

# Oxnard Union High School District

## Oxnard, California

### REGULAR BOARD MEETING

March 15, 2017

- 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 Herrera on March 15, 2017 at 4:00 p.m., in the District Office Board Room, 220 South K Street, Oxnard, California.
- Trustees present:** Beatriz R. Herrera, President  
Dr. Gary Davis, Vice President  
Karen M. Sher, Clerk  
Dr. Steve Hall, Member  
Wayne Edmonds, Member
- Administration present:** Dr. Penelope A. DeLeon, Superintendent of Schools  
Stephen Dickinson, Assistant Superintendent, Administrative Services  
Dr. Tom McCoy, Assistant Superintendent, Educational Services  
Dr. Rocky Valles, Jr., Assistant Superintendent, Human Resources  
Maureen Sheldon, Executive Assistant
- Translators present:** Moira Gallo, Ana Rangel.
- Guests present:** Jake Wallace, Joshua Koenig-Brown, Ray Gonzalez, Deanna Rantz, OFTSE President  
Eric Montijo, Maricruz Hernandez, Kathy Greaves, and other interested parties.
- 2. PLEDGE OF ALLEGIANCE** President Herrera asked Dr. Tom McCoy to lead the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Hall, seconded by Dr. Davis and carried unanimously. Vote 5/0.
- 4. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** No public comment.
- 5. CLOSED SESSION** President Herrera stated that the Board would adjourn to Closed Session at 4:04 p.m. to discuss confidential material relating to the following items noted below.
- A.** Public Employee Discipline/Dismissal/Release/Resignation/Appointment/Reassignment/  
Employment/Evaluation [Government Code Section 54957(b)(1)] > Appointment:  
Assistant Principal
- B.** Conference with Labor Negotiator(s) [Government Code Section 54957.6] – Agency  
Negotiator: Rocky Valles, Ed.D., Assistant Superintendent – Human Resources o  
Employee Organization: Oxnard Federation of Teachers and School Employees  
(OFTSE) \* Certificated Bargaining Unit \* Paraeducator 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.** 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: Steve Dickinson, Asst. Superintendent Admin. Services NEGOTIATING PARTIES: Brian Edward Maulhardt, as Trustee of the Brian Edward Maulhardt Children's Support Trust UNDER NEGOTIATION: Price and terms of payment
- F.** Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: An approximate 5-acre portion of 49.36-acre Bell Ranch Property (agricultural property adjacent to Rancho Campana High School); Ventura County Assessor Parcel No. 156-0-180-385 AGENCY NEGOTIATOR: Steve Dickinson, Asst. Superintendent Admin. Services NEGOTIATING PARTIES: City of Camarillo UNDER NEGOTIATION: Price and terms of payment CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
- G.** CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One case
- H.** 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: Steve Dickinson, Asst. Superintendent, Admin. Services NEGOTIATING PARTIES: To be determined UNDER NEGOTIATION: Price and terms of payment.

**6. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION**

The Board reconvened at 5:07 p.m. President Herrera reported out that the Oxnard Union High School District Board of Trustees was not able to complete all of its Closed Session business, stating the Board was able to complete one action.

President Herrera stated that during Closed Session, The Board of Trustees of the Oxnard Union High School District, by a vote of 5/0, approved the appointment of Russell Gibbs to the position of Assistant Principal at HHS. The motion was made by Trustee Sher and seconded by Trustee Edmonds, and approved by a vote of 5/0.

