

**MINUTES OF REGULAR BOARD MEETING      8-30-2022      #1067**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education Vice President, Mr. Derek Ross, called the regular meeting to order at 5:01 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Mr. Drew Hazelton, President (joined the meeting at 5:30 pm), Mr. Derek Ross, Vice President, Mrs. Denise Helfstein, Clerk, Mrs. Tina Wang, Member, and 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, Executive Assistant and Communications Coordinator.

**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, Food Service Assistants I, Walk-On-Coaches, Instructional Assistants I - Literacy & Numeracy Temp, Instructional Assistant I – Math, Instructional Assistants I Grade DK, Extended Care Assistant Site Leader, Student Services Assistant 1, Instructional Assistants II SpEd, Instructional Assistants III Behavior, Department Secretary – OPHS, Certified Deaf & Hard Of Hearing Interpreter, Teacher on Special Assignment – Tech TOSA, College and Career Center Counselor, Wellness Center Counselor, Guest Speech Pathologist, Guest Teachers, Science Teacher - MCMS, Art Teacher - MCMS, High School Teacher, Elementary Teachers, Special Education Teachers, Principal – MCMS
- C. EXPULSION OF PUPIL #01 –** (Pursuant to Education Code 48915)
- D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Title: Directors, Principals

The Board adjourned to Closed Session at 5:02 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, Mr. Stew McGugan, Assistant Superintendent of Human Resources, Mrs. Tammy Herzog, Assistant Superintendent of Educational Services, Mr. Brad Benioff, Director of Student Support and School Safety, Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance & Operations, Mrs. Ellen Chevalier, Coordinator of Instructional Programs, and Mrs. Ragini Aggarwal, Communications Coordinator and Executive Assistant.

## **FLAG SALUTE**

Drew Hazelton led the Pledge of Allegiance to the Flag.

## **REPORT ON CLOSED SESSION**

Board President Mr. Drew Hazelton reported that Board took no action in the closed session tonight.

## **ADOPTION OF AGENDA**

On motion of Derek Ross, seconded by Tina Wang, 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 were seven public speakers. Two on non-agenda items and five on Agenda Item VI.A.5. The speakers on non-agenda items spoke at this time. Mr. David Ross, a community member and founding board member of the Oak Park Unified School District Board of Education, read a passage from the article in Scientific American on misinformation and disinformation being spread about schools and education.

The second public speaker was Tim Foy, head coach of the Future Tracking Running Pack. He requested that the members of his running group be allowed to use the track once a week as they have been doing for more than 20 years. The group was denied the facility operated by the school, citing the reason as non-availability, as the track was used all the time by the athletic teams for practices.

## **OPEN COMMUNICATIONS/PRESENTATIONS/RECOGNITIONS**

### **REPORT FROM BOARD MEMBERS**

Board Member Soyon Hardy extended a warm welcome to all teachers, staff, students, and families for an almost normal start to the new school year. Soyon commended the teachers and staff at the school and the district office for their work on getting the schools ready to welcome students back to school. Soyon reported that she visited the campus with some of her fellow board members and Dr. Davis on the first day of school, and the energy on campus was great.

Board Member Denise Helfstein welcomed everyone back to school. Denise reported that she attended the diversity training sessions over the summer presented by the members of the Howard Group. A few topics covered were equity, mental health, and being culturally responsive. Denise also toured campuses on the first day of school with other board members and Dr. Davis and expressed her appreciation for the hard of the teachers and seeing the progress of the wellness

center at the high school. Denise thanked the community of Oak Park for passing Bond Measure S, which allows much-needed facility improvements to be made at our campuses.

Board Member Tina Wang congratulated everyone for a successful first few weeks of school and thanked the staff, PTA/PFA for their hard work over the summer, and the parent volunteers who helped with the registration events. Tina reported that she attended Back to School nights at Oak Park High School and felt a sense of gratitude visiting classrooms in person and thanked the principal and staff for their commitment and hard work.

Board Member Derek Ross thanked Bond Programs, Sustainability, Maintenance, and Operations Director Brendan Callahan and his team for the great work done at our schools over the summer. Derek also thanked the community of Oak Park for passing Bond Measure S so that the District and the board can make sound fiscal decisions and improve the facilities on our campuses.

Board Member Drew Hazelton thanked Brendan and the team for the summer work done on campuses. Drew reported that he was excited to see the fall sports athletes back in action and all the extra-curricular activities also resuming on campus. Drew attended the parent meeting with Ray Lokar from Gold Star Coaching and the Back-to-School nights at MCMS and OPHS and thanked the teachers for their dedication and commitment.

