

**MINUTES OF REGULAR BOARD MEETING 2-28-2023 #1077
BOARD OF EDUCATION**

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mrs. Denise Helfstein, called the regular meeting to order at 5:04 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

Members of the public were able to attend in person.

BOARD PRESENT

Mrs. Denise Helfstein, President, Mrs. Tina Wang, Vice President, Mrs. Soyon Hardy, Clerk, Mrs. Megan Lantsman, Member, and Mr. Jim Moynihan, Member.

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant to the Superintendent/Board, and Mr. Jay Fernow, Legal Counsel.

BOARD ABSENT

None

PUBLIC COMMENTS

None

2. ADJOURN TO CLOSED SESSION

Board President Denise Helfstein reported that in Closed Session, the Board would be discussing:

2.1. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:

Government Code Section 54957

2.2. PUBLIC EMPLOYEE EMPLOYMENT: Food Services Assistant Sub, Department Clerk, College and Career Technician, Department Assistants I and II, Walk-on-Coaches, Instructional Assistants III Behavior, Guest Teachers, ELD Teacher

2.3. CONFERENCE WITH LEGAL COUNSEL – CONFERENCE WITH LABOR

NEGOTIATORS: Government Code 54957.6

Agency Designated Representative: Stewart McGugan

Employee Organizations: Oak Park Teachers Association and Oak Park Classified Association

2.4. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Principals, Directors

The Board adjourned to Closed Session at 5:05 p.m.

CALL TO ORDER/MEETING PLACE

The Board of Education President, Mrs. Denise Helfstein, called the regular meeting to order at 6:10 p.m.

BOARD PRESENT

Mrs. Denise Helfstein, President, Mrs. Tina Wang, Vice President, Mrs. Soyon Hardy, Clerk, Mrs. Megan Lantsman, Member, Mr. Jim Moynihan, Member, Ms. Tess Leong, Student Board Member.

BOARD ABSENT

None

STAFF PRESENT

Dr. Jeff Davis, Superintendent, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mr. Enoch Kwok, Director of Technology, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations, and Mrs. Ragini Aggarwal, Communications Coordinator, and Executive Assistant.

FLAG SALUTE

Denise Helfstein led the Pledge of Allegiance to the Flag.

REPORT ON CLOSED SESSION

Board President Mrs. Denise Helfstein reported that the Board took action to issue a notice of non-reelection to a probationary certificated employee, identified by employee number 2941, pursuant to Education Code section 44929.21(b), effective at the end of the 2022-2023 school year, and directed the Superintendent or designee to send out appropriate legal notices. The roll call vote was as follows: 5 Ayes, 0 Nays, 0 Abstentions. The Board took no other action in closed session tonight.

ADOPTION OF AGENDA

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

PUBLIC SPEAKERS

There were no public speakers.

OPEN COMMUNICATIONS/PRESENTATIONS/RECOGNITIONS

The Board, Dr. Davis, and Ventura County Supervisor Gorell's representative Dale Thomas recognized the following:

- **Oak Hills and Red Oak Elementary Schools** 2023 CA Distinguished Schools.
- **Rohan Philip** OPHS student, Winner of the 2022 Congressional App Challenge.
- **National Merit Finalists** from OPHS class of 2023.

REPORT FROM BOARD MEMBERS

Board Member Megan Lantsman reported she attended Safe Kids Task Force Meeting and EEAC Meeting. Megan participated in a CSV webinar for Governance Teams. Megan also sat in on the Brookside PTA meeting and encouraged parents to take the LCAP Survey.

Board Member Jim Moynihan reported he went to Future Freshman night at OPHS and attended the Oak Park MAC.

Board Member Tina Wang reported she also attended Future Freshman night at OPHS. Tina congratulated the National Merit finalists, Rohan Philip, the Congressional App Challenge winner, Girls and Boys Basketball & Soccer teams, Ventura County Honor band, Speech and Debate team, and Mock Trial Teams. Tina also thanked Ventura County Public Works for collaborating with OPUSD and for hosting the community recycling event.

Board Member Soyon Hardy started with congratulating Oak Hills and Red Oak on their Distinguished

Schools Awards, Rohan Philip, and the National Merit Finalists. Soyon reported she attended two Measure S subcommittee meetings, the Measure S Planning Committee meeting, the Math Community of Practice, Curriculum Council, DETF, and Future Freshman Night. Soyon also attended a Ventura County CSBA meeting where Denise, Drew Hazelton, and Derek Ross were recognized for 8 years of service on the Board of Education.

Board Member Denise Helfstein reported she attended the Math Community of Practice, DELAC, Safety and Security Task Force, CA Distinguished School Awards Ceremony in Anaheim, the Recycling Event, Technology Committee, Future Freshman Night, and Course Advisement Night. Denise thanked Brendan, Tammy, and all the volunteers from the County for coordinating the Recycling Event.

