

OAK PARK UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
AGENDA #853

DATE: February 21, 2012

PLACE: **Oak Park High School Presentation Room – G-9**  
899 N. Kanan Road, Oak Park, CA 91377

TIME: **5:00 p.m. Closed Session**  
**6:00 p.m. Open Session – G9**

*The Mission of the Oak Park Unified School District is to provide students with a strong foundation for learning, which meets the challenge of the present and of the future through a balanced education, that includes academic achievement, personal growth and social responsibility.*

**BOARD OF EDUCATION**

**Jan Iceland, President**  
**Allen Rosen, Vice President**  
**Mary Pallant, Clerk**  
**Barbara Laifman, Member**  
**Sepideh Yeoh, Member**  
**Erica Rosenberg, Student Board Representative**



EDUCATING TOMORROW'S LEADERS

**ADMINISTRATION**

**Dr. Anthony W. Knight, Superintendent**  
**Linda Sheridan, Executive Assistant**  
**Martin Klauss, Assistant Superintendent, Business & Administrative Services**  
**Dr. Leslie Heilbron, Assistant Superintendent, Human Resources**  
**Jane Mintz, Director, Educational Technology**  
**Susan Roberts, Director, Pupil Services**  
**Cliff Moore, Consultant**

**COPY OF ENTIRE AGENDA ON WEB SITE**  
**[WWW.OAKPARKUSD.ORG](http://WWW.OAKPARKUSD.ORG)**

INDIVIDUALS WHO REQUIRE SPECIAL ACCOMMODATION TO PARTICIPATE IN A BOARD MEETING, INCLUDING BUT NOT LIMITED TO AN AMERICAN SIGN LANGUAGE INTERPRETER, ACCESSIBLE SEATING OR DOCUMENTATION IN ACCESSIBLE FORMATS, SHOULD CONTACT THE SUPERINTENDENT'S OFFICE 72 HOURS PRIOR TO THE MEETING TO ENABLE THE DISTRICT TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCOMODATION AND ACCESSIBILITY TO THIS MEETING. PHONE (818) 735-3206 OR FAX (818) 879-0372 or e-mail: lsheridan@oakparkusd.org.

Welcome to a meeting of the Oak Park Unified School District Board of Education. Routine items are placed under the Consent Calendar and are approved by a single vote of the Board. When the agenda is adopted, a member of the Board may pull an item from the Consent Calendar and transfer the item to an appropriate place on the agenda for discussion.

The President of the Board shall inquire if there is anyone in the audience who desires to address the board with respect to any items appearing on the closed session agenda, regular session agenda, or on any issue within the subject matter jurisdiction of the Governing Board. The speaker cards are available in the Board Room and must be completed and handed to Linda Sheridan, Executive Assistant, prior to the beginning of the meeting. All comments for either agenda items or non-agenda items must be limited to three minutes or less.

Your comments are greatly appreciated. However, the Board cannot enter into a formal discussion at this time, nor can a decision be made. Matters warranting discussion will be placed on a future agenda. The information on the speaker card is voluntary but will assist the Board President in conducting the meeting. Thank you for your cooperation and compliance with these guidelines

***All Board Actions and Discussion are electronically recorded and maintained for thirty days.***

***Interested parties may review the recording upon request.***

***Agenda and supporting documents are available for review prior to the meeting at the District Office located at 5801 E. Conifer Street, Oak Park, CA 91377***

### **NEXT REGULAR MEETING**

**Tuesday, March 20, 2012**

**Closed Session 5:00 p.m.      Open Session at 6:00 p.m.**

**Oak Park High School, Presentation Room, G9**

#### **AGENDA IS POSTED AT THE FOLLOWING LOCATIONS IN OAK PARK:**

District Office, 5801 East Conifer St.

Brookside Elementary School, 165 N. Satinwood Ave.

Oak Hills Elementary School, 1010 N. Kanan Rd.

Red Oak Elementary School, 4857 Rockfield St.

Medea Creek Middle School, 1002 Double Tree Rd

Oak Park High School, 899 N. Kanan Rd.

Oak View High School, 5701 East Conifer St

Oak Park Library, 899 N. Kanan Rd.

Internet Home Page: [www.oakparkusd.org](http://www.oakparkusd.org)

**OAK PARK UNIFIED SCHOOL DISTRICT**  
**AGENDA – REGULAR BOARD MEETING #853**  
**February 21, 2012**

**CALL TO ORDER - Followed by Public Comments/ 5:00 p.m.**

**CLOSED SESSION: 5:00 p.m.**

**RECONVENE OPEN SESSION: 6:00 p.m. (approximate)**

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park High School Presentation Room – G-9**, Oak Park, California.

