

**MINUTES OF REGULAR BOARD MEETING      11-19-19      #985**  
**BOARD OF EDUCATION**

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 5:05 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

**BOARD PRESENT**

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, and Mr. Derek Ross, Member.

**BOARD ABSENT**

None

**STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, and Mrs. Ragini Aggarwal, Executive Assistant.

**PUBLIC COMMENTS**

None

**ADJOURN TO CLOSED SESSION**

Board President, Denise Helfstein reported that in Closed Session the Board would be discussing:

**A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE**

**B. PUBLIC EMPLOYEE EMPLOYMENT:** Instructional Assistant I – Literacy and Numeracy, Food Services Assistants I, Food Services Assistant I Sub, Walk-on-Coaches, and Guest Teachers

**C. CONFERENCE WITH LABOR NEGOTIATOR**

Agency designated representatives: Leslie Heilbron and Adam Rauch  
Employee organizations: Oak Park Teachers Association & Oak Park Classified Association

**D. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

Government Code section 54956.9(d)(2) or (3), Significant Exposure to Litigation: 1 case

**E. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION**

Government Code section 54956.9(d)(1), Government Tort Claim filed by John Doe vs Oak Park Unified School District

The Board adjourned to Closed Session at 5:02 p.m.

**CALL TO ORDER/MEETING PLACE**

The Board of Education President, Ms. Denise Helfstein, called the regular meeting to order at 6:07 p.m. at Oak Park High School Presentation Room, G9, 899 N. Kanan Road, Oak Park.

## **BOARD PRESENT**

Ms. Denise Helfstein, President, Ms. Barbara Laifman, Vice President, Mr. Allen Rosen, Clerk, Mr. Drew Hazelton, Member, Mr. Derek Ross, Member

## **BOARD ABSENT**

Anna Stephens, Student Board Member.

## **STAFF PRESENT**

Dr. Tony Knight, Superintendent, Mr. Adam Rauch, Assistant Superintendent, Business Services, Dr. Leslie Heilbron, Assistant Superintendent, Human Resources, Dr. Jay Greenlinger, Director of Curriculum and Instruction, and Mrs. Ragini Aggarwal, Executive Assistant.

## **FLAG SALUTE**

Russ Peters led the Pledge of Allegiance to the Flag.

## **REPORT ON CLOSED SESSION**

Board President, Denise Helfstein reported that in closed session the board took the following actions:

- Item III(D): By unanimous vote, the Board took action to effectuate the termination of a classified employee.
- III(E): By unanimous vote, the Board rejected a tort claim filed by John Doe against Oak Park Unified School District.

## **ADOPTION OF AGENDA**

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education adopted the agenda as presented. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0.

## **PUBLIC SPEAKERS**

Three members of the public spoke in favor and against a non-agenda item related to elementary gender diversity lessons

## **OPEN COMMUNICATIONS/PRESENTATIONS**

The Board recognized National Merit Semifinalists from OPHS class of 2020.

The Board also recognized OPHS Biology teacher, Winnie Litten on being awarded the Teacher Leader award from the Green California Schools and Community Colleges.

## **PRESENTATION ON THE BROOKSIDE INNOVATION LAB**

The technology department presented information on Brookside's Innovation Lab and the plan to expand similar labs to other OPUSD schools. Brookside technology teacher Jan Rosen showcased student work from the lab.

## **REPORT FROM BOARD MEMBERS**

Board Member Derek Ross reported that he attended the Safe Kids Task Force Meeting, the Community Engagement Meeting, and the Rancho Simi Recreation and Park District Meeting.

Board Member Barbara Laifman reported that she attended the High School musical Mama Mia, Community Engagement Committee meetings, EEAC meeting and a Gender Diversity lesson at Brookside Elementary School.

Board Member Drew Hazelton congratulated the high school football team on a great season. Drew also commended Brendan Callahan and Adam Rauch on a great job facilitating the Tuesday morning facilities sub-committee meetings.

Board Member Allen Rosen reported that he attended the Gender Diversity lesson at Red Oak, Oak Park High School musical Mama Mia, Community Dog Walk, and the MAC Meeting.

