



## NOTES FROM SCHOOL BOARD MEETING APRIL 17, 2018

### *Educating Compassionate and Creative Global Citizens*

At the regular meeting of the Oak Park USD Board of Education held on April 17th, the Board recognized the following:

- **Rahul Naveen**, 8th grade student from Medea Creek Middle School on winning the Ventura County Spelling Bee and on Qualifying for the Scripps National Spelling Bee
- **Oak Park Unified School District Odyssey of the Mind Teams** who qualified for the State Competition and the Oak Park High School Team who will be competing at the World Competition next month
- **Alex Niebank**, Brookside Elementary Special Education Teacher on her dedication and years of service
- **Maria Cross**, Brookside PTA President with the Partners in Education Award.

The Board heard reports from School Board Members, the Student Board Representative, and the Superintendent, as part of his remarks Dr. Knight introduced **Erin Vranesh** (via google hangouts from Arizona) as the new principal of Brookside Elementary School starting on July 1. The Board also heard reports from, Brookside Elementary School, Oak Hills Elementary School, Medea Creek Middle School, and Oak Park High School Site Councils. **Maryam Salour** provided an update on the Oak Park Education Foundation. **Carole Ly**, Director of Student Nutrition provided an overview of the student nutrition program, evidencing the growth of sales and participation, and highlighting the manner in which the program continues to be a model of high quality, nutritious, sustainable, and delicious food service. The Board also heard a presentation on the GrowthPoint Learning studios, the new classrooms that will replace aging portables under Measure S.

The Board took action and/or approved the following:

#### CONSENT ITEMS

- **Approved Purchase Orders – March 1-31, 2018**
- **Approved Overnight Trip for Oak Park High School Rocket Team to Attend the TARC National Finals in Washington DC and Virginia – May 10-14, 2018**
- **Approved Out of State travel for Classified Employee to Attend QUE 2018 Conference in Detroit, Michigan – October 1-5, 2018**
- **Approved Amendment to Agreement for Crossing Guard Services for 2018-19 Through 2020-21**  
*All City Management Services, Inc. has provided crossing guard services for Oak Park schools since October 1993. The District pays All City for these services, and the Oak Park Municipal Advisory Council (MAC), through the County of Ventura, reimburses OPUSD for the expense. The proposed amendment includes the addition of one crossing guard located at Kanan Road and Doubletree Road, increasing the number from 11 to 12. The annual cost for services in 2018-19 is projected to be \$123,946 for 12 crossing guards.*
- **Approval and Certification of 2017-18 School Bell Schedules and Minimum Instructional Minutes**  
*Education Code (EC) Section 46201 requires the governing board of every school district to certify that each school and each grade level has met the minimum number of instructional minutes as described in EC 46201 and meets the intent of the longer school day provisions of SB 813. All district schools are meeting this criteria.*

Kindergarten = 36,000 minutes/year  
Grades 1–3 = 50,400 minutes/year  
Grades 4–8 = 54,000 minutes/year  
Grades 9–12 = 64,800 minutes/year

- **Approve Quarterly Report on Williams Uniform Complaints – April 2018**  
*No complaints were filed with any school during January - March 2018*
- **Approve Out of State Travel for Certificated Employees to Attend Green Schools National Network Conference and Expo in Denver, Colorado – May 2-4, 2018 - OPUSD is a member district.**

## **ACTION ITEMS**

### **BUSINESS**

- **Approved District of Choice Reporting Requirements**  
*This report summarizes the information required of District of Choice districts pursuant to Education Code 48313 in regard to students enrolled into Oak Park for the current school year. This information will now, and prior to May 15, be disseminated to local adjoining districts, the county office of education, the State Superintendent of Instruction and the Department of Finance . The Education Code requires that the report show the number of requests into the district, the number granted, denied or withdrawn (and the reasons for denials), the number of pupils transferred into and out of the district, the race, ethnicity, gender, self-reported socioeconomic status, and the school district of residence of the transfers.*
- **Authorized Measure S Project 17-47S, DSA Certification for the Administration Building at Brookside Elementary School**  
*DSA Certification for the Administration Building at Brookside Elementary School, was authorized with a budget established at \$748,438, to be funded from the Measure S bond fund. The Board also approved the amendment to the existing agreement with BCA Architects to provide bidding, construction, and close out services for this project, increasing the fees for services from \$32,000 to \$67,220, including related reimbursable expenses.*
- **Authorized and Award Contracts for Measure S Project 18-22S, Districtwide Safety and Security Upgrades to School Public Address Systems**  
*In the District's continuing effort to maintain safe and secure school environments, it is imperative to make certain upgrades in the public address systems at each school site to ensure all-call announcements can be clearly heard throughout the campus. The contract for \$14,669.32, was awarded to PacifiCom to perform this work.*
- **Approved Change Order 1, Project 17-32S, Security Fencing at Oak Park High School Stadium (North Side)**  
*The Change Order for Project 17-32S Security Fencing North side of the stadium at OPHS is for the contractor to add additional 8 fencing panels, and replace six 90-degree gate hinges with 180-degree hinges to ensure greater safety in the event of an emergency exit.*
- **Approved Geotechnical Soils Testing Services for Measure S Modernization Projects: Project 18-18S At Brookside Elementary School, Project 18-20S At Red Oak Elementary School, And Project 18-21S At Medea Creek Middle School**  
*The Board approved architectural service agreements for replacement of portable classrooms with permanent GrowthPoint learning studios at Brookside, Red Oak, and Medea Creek Middle Schools. Before this project is started DSA requires reports of Geotechnical Soils testing. The cost for the Geotechnical soil testing service for all three sites is \$19,850 and will be funded by the Measure S Bond fund.*
- **Approved Amendment to Architectural Services Agreement for Project 17-35S, Kitchen Improvements at Medea Creek Middle School**  
*When the Kitchen remodeling plans were submitted to DSA for approval we were informed of the DSA's*