**I. CALL TO ORDER:            \_\_\_\_\_ p.m.**

**II. PUBLIC SPEAKERS – CLOSED SESSION AGENDA ITEMS**

**III. RECESS TO CLOSED SESSION FOR DISCUSSION AND/OR ACTION ON THE FOLLOWING ITEMS:**

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

**B. PUBLIC EMPLOYEE EMPLOYMENT: Teacher, Guest Teachers, Instructional Assistants II, Campus Supervisors, Temporary Instructional Assistants II, Temporary Instructional Assistant I, Substitute Instructional Assistant II, and Substitute Campus Supervisors**

**C. CONFERENCE WITH LABOR NEGOTIATORS:**

Agency designated representatives: Leslie Heilbron and Martin Klauss

Employee organizations: Oak Park Teachers Association and Oak Park Classified Association

**IV: CALL TO ORDER – RECONVENE IN OPEN SESSION AT:            \_\_\_\_\_ p.m.**

The Oak Park Unified School District Board of Education will meet in Regular Session at the **Oak Park Presentation Room – G-9 at 6:00 p.m.**, Oak Park, California

**V. CALL TO ORDER:            \_\_\_\_\_ p.m.**

**A. ROLL CALL**

**B. FLAG SALUTE**

**C. REPORT OF CLOSED SESSION ACTIONS TAKEN**

**D. ADOPTION OF AGENDA**

**VI. PUBLIC SPEAKERS: SPEAKERS ON AGENDA AND NON-AGENDA ITEMS**

**VII. OPEN COMMUNICATIONS/PRESENTATIONS**

**A. BOARD REPORTS/DISCUSSION/COMMUNICATIONS**

1. Presentation of Partners in Education Award to Debbie Cleary
2. Presentation to Sharon Lavene, GATE Teacher Certification
3. Presentation to Oak Park Unified School District Counselors
4. Remarks from Board Members

5. Remarks from Student Board Representative
6. Remarks from Superintendent
7. Report from School Site Councils
8. Report from Facilities Planning Committee
9. Report from Technology Committee

**B. DISCUSSION ITEMS** (No Action required. If Action required, item will be brought to a future meeting as an Action Item)

1. **Student Depression, Mental Health and Interventions**
2. **2010-11 Physical Fitness Results**
3. **Preliminary Budget Discussion – Impact of Governor’s 2012-13 Budget Proposal and SB 81 for OPUSD** 1

**C. BUSINESS SESSION:**

**1. CONSENT AGENDA**

*Consent items shall be items of a routine nature or items for which no Board discussion is anticipated and for which the Superintendent recommends approval.*

*At the request of any member of the Board, any item on the Consent Agenda shall be removed and given individual consideration for action as a regular agenda item.*

- a. **Approve Minutes of Regular Board Meeting January 17, 2012**
- b. **Public Employee/Employment Changes 01CL21799-01CL21822 & 01CE05493–01CE054** 3
- c. **Approve Purchase Orders – January 1 – January 31, 2012** 5  
*Board Policy 3300 requires Board approval of Purchase Orders*
- d. **Approve Overnight Trip for Oak Park High School Boys’ Volleyball Team - March 9-10, 2012** 9  
*Board Policy 6153 requires Board approval for student overnight trips*
- e. **Approve Overnight Trip for Oak Park High School Girls’ Volleyball Team – August 16-19, 2012** 10  
*Board Policy 6153 requires Board approval for student overnight trips*
- f. **Approve Overnight Trip for Oak Park High School Solar Cup Team – April 7-8, 2012 and May 12-15, 2012** 11  
*Board Policy 6153 requires Board approval for student overnight trips*

**ACTION**

**2. CURRICULUM**

- a. **Approve Single Plans for Student Achievement** 15  
*Board Policy 0420 requires Board approval for Single Plans for Student Achievement which are developed at the school site in conjunction with School Site Councils*
- b. **Approve 2010-11 School Accountability Report Cards** 13  
*Board Policy 0510 requires Board approval of School Accountability Report Cards*
- c. **Approve Oak Park High School Physical Education Revisions** 17  
*Board approval required to make revisions to Physical Education to meet requirements for H.S. graduation*

**3. BUSINESS SERVICES**

- a. **Approve 2012 Facility Master Plan Projects** 23  
*Board asked to approve 2012 Facility Master Plan Projects*
- b. **Approve Project to be funded from Measure R Bond Funds – Oak Park High School E Building Administration Modernization** 27  
*Board asked to approve projects using Measure R funds not previously designated*

