



NOTES FROM SCHOOL BOARD MEETING March 20, 2018

Educating Compassionate and Creative Global Citizens

At the regular meeting of the Oak Park USD Board of Education held on March 20th, the Oak Park High School Robotics team received a grant for \$4,000 from the College of the Canyons. The Board recognized **Susan**

Roberts, Director of Pupil Services on being named 2017-18 ACSA Region 13 Special Education Administrator of the Year and **Stew McGugan**, Director Alternate Education who was named 2017-18 ACSA Region 13 Continuation Education Options Administrator of the Year.

The Board heard reports from School Board Members, the Student Board Representative, and the Superintendent. The Board also heard reports from, Brookside Elementary School, Oak Hills Elementary School, Medea Creek Middle School, Oak Park High School, Oak View High School, and Oak Park Independent School Site Councils. **Brandon McFadden** provided an update on the Oak Park Education Foundation. **Julie Suarez**, Director Maintenance and Operations, [reported on the Energy Savings](#) so far from the Measure S funded Solar Installation.

The Board took action and/or approved the following:

CONSENT ITEMS

- Approved Purchase Orders – February 1-28, 2018
- Approved Overnight Trip for Odyssey of the Minds Teams to attend the State Competition at UC Riverside - March 23-24, 2018
- Approved the Overnight Trips for Oak Park High School:
 - Baseball Team Tournament - Nipomo, CA - April 2-5, 2018
 - Health Occupational Students of America Club (HOSA) - Anaheim CA - April 5-8, 2018
 - Future Business Leaders of America - Ontario CA - April 12-15, 2018
 - Debate Team - Mountain High CA, April 19-22, 2018
 - Athletic Teams who Qualify for Spring Playoffs
 - Approved Notice of Completion, Project 18-01 S, Football Field Fencing at Oak Park High School

ACTION ITEMS

BUSINESS

- **Discussed School Safety and Security and Approved 2017-18 Safe School Plans**
Mr. Vance Taylor, a parent in the District, requested the Board to look at ways to tighten safety and security at all our campuses.

Dr. Knight and the Board discussed looking into the possibility of requesting a patrol car dedicated to Oak Park. Dr. Knight also mentioned the steps Oak Park Unified School District has taken to increase student/staff safety and security on our campuses.

- *Lockdown and evacuation procedures are in place, and drills are held regularly at all of the schools.*
- *The doors in every room have had new locks installed that allow teachers and staff to lock them from the inside.*
- *Training of staff in recognizing and taking appropriate and immediate action in the case of threats towards student safety.*
- *The Board commissioned a comprehensive safety review of all of our schools last year by the*

National School Safety Center. The District received high marks and implemented all recommendations.

- *Two standing committees that meet regularly, the Safe Kids Task Force and the Safety and Security Committee. These groups of teachers, counselors, parents, and administrators, review training programs and procedures, discuss current information and research on the topic, and make recommendations to continuously improve safety.*

The Oak Park Unified School District must annually review and update its Safe School Plans to remain in compliance with EC 35294.2. These updates include staff responsibilities and procedures to be followed by students and staff in the event of disaster or emergency. These plans are available at each school site for public view.

- **Authorized the Establishment of the Administrative Position - Director of Student Support and School Safety**
This position will provide oversight related to Safety and Security, Attendance, District of Choice and Enrollment and Student Transportation.
- **Amended the Award of Contract, Measure C6 Project 18-05C, SMART Board Interactive Flat Panel Display Pilot at Oak View High School and Education Services Center**
The amended contract rescinds the contract with Collaboration Solutions, Inc., and awards a purchase contract with Alpha AV for \$32,739.
- **Authorized Measure S Technology Project 18-12S, District Network File Server Refresh**
The refresh will replace three (3) ten-year-old HP Proliant rack mounted servers that are over ten years old and a five-year old Mac Pro server. Tech Department desktop workstations for monitoring and controlling the file servers will also be refreshed at the same time.
- **Authorized Measure S Technology Project 18-13S, Purchase of Staff Computers and Technology Department Spare Devices**
Due to expanding staffing over the years, the tech department needs additional spares to have machines to provide to staff when their own machines are being repaired and for the newly hired staff.
- **Authorized Measure S Technology Project 18-14S, Chromebook 1-to-1 Take Home Pilot**
The Chromebook 1-to-1 Take Home Pilot approval includes an amount not-to-exceed \$300,000 of Measure S funds for the summer 2018 refresh and pilot deployment of 1:1 Chromebooks for 6th grade with the following provisions:
 - *The primary funding source will be a Parent Purchase program. This program needs to be designed and pushed out this spring. The Board would like our marketing consultant to be involved. The Board would like to explore the idea of using a donation process rather than parents purchasing directly from the vendor.*
 - *The secondary funding source will be General Fund one-time discretionary funding*
 - *The third funding source being Measure S funds in an amount not-to-exceed \$300,000.*

Also, included in the proposed pilot project is funding for a 1.2 Full Time Equivalent (FTE) Teacher on Special Assignment (TOSA) to facilitate staff training and program implementation.

- **Awarded of Request for Proposals for High-Speed Wide Area Network Services**
A 5-year contract was awarded to Spectrum/Time Warner Cable for high-speed wide area network (WAN) services for \$40,680 annually.

