

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING

May 1, 2019

- 1. CALL TO ORDER** The Regular Board Meeting of the Board of Trustees of the Oxnard Union High School District was called to order by President Davis on May 1, 2019 at 4:30 p.m., in the District Office Board Room, 220 South K Street, Oxnard, California.
- Trustees present:** Dr. Gary Davis, President
Karen M. Sher, Vice President
Beatriz R. Herrera, Clerk
Wayne Edmonds, Member
Dr. Steve Hall, Member
- Administration present:** Dr. Penelope A. DeLeon, Superintendent of Schools
Jeff Weinstein, Assistant Superintendent-Business Services
Dr. Tom McCoy, Assistant Superintendent-Educational Services
Dr. Rocky Valles, Assistant Superintendent-Human Resources
Sylvia M. Diaz, Executive Assistant
- Translators present:** Moira Gallo, Ana Rangel
- Guests present:** Becky Buettner, Linda Ayerza, Alex Buram, Jeanie Flowers, Vaughan Flowers, Donna McNair, Duncan McNair,
- 2. PLEDGE OF ALLEGIANCE** President Davis led the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Herrera to adopt the agenda of March 13, 2019, pulling items 12 D, approval to hire MOT Clerk; H, agreement with California Electric Company for ACHS Vacant Field Parking Lot; I, agreement with NSWC Mechanical Service Proposal for Motor/VFD/Chiller Repairs at 1800 Solar Drive; J, NSWC Mechanical Service Proposal for Cooling Tower Repairs at 1800 Solar Drive and X, adoption of Board Policy 3516.5: *Emergency Schedules* [First Reading], for discussion. Seconded by Trustee Hall and carried unanimously. Vote 5/0
- 4. APPROVAL OF MINUTES** Motion: Moved by Trustee Herrera to approve the minutes of April 10, 2019 Regular Board meeting, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0
- 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** No comments received.
- 6. CLOSED SESSION** President Davis stated that the Board would adjourn to Closed Session at 4:35 p.m. to discuss confidential material relating to the following items noted below.
- A.** Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal [Government Code Section 54957(b)(1)]
- B.** Conference with Labor Negotiator(s): Government Code Section 54957.6
Agency Negotiator: Rocky Valles, Ed.D., Assistant Superintendent-Human Resources
Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE) - Classified Bargaining Unit
- C.** Student Personnel: [Education Code §35146, 48912, 48919]
- D.** Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146
- E.** Anticipated Litigation

- F. Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: 50-acres of 107.25 acres located at or near 1825 Camino del Sol, Oxnard, CA (southeast corner of N. Rose Ave. and Cesar Chaves Dr.) Ventura County Assessor Parcel No. 214-0-020-595 AGENCY NEGOTIATOR: Jeff Weinstein, Assistant Superintendent Business Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: Brian Edward Maulhardt, as Trustee of the Brian Edward Maulhardt Children’s Support Trust UNDER NEGOTIATION: Price and terms of payment
- G. Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: Multiple District-owned parcels, including: (1) Bell Ranch Property, Assessor Parcel No. (“APN”) 156-0-180-385, Camarillo, California; (2) South of Oxnard High School, APN 183-0-030-180; (3) District Office Campus, 220, 309, and 315 South K Street, Oxnard, CA, APNs 202-0-010-630 & -740; (4) Hueneme Road Adult School, 527 W Hueneme Road, Oxnard, CA, APN 222-0-082-625; (5) 280 and 300 Skyway Drive, I. Camarillo, CA, APN 230-0-130-105; and (6) 15 Stearman Street, Camarillo, CA, APN 230-0-130-115 AGENCY NEGOTIATOR: Jeff Weinstein, Assistant Superintendent Business Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: To be determined UNDER NEGOTIATION: Price and terms of payment.
- H. Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: 7.6 Acres located at 1800 Solar Drive, Oxnard, CA, Ventura County Assessor Parcel No. 213-0-070-045 AGENCY NEGOTIATOR: Jeff Weinstein, Assistant Superintendent Business Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: Rio School District UNDER NEGOTIATION: MOU

7. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

The Board reconvened at 5:30 p.m. President Davis reported that no action was taken during Closed Session.