- c. **Approve Project to be funded from Measure R Bond Funds – Gymnasium Basketball Backboard Safety Upgrades at Medea Creek MS and Oak Park HS** 29  
*Board asked to approve projects using Measure R funds not previously designated*
- d. **Approve Project to be funded from Measure R Bond Funds – Roof Drainage Improvements at Oak Hills Elementary School** 31  
*Board asked to approve projects using Measure R funds not previously designated*
- e. **Approve Award of Bid #12-01R, Concrete Repair and Replacement at Brookside Elementary School** 33  
*Board Policy 3312 requires Board approval for contracts for services.*
- f. **Approve Revised Measure C6 Phased Project Plan** 39  
*Board asked to approve 2011-12 Measure C6 projects*
- g. **Approve Agreement with VCEDNET for Internet Connectivity** 41  
*Board Policy 3312 requires Board approval for contracts for services.*
- h. **Approve Agreement with Time Warner for 1GB Circuit to Ventura County Office of Education** 43  
*Board Policy 3312 requires Board approval for contracts for services.*
- i. **Approve Enrollment and Site Capacities, and Class Sizes and Staffing Ratios for the 2012-13 School Year** 45  
*Board approval required for these items in planning budget for the 2012-13 School Year*
- j. **Approve Agreement with School Services of California** 47  
*Board Policy 3312 requires Board approval for contracts for services.*
- k. **Approve Denial of Claim Against the District, Claim #12-01** 53  
*Board asked to deny claim against District*
- l. **Approve Donations** 55  
*Board Policy 3290 requires Board approval for donations to the District*
- 4. **HUMAN RESOURCES**
  - a. **Approve Resolution #12-01 – Regarding Non-Reelection and Release from Employment of Temporary Certificated Employees - #1-15** 57  
*Board approval required for non-re-election of temporary certificated employees*
- 5. **BOARD**
  - a. **Approve 2012 CSBA Delegate Assembly Candidates Election** 59  
*CSBA Region/Subregion 11B requests the Board vote on four open seats to the Delegate Assembly from the four candidates submitted*
- 6. **BOARD POLICIES**
  - a. **Approve Amendment to Board Policy 5022 – Student and Family Privacy Rights – First Reading** 69  
*This mandated Board Policy is revised and reorganized to address certain privacy issues related to students and/or their parents/guardians, including the administration of surveys and physical exams/screenings, parent/guardian rights to inspect instructional materials, and the collection of personal information for marketing purposes.*
  - b. **Approve Amendment to Board Policy 3100 – Budget – First Reading** 73  
*Updated policy expands section on “Fund Balance” to include sample policy statements, in compliance with Governmental Accounting Standards Board Statement 54, related to 1) how funds will be committed by the board to the “committed fund balance,” 2) delegation of the authority to assign funds to the “assigned fund balance,” 3) the order in which fund balances will be spent when multiple fund balance types are available for an expenditure, and 4) the minimum level of unrestricted fund balances that will be maintained in the general fund. Policy also reflects new law (SB 70) which extends the timeline for restoring the level of reserves to the level specified in state relations and new law (AB 114) which requires*

- districts, for the 2011-12 fiscal year, to base their budget on the same level of state revenues in the 2010-11 fiscal year.*
- c. **Approve Amendment to Board Policy 3280 – Sale or Lease of District-Owned Real Property– First Reading** 79  
*Policy updated to reflect new law (SB 70, 2011) which extends, until July 1, 2014, the authorization to use the proceeds from the sale of surplus real property, along with the proceeds from any personal property located on such surplus real property, for any one-time general fund purpose. Date in text deleted to eliminate the need for additional revision if flexibility is extended in the future.*
  - d. **Approve Amendment to Board Policy 3290 – Gifts, Grants, and Bequests – First Reading** 85  
*Revised policy includes language requiring annual report to the board of gifts, grants, and bequests received by the district and the expenditure of any monetary gifts. Policy also includes 1) new section on “Appreciation” which lists authorized forms of appreciation for donations to the district, and 2) new section on “Corporate Sponsorship” which authorizes the board to allow outside entities to advertise or promote their products and services within district facilities in exchange for funds, products, and services provided by such entities.*
  - e. **Approve Amendment to Board Policy 5145.11 – Questioning and Apprehension – First Reading** 91  
*Policy updated to reflect new court decision (Camreta v. Greene) which vacated the Ninth Circuit Court of Appeal’s decision that required law enforcement to have parental consent, warrant, or other court order to interview a student in school absent exigent circumstances.*
  - f. **Approve Amendment to Board Policy 6111 – School Calendar – First Reading** 95  
*Updated policy reflects new law (SB 70, 2011) which extends, until the end of the 2014-15 school year, authorization for districts to reduce the length of the school year without incurring financial penalties.*
  - g. **Approve Amendment to Board Policy 7310 – Naming of Facility – First Reading** 99  
*Updated policy includes new section on “Naming Rights” which authorizes the board to enter into a written agreement granting any person or entity the right to name any district building or facility. Section on “Memorials” expanded to include commemorative trees, monuments, or other district facilities.*
  - h. **Approve Amendment to Board Bylaw 9150 – Student Board Members–1<sup>st</sup> Reading** 103  
*Updated bylaw clarifies that student board members must be selected by district high school students. Bylaw also includes new section on “Student Board Member Development” which 1) authorizes student board members to participate in trainings, workshops, and conferences at district expense to enhance their knowledge, understanding, and performance of board responsibilities and 2) authorizes the superintendent to provide an orientation to student board member candidates regarding board responsibilities.*

## **VIII. INFORMATION ITEMS**

## **IX. OPEN DISCUSSION**

## **X. ADJOURNMENT:**

There being no further business before this Board, the meeting is declared adjourned at \_\_\_\_\_ p.m.

## **SCHOOL REPORTS**

- 1. Brookside Elementary School Report 107
- 2. Oak Hills Elementary School Report 108
- 3. Red Oak Elementary School Report 109
- 4. Medea Creek Middle School Report 110
- 5. Oak Park High School Report 111
- 6. Oak View High School/Oak Park Independent School 113
- 7. Oak Park Neighborhood School