- **Authorized and Approved Measure R Project 18-15R, Classroom Floor Repairs at Red Oak Elementary School**
Certain areas of the floor in rooms B23 and B24 at Red Oak Elementary School are deteriorating and pose a tripping hazard in those classrooms. The repairs will be carried out over the upcoming Spring Break.
- **Authorized and Approve Measure R Project 18-16R, Drain Repairs at Oak Hills Elementary School and Oak Park High School**
Floor drains located in the upper girls and boys restroom at Oak Hills Elementary School and in the C Building staff restroom at Oak Park High School are damaged, posing a potential health hazard at those schools.
- **Authorized Proposition 39 Energy Grant Project 18-17F, Phase 2 Districtwide Exterior Lighting Upgrade**
In Phase 1, exterior lighting at all district schools was converted to LED fixtures and lamps. In Phase 2 of this project, which is once again fully funded by the Proposition 39 energy funding grant, the retrofit of all exterior fixtures not addressed in Phase 1 will be completed, including parking lot light replacements as well as the tennis and basketball courts.
- **Approved Change Order 1, Project 18-03S, Parking Lot Fencing at Medea Creek Middle School**
The change involves the removal and replacement of 140 feet of chain link fence on the south side of the middle school parking lot, increasing it from 4 feet to 5 feet in height. This will secure the area at the top of the slope at the corner of Hollytree and Doubletree and prevent students from using this area as an access point to the school.
- **Approve Certification of 2017-18 Second Interim Financial Report and Budget Revisions**
The Board approved a positive certification as the District staff has presented a balanced budget, a 3% reserve for economic uncertainties, and a multiyear projection demonstrating the ability to meet its financial obligations in the current and two subsequent years.
- **Approved Adoption of Resolution #18-11, Participation in CSBA California School Cash Reserve Program**
TRANS are short-term debt instruments issued by school districts throughout the State to create an additional reserve to the general fund. In our District, this reserve will act as a cushion to the general fund if we experience temporary cash flow needs due to the withholding of state funds to later in the school year.
- **Approved Donations**
Oak Park Education Foundation generously gave a \$2,500 grant to the Oak Park High School Rocket Team.
- **Approve 2018 Measure S Bond Priority Projects Plan**
The Measure S Committee, comprised of parents, teachers, principals, district-level staff, and architect, has met monthly since September 2017 to establish Measure S project priorities. At its recent meetings, held in February and March 2018, the Committee finalized its recommendation for priority projects to be addressed over the next several years.

- **Resolution 18-10, Authorizing the Issuance of 2018 General Obligation Bond Anticipation Notes, and Actions Related Thereto**

The Board deferred a decision on bond funding for priority projects until its meeting in September of 2018 when the new tax rates will be known. The Board committed to either issuing a traditional bond if the tax rate drops below \$60 per \$100K of assessed valuation or issuing a Bond Anticipation Note in an amount between \$10 million and \$17.7 million to be determined by the Board at that time and based on the credit rating by S&P.

- **Approve Architectural Services Agreements for Measure S Priority Projects 18-18S, 18-19S, 18-20S, AND 18-21S**

- 18-18S Classroom Replacement (4), Phase 1, Brookside Elementary School for \$ 241,500
- 18-19S Modernize Administration & Core Support Facilities, Oak Hills Elementary School for \$ 317,700
- 18-20S Classroom Replacement (7), Red Oak Elementary School for \$ 301,250
- 18-21S Classroom Replacement (6), Medea Creek Middle School for \$ 275,400

CURRICULUM

- **Approved Additional Novel for Medea Creek Middle School 7th Grade Humanities Program - *Peter Pan* by J.M. Barrie**

- **Approved Technology Acceptable Use Policy for Students**

The District is committed to promoting a respectful, secure, and responsible learning environment in all areas of the educational setting, including the digital context. The Technology Acceptable Use Policy provides students and parents with the rules, expectations, and guidance for a student's appropriate use of District technology.

- **Approve Staff Development Agreement with Teachers College Reading and Writing Project**

The District's K-5 teachers will be provided with four days of in-house training by specially trained developers of the Columbia University Reading and Writing Project.

BOARD

- **Reviewed Updated Assessments of the Board Approved 2017-18 Goals and Moral Imperatives**

At its August 15, 2017 regular meeting, the Board of Education approved the 2017-2018 Goals and Moral Imperatives. The District Leadership Team has been adding assessments to these documents. The documents are available on the District website at this link: <http://www.oakparkusd.org/Goals-Moral-Imperatives>

- **Approve Resolution #18-12 Calling for Support of AB 2808 (Muratsuchi) to Increase Local Control Funding for California's Public Schools**

California funds schools at roughly \$1,961 per student less than the national average, which translates to approximately \$3,462 per student when adjusted for California being a high-cost state. It's time that California ends decades of underinvestment in public schools and provide the resources needed to offer all students a high-quality education. The Board approved a resolution to urge the State Legislature to pass AB 2808, and the Governor to sign, this critical legislation that would fund California public schools at a level that is equal to or above the average of the top 10 states.

BOARD POLICIES/ADMINISTRATIVE REGULATIONS

- Approved Amendment to the following Board Policies, and/or Administrative Regulations as First and Final Reading:
 - Administrative Regulation - [3517 Facilities Inspection](#)
 - Board Policy [BP 5131.6](#) and Administrative Regulation [AR 5131.6](#) Alcohol and Other Drugs
- Adopted New Board Policy [BP 6173.2](#) and Administration Regulation [AR 6173.2](#) Education of Children of Military Families
- Approved Amendment to the following Board Policies and Administrative Regulations as First Reading - these will be brought back with the suggested changes at the following meeting.
 - Board Policy and Administrative Regulation 5121 – Grades/Evaluation of Student Achievement
 - Board Policy 6154 – Homework Makeup Work