REMARKS FROM STUDENT BOARD MEMBER

Student Board Member Tess Leong reported the high school held a blood drive with the American Red Cross in February and their third rally for the school year. The Spring Fling dance had to be canceled due to weather but has been rescheduled for next month. The Oak Park Performing Arts Alliance is having a performance of The Addams Family from March 9-11, and Course Advisement has started, and there are high hopes for the new bell schedule.

REMARKS FROM THE SUPERINTENDENT

Superintendent Dr. Jeff Davis reported he and the executive cabinet have started holding Superintendent office hours and have gone to Oak Park High School, Oak View High School, and Brookside Elementary. They will go to the remaining schools in the upcoming weeks, but it has been great to sit with everyone, hear what the teachers and staff have to say, and get to know everyone. Dr. Jeff Davis congratulated the Mock Trial team and Dr. Victor Anderson on placing second in the county competition and the Speech and Debate team on qualifying for State. Dr. Davis shared that this upcoming Thursday is Future Panther Night for incoming 6th-grade students and encouraged families to attend The Adams Family theatre production being held from March 9-11 at Oak Park High School. Dr. Davis attended Future Freshman Night and enjoyed going to the breakout rooms. He also visited Mira Costa High School and watched the girls' basketball team win the CIF championship.

UPDATE ON THE REVISED OAK PARK HIGH SCHOOL BELL SCHEDULE FOR 2023-2024

Oak Park High School Principal Mat McClenahan presented information regarding the OPHS bell schedule for next year (2023-2024). The Board requests the following follow-up information from staff:

- Legal counsel review of the instructional minutes
- Corroboration that Fiscal Management Advisory 86-06 on Instructional Minutes is current guidance/remains unchanged.
- Information to be shared about where and how, in the master schedule process, counselors synchronize course requests for students asking for a 7th-period class not listed in the initial offering.
- OPHS to send a communication to parents/students about the new bell schedule.
- Staff is made aware of the “no harm” policy for students who cannot take a class due to no fault of their own to ensure uniform application/guidance.
- Data on student course requests before meeting with counselors by grade: number of student requests for each course and the report to include the number of 0, 7, and 8-period course requests.
- Data on what happens to those students who encounter a schedule conflict after they receive their schedule in the fall - and then want to request a 7th period to resolve it.
- A report on how many students wanted a 7th-period course that was not offered.

5. CONSENT AGENDA

On motion of Soyon Hardy, seconded by Megan Lantsman, the Board of Education approved the Consent

Agenda. Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- 5.1. Minutes of the January 24, 2023 Regular Meeting and Special Meeting held on February 8, 2023
- 5.2. Approve Public Employee Employment/Changes Classified Personnel
- 5.3. Approve Public Employee Employment/Changes Certificated Personnel
- 5.4. Ratify Purchase Orders January 1- January 31, 2023
- 5.5. Approve Acceptance of Donation- Disney VoluntEARS Grant
- 5.6. Approve Overnight trip for Oak Park High School Varsity Baseball to Participate in the Lions Tournament, April 2-5, 2023, in San Diego, CA.
- 5.7. Approve Overnight trip for Oak Park High School Media/Journalism Convention, April 20-22, 2023, in San Francisco, CA.
- 5.8. Approve Overnight trip for Oak Park High School Speech and Debate to Participate in a Tournament, April 21-23, 2023, in Carlsbad, CA.
- 5.9. Approve Overnight trip for Medea Creek Middle School Students to Attend All it Takes Leadership Summit, April 28-May 1, 2023, Camp Campbell, Boulder Creek, CA.
- 5.10. Approve Internet Service Provider Contract with Spectrum for District Office
- 5.11. Approve District Wide Area Network Contract with Spectrum

6. EDUCATIONAL SERVICES

6.1. Approve 2022-23 Safe School Plans

Mr. Brad Benioff, Director of Student Support and School Safety, provided an overview of the process to update the Safe School Plans and the purpose of the plans. The Board requested the following follow-up information from staff:

- Emergency Plans are posted on each school's website on the homepage.
- The District to give guidelines and streamline section 3. Appropriate Programs and Strategies that Provide School Safety across the sites.
- A standing agenda item in the Safety and Security Task Force meeting that would include feedback after safety drills so that the information can be heard across all sites.
- Communication/posting about safety plans to families.
- For next year's School Site Safety Plans, the recommendation to:
 - Have consistent formatting throughout.
 - Reference to Emergency Keys or Knox boxes
 - Signature page for the person who reviewed the full plan
 - Consistency in wellness/safety program descriptions between sites
 - List of assigned personnel and safety responsibilities.
- For MCMS & OPHS sites: check “emergency procedures” links to be sure up-to-date.
- For Elementary sites: create an “emergency procedures” shortcut on the home page similar to secondary schools.

