, Principal Red Oak Elementary School, Diane Diamond, Principal Brookside Elementary School, Jenny DaCosta, Principal Medea Creek Middle School, Mat McClenahan, Principal Oak Park High School, and Mrs. Ragini Aggarwal, Executive Assistant and Communications Coordinator.

FLAG SALUTE

Allen Rosen led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President Mr. Allen Rosen reported that the Board took no action in closed session at the December 8, 2021, Special Meeting and also no action was taken in the closed session at tonight's meeting.

ADOPTION OF AGENDA

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent - 0.

PUBLIC SPEAKERS

There were two public speakers at this meeting on Agenda Item B.2.a. Discussion on Supporting Students and Staff During the Pandemic. The public speakers submitted comment cards in person and addressed the Board when the agenda items were called.

OPEN COMMUNICATIONS/PRESENTATIONS

VI. BOARD REORGANIZATION

a. Election of Officers of the Board of Education

On nomination of Denise Helfstein, seconded by Tina Wang, the Board of Education appointed Drew Hazelton, President of the Board for 2022. Motion carried Aye - Hazelton, Helfstein, Rosen, Ross, Wang. No - 0.

Mr. Drew Hazelton, newly elected Board President for 2022, assumed leadership of the meeting.

On nomination of Allen Rosen, seconded by Denise Helfstein, the Board of Education appointed Derek Ross, Vice President of the Board for 2022. Motion carried Aye - Hazelton, Helfstein, Rosen, Ross, Wang. No - 0.

On nomination of Derek Ross, seconded by Tina Wang, the Board of Education appointed Denise Helfstein, Clerk of the Board for 2022. Motion carried Aye - Hazelton, Helfstein, Rosen, Ross, Wang. No - 0.

b. Approve Proposed Board Meeting Schedule for Calendar Year 2022

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Board Meeting Schedule for Calendar Year 2022. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

c. Approve Designation of Secretary/Authorized Agent of the Board of Education

On motion of Derek Ross, seconded by Tina Wang, the Board of Education approved the appointment of Dr. Jeff Davis as the Secretary/Authorized Agent of the Board of Education. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

d. Approve Certification of Signatures

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

e. Select and Approve School Board Representative to the County Committee on School District Organization

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

f. Confirmation and Designation of Board Representatives to District Committees

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved names of Board members to serve on District Committees during 2022 as discussed at the meeting. Motion carried Aye – Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

REPORT FROM BOARD MEMBERS

Board Member Allen Rosen thanked the board for electing him as president for 2021 and expressed his pleasure to be able to serve on the Board for the past 11 years.

Board Member Denise Helfstein thanked Mr. Rosen for leading the District in 2021 as Board President. Denise reported that she attended La Canada High School along with our high school staff and District staff, the awareness week, the mural reveal, and the Bell Schedule meeting at OPHS, Safe Kids Task Force, Ventura County School Executive Board Meeting, GATE DAC Meeting, and the EEAC Meeting. Denise wished everyone a warm and happy holidays and winter break.

Board Member Derek Ross reported that he attended the Safe Kids Task Force, Safety and Security Task Force Meeting, the Measure S Meeting, and the Upstage musical performance at Medea Creek Middle School. Derek wished everyone a happy holidays and thanked Allen for serving as the Board President in 2021.

Board Member, Tina Wang reported that she attended Awareness Week and visited Mrs. Robin Midiri's classroom at OPHS, the webinar organized by the Dean of USC on How Education Leaders Can "Break Through" During Troubled Times. Tina thanked Allen for his presidency and wished all the families and staff a happy holiday season.

Board Member Drew Hazelton thanked Allen Rosen for his service and leadership. Drew reported that he attended the Safety and Security Task Force and the Measure S Committee. Drew wished everyone happy holidays and safe travels to anyone who is traveling.

