

**MINUTES OF REGULAR BOARD MEETING      11-15-2022      #1071**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 4:32 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

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

**STAFF PRESENT**

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant to the Superintendent/Board

**BOARD ABSENT**

None

**PUBLIC COMMENTS**

None

**III. ADJOURN TO CLOSED SESSION**

Board President, Drew Hazelton 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, College and Career Center Technician Part-time, Accounting Assistant III temp/sub
- C. 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
- D. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): one case
- E. SUPERINTENDENT’S GOALS**
- F. CONFERENCE WITH LABOR NEGOTIATOR –** Government Code 54957.6  
Agency designated representative: Drew Hazelton, Board President  
Unrepresented employee: Dr. Jeff Davis, Superintendent

The Board adjourned to Closed Session at 4:33 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Mr. Drew Hazelton, called the regular meeting to order at 6:07 p.m.

## **BOARD PRESENT**

Mr. Drew Hazelton, President, Mr. Derek Ross, Vice President, Mrs. Denise Helfstein, Clerk, Mrs. Tina Wang, Member, Mrs. Soyon Hardy, Member, Ms. Tess Leong, Student Board Member.

## **BOARD ABSENT**

None

## **STAFF PRESENT**

Dr. Jeff Davis, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Mrs. Tammy Herzog, Assistant Superintendent of Educational Services, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations, and Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant.

## **FLAG SALUTE**

Elli Ross, Molli Ross, Elle Hazelton, and Peri Hazelton led the Pledge of Allegiance to the Flag.

## **REPORT ON CLOSED SESSION**

Board President Mr. Drew Hazelton reported that the Board took no action at the close session meeting tonight.

## **ADOPTION OF AGENDA**

On motion of Derek Ross, seconded by Soyon Hardy, the Board of Education adopted the agenda as presented. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

## **PUBLIC SPEAKERS**

There was one public speaker on agenda item B.2.c and they spoke at the time the agenda item was called. There were no other public comments at this meeting.

## **RECOGNITION OF EMPLOYEE OF THE MONTH AWARD RECIPIENTS**

Since August 2022, OPUSD's human resources department has recognized a certificated and classified employee of the month. The following employees have been recognized so far:

August - Malia Cadle (Certificated, MCMS) and Judy Gorman (Classified, ROES)

September - Danielle Warnes (Certificated, OHES) and Richard Ortega (Classified, OPHS)

October - Susan Allen (Certificated, OVHS) and Perri Armstrong (Classified, BES)

The Board recognized and congratulated the employee of the month recipients Malia Cadle, Danielle Warnes, and Susan Allen, who were in attendance. Judy Gorman, Richard Ortega, and Perri Armstrong were unable to attend the meeting.

## **RECOGNITION OF OUTGOING BOARD MEMBERS DREW HAZELTON AND DEREK ROSS**

The Board of Education and Dr. Davis thanked Mr. Drew Hazelton and Mr. Derek Ross for their eight years of service to the District and for their visionary guidance, exceptional leadership, fiscal stewardship, and unconditional commitment to our schools, students, staff, and the community. Mr. Hazelton and Mr. Ross decided not to seek re-election after serving two 4-year terms. Their last day in office will be December 9, 2022.

## **OPEN COMMUNICATIONS/PRESENTATIONS/RECOGNITIONS REPORT FROM BOARD MEMBERS**

Board Member Drew Hazelton reported attending the WASC presentation last week at OPHS. Measure S meeting, Safety, and Security Task Force. Drew congratulated all the fall sports teams.

Board Member Derek Ross reported that he attended the musical at the high school and was very impressed with the quality of shows our students are putting on.

Tina Wang reported touring the Wellness Center with Denise Helfstein, Brad Benioff, and the Wellness Counselor, Fatima Hernandez. Tina also attended the meet and greet for the WASC on Sunday with Denise Helfstein and Dr. Davis, the VCSBA webinar on school funding, Safety Webinar, Curriculum Council, Diversity and Equity Task Force, and GATE District Advisory Council. Tina thanked Mrs. Lory and all the teachers, students, and parents for their hard work on the WASC.

Board Member Soyon Hardy reported that she attended the WASC meet and greet and final presentation, DETF, and Safe Kids Task Force. Soyon thanked Mrs. Cathy Lory for her work on the WASC. Thanked Ragini Aggarwal for creating a Multicultural calendar for staff and families. Soyon wished everyone a Happy Thanksgiving.

Board Member Denise Helfstein reported attending the Annual Meeting to Elect Members to the Ventura County Committee on School District Organization. The District Tech committee meeting toured OPHS Wellness Center, attended the CSBA webinar - Saved by the bell emergency response in CA public schools, Safe Kids Task Force, OPUSD Safety Webinar on Fentanyl and active shooter situations, and attended the Final presentation of findings by the OPHS WASC visiting team. Denise wished everyone a Happy Thanksgiving.