On motion of Jim Moynihan, seconded by Megan Lantsman, the Board approved 2022-23 Safe School Plans. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

7. BUSINESS SERVICES

7.1. Award Installation Services Contract for Measure S Project 19-17S Emergency Generator for District Administrative Office

On motion of Tina Wang, seconded by Jim Moynihan, the Board awarded the Installation Services Contract to Ardalan Construction for Measure S Project 19-17S Emergency Generator for District

Administrative Office. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

7.2 Authorize Measure S Project 22-20S Network Infrastructure Upgrades and Award Related Contract

On motion of Tina Wang, seconded by Soyon Hardy, the Board authorized Measure S Project 22-20S Network Infrastructure Upgrades and awarded the Contract to All Connected. The contract will be brought back to the Board for ratification. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

Tess Leong, student Board member, left the meeting at 8:20 pm.

The Board took a break at 8:20 pm, and the meeting resumed at 8:27 pm.

8. HUMAN RESOURCES

8.1. Approve Resolution #2023-02 - Release Temporary Certificated Employees #1 Through #18

On motion of Jim Moynihan, seconded by Soyon Hardy, the Board approved Resolution #2023-02 Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

8.2. Approve Resolution #2023-03 - Reducing or Discontinuing Particular Kinds of Service for Certificated Employees

On motion of Jim Moynihan, seconded by Tina Wang, the Board approved Resolution #2023-03. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

8.3. Approve Resolution #2023-04 - Determination of Seniority Among Employees with the Same Seniority Date ("Tie Breaker Resolution")

On motion of Jim Moynihan, seconded by Soyon Hardy, the Board approved Resolution #2023-03. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

8.4. Approve Addendum to the Annual Teacher Assignment Report for 2022-2023

8.5. Approve Revised Job Descriptions for Certificated Positions of CTE Theatre Teacher, School Psychologist, and Speech Pathologist

8.6. Approve Revised Title for Classified Positions of Department Secretary to Department Assistant I

8.7. Approve Revised Title for Classified Position of Athletics Secretary to Athletics Assistant I

8.8. Establish a New Classified Position of Department Assistant II-Human Resources and Approve the Associated Job Description and Placement on the Salary Schedule

8.9. Establish New Certificated Position English Language Development Teacher and Approve Associated Job Description

On motion of Tina Wang, seconded by Jim Moynihan, the Board approved items 8.3 through 8.9 together as one vote. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

9. BOARD

9.1. Approve 2023 CSBA Delegate Assembly Election of Candidate

On motion of Soyon Hardy, seconded by Megan Lantsman, the Board approved Rebecca “Beckie” Cramer (Pleasant Valley SD) as the 2023 CSBA Delegate Assembly Candidate for region 11B. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

10. BOARD POLICIES

10.1. Approve Amendment to Board Policy 1313 Civility

On motion of Soyon Hardy, seconded by Jim Moynihan, the Board approved Amendment to Board Policy 1313 Civility with the recommended change of adding or in this sentence on the second to last paragraph on page “a” of the policy “Behavior by students, staff, or parents/guardians...”

Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

10.2. Approve Amendment to Board Bylaw 9323 - Meeting Conduct

On motion of Jim Moynihan, seconded by Soyon Hardy, the Board approved Board Bylaw 9323 - Meeting Conduct. Motion carried Aye: Hardy, Helfstein, Lantsman, Moynihan, Wang. No - 0. Tess Leong, Student Board Member – Absent.

11. OPEN DISCUSSION/FUTURE AGENDA ITEMS

11.1. Discussion on OPUSD’s Focus on Legislative Action Week

Board member Soyon Hardy, Denise Helfstein, and Megan Lantsman volunteered to attend. Soyon would like to discuss what issues she and the other Board members can raise as a district in the chance that the Board members get to bring their own list. The following suggestions were made:

- TK funding
- Facilities funding and the option of a State facilities bond
- How the state is dealing with ADA
- Arts and Music Block Grant

Board member Soyon Hardy proposed that after the training, she and Board President Denise Helfstein will provide Ragini with the topics that came from the State and ask that the District work with staff to get personalized examples that the Board members can bring up at Legislative Action Week.

11.2. Special Meeting to be held on March 14 to Discuss Mid-Year Progress on District and Board Goals

ADJOURNMENT

On motion of Tina Wang, seconded by Soyon Hardy, there being no further business before this Board, the regular meeting held on February 28, 2023, is declared adjourned at 10:02 p.m.

Date _____ President of the Board

Date _____ Clerk or Secretary of the Board