



## NOTES FROM THE SCHOOL BOARD MEETING – September 19, 2017

### *Educating Compassionate and Creative Global Citizens*

At the regular monthly meeting of the Oak Park USD Board of Education held on September 19, the Board recognized Kelly Baum with the Partners in Education Award. Barbara Dickerson, Director Fiscal Services, was recognized on her retirement from the Oak Park Unified School District. The Board heard regular reports from Board Members, and the Superintendent. The Board also heard reports from Red Oak Elementary School and Oak Park High School Site Councils. Ryan Rosen provided an update on the Oak Park Education Foundation.

The Board took action and/or approved the following:

#### **CONSENT ITEMS**

- Approved Purchase Orders from August 1 - August 31, 2017
- Ratified Overnight Trip for Oak Park High School Student to Attend the Challenge Success Returning Team Conference to Stanford – September 15-16, 2017
- Approved Overnight Trip for Oak Park High School Fall Athletic Teams Who Qualify for CIF Play-offs
- Approved Overnight Trip for Medea Creek Middle School 8<sup>th</sup> Grade Astrocamp – October 25-27, 2017
- Approved Overnight Trip for Medea Creek Middle School 7<sup>th</sup> Grade to Catalina – October 30 - November 1, 2017
- Approved Out of State Travel for Certificated Employee to Attend the Pacific Northwest Institute on Special Education and The Law – Seattle, September 25-27, 2017
- Approved Out of State Travel for Classified Employee to Attend the JAMF Nation User Conference in Minneapolis – October 23-27, 2017
- Approved Contracts for Non-Public School Placement for Special Education Students #01 - #07 - *The District is required by law to provide the services stated on a student's IEP.*
- Approved Resolution #17-18, Establishing the GANN Appropriation Limit for Fiscal Years 2016-2017 and 2017-2018 - *The Gann Initiative (Proposition 4, 1979) created a constitutional requirement for school districts to annually adopt a resolution establishing its maximum appropriations limit. The completed appropriation limit forms are included in the District's Unaudited Actuals and will be submitted to the State Department of Education, and approved by the State Board of Education.*
- Approved Notice of Completion for:
  - Project 17-01S, Districtwide Solar Project/EV Charging Stations
  - Project 17-30R, Structural Lumber Upgrades at Medea Creek Middle School
  - Project 17-33S, Districtwide Security Cameras
  - Project 17-34S, Exterior Security Lighting at Oak Park High School

- Approved Out of State Travel for Certificated Employee to Attend the Engage, Network and Learn Convention – Austin, October 2-5, 2017
- Approved Overnight Trip for Oak Park High School Cross Country Team to Fresno – October 6 - 7, 2017

## **ACTION ITEMS**

### **BUSINESS**

- Approved Certification of Signatures for the New Director of Fiscal Services for the 2017-18 School Year - *Barbara Dickerson, the current Director of Fiscal Services, retired on September 29, 2017 and Lisa Nilles joined the Oak Park USD as the new Director of Fiscal Services on October 2, 2017.*
- Approved the Unaudited Actual Revenues and Expenditures for Fiscal Year 2016-2017 - *The District's 2016-17 books were officially closed on September 11, 2017, and the fiscal year's revenues, expenditures, and year-end balances were finalized. The District is required to present the prior year's actuals to the District Board of Education before forwarding the information to the County and the State Department of Education. Reserves dropped from the planned 4% to 3.18% barely meeting the state requirement due to unexpected expenses in several areas including legal costs, professional development, and lower than anticipated student attendance rates.*
- Approved Updated 2017-18 General Fund Operating Budget. *Due to lower than anticipated enrollment and the loss of parcel tax funds, the District will lower the projected reserve amount from 4% to 3%, the state required minimum.*
- Ratified Consultant Agreement – Professional Services for Site Topographical Surveying of Specified Measure S Projects - *In order to support the District's Measure S facility modernization and upgrade schedule, it is necessary to update school site topographical information, title reports, easements, etc., in order to provide the project architect with the most current information in preparing drawings and plans for DSA approval. The Board ratified the Consultant agreement with civil engineering firm Benner & Carpenter for professional services providing site topographical surveys of specified Measure S projects, in the amount of \$85,885, to be funded from the Measure S bond fund.*
- Approved Change Order No. 2, Project 17-01S Districtwide Solar Installation - *District staff has requested that the contractor relocate the solar system electrical equipment from its current location on the quad at Brookside Elementary School to an area that will have less impact on the school's day-to-day operations.*