8. RECOGNITION

Outstanding Student Award – Oxnard Middle College High School

Melissa Aguilar is the School Site Council student representative who is dedicated and strives to do her best. She works well in a team, is kind and overcomes educational obstacles with grace and seeks help to accomplish her goals.

Leslie Lopez is invested in her education and excels in all her subject areas, determined to do her best with any project she commits to. She is incredibly creative and strives for perfection, approaching everything she does with a joy for learning. Julie has writing and Math skills beyond her grade level.

OUHSD Art Show Winners

- ACHS-Aryana Sasaki-Lopez – People’s Choice
- CIHS-Roberto Perez- 1st Place Photography/Digital
- HHS-Vaughan Flowers – 1st Place Drawing
- OHS-Arturo G. Media – People’s Choice
- PHS-Kimberly Nguyen – 1st Place 3D Sculpture
- RGHS- Zhirelle Cushman – 1st Place Mixed Media and People’s Choice
- RGHS-Nouh Sepulveda – 1st Place Painting
- RMHS-Dawnee Dixon – People’s Choice

ASB Award -Oxnard High School

OHS’s ASB has developed a mission to empower their students to be agents of change, and to partner with administration to build a culture of care. Student leaders model inclusion through campus-wide activities that now, go beyond on-campus rallies and dances. They apply a social-justice lens and it’s proven vital in the way they have pushed to transform students’ school experience. They’ve launched the first Clothesline Project on Sexual Assault and Violence - the first high school in Ventura County to do so. They’ve recognized their campus’ diversity with a Cultural Week. Last year, they were the first in the district to hold a day celebrating the LGBTQ+ community; it’s their goal to not let anyone go unnoticed. They were elated to hear Superintendent DeLeon looks forward to supporting OHS this year for their PRIDE Day! OHS ASB was recognized and awarded the distinction of an Outstanding Leadership Program from the California Association of Student Leaders Organization (CASL), they were among the chosen 5% of programs that applied. Love and care run deep in every decision they make. They are grateful for the support given to them.

Robotics Teams – Frontier High School and Adolfo Camarillo High School

First Robotics has 3,900 teams (95,000 students) internationally. During the regional competition at Ventura College, Frontier won Highest Seed Rookie Award, Rookie Inspirations Award, and placed 2nd overall. This year, both ACHS and FHS qualified to attend the World Championships in Houston and Frontier won the Highest Rookie Seed Award, placing 10th in their division. ACHS finished 33rd in their division. We are proud of how both teams represented OUHSD in this international competition.

MESA Awards

California MESA had a Southern and Northern California competition that is now called MESA Day Finals and only 1st place teams from Science and Technology MESA Day were allowed to compete. The 2019 Southern MESA Day Finals were hosted at the Bourns Technology Center in Riverside, CA. Several OUHSD teams performed well on April 13th. Congratulations to the following students:

Jasmine Escobedo, Alessandra Gotico and Jesus Ramos from CIHS for winning 3rd Place for the 9th & 10th Grade MESA Tank competition!

Angel Pulido, Melvin Murcia and Michael Mendoza from HHS for winning 1st Place for the 9th & 10th Grade Wright Turn Glider competition!

Austin Yen, Emilie Yen, and Jade Marelle Gironfor from OHS for winning 3rd Place for Design of the 11th & 12th Prosthetic Arm competition!

Austin Yen, Emilie Yen, and Carl Cuyos from Oxnard HS for winning 3rd Place for the 11th & 12th Grade Wright Turn Glider competition!

Zachary Caetano, Sheridan Chavira and Monica Hernandez from Rio Mesa HS for winning 2nd Place in the Preliminary Rounds.

For the MESA National Engineering Design Competition (NEDC) all 1st-3rd Place teams advanced to the MESA State Championship at UCLA on May 4.

Item 13 G was heard at this time.

President Davis called for a break at 6:25 p.m. The meeting reconvened at 6:33 p.m.

9. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

Alex Buram, Optimist Club from Oxnard and Port Hueneme, addressed Trustees about Teacher Appreciation Week May 6 - 10, 2019 and thanked the Governing Board and MESA teachers of OUHSD for their incredible job and tireless efforts.