Board President, Denise Helfstein reported that she attended the Community Dog Walk, OPHS Musical Mama Mia, DOC Parent Information Night, OPHS PFA Meeting, OPEF Board Meeting, Wellness Council Meeting, Calendar Committee Meeting, BES Veteran's Assembly, and the Measure S Committee Meeting

Superintendent Tony Knight reported that the DOC Parent Information Night was very successful and that we have almost 400 DOC applications currently. Dr. Knight applauded the Football team and commented that he enjoyed the recent game he attended. Dr. Knight attended a Gender Diversity lesson at ROES, an English AP Class and Ken Jones's Aerospace Engineering Class at OPHS. Dr. Knight shared that we would be planting a Tree of Thanksgiving at each of the schools in our District.

#### **REPORT FROM OAK PARK EDUCATION FOUNDATION**

Vicki Raven, Executive Director from Oak Park Education Foundation shared that they sent 7100 mail flyers to all families in the hopes of meeting their fundraising goal.

#### **REPORT FROM OAK PARK ADVISORY COUNCIL**

Jane Nye MAC member and the liaison for the Oak Park Unified School District reported that at the October MAC meeting the sheriff reported a theft from a mailbox. Jane also reported Oak Park MAC is going to look at reducing the use of Glyphosate use in the medians within Oak Park. Jane also mentioned that the MOU between the District and MAC is only for 12 crossing guards. We need to sign a new MOU to add the 13<sup>th</sup> crossing guard.

#### **DISCUSSION ON IMPLEMENTING AN AQUATICS PROGRAM AT OAK PARK HIGH SCHOOL**

OPHS Assistant Principal Jason Meskis presented information on a student interest survey and the cost of implementing an offsite swim team for OPHS female athletes for 2020-2021 school year. The Board engaged in discussion and asked staff to look at having both a male and female swim team and water polo with a goal to start the program in the Spring of 2021. Staff will investigate further and bring a formal proposal back to the Board for consideration at the December Board meeting.

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

On motion of Barbara Laifman seconded by Derek Ross, the Board of Education approved the Consent Agenda. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent - 0

- a. [Approve Minutes of Regular Board Meeting October 15, 2019](#)
- b. [Public Employee/Employment Changes 01CL24406-01CL24442 & 01CE09961-01CE09974](#)
- c. [Approve Purchase Orders – October 1 – October 31, 2019](#)
- d. [Ratify Out of State Travel for Certificated Employees to Attend the Landmark College Professional Visit Days for Educators, Putney, VT – November 7-8, 2019](#)
- e. [Approve Notice of Completion for Measure S Project 17-47S for DSA Certification of Administration Building at Brookside Elementary School](#)

- f. [Approve Student Teaching Agreement with Nova Southeastern University for Jan 2020-Dec 2020](#)
- g. [Authorization for Use of Cooperative Purchasing Contracts by the Student Nutrition Services Department During Fiscal Year 2019-20, Per PCC 20118](#)
- h. [Approve Renewal of Contract with Super CO OP\(USDA\) Foods and Purchase Delivery](#)
- i. [Approve Supervised Practice Agreement for Dietetic Interns with University of Southern California Dec 2019-Nov 2022](#)
- j. [Approve Individualized Supervised Practice Pathway Agreement for Dietetic Interns with Pepperdine University Dec 2019-Nov 2022](#)
- k. [Approve Renewal of District Membership in California School Funding Coalition for 2019-2020](#)
- l. [Approve the Disposal of Obsolete or Surplus Instructional Materials, Books, and/or Library Books](#)
- m. [Approve Out of State Travel for Certificated Employee to Attend the American Council on the Teaching of Foreign Languages Annual Convention and World Language Expo, Washington, DC – November 22-24, 2019](#)

