

**MINUTES OF REGULAR BOARD MEETING 9-14-2021 #1043**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 5:02 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, Mr. Jay Fernow, Legal Counsel, 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 Supervisor, College and Career Center Technician Part-time, Department Clerk Part-time, Extended Care Site Leader, Food Services Assistants I, Health Services Assistant I Subs, Instructional Assistants I – Literacy and Numeracy, Instructional Assistant I Computer Lab, Instructional Assistants I Grade Level, Instructional Assistant I Literacy, Instructional Assistant II Special Ed, Instructional Assistant III Behavior, Instructional Assistant III ELL, Instructional Assistant III Art, Accounting Assistant II, Guest Teachers, Guest Interim Administrator
- C. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case
- D. CONFERENCE WITH LABOR NEGOTIATORS:** Government Code 54957.6  
Agency designated representatives: Adam Rauch and Stewart McGugan  
Employee organization: Oak Park Teachers Association
- E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Title: Directors

## **F. SUPERINTENDENT'S GOALS**

The Board adjourned to Closed Session at 5:07 p.m.

### **CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Allen Rosen, called the regular meeting to order at 6:30 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 and Nikita Manyak, Student Board Member

### **BOARD ABSENT**

None

### **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, Mr. Byron Jones, Director of Fiscal Services, Mrs. Allie LeVine, District Nurse, 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 August 23, 2021 Special Meeting and also no action was taken in the closed session at tonight's meeting.

### **ADOPTION OF AGENDA**

Student Board Member Nikita Manyak cast a preferential vote to adopt the agenda as presented. On motion of Derek Ross, seconded by Allen Rosen, the Board of Education the board adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent - 0.

### **PUBLIC SPEAKERS**

There were 3 public speakers who spoke in person on the Agenda item VI.A.5 Update on COVID-19 Impact on Oak Park USD Schools. There were 4 public speakers on Agenda Item B.2.d. Discussion on Facility Use Policies and Practices who submitted a comment via the online form prior to the meeting. These comments were heard at the time the Agenda items were called.

### **OPEN COMMUNICATIONS/PRESENTATIONS**

#### **REPORT FROM BOARD MEMBERS/SUPERINTENDENT**

Board Member Derek Ross thanked everyone who came to the meeting. Thank Dr. Davis and staff for putting on the 9/11 commemoration at the high school.

Denise Helfstein wished everyone well on Yom Kippur. Denise reported that she attended the virtual back to school night, the 9/11 memorial at OPHS. Denise thanked the families for their support in doing their part to help keeping our students in school.

Board Member Drew Hazelton thanked the staff who have worked countless hours to keeping our students safe and our campuses open. Drew shared that today is Luc Bodden Day in Oak Park. Drew read a tribute to Luc who was a former student of Oak Park who lost his battle with sickle cell anemia.

Board Member Tina Wang reported that she attended the 9/11 memorial ceremony. Tina shared that she completed her Masters in Governance training from CSBA. Tina thanked the staff for all that has been required from them in light of all the changes and requirements from the state.

Board President, Allen Rosen expressed his appreciation to see students back at school. Allen thanked Dr. Davis and the Leadership team and our staff on educating our students in a safe learning environment.

Student Board member Nikita Manyak thanked the Board and the staff for keeping providing testing and keeping our students safe and being able to attend school in person. Students are happy to be back at school and expressed her thanks on behalf of all the students and herself to be able to enjoy a school year in person. Nikita shared about upcoming events being planned by ASB such as the homecoming dance on September 25<sup>th</sup>. Negative COVID testing will be required to attend the homecoming dance. The rally and dance will be held outside and masks will be required.

Superintendent Dr. Jeff Davis thanked Dr. Davis reported that he is happy to see public members in the audience once again. Dr. Davis thanked the Leadership team, and the District office staff, and Cabinet all the people working round the clock to help with the COVID response. DR. Davis expressed how meaningful the 9/11 commemorative ceremonies held at all our school and a special one at the high school. Dr. Davis shared that the District is implementing baseline testing at all school. The schools will need parent consent for this testing. Dr. Davis gave a shout out to the football team, the dance team, the cheer team and the band.

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

Scott Star, Chair of Oak Park Education Foundation provided a report on fundraising and programs supported by the foundation.

## **UPDATE ON COVID-19 IMPACT ON OAK PARK USD SCHOOLS**

There were three public speakers on this item. Mr. Brad Benioff, Director of Student Support and School Safety and Allie LeVine, District Nurse provided updates on COVID cases and class closures, they highlighted the modified quarantine protocols and the work our staff has been doing to test, contact trace, and notify classes, and the school. Staff also provided information on staff vaccination and testing as well as implementation of baseline testing at all school sites. Dr. Greenlinger shared information about curricular support provided to students who are out on quarantine. Mr. Stew McGugan provided an update on staff challenges and recruitment.

Student Board Member, Nikita Manyak left the meeting at 7:54 pm.

## **INSTRUCTIONAL TECHNOLOGY UPDATE**

Mr. Enoch Kwok, Director of Technology provided an update: <https://bit.ly/OPtechUpdateFall2021slides> on the technology services, new hires, training, Chromebook program etc.