*decision to expand its review beyond the kitchen project to include the entire multipurpose room/gymnasium building and adjacent parking lot. This has increased the cost of the architectural services by \$31,250.*

- **Authorized Measure S Technology Project 18-14S, Chromebook 1-to-1 Take Home Pilot**  
*The 1-to-1 Take Home Pilot will be implemented to Sixth Grade parents who will be given the option to purchase, lease-to-own, or borrow a District standard Chromebook.*
- **Approved Donations**  
*Aerojet/Rocketdyne gave a \$1,000 grant to the Oak Park High School Rocket Team.*

## **PUPIL SERVICES**

- **Approved Contract for Non-Public School Services for Special Education Student #8-17/18**  
*The total cost for placing the student at Casa Pacifica Non-Public School for the 30-day placement is \$6,420.*

## **HUMAN RESOURCES**

- **Re-designate the Position of Director of Business Operations as Director of Sustainability, Maintenance, and Operations and Approve Revised Job Description**  
*With the recent resignation of the current Director of Business Operations (Maintenance and Operations), the Board redesignated the position as Director of Sustainability, Maintenance and Operations, and approved a revised job description that more accurately reflects the District's dual goals of sustainability and maintenance of safe, clean, and healthy facilities and grounds.*
- **Re-designate the Position of Director of Alternative Education as Principal of Oak View High School and Oak Park Independent School and Approve Revised Job Description**  
*The Board approved the redesignation of the position and the recruitment process has begun for the new Principal of Oak View High School and Oak Park Independent School. Mr. Stew McGugan the current Director will be starting in his new role of Director Student Support and School Safety on July 1.*
- **Establish the Lead Instructional Technology Specialist – Technology Teacher on Special Assignment Position**  
*Under the direction of the Director of Technology, the TOSA will develop and implement a strategic plan for ensuring that all staff are appropriately trained, supported, and equipped to deploy technology tools in ways that maximize student critical thinking, creativity, collaboration, and communication. This position will be funded 50% from Measure S and 50% from The Club.*

## **CURRICULUM**

- **Approve 2017-18 Single Plans for Student Achievement**  
*The Single Plan for Student Achievement (SPSA) is a plan of actions to raise the academic performance of all students to the level of performance goals established under the California Academic Performance Index. California Education Code sections 41507, 41572, and 64001 the federal Every Student Succeeds Act (ESSA) in 2017/2018 -- require each school to consolidate all school plans for programs funded through the School and Library Improvement Block Grant, the Pupil Retention Block Grant, the Consolidated Application, and NCLB Program Improvement -- transitioning to ESSA in 2017/2018 -- into the Single Plan for Student Achievement. The plans for all schools can be accessed at this link - <https://goo.gl/mhjFdK>*
- **Approve 2016-2017 School Accountability Report Cards (SARCs)**  
*A SARC or "School Accountability Report Card" is an annual report to parents of California's school children and is required by the State of California. The SARC provides parents with valuable information about the overall performance of the school their child attends. Demographics, student testing data, teacher qualifications, textbook sufficiency, and school safety are among the many areas*

that are covered in this report. The School Accountability Report cards for 2016-17 can be accessed at this link - <https://goo.gl/avRMkz>

## BOARD

- **Approve Date Change for May 2018 Board Meeting**  
*The Board decided to move the May 15, 2018 regular meeting date to May 17, 2018.*

## BOARD POLICIES/ADMINISTRATIVE REGULATIONS

- Approved Amendment to the following Board Policies, and/or Administrative Regulations as First and Final Reading:
  - [Board Policy 1312.3](#) and [Administrative Regulation 1312.3](#) – Uniform Complaint Procedures
  - [Board Policy 1325](#) – Advertising and Promotion
  - [Board Policy 3100](#) – Budget
  - [Board Policy 3551](#) and [Administrative Regulation 3551](#) – Food Service Operations/Cafeteria Fund
  - [Board Policy 3553](#) and [Administrative Regulation 3553](#) – Free and Reduced Price Meal
  - [Board Policy 5022](#) and [Administrative Regulation 5022](#) – Students and Family Privacy Rights
  - [Board Policy 5144](#) – Discipline
  - [Board Policy 5144.1](#) and [Administrative Regulation 5144.1](#) – Suspension and Expulsion/Due Process
  - [Board Policy 6152.1](#) – Placement in Mathematics Courses
- Approved Amendment to the following Board Policies and Administrative Regulations as Second and Final Reading
  - [Board Policy 5121](#) and [Administrative Regulation 5121](#) – Grades/Evaluation of Student Achievement
  - [Board Policy 6154](#) – Homework Makeup Work
    - [Exhibit A E6154](#) - K-5 Homework Guidelines
    - [Exhibit B E6154](#) - Medea Creek Middle School Homework Guidelines
    - [Exhibit C E6154](#) - Oak Park High School Homework Guidelines
- The Board tabled Board Policy 5148.2 – Before/After School Programs to a future meeting