10. SUPERINTENDENT’S REPORT

Dr. DeLeon reported on:

- WASC Accreditation visits completed for RMHS, FHS, CHSOA, CIHS, OHS, OAS and RCHS. She commented about the report outs for OMCHS, April 24th, and ACHS, May 1st.
- Golden State Seal of Merit Diploma – 40.57% increase, all sites have increased.
- Her participation in the Harvard Superintendent’s Round Table May 4-8, 2019

11. STUDENT REPRESENTATIVE REPORT TO THE BOARD –

Maritza Salcedo

Maritza Salcedo provided her report for the time period since the last board meeting on April 10, 2019.

12. CONSENT CALENDAR

Motion: Trustee Sher moved to approve the Consent Calendar, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0

A. Consideration of Approval of Purchase Orders and Direct Pays, April 2 - 18, 2019

Purchase orders totaling \$722,010.36 and Direct Pays totaling \$14,508.38 be approved, as presented.

B. Consideration of Approval of Job Description and Salary Schedule Risk Manager [Second Reading]

It is the recommendation of District Administration that the Board of Trustees approve Job Description and Salary Schedule Risk Manager [Second Reading], as presented.

C. Consideration of Approval to Hire Senior Payroll Tech

It is the recommendation of District Administration that the Board of Trustees approve to hire a Senior Payroll Technician, as presented.

- D. Consideration of Approval to Hire MOT Clerk
It is the recommendation of District Administration that the Board of Trustees approve to hire a MOT Clerk, as presented.
- Trustees inquired as to whom the clerk will report to and what the duties of this position will include. The general timeline for this position will be July 1, 2019.
- Approved**
- Motion: Trustee Herrera moved to approve the hiring of MOT Clerk, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0
- E. Consideration of Approval to Hire Bond Staff Accountant
It is the recommendation of District Administration that the Board of Trustees approve the hiring of Bond Staff Accountant, as presented.
- F. Consideration of Approval of Agreement with Arboles Care Tree Service, Inc.'s Estimate #022 for Eucalyptus Trees at Mission Oaks Blvd. in Camarillo
It is the recommendation of District Administration that the Board of Trustees approve the Estimate #022 from Arboles Care Tree Service, Inc., as presented.
- G. Consideration of Approval of Agreement with California Electric Company for ACHS Field House Water Isolation Valve
It is the recommendation of District Administration that the Board of Trustees approve the proposal from California Electric Company, as presented.
- H. Consideration of Approval of Agreement with California Electric Company for ACHS Vacant Field Parking Lot
It is the recommendation of District Administration that the Board of Trustees approve the proposal from California Electric Company, as presented.
- Trustees clarified the location of parking lot, near baseball and softball fields. The work will be completed by the end of this school year and will have no impact on current parking spaces.
- Motion: Trustee Hall moved to approve the agreement with California Electric Company for ACHS vacant field parking lot, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0
- I. Consideration of Approval of Agreement with NSWC Mechanical Service Proposal for Motor/VFD/Chiller Repairs at 1800 Solar Drive
It is the recommendation of District Administration that the Board of Trustees approve the proposal from NSWC Mechanical, as presented.
- Trustees were informed this service is part of the start-up sequence.
- Motion: Trustee Hall moved to approve the agreement with California Electric Company for ACHS vacant field parking lot, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0
- J. Consideration of Approval of NSWC Mechanical Service Proposal for Cooling Tower Repairs at 1800 Solar Drive
It is the recommendation of District Administration that the Board of Trustees approve the proposal from NSWC Mechanical, as presented.
- Trustees were informed that since there has been no operational run on the current chillers this has caused problems and they are in need of service.
- Motion: Trustee Hall moved to approve the agreement with California Electric Company for ACHS vacant field parking lot, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0
- K. Consideration of Approval of 1800 Solar Drive Renovation Floor Footprints
It is the recommendation of District Administration that the Board of Trustees approve 1800 Solar Drive footprint so that the Business Services can move forward and authorize the creation of architectural drawings and application for permits, as presented.
- L. Consideration of Approval of 10 Proposals for NIC Partners Inc.
It is the recommendation of District Administration that the Board of Trustees approve the 10 Proposals for NIC Partners, Inc., as presented.