Student Board Member Tess Leong reported the ASB organized a Pumpkin Pie eating contest on Halloween, the Food Drive has almost concluded, and they are planning the Winter rally, spirit week, and video announcements. Tess thanked Mrs. Cathy Lory for her work on the WASC and Derek and Drew for their service on the Board.

Superintendent Dr. Jeff Davis thanked Mrs. Cathy Lory for her work on the WASC and said he was looking forward to the next steps once the school receives the report from the visiting committee. Dr. Davis congratulated Mr. Zach Borquez on the success of the Marching Band and shared that Oak Park Independent School hosted a bring your friend night. Dr. Davis commended the staff and students on the solid showing despite the hardships of the pandemic on the CAASPP scores and shared that OPUSD was ranked number 14 among the top unified school district in CA according to the recently released Niche rankings. Dr. Davis shared that the district and site administrator are attending the Safety training at the county and the ongoing training with Commander Pentis with OPUSD. Dr. Davis congratulated the fall sports team on their strong showing and wished everyone a Happy Thanksgiving.

## **PRESENTATION FROM KATHERINE ADAMS, DIRECTOR OF STUDENT NUTRITION AND WELLNESS**

Katherine Adams, Director of Student Nutrition, provided an overview of the student nutrition program, showing the participation levels and highlighting the results from the recent survey as well as how the program continues to be a model of high-quality, nutritious, sustainable, and delicious food service. Katherine also shared that an email will be sent to students and families with the summary feedback from the survey and the changes being implemented in response. The Board asked that they be kept informed about the plan to reduce the lines and wait time for lunch at Oak Park High School.

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

On motion of Derek Ross, seconded by Tina Wang, the Board of Education approved the Consent Agenda. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- a. [Approve Minutes of Regular Board Meeting October 13, 2022](#)
- b. [Approve Public Employee/Employment Changes 01CL254293-01CL254334 & 01CE12077-01CE12197](#)
- c. [Ratify Purchase Orders – October 1 – October 31, 2022](#)
- d. [Authorization for Use of Cooperative Purchasing Contracts by the Student Nutrition Services Department During Fiscal Year 2022-23, Per PCC 20118](#)
- e. [Approve Overnight Trip for Oak Park High School Fall Sports Teams who Qualify for CIF Playoffs](#)
- f. [Approve Overnight Trip for Oak Park High School Girls' Varsity Soccer Team to Carpinteria, CA January 6-7, 2023](#)
- g. [Approve Out of State Travel for Staff to Attend the Association for Career and Technical Education \(ACTE\) Conference and Expo November 30 – December 2, 2022 Las Vegas, NV](#)
- h. [Approve Out of State Travel for Staff to Attend the Green Schools Conference \(GSC\) February 27 - March 1, 2023 New Orleans, LA](#)

## **B.2. EDUCATIONAL SERVICES**

- a. [Review the Learning Recovery Emergency Block Grant](#)

Mrs. Tammy Herzog, Assistant Superintendent of Educational Services presented an overview of the Learning Recovery Block Grant. OPUSD is receiving \$1,298,988 for 6 years. The funds will be used for In-Person Tutoring, Summer School Remediation/Credit recovery, and additional sections to reduce class size at the secondary level. Board members requested an increased focus and funding for in-person tutoring as well as a road map that can be shared with them regarding the in-person tutoring and what data is being used to identify the areas of need and focus.

- b. [Review and Approve Arts, Music & Instructional Materials Discretionary Block Grant](#)

Mrs. Tammy Herzog, Assistant Superintendent of Educational Services presented an overview of the Arts, Music & Instructional Materials Discretionary Block Grant. OPUSD is receiving \$2,777,684 for four years, and the funds will be used for updating existing core curriculum materials aligned to California Content Standards, Professional Development, Visual and Performing Arts Programs/stipends, Upgrades to the high school pavilion for performing arts, Upgrade computer labs at OPHS, and offset future pension and other operational costs. Board members asked if staff could reach out to teachers to see if they needed an augmented library, as some might, and to see how we can support the teachers who request an augmented library. The Board also requested that the staff look at the books being added from a DETF lens and, if possible, parent recommendations on additional books. Dr. Davis shared that with the passage of Prop 28, school districts will receive additional funds for arts and music programs and be required to spend 80% of the new funding on hiring arts and music instructors, which will be helpful for our district.

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Arts, Music & Instructional Materials Discretionary Block Grant. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- c. [Review and Discuss Student Data Related to Placement in Mathematics Courses](#)

The Board reviewed student data related to placement in mathematics courses offered in grades

9-12 to ensure that students who are qualified to progress in mathematics courses based on their performance on objective academic measures are not being held back disproportionately on any subjective or discriminatory basis. The report also includes the percentage of students in 12th grade who are on track or have successfully completed mathematics courses that satisfy the requirements for entrance to the University of California and California State University.

The Board requested that the math information nights continue once at the beginning of the school around the 8-week mark and once in spring closer to class selection. In the future, the Board would like to see the math placement impacts on science. They also asked if staff could look into the class size and see if there is a need for a reduction in class size for core classes and also how we decide which classes are considered for reduced class size.