**7. RECOGNITION – Student Celebrations: Bijou Beltran**  
**A. HHS – Alyssa Cazares – LegiSchool Project Winner**

Dr. McCoy provided background information on HHS student Alyssa Cazares who was selected as a Winner of the LegiSchool Project" essay contest sponsored by California State University, Sacramento. As a result, Alyssa was invited and sponsored to participate in the Student Legislative Summit at the State Capital on March 8, 2017. Alyssa (along with her parents who were present) were proud to represent Hueneme High School and the Oxnard Union High School District. Mr. Gary Mayeda/Principal HHS, was then asked to introduce Alyssa. It was noted that she is fully engaged with the FLA, Band, YES Academy and the Mariachis. Mr. Mayeda also called upon her teacher, Ms. Sonia Herrejon and her parents, Mr. Cazares and her sister, Samantha. It was stated that along with nine other participants, the group discussed starting school at a later time, which was the theme of her paper. Alyssa said that she met Senator Hannah-Beth Jackson on her trip, and that she was presented with a certificate. In addition, Ms. Jackson invited Alyssa to participate in an internship. Alyssa stated that this was one of the biggest achievements she has ever had. Superintendent DeLeon and Trustee Sher presented her with a certificate on behalf of the OUHSD Board of Trustees. Trustee Sher stated that words are very powerful and ordinary people do extraordinary things all the time. Dr. DeLeon said she could not be more proud of Alyssa who had accomplished this great work and represented HHS as a Viking. She added that she was extremely proud of her for the offer she received for an internship with the Senator. Dr. McCoy welcomed from the Mexican

Consulate, Karina Belen Buas Rodriguez to present a certificate to Alyssa for her excellence and outstanding performance. Ms. Rodriguez noted that Alyssa is very proud of her heritage, and provided Alyssa with a gift from Mexico in addition to thanking Alyssa's parents. Ms. Julia Justice attended from Assembly member Jacqui Irwin's office, and also presented Alyssa with a certificate, noting she was honored to be present, and that she was so proud of Alyssa's accomplishments. Ms. Justice added that Alyssa is very lucky to have such a supportive family around her and that she is excited to see where her future will take her. Jason Barnes attended on behalf of Congresswoman Julia Brownley, who he noted sends her sincerest regards and congratulations. He noted that Ms. Brownley got her start on a school board so education is very close to her heart. A Congressional Recognition certificate was presented to her for valuable service to the community. All individuals were then photographed with Alyssa Cazares and her family.

**7. RECOGNITION (Cont'd)**  
**B. Student/Staff Recognition –**  
**Carrie Wolfe**

Dr. McCoy then recognized Teacher Appreciation month, our PBIS teams and Peer Resource teachers, who wanted to recognize exceptional staff workers. He stated that to honor these teachers, coaches, cafeteria workers and office staff, students had written essays, and those students were being recognized whose winning essays inspired them the most. Carrie Wolfe/Learning Design Coach stated that each student honored would come up with their teacher (see table below). She stated that ACHS, RCHS and RMHS were not represented. Each student spoke to the Board, and stated the comments shown in the table regarding the impact each respective teacher had in their lives. It was noted that James Ngo/PHS was not present as he was participating at Oaks Christian in the Knowledge Bowl, and Ms. Connie Cervera was also not present, however, it was noted how touched she was to have received such a beautiful note from Gabriela Melendez. Ms. Wolfe thanked all students and parents present. Dr. DeLeon and Trustee Sher were invited to speak at the conclusion of the student introductions and slide show which showed all displayed all of the students, teachers and essay quotes. Dr. DeLeon thanked Ms. Wolfe for arranging this program, and stated that this is just a reminder of how important our teachers are to our students. We get to celebrate our teachers and our student's writing, adding that for every student that doesn't tell you, they do feel it, and she personally appreciates it, and our students. Trustee Sher, congratulated all for embracing your teachers, and stated that she was proud to be a part of a district that embraces teachers as leaders. President Herrera thanked all for being present, and thanked all teachers for their leadership and mentoring.

School	Student	Teacher	Quote from essay
CHS	Jennifer Landa	Trish Casey	"My teacher Ms. Casey taught me so much . . . . She helped me understand exactly how thing worked and she was very kind, funny and understanding. She always made sure that I did not slack off Ms. Casey will forever have a huge impact on me. She never gave up on me. She rewarded my achievements and she motivated me. She believed in me!"
CIHS	Brenda Morales	Fatima Plascencia Theresa Lujan	"I love that she is very passionate about helping students succeed and in leading them down the right path . . ." "Mrs. Lujan's way of making biology fun got me interested in the topics. Thanks to Mrs Lujan . . I want to be a health teacher"
FHS	Michelle Julio	Patrick Fenley	"I really appreciate him. He's such a good teacher. He helped me a lot. He always kept me motivated and pushed me to do better in my classes . . I liked his class because it wasn't boring and I was learning something. I never really felt this motivated by a teacher."
HHS	Kathia Rosas	