- M. Consideration of Approval of the Disposal of Surplus Furniture and Equipment, April 6, 2019 - April 26, 2019
It is the recommendation of District Administration that the items listed above be declared surplus and/or obsolete and that staff be authorized to dispose of all items through recycling, sale or other means, in the most expeditious manner, as presented.
- N. Consideration of Approval of Renewal Agreement between Oxnard Union High School District and Dignity Health for Athletic Trainers
It is the recommendation of the District Administration that the Board of Trustees approve the Renewal Agreement between Oxnard Union High School District and Dignity Health for Athletic Trainers, as presented.
- O. Consideration of Approval of Renewal Agreement between Oxnard Union High School District and Oxnard Police Department Services to Provide School Resource Officers at CIHS, HHS, OHS, and PHS for the 2019-2020, 2020-2021 and 2021-2022 School Years
It is the recommendation of the District Administration that the Board of Trustees approve the Renewal Agreement between Oxnard Union High School District and Oxnard Police Department Services to Provide School Resource Officers at CIHS, HHS, OHS, and PHS for the 2019-2020, 2020-2021 and 2021-2022 School Years, as presented.
- P. Consideration of Approval of Stipulated Student Expulsions by Agreement of the School Principal, the Student, and the Students' Parent/Guardian, as per Board Policy 5144, Section 22
It is the recommendation of the District Administration that the Board of Trustees approve the Stipulated Student Expulsions by Agreement of the School Principal, the Student, and the Students' Parent/Guardian, as per Board Policy 5144, Section 22, as presented.
- Q. Consideration of Approval of Personnel Items
It is the recommendation of District Administration that the Board of Trustees approve the personnel items, as presented.
- R. Consideration of Approval of Student Teaching Agreement-Credential Programs Between California State University Channel Islands and Oxnard Union High School District
It is the recommendation of District Administration that the Board of Trustees approve the Student Teaching Agreement-Credential Programs between California State University Channel Islands and Oxnard Union High School District, as presented.
- S. Consideration of Approval of Revisions to Job Description: Human Resources Clerk [Second Reading]
It is the recommendation of District Administration that the Board of Trustees approve the revisions to Job Description: Human Resources Clerk [Second Reading], as presented.
- T. Consideration of Revision of Oxnard Union High School District Board Bylaw 9220: Governing Board Elections [Second Reading]
It is recommended that Trustees approve the revisions of Board Bylaw 9220: Governing Board Elections, as presented, for second reading.
- U. Consideration of Revision of Oxnard Union High School District Board Bylaw 9222: Resignation [First Reading]
It is recommended that Trustees approve the revisions of Board Bylaw 9222: Resignation as presented, for first reading.
- V. Consideration of Revision of Board Policy 6144 Controversial Issues [Second Reading]
It is the recommendation of the District Administration that the Board of Trustees approve the Revision of Board Policy 6144 Controversial Issues [Second Reading], as presented.
- W. Consideration of Approval of Revision to BP 1312.4(a) Williams Uniform Complaint Procedure [Second Reading]
It is the recommendation of the District Administration that the Board of Trustees approve the Revision to BP 1312.4(a) Williams Uniform Complaint Procedure [Second Reading], as presented.

X. Consideration of Adoption of Board Policy 3516.5: Emergency Schedules [First Reading]

It is the recommendation of District Administration that the Board of Trustees adopt Board Policy 3516.5: Emergency Schedules [First Reading], as presented.

Trustees asked Dr. DeLeon to compare emergency procedures with other large districts in Ventura County. Trustees inquired about the need for administrative regulations, but Dr. DeLeon informed everyone that there is no need since the MOU attached to the Board Policy addresses the regulations. Dr. DeLeon also stated that addendums to the MOU will be added annually, if needed.

Motion: Trustee Sher moved to adopt Board Policy 3516.5: Emergency Schedules [First Reading], adding Brown Act provisions for emergencies, extension of school year when instructional minutes can't be met, timely advanced notice of school closures and availability of Board Policy in other languages. Seconded by Trustee Hall and carried unanimously

13. ACTION

A. Consideration of Adoption of Resolution #19-14 Identifying and Authorizing District Representatives who will Certify Documents and Act as Liaisons to the Office of Public School Construction and State Allocation Board for State School Facility Program Application