### **CURRICULUM**

- Held a Public Hearing and Approved Resolution #17-19, Regarding Sufficiency of Textbooks and Instructional Materials, for 2017-2018. *Education Code 60119 requires that districts and the governing Board, in order to receive textbook and instructional materials funding from the state, shall hold a public hearing regarding the sufficiency of core textbooks and instructional materials in the district. During the 2017-2018 school year, the Oak Park Unified School District has followed the state curriculum framework guidelines and complied with all associated recommendations.*
- Approved an Additional Textbook for Oak Park High School's English Language Arts Program - *The Hobbit by J.R.R. Tolkien was approved as part of the curriculum for the 12th grade, year-*

long Honors English class. The text will be used in a British Literature Medieval Ages unit about epic heroes, and serve as a mentor text to a culminating narrative writing unit.

- Approved Consultant Agreement for continuation of the School Gardens Program

## HUMAN RESOURCES

- Rescinded Authorization for Measure S Construction Management Technician Position; Established New Position and Job Description for Measure S Construction Management Project Engineer - *At its meeting in August 2017, the Board approved the establishment of a Measure S Construction Management Technician position. After recruiting for the new position and upon receipt of applications, Administration determined that the job description did not adequately describe the intended scope of skills and experience expected. The Board on the recommendation of the District Administration rescinded its previous authorization for the Measure S Construction Management Technician position and authorized the establishment of the new classified service position of Measure S Construction Management Project Engineer, to be paid from the Measure S bond fund, and approved the associated job description and salary placement.*

## BOARD POLICIES

- Approved Amendment to Board Policy [BP 0100 - Philosophy](#) - *Added our OPUSD Moral Imperatives to this policy to serve as the District's primary framework and vision.*

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## BOARD POLICIES/ADMINISTRATIVE REGULATIONS/BOARD BYLAWS APPROVED AT SPECIAL BOARD MEETING HELD ON AUGUST 30, 2017

- Approved Amendment to the following Board Bylaws(BB), Board Policies(BP), and/or Administrative Regulations(AR):
  - [BP 1312.3](#) and [AR 1312.3](#) Uniform Complaint Procedure
  - [AR 4112.61/4212.61/4312.61](#) Employment References - BP 4112.61/4212.61/4312.61 Deleted
  - [BP 4312.1](#) Contracts
  - [BP 6164.6](#) and [AR 6164.6](#) Identification and Education Under Section 504
  - [BP 1340](#) and [AR 1340](#) Access to District Records
  - [BP 3260](#) and [AR 3260](#) Fees and Charges
  - [BP 7214](#) General Obligation Bonds
  - [BP 6111](#) School Calendar
  - [BP 6142.2](#) and [AR 6142.2](#) World/Foreign Language Instruction
  - [BP 6142.93](#) Science Instruction
  - [BP 6144](#) Controversial Issues
  - [BP 6145](#) and [AR 6145](#) Extracurricular and Cocurricular Activities
  - [BP 6161.1](#) Selection and Evaluation of Instructional Materials
  - [BP 0000](#) Vision - AR 0000 Deleted
  - [BP 2140](#) Evaluation of the Superintendent
  - [BB 9121](#) President
  - [BB 9220](#) Governing Board Elections
  - [BB 9230](#) Orientation
  - [BB 9400](#) Board Self-Evaluation