Board President read the written remarks submitted by Student Board Member Nikita Manyak
Good evening everyone! Thank you so much for having me speak tonight. I wanted to briefly comment on the wonderful awareness week that we had last week here on the campus. A special thank you to Dr. Davis, Mrs. Wang, Mrs. Helfstein, Mr. McGugan, and Dr. Greenlinger for taking your time to come to campus for some of the events. I hope you enjoyed them as much as I and the rest of the student body did! As for the

report from ASB, we are currently working on our In-n-Out fundraiser where we are currently selling tickets that people can buy to pre-order their meals. The meals will be served on campus this Monday, the first day of finals, December 20th.

On another note, as winter break and the end of the first semester are around the corner, I wanted to comment on the semester from the students' perspective. Coming back from the one and a half year-long quarantine was an adjustment for everyone. I think that the teachers did a wonderful job adjusting considering they had to change everything they had previously known to make everything work for the students. I have heard comments from students, and I share these concerns as well, that, considering recent world events, our mental health has been declining and classes seem to not be giving very much leeway for us to be able to ease back into normalcy. We understand that school should not be easy, but the extra stress that is being added to our plates on top of everything that is inevitably happening in other aspects of our lives have become difficult to juggle. As many of you may know, the average student at Oak Park juggles just about a million different extracurriculars at once, myself included, and we only ask that the support for the students be potentially heightened. On a less negative note, life has not been easy and we see just how much teachers and staff are struggling as well. We are sympathetic towards these wonderful people who work so hard for us and we are all so grateful for everything that has been done to let us come back to school. On behalf of all students at Oak Park, I would like to say a big thank you to every single one of you that has worked so hard to keep us in school and bring us back. Without you, I'm sure we would all have thrown our computers out the window. Thank you again, and happy holidays!

Superintendent Jeff Davis thanked Allen Rosen for his leadership. Dr. Davis reported that he attended office hours at various schools along with Assistant Superintendent Mr. Adam Rauch and Mr. Stew McGugan, the choir concert, Awareness Week at OPHS, toured La Canada High School with our high school team and Board member Denise Helfstein, and the Challenge Success webinar. Dr. Davis acknowledged our staff and teachers who have been doing a phenomenal job during these challenging and difficult times and wished everyone restful and enjoyable winter break.

REPORT FROM OAK PARK EDUCATION FOUNDATION

There was no report from the Oak Park Education Foundation

UPDATE ON COVID-19 IMPACT ON OAK PARK USD SCHOOLS

Brad Benioff, Director of Student Support and School Safety, provided an update on the COVID-19 Dashboard, surveillance testing, COVID Vaccine Clinic through the county for ages 12+ on December 15th, as well as the Agoura Hills AFC urgent care for vaccinations for five and up. Mr. Benioff also spoke about the uptick in cases around the state and the county.

B.1. CONSENT AGENDA

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

- a. [Approve Minutes of Regular Board Meeting November 16, 2021 and Special Closed Session Meeting held December 8, 2021](#)
- b. [Approve/Ratify Public Employee/Employment Changes 01CL253780-01CL253822 & 01CE11331-01CE11388](#)
- c. [Ratify Purchase Orders – November 1 - November 30, 2021](#)
- d. [Approve Overnight Trip for Oak Park High School Winter Sports Teams to CIF Playoffs](#)

B.2. CURRICULUM AND INSTRUCTION

- a. [Discussion on Supporting Students and Staff During the Pandemic Choice](#)
Two students from Oak Park High School shared their experiences and concerns about stress,

mental health, final exams, use of videotaped lectures, and grading. Dr. Davis, principals from all OPUSD school sites, and District administrators presented information and recommendations about their students' and staffs' mental and physical well-being. The Board discussed this information and recommendations to address the same. The Board requested:

1. A dedicated communication be shared with stakeholders on this topic
2. Action items of short term and longer term measures for how the District plans to address the issues
3. Staff bring OPUSD homework and grading policies back to an upcoming Board meeting for discussion and revision
4. Continued dialogue with all stakeholders. To that end, Dr. Davis stated that he and the Board would continue to hold office hours with school staff at various schools, and they will also begin meeting with students in January/February to hear directly from them. Dr. Davis will be attending the PTO meetings to speak with the parents/guardians, as well.

b. Review and Approve Educator Effectiveness Grant

Dr. Jay Greenlinger presented information on the plan to spend the \$1,142,624 in funds OPUSD will receive for the Educator Effectiveness Grant. The funds must be expensed through the 2025-26 school year and be used to "Provide professional learning for teachers, administrators, paraprofessionals who work with pupils, and classified staff that interact with pupils, with a focus on ten areas."