Motion: Trustee Hall moved to adopt Resolution No. 19-14 identifying and authorizing District Representatives who will certify documents and act as liaisons to the Office of Public School Construction and State Allocation Board for State School Facility Program Application. Seconded by Trustee Herrera and carried unanimously. Vote 5/0

Approved

B. Consideration of Approval of Revised Job Description: *Information Technology Support Specialist* [First Reading]

Motion: Trustee Herrera moved to approve the revised job description: *Information Technology Support Specialist*, with the addition of the word "current" in front of "industry" to read as: Comp TIA A+ current industry standard certification. Seconded by Trustee Hall and carried unanimously. Vote 5/0

Approved

C. Consideration of Approval of New Job Description: *Information Technology Support Specialist II* [First Reading]

Trustees requested that Dr. McCoy re-phrase the education & experience section of the job description for the second reading.

Motion: Trustee Sher moved to approve New Job Description: *Information Technology Support Specialist II* [First Reading]. Seconded by Trustee Davis and carried unanimously. Vote 5/0

Approved

D. Consideration of Approval of New Job Description: *Coordinator Student Data Systems* [Second Reading]

Motion: Trustee Sher moved to approve the New Job Description: *Coordinator Student Data Systems* [Second Reading] with the addition of duties: responsible for the assessment reporting cycles, co-evaluator of the Research/Accountability Tech, Programmer and the two SIS/Data Base Specialists and creator of the data submission calendars, maintenance of the district on the data reporting calendar from July – June. Seconded by Trustee Davis and carried unanimously. Vote 5/0

Approved

E. Consideration of Approval of Declaration of Need for Fully Qualified Educators for the 2019-2020 School Year

Motion: Trustee Edmonds moved to approve the declaration of need for fully qualified educators for the 2019-2020 school year, as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0

Approved

F. Consideration of Approval of Position Title Reclassification from Administrative Secretary I to Administrative Secretary II

Motion: Trustee Herrera moved to approve the position title reclassification from Administrative Secretary I to Administrative Secretary II, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0

Approved

G. Consideration of Adoption of Resolution No. 19-11 Proclaiming May 8, 2019, as California Day of the Teacher

Approved

Motion: Trustee Herrera moved to adopt Resolution No. 19-11 Proclaiming May 8, 2019, as California Day of the Teacher, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0

H. Consideration of Adoption of Resolution No. 19-12 Proclaiming May 19 through May 25, 2019, as Classified School Employee Week

Approved

Motion: Trustee Edmonds moved to adopt Resolution No. 19-12 Proclaiming May 19 through May 25, 2019, as Classified School Employee Week, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0

I. Consideration of Adoption of Resolution No. 19-15 Resolution Eliminating Positions and Ordering Layoffs (Reduction in Hours) in the Classified Service Due to Lack of Funds and/or Lack of Work

Approved

Motion: Trustee Davis moved to adopt Resolution No. 19-15 Resolution Eliminating Positions and Ordering Layoffs (Reduction in Hours) in the Classified Service Due to Lack of Funds and/or Lack of Work. Seconded by Trustee Sher and carried unanimously. Vote 5/0

J. Consideration of Adoption of Resolution No. 19-13, Oxnard Union High School District Board of Trustees Resolution on Literacy Teaching on Climate Change

Approved

Motion: Trustee Herrera moved to adopt Resolution No. 19-13, Oxnard Union High School District Board of Trustees Resolution on Literacy Teaching on Climate Change. Seconded by Trustee Sher and carried unanimously. Vote 5/0

16. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

A. President Davis

- No report

B. Vice President Sher

- Attended the CAUSE awards leadership luncheon.

C. Trustee Herrera

- No report

D. Trustee Edmonds

- No report

E. Trustee Hall

- No report

17. ITEMS FOR FUTURE CONSIDERATION

- IT Report
- Superintendent's evaluation, part I, moved to May 29th meeting
- Brown Act Emergency Procedures(Review at Board Retreat)
- Counseling Report
- PAC Supervision


18. ADJOURNMENT

President Davis adjourned Open Session at 8:20 p.m.

Approved as presented
XXXX, 2019

BOARD OF TRUSTEES


Beatriz R. Herrera, Clerk


Dr. Penelope A. DeLeon, Secretary
and Superintendent of Schools

Board meetings are video recorded and are available at:
<https://www.oxnardunion.org/board-livestream>