## **B2. BUSINESS SERVICES**

- a. [Approve Resolution #19-21 Applying for State Grant Funding Beyond State Bond Authority for Measure S Modernization Projects 18-18S \(BES Modulares\) and 18-21S \(MCMS Modulares\)](#)  
 On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Resolution #19-21 Applying for State Grant Funding Beyond State Bond Authority for Measure S Modernization Projects 18-18S (BES Modulares) and 18-21S (MCMS Modulares). Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0
- b. [Approve Acceptance of Donation](#)  
 On motion of Allen Rosen, seconded by Derek Ross, the Board of Education approved Acceptance of Donation. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0
- c. [Approve Resolution #19-22, Participation in District of Choice Program for School Year 2020-2021](#)  
 On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved Resolution #19-22, Participation in District of Choice Program for School Year 2020-2021. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0
- d. [Approve Agreement with FCMAT to Provide Training to Staff on Projection Pro, a Multiyear Projection and Cash Flow Program](#)  
 On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved Agreement with FCMAT to Provide Training to Staff on Projection Pro, a Multiyear Projection and Cash Flow Program. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0
- e. [Approve Appointments to the Oak Park Citizens' Oversight Committee for the 2019-2021 Term](#)  
 On motion of Derek Ross, seconded by Allen Rosen, the Board of Education approved Appointments to the Oak Park Citizens' Oversight Committee for the 2019-2021 Term. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0
- f. [Approve New Stipend for Measure S Accountability Program](#)  
 On motion of Derek Ross, seconded by Barbara Laifman, the Board of Education approved

New Stipend for Measure S Accountability Program. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0. The Board asked that this Stipend be brought back individually next year if it needed to be renewed.

Board Member, Derek Ross left the meeting at 8:00pm.

- g. [Authorize Measure S Project 19-26S, Renovate Building Exteriors at Oak View High School and Delegate Authority to the Superintendent to Award Related Contracts](#)**  
On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education Authorized Measure S Project 19-26S, Renovate Building Exteriors at Oak View High School and Delegate Authority to the Superintendent to Award Related Contracts. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
- h. [Authorize and Approve Award of Contract for Measure S Project 19-27S Repair Wood Columns at Oak Park High School](#)**  
On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education Authorized and Approved Award of Contract for Measure S Project 19-27S Repair Wood Columns at Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
- i. [Authorize and Approve Award of Contract for Measure S Project 19-28S Extend Shared Wall in Room 216 at Brookside Elementary School](#)**  
On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education Authorized and Approved Award of Contract for Measure S Project 19-28S Extend Shared Wall in Room 216 at Brookside Elementary School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
- j. [Authorize and Approve Award of Contract for Measure S Project 19-29S Extend Wall Between Conference Room and Copy Room at Oak Hills Elementary School](#)**  
On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education Authorized and Approved Award of Contract for Measure S Project 19-29S Extend Wall Between Conference Room and Copy Room at Oak Hills Elementary School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
- k. [Authorize and Approve Award of Contract for Measure S Project 19-30S Extend Height of Playground Fence at Brookside Elementary School](#)**  
On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education Authorized and Approved Award of Contract for Measure S Project 19-30S Extend Height of Playground Fence at Brookside Elementary School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

### **B3. CURRICULUM**

- a. [Approve College and Career Access Pathways \(CCAP\) Partnership Agreement with Ventura County Community College District](#)**  
On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved College and Career Access Pathways (CCAP) Partnership Agreement with Ventura County Community College District. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
- b. [Approve New Course for English IV CP Options and the Associated Instructional Material for Oak Park High School](#)**  
On motion of Barbara Laifman, seconded by Allen Rosen, the Board of Education approved New Course for English IV CP Options and the Associated Instructional. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.
- c. [Approve New Economics Course and the Associated Instructional Material for Oak Park High School](#)**

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved New Economics Course and the Associated Instructional Material for Oak Park High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**d. [Approve New Course Climate Change and the Associated Instructional Material for Oak View High School](#)**

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education approved New Course Climate Change and the Associated Instructional Material for Oak View High School. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**e. [Approve Agreement with Anti-Defamation League to Provide Hate & Harmony: Anti-Bias Workshops for Oak Park High School Students](#)**

On motion of Denise Helfstein, seconded by Drew Hazelton, the Board of Education approved Agreement with Anti-Defamation League to Provide Hate & Harmony: Anti-Bias Workshops for Oak Park High School Students. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**f. [Approve the California Partnership for Achieving Student Success \(CAL-PASS\) Member Institution MOU](#)**