Student Board Member Tess Leong reported that the ASB helped with registration at OPHS, which went off smoothly. The fall sports have begun, and the school held its first back-to-school night in person after two years. ASB is planning multiple fundraisers and events this year. Club signups are coming up, and all clubs that have registered and completed their paperwork will be able to promote their club during club week. Tess reported that students and teachers were slowly adjusting to the new bell schedule and expressed her hope that more teachers will utilize the flex-time to allow students to receive support or work on their homework.

Superintendent Dr. Jeff Davis thanked the teachers, staff, and PTOs for an excellent school opening. Dr. Davis reported that he toured the campuses with board members on the first day of school, attended the back-to-school nights, and was looking forward to attending the MCMS back-to-school night this week. Dr. Davis also visited the ASB class at OPHS with Principal McClenahan and spoke with them about Leadership. Dr. Davis shared information on some upcoming events this fall:

- Luc Bodden Day is to be held at each school the week of Sept. 12.
- Land Acknowledgement Plaque dedication event to be held on Sept. 20 at OPHS at 12:45 pm.
- All grades at MCMS would be attending outdoor science education at Pali Camp.

#### **UPDATE ON SCHOOL SAFETY – COMMANDER PENTIS AND MR. BRAD BENIOFF**

There were five public speakers on this item. Carrie Jones, Steven White, Frances Hermosillo, Debbie Harrington, and Al Calce OPUSD staff members expressed their concerns regarding the requirement of weekly testing for unvaccinated employees. They requested the Board advocate for lifting the August 2021 health order that requires unvaccinated staff to undergo weekly testing.

Mr. Brad Benioff, Director of Student Support and School Safety, addressed the concerns of the public speakers stating that the District is required to follow a public health order and is not permitted to be less restrictive than the state and county public health. Mr. Benioff provided the following update:

COVID Update: Cases in the County have continued to be steady, a bit over 120 cases each day, even with schools opening throughout the County. There are 17 student and six staff cases—about the same amount through the first three weeks.

Raptor Badge Systems: Over the summer, all sites had their Raptor badge systems checked and rebooted, and all sites are back to utilizing this system for visitors.

Wellness Center/Counselors: Two counselors were hired to add to our already outstanding counseling team, focusing on developing the Wellness Center at the high school and eventually at the middle school. There will be a lot of training and development taking place.

Fencing: New fencing was added to OHES to block access to the playground areas. Additional walkthroughs took place on Friday, Aug. 26 for all sites to discuss additional fencing proposals. Measure S committee and Safety and Security Task Force will review these proposals.

Door Locks: Dave Jackson, the interim Safety Administrator, walked all sites to determine door locks and capabilities. The District has ordered "lock-block" devices that have the ability for the teachers/staff to keep doors locked but slightly open if needed and quickly pull to lock the doors. This "lock block" will be in addition to the internal locking doors installed at all sites a few years ago.

Mr. Benioff introduced District's Safety Consultant, retired Ventura County Sheriff's Commander Randy Pentis. Commander Pentis shared that he had visited every school site and met with the administrators to determine site-specific safety training and upgrade needs. Commander Pentis also emphasized the importance of ongoing training staff in safety protocols and providing information sessions for students and families. Staff training will take place in September, and student and family information sessions will be held in October/November.

#### **FACILITIES REPORT – SUMMER WORK UPDATE**

Mr. Brendan Callahan, Director of Bond Programs, Sustainability, Maintenance and Operations provided a report on the work done at the school campuses during the summer.

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

On motion of Derek Ross, seconded by Soyon Hardy, 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 June 14, 2022, and Special Board Meeting held on July 20, 2022](#)
- b. [Approve Public Employee/Employment Changes 01CL254119-01CL254251 & 01CE11739-01CE11920](#)
- c. [Ratify Purchase Orders – June 1 – July 31, 2022](#)

- d. [Approve Quarterly Report on Williams Uniform Complaints – July 2022](#)
- e. [Accept 2021-22 Annual Attendance Report](#)
- f. [Approve Expulsion in Abeyance for Student #01-2022-2023](#)
- g. [Approve Overnight Trip for Medea Creek Middle School 6<sup>th</sup> Grade to Pali Institute, Running Springs, CA – October 17-19, 2022](#)
- h. [Approve Overnight Trip for Medea Creek Middle School 7<sup>th</sup> Grade to Pali Institute, Running Springs, CA – November 28-30, 2022](#)
- i. [Approve Overnight Trip for Medea Creek Middle School 8<sup>th</sup> Grade to Pali Institute, Running Springs, CA – October 31 – November 2, 2022](#)
- j. [Approve Student Teaching Agreement with California State University, Channel Islands for 2022-2023](#)
- k. [Approve School Psychology Supervised Fieldwork Agreement with Loyola Marymount University for 2022-2023](#)
- l. [Approve Out of State Travel for Certificated Employee to Attend Pacific Northwest Institute on Special Education and the Law, Yakima, Washington, – September 18-21, 2022](#)
- m. [Approve Out of State Travel for Certificated Employee to Present at the AP Science Conference in Birmingham, Alabama – November 9-10, 2022](#)
- n. [Approve the Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books](#)
- o. [Approve the Sale of Disposal of Obsolete Equipment - Copy Machines](#)
- p. [Approve Renewal of Contract with Super CO OP\(USDA\) Foods and Purchase Delivery](#)
- q. [Ratify Consultant Agreement with Commander Randy Pentis for School Safety Consultation and Training](#)
- r. [Ratify Consultant Agreement with Gold Star Coaching for Athletic Programs at Oak Park High School](#)