On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved the Educator Effectiveness Grant. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

c. Quarterly Update on the Expanded Learning Opportunities Grant

Dr. Jay Greenlinger, Mr. Brad Benioff, Mrs. Ellen Chevalier, Ms. Daniel Stomel provided a report on the second-quarter update on programs funded by the ELO Grant to the Board.

At 10:23 pm on motion of Drew Hazelton, seconded by Denise Helfstein the board extended the meeting to midnight. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0.

B3. BUSINESS SERVICES

b. Discuss and Approve District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2022-2023

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2022-2023. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

c. Approve Fiscal Year 2021-22 First Interim Financial Report, Certification and Budget Revisions

The District maintains a positive certification, which means it will meet financial obligations for the current and two subsequent years. Mr. Rauch recommended that based on our current assumptions, we should be conservative with long-term financial commitments and revisit our assumptions after the Governor's 2022-23 January Budget Proposal.

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved Fiscal Year 2021-22 First Interim Financial Report, Certification and Budget Revisions. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

On motion of Drew Hazelton, seconded by Denise Helfstein the board approved moving item B.5.a ahead of B.3.c. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0.

B5. BOARD

a. Approve Option to Fill Board of Education Member Vacancy

Board Member Allen Rosen announced on November 16, 2021, that he will be relocating out of

Oak Park and will need to give up his seat on the Board of Education. The Superintendent of the Ventura County Office of Education received and filed Mr. Rosen's deferred resignation with an effective date of January 19, 2022. This triggered a 60-day timeline for the Board of Education to (1) order a special election to fill the vacancy; or (2) make a provisional appointment to fill the vacancy.

Staff presented the procedures and timelines for filling a Board Member vacancy and reviewed the timeline and cost to hold a special election. Based on the information provided by the county clerk recorder's office, the earliest a special election could take place would be if it were consolidated with the June 7, 2022, primary elections. The member who is elected through this process would still need to run to keep this position in the November 2022 election (Mr. Rosen's seat is up for election in November). Staff recommended that the Board make an appointment so that the vacancy can be filled as soon as possible with minimal costs and with the option for the appointed member to still run to retain their seat in the general election in November. The Board voted to fill the vacancy by making a provisional appointment and selected Drew Hazelton and Denise Helfstein to form a board subcommittee to work with the Superintendent's office on the process of advertising and screening candidates who are interested in serving on the Board. The vacancy notice will be posted on December 17, 2021, along with an application packet.

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education approved Option to Fill Board of Education Member Vacancy by provisional appointment. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

B3. BUSINESS SERVICES

d. Approve Appointment to the Oak Park Citizens' Oversight Committee for the 2021-2023 Term

On motion of Denise Helfstein, seconded by Derek Ross, the Board of Education approved the Appointment of Pancheng Wang to the Oak Park Citizens' Oversight Committee for the 2021-2023 Term. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

B4. HUMAN RESOURCES

a. Establish New Classified Service Position, College and Career Advisor and Approve associated Job Description and Placement on the Salary Schedule

On motion of Allen Rosen, seconded by Tina Wang, the Board of Education established a New Classified Service Position, College and Career Advisor and Approve associated Job Description and Placement on the Salary Schedule. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

b. Approve Early Retirement Incentive Memorandum of Understanding Between Oak Park Unified School District and Oak Park Teachers Association

On motion of Denis Helfstein, seconded by Tina Wang, the Board of Education approved the Early Retirement Incentive Memorandum of Understanding Between Oak Park Unified School District and Oak Park Teachers Association. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

c. Approve Early Retirement Incentive for Management and Confidential Employees

On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the Early Retirement Incentive for Management and Confidential Employees. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No – 0.

ADJOURNMENT

On motion of Denise Helfstein, seconded by Allen Rosen, there being no further business before this Board, the Organizations meeting is declared adjourned at 12:00 a.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board