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

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

- a. [Approve Minutes of Regular Board Meeting August 17, 2021 and Special Meeting held on August 23, 2021](#)

- b. [Approve Public Employee/Employment Changes 01CL25195-01CL25286 & 01CE10989-01CE11088](#)
- c. [Ratify Purchase Orders – August 1 – August 31, 2021](#)
- d. [Approve Quarterly Report on Williams Uniform Complaints – July 2021](#)
- e. [Approve Resolution #2021-14, Establishing the GANN Appropriation Limit for Fiscal Years 2020-2021 and 2021-2022](#)
- f. [Approve Notice of Completion Measure S Project 21-01S Field Turf Replacement and Upgrades at Oak View High School](#)

## **B2. BUSINESS SERVICES**

- a. [Approve District of Choice Reporting Requirement](#)  
On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved the District of Choice Reporting Requirement. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- b. [Approve Unaudited Actual Revenues and Expenditures Report for Fiscal Year 2020-21](#)  
On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved the Unaudited Actual Revenues and Expenditure Report for Fiscal Year 2020-2021. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- c. [Approve Spending Plan for 2021-22 Education Protection Account Funds](#)  
On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved Spending Plan for 2021-22 Education Protection Account Funds. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- d. [Discussion on Facility Use Policies and Practices](#)  
There were 4 public speakers on this items who submitted a comment via the online form prior to the meeting. Board President Allen Rosen read the comments aloud.  
The Board held a discussion on facilities use fees charged to various organizations by the district. The Board asked Mr. Adam Rauch to provide a recommendation of the revised facilities fees schedule so that organization who are providing services to our students are charged a discounted rate.

## **B3. CURRICULUM AND INSTRUCTION**

- a. [Public Hearing and Approval of Resolution #2021-15, Regarding Sufficiency of Textbooks and Instructional Materials for 2021-2022](#)  
Board President, Allen Rosen opened the Public Hearing at 9:45 pm. No comments, Public hearing was closed 9:45 pm. On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the Resolution #2021-15, Regarding Sufficiency of Textbooks and Instructional Materials for 2021-2022. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- b. [Approve K-12 Strong Workforce Program Memorandum of Understanding with Ventura County Office of Education](#)  
On motion of Allen Rosen, seconded by Drew Hazelton, the Board of Education approved the K-12 Strong Workforce Program Memorandum of Understanding with Ventura County Office of Education. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.
- c. [Quarterly Report on the Number of Students Earning a D or F Grade at Secondary Schools and Update on AB 104](#)  
The Board received information from staff on strategies implemented to support students who have earned D/F grades, or who may be at risk of earning D/F grades. The Board also received an update on Assembly Bill (AB) 104 which provides options for students and

parents/guardians to address learning recovery needs and an opportunity to change Grades to Pass/No Pass for students enrolled in High school in 2020-2021.

On motion of Drew Hazelton, seconded by Denise Helfstein, the Board of Education extended the meeting until 11:55 pm.

**d. Quarterly Update on the Expanded Learning Opportunities Plan and LCAP**

The Board received the first quarterly update on programs funded by the ELO and LCAP.

**B4. HUMAN RESOURCES**

**a. Approve Annual Teacher Assignment Report for 2021-2022**

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved Annual Teacher Assignment Report for 2021-2022. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**b. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates to Taking Temperature and Health Screening for the 2021-2022 School Year**

On motion of Tina Wang, seconded by Denise Helfstein, the Board of Education approved Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates to Taking Temperature and Health Screening for the 2021-2022 School Year. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**c. Approve Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates as Relates Allowing Classified Staff to Volunteer to Work in Child Nutrition Services**

On motion of Tian Wang, seconded by Derek Ross, the Board of Education approved Memorandum of Understanding Between Oak Park Unified School District and the Oak Park Classified Association as Relates as Relates Allowing Classified Staff to Volunteer to Work in Child Nutrition Services. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**d. Approve Revised Title, Job Description and Department Change for the Classified Position of Student Data Systems Specialist**

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education approved Revised Title, Job Description and Department Change for the Classified Position of Student Data Systems Specialist. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**e. Establish New Classified Service Position of Department Secretary in the Technology Services Department and Approve Associated Job Description**

On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved Establish New Classified Service Position of Department Secretary in the Technology Services Department and Approve Associated Job Description. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**B5. BOARD POLICIES**

**a. Approve Amendment to Board Policy 1313 Civility**

**b. Approve Amendment to Board Policy 3452 Student Activity Funds**

**c. Approve Amendment to Board Policy and Administrative Regulation 3511.1 Integrated Waste Management**

**d. Approve Amendment to Board Policy 3600 Consultants**

**e. Approve Amendment to Board Policy 7210 Facilities Financing**

On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved to table item B.5.a through B.5.e to the next meeting. Motion carried Aye: Hazelton, Helfstein, Rosen, Ross, Wang. No - 0. Absent – 0.

**VIII. FUTURE AGENDA ITEMS**

On motion of Derek Ross, seconded by Tina Wang, there being no further business before this Board, the Regular meeting held on September 14, 2021 is declared adjourned at 11:31 p.m.

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Date President of the Board

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Date Clerk or Secretary of the Board