On motion of Drew Hazelton, seconded by Allen Rosen, the Board of Education approved the California Partnership for Achieving Student Success (CAL-PASS) Member Institution MOU. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross

**B4. HUMAN RESOURCES**

**a. [Public Discloser and Approval of the Collective Bargaining Agreement Between the District and OPTA](#)**

On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education approved the Collective Bargaining Agreement Between the District and OPTA. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross

**b. [Authorize Reorganization of Clerical Support for the Assistant Superintendent Of Business Services, and the Director Of Bond Programs, Sustainability, Maintenance and Operations, and Approve Revised Job Descriptions and Funding Sources](#)**

On motion of Barbara Laifman, seconded by Denise Helfstein, the Board of Education Authorized Reorganization of Clerical Support for the Assistant Superintendent Of Business Services, and the Director Of Bond Programs, Sustainability, Maintenance and Operations, and Approved Revised Job Descriptions and Funding Sources. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**B5. BOARD**

**a. [Approve Selection of Annual Organizational Board Meeting – December 17, 2019](#)**

On motion of Barbara Laifman, seconded by Drew Hazelton, the Board of Education approved Selection of Annual Organizational Board Meeting – December 17, 2019. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**B6. BOARD POLICIES**

**a. [Approve Amendment to Board Policy and Administrative Regulation – 1312.1 Complaints Against District Employees – First Reading](#)**

On motion of Allen Rosen, seconded by Denise Helfstein, the Board of Education approved the Amendment of Board Policy and Administrative Regulation 1312.1 Complaints Against District Employees as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**b. Approve Amendment to Board Policy and Administration Regulation – 3551 Food Service Operations/Cafeteria Fund – First Reading**

On motion of Drew Hazelton, seconded by Barbara Laifman, the Board of Education approved the Amendment of Board Policy and Administration Regulation – 3551 Food Service Operations/Cafeteria Fund as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

**c. Approve Adoption of New Board Policy – 4119.24/4219.24/4319.24 Maintaining Appropriate Adult-Student Interactions – First Reading**

On motion of Denise Hazelton, seconded by Barbara Laifman, the Board of Education approved Adoption of New Board Policy – 4119.24/4219.24/4319.24 Maintaining Appropriate Adult-Student Interactions as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen. No - 0. Absent – Ross.

*Board requested that a question be added to the Staff Acceptable Use of Technology Policy which asks the staff to list the social media sites they are using to interact with students. The Board also requested a memo be sent out to all staff to let them know about this new policy.*

**d. Approve Amendment to Board Policy and Administrative Regulation – 6142.2 World Language Instruction – First Reading**

On motion of Denise Helfstein, seconded by Barbara Laifman, the Board of Education approved the Board Policy and Administrative Regulation – 6142.2 World Language Instruction as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

*Board requested that the term Foreign Language Instruction be changed to World Language Instruction as per the updated Board policy on school websites and student handbooks.*

**e. Approve Amendment to Board Policy and Administrative Regulation – 6174 Education for English Learners – First Reading**

On motion of Allen Rosen, seconded by Barbara Laifman, the Board of Education approved the Amendment of Board Policy and Administrative 6174 Education for English Learners as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

**f. Approve Amendment to Board Policy – 6179 Supplemental Instruction – First Reading**

On motion of Barbara Laifman, seconded by Drew Hazelton the Board of Education approved the Amendment to Board Policy 6179 Supplemental Instruction as First and Final Reading. Motion carried Aye: Hazelton, Helfstein, Laifman, Rosen, Ross. No - 0. Absent – 0.

**OPEN DISCUSSION**

The Board held a discussion and agreed that they did not require Site Council reports be made at Board meetings and no School reports were required to be added to the Board Agenda.

The Board also asked for dates to be sent for planning the Leadership Holiday gathering sponsored by the Board and the Bagel Delivery for all staff.

On motion of Barbara Laifman, seconded by Drew Hazelton there being no further business before this Board, the Regular meeting is declared adjourned at 9:02 p.m.

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Date

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President of the Board

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Date

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Clerk or Secretary of the Board