Student Board Member Tess Leong left the meeting at 8:55 pm.

### **B3. BUSINESS SERVICES**

**a. [Authorize Measure S Project 22-17 S Plumbing Upgrades Districtwide and Establish the Budget](#)**

On motion of Derek Ross, seconded by Drew Hazelton, the Board authorized Measure S Project 22-17 S Plumbing Upgrades Districtwide and Establish the Budget. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

**b. [Authorize Measure S Project 22-18 S Marquee at Oak View High School and Establish the Budget](#)**

On motion of Denise Helfstein, seconded by Tina Wang, the Board authorized Measure S Project 22-18 S Marquee at Oak View High School and Establish the Budget. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

**c. [Authorize Measure S Project 22-19 S Pavilion Upgrades at Oak Park High School](#)**

On motion of Denise Helfstein, seconded by Tina Wang, the Board authorized Measure S Project 22-19 S Pavilion Upgrades at Oak Park High School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **B4. HUMAN RESOURCES**

**a. [Approve Memorandum of Understanding with Oak Park Classified Association Reclassifying the Business Services Department Assistant Position to a Confidential Position](#)**

On motion of Drew Hazelton, seconded by Soyon Hardy, the Board approved a Memorandum of Understanding with Oak Park Classified Association Reclassifying the Business Services Department Assistant Position to a Confidential Position. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

**b. [Reclassify the Position of Business Services Department Assistant to a Confidential Position and Approve Revised Job Description and Salary Schedule Placement](#)**

On motion of Derek Ross, seconded by Denise Helfstein, the Board reclassified the Position of Business Services Department Assistant to a Confidential Position and Approve Revised Job Description and Salary Schedule Placement. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

**c. [Approve Addendum to the Annual Teacher Assignment Report for 2022-2023](#)**

On motion of Soyon Hardy, seconded by Derek Ross, the Board approved the Addendum to the Annual Teacher Assignment Report for 2022-2023. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

## **B5. BOARD**

### **a. [Approve Selection of Annual Organizational Board Meeting – December 13, 2022](#)**

On motion of Denise Helfstein, seconded by Derek Ross, the Board approved December 13, 2022 as the Annual Organizational Board Meeting. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

## **B6. BOARD POLICIES**

### **a. [Approve Amendment to Board Policy and Administrative Regulation 1312.3 - Uniform Complaint Procedures](#)**

On motion of Derek Ross, seconded by Soyon Hardy, the Board approved the Amendment to Board Policy and Administrative Regulation 1312.3 - Uniform Complaint Procedures as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **b. [Approve Amendment to Board Policy and Administrative Regulation 3553 Free and Reduced Price Meals](#)**

On motion of Derek Ross, seconded by Soyon Hardy, the Board approved the Amendment to Board Policy and Administrative Regulation 3553 Free and Reduced Price Meals as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **c. [Approve Amendment to Board Policy and Administrative Regulation 5111 Admission](#)**

On motion of Soyon Hardy, seconded by Drew Hazelton, the Board approved the Amendment to Board Policy and Administrative Regulation 5111 Admission as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **d. [Approve Amendment to Board Policy and Administrative Regulation 6142.8 Comprehensive Health Education](#)**

On motion of Derek Ross, seconded by Soyon Hardy, the Board approved the Amendment to Board Policy and Administrative Regulation 6142.8 Comprehensive Health Education as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **e. [Approve Amendment to Board Policy and Administrative Regulation 6158 Independent Study](#)**

On motion of Denise Helfstein, seconded by Derek Ross, the Board approved the Amendment to Board Policy and Administrative Regulation 6158 Independent Study with the caveat that the sections on course based independent study remain and not be removed as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **f. [Approve Amendment to Board Policy 6170.1 Transitional Kindergarten](#)**

On motion of Soyon Hardy, seconded by Tina Wang, the Board approved the Amendment to Board Policy 6170.1 Transitional Kindergarten as first and final reading. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **g. [Annual Review of Board Policy and Administrative Regulation 5116.1 Intradistrict Open Enrollment](#)**

On motion of Derek Ross, seconded by Drew Hazelton, the Board approved the annual review of Board Policy and Administrative Regulation 5116.1 Intradistrict Open Enrollment as first and final reading with no changes. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

### **h. [Annual Review of Board Policy and Administrative Regulation 6145 Extracurricular and Cocurricular Activities](#)**

On motion of Drew Hazelton, seconded by Derek Ross, the Board approved the annual review of Board Policy and Administrative Regulation 6145 Extracurricular and Cocurricular Activities as first and final reading with the recommended changes. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0.

**ADJOURNMENT**

On motion of Drew Hazelton, seconded by Derek Ross, there being no further business before this Board, the regular meeting held on November 15, 2022, is declared adjourned at 9:37 p.m.

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Date

President of the Board

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Date

Clerk or Secretary of the Board