



## NOTES FROM THE SCHOOL BOARD ORGANIZATIONAL MEETING – December 5, 2017

### *Educating Compassionate and Creative Global Citizens*

At the organizational meeting of the Oak Park USD Board of Education held on December 5, the Board recognized the Oak Park High School Girls' Cross Country Team and their Coach **Steve White** for winning the Coastal Canyon League championship as well finishing 3rd in CIF Division 3 Finals. **Don Enoch**, Oak Park High School English Teacher, was recognized on his retirement from the Oak Park Unified School District. The Board also heard reports from Oak Hills Elementary School and Oak Park High School Site Council. **Maryam Salour** provided an update on the Oak Park Education Foundation. **Jane Nye**, the MAC liaison to the Oak Park Unified School District provided an update in regard to topics the MAC is considering. The Board held a discussion on drafting a district communication plan and reviewing the Board Policy **BP 1100 Communications with the Public** at a future board meeting and to hold another "**Coffee with the Board**" in spring.

The Board took action and/or approved the following:

### CONSENT ITEMS

- Approved Purchase Orders – November 1 - November 15, 2017
- Approved Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books  
*Medea Creek Middle School has made an inventory of library books, textbooks and/or instructional materials as obsolete and no longer needed by teachers or students.*
- Approved Date Change for Oak Park High School Overnight Trip - Life Skills Retreat #3 – April 18-21, 2018
- Approved of Renewal Agreement with the Ventura County Office of Education for 2017-18 Student Information System Hosting Services
- Approved Notice of Completion, Measure R Project 17-41R, Gymnasium Improvements at Medea Creek Middle School

### ACTION ITEMS BOARD

- Elected Derek Ross as President, Denise Helfstein as Vice President and Barbara Laifman as Clerk of the Board.
- Confirmed Designation of Board Representatives to District Committees.
- Approved Proposed Board Meeting Schedule for Calendar year 2018
- Approved Certification of Signatures.
- Approved the appointment of Denise Helfstein as the School Board Representative to the County Committee on School District Organization.
- Approved the Designation of Dr. Knight as Secretary/Authorized Agent of the Board of Education.
- Approved California School Boards Association - *Delegate Assembly Nomination for the following delegates from Subregion 11B whose term expires in 2018:*
  - *John Andersen (Conejo Valley USD)*
  - *William Daniels (Simi Valley USD)*
  - *Vianey Lopez (Hueneme ESD)*
  - *Veronica Robles-Solis (Oxnard SD)*

## BUSINESS SERVICES

- Discussed and Approved District Capacity/Enrollment Projections/District of Choice Vacancy Projections for School Year 2018-2019
  - *Elementary projection at the three sites for next year is 1689 (compared to 1679 enrolled for 2017-18) - Capacity is 1766.*
  - *Middle School projection for next year is 1105 (compared to 1085 enrolled for 2017-18)- Capacity is 1105.*
  - *High School projection for next year is 1590 (compared to 1527 enrolled for 2017-18). Capacity is 1590.*
  - *OPIS projection is 196 (compared to 199 enrolled for 2017-18) and 30 OVHS (compared to 34 for 2017-18)*
  - *TOTAL District Capacity is 4708. Current enrollment is 4542. Projected enrollment for 2018-19 is 4614.*
- Presented Measure S Project Plan  
*Measure S Architects Harley Ellis Devereaux presented initial site layout designs and classroom concepts using GrowthPoint classroom buildings to replace aging portable classrooms at the schools. Designs for Maker-Space areas were also presented. Preliminary costs were shared.*
- Staff Provided an Update on Exploration of District-operated Before and After School Program  
*Staff shared the results of the survey administered to parents of K-8 students. These were the [results of the survey](#):*
  - *K-8 Families who submitted the survey(1,072 responses)*
  - *Not in AM/PM but interested in OPUSD operated program: 77.4% (546/705)*
  - *In AM/PM and interested in OPUSD operated program: 88.3% (324/367)*
- Approved Fiscal year 2017-2018 First Interim Financial Report, Certification and Budget Revisions.  
*The First Interim Financial Report is due on December 15th of each year and reports on the budget year from July 1 through October 31. The report states the anticipated revenue and expenditures for the current fiscal year as well as a multiyear financial projection. The report submitted to the board shows that the District budget is on target and that all assumptions and expectations in the adopted budget are on target. The District maintains a positive certification at this point. Projected reserve is 3.12%. Required reserve under state law is 3.0%.*
- Approved Amendment to Consultant Agreement in Connection with SB 1029 Bond Debt Transparency Reporting Requirements  
*In 2016, the California State Legislature passed Senate Bill #1029, requiring public agencies that have issued debt to electronically file an Annual Debt Transparency Report. Our consultants Dale Scott and Company Inc., will make these filings on behalf of the District.*
- Awarded of Construction Contract for Measure S Project 17-32S, Safety Fencing, Football Stadium at Oak Park High School  
*This project was tabled at last month's meeting. The final design was finally approved by Staff and the Measure S Facility Subcommittee members and the contract was awarded to Fence Factory and Carter Fence Company at this meeting.*
- Approved Consultant Agreement in Connection with Measure S HVAC Projects at Brookside and Red Oak Elementary Schools, and at Oak Park High School

- Ratified Award of Construction Contract for Measure S Project 17-33S, Security Cameras  
*In placing cameras on the solar installation at Oak Park High School, the original plan was to utilize electrical power directly from the solar structures themselves. However, it was subsequently determined that the electrical supply would not be reliable enough to support the security cameras on a 24/7 basis. Consequently, a contract was issued to Taft Electric Company to provide conduit, wiring, and all necessary labor, to take the electrical connection for the cameras directly back to the appropriate electrical panels in adjacent buildings.*
- Approved Change Order No. 1, Measure R Project 17-46R, Structural Improvements at Oak Park Neighborhood School
- Approved Notice of Completion, Measure R Project 17-46R, Structural Improvements at Oak Park Neighborhood School
- Approved Measure S Project Consultant Agreement – Professional Services for Site Topographical Surveying of Oak Park High School
- Approved Amendment for Program/Construction Management Services  
*With all the facility upgrades taking place/proposed at all our schools it is necessary to continue to have Project Management services for bond construction projects. Board approved Amendment with Balfour Beatty Construction Inc. and extended their contract for one year to December 31, 2018.*
- Approved Acceptance of Donation  
*Mr. Lewis Siewart generously donated \$600 to the Oak Park High School Rocket Team..*
- Authorized Project 17-51C/R Performing Arts Equipment and Facility Improvements at Oak Park High School, Funded from Bond Measures R and C6 and Ventura County Innovates Grant  
*The proposed upgrades to the pavilion sound, lighting, and video will benefit all who use the facility, and especially all of the performing arts in Oak Park. The Board authorized Project 17-51C/R to be funded from the Measure R bond fund (\$102,037), the Measure C6 bond fund (\$129,419), and the Ventura County Innovates Grant (\$40,000).*

## **CURRICULUM**

- Approved Additional Text Book for Oak Park Independent School – *The Divine Comedy- Vol II The Inferno by Dante.*

## **BOARD POLICIES**

- Approved Amendment of the following Board Policies, and/or Administrative Regulations:
  - Amendment of [BP 0400 Comprehensive Plan](#)
  - Amendment to [Board Policy 0460](#) and [Administrative Regulation 0460](#) Local Control and Accountability Plan
  - Amendment to Board Policy [BP 0500 Accountability](#)
  - Amendment to Board Policy [BP 6153 School-Sponsored Trips](#)