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

- a. [Ratify Agreement with Paper.co for Online Tutoring Services for Students in Grades 6-12](#)

Assistant Superintendent of Educational Services, Tammy Herzog and Coordinator of Instructional Program, Ellen Chevalier provided an update on the usage of Paper.co online tutoring by district students last year. Student Board member Tess Leong shared her positive experience with Paper.co and the board recommended that staff use a variety of means to promote the usage of paper online tutoring to students in grades 6-12. The board also recommended increasing in-person support for students in all grades.

On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education ratified The Agreement with Paper.co for Online Tutoring Services for Students in Grades 6-12. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- b. [Approve Indian Education Consortium MOU with Ventura Unified School District](#)

On motion of Soyon Hardy, seconded by Denise Helfstein, the Board of Education approved Indian Education Consortium MOU with Ventura Unified School District. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

- c. [Approve Submission of Consolidated Application for Categorical Aid Programs – 2022-2023](#)

On motion of Tina Wang, seconded by Soyon Hardy, the Board of Education approved

the Submission of Consolidated Application for Categorical Aid Programs – 2022-2023.  
Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

### **B.3. BUSINESS SERVICES**

**a. Ratify Contract of Services and Establish Budget for Measure S Project 22-11S Wellness Center at Oak Park High School**

On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education ratified the Ratify Contract of Services and Establish Budget for Measure S Project 22-11S Wellness Center at Oak Park High School. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**b. Approve Resolution #2022-12 Authorizing Use of a CMAS Agreement for Leasing and Servicing Copy Machines, Pursuant to CA Public Contract Code Section 10298**

On motion of Soyon Hardy, seconded by Tina Wang, the Board of Education approved the Resolution #2022-12 Authorizing Use of a CMAS Agreement for Leasing and Servicing Copy Machines, Pursuant to CA Public Contract Code Section 10298. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**c. Ratify Agreement with Diligent Community for Board Agenda and Policy Management Software**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education ratified the Agreement with Diligent Community for Board Agenda and Policy Management Software. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

### **B.4. HUMAN RESOURCES**

**a. Approve 2022-2023 Declaration of Need for Fully Qualified Educators**

On motion of Soyon Hardy, seconded by Drew Hazelton, the Board of Education approved the 2022-2023 Declaration of Need for Fully Qualified Educators. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**b. Ratify Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 (C) & (D)**

On motion of Derek Ross, seconded by Drew Hazelton, the Board of Education ratified the Establishment of a District Committee on Assignment in Accordance with Ed Code 44258.7 (C) & (D). Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**c. Approve Annual Teacher Assignment Report for 2022-2023**

On motion of Soyon Hardy, seconded by Tina Wang, the Board of Education approved the Annual Teacher Assignment Report for 2022-2023. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**d. Approve Revised Job Description and Salary Schedule Placement for Food Services Staff**

On motion of Denise Helfstein, seconded by Tina Wang, the Board of Education approved the Revised Job Description and Salary Schedule Placement for Food Services Staff. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

### **B.5. BOARD**

**a. Approve Proposed Board Meeting Schedule for the 2022-2023 School Year**

On motion of Derek Ross, seconded by Denise Helfstein, the Board of Education approved the Proposed Board Meeting Schedule for the 2022-2023 School Year as presented except they moved the October 2022 meeting from the 18<sup>th</sup> to the 13<sup>th</sup>. Motion carried Aye: Hardy, Hazelton, Helfstein, Ross, Wang. No - 0. Tess Leong, Student Board Member – Preferential Vote: Aye.

**OPEN DISCUSSION/FUTURE AGENDA ITEMS**

The board will be reviewing the following items at the next meeting:

- Report on students who received one or more D/F grades in 2021-2022 school year.
- Local Indicators Report
- Exhibits for Math Placement which would include a waiver and sample communication to be sent to family of students in grades 6-12.
- Ragini to send possible dates for a special meeting between the September and October meetings to discuss district and board goals.

**ADJOURNMENT**

On motion of Drew Hazelton, seconded by Soyon Hardy, there being no further business before this Board, the regular meeting held on August 30, 2022, is declared adjourned at 8:38 p.m.

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Date \_\_\_\_\_ President of the Board

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Date \_\_\_\_\_ Clerk or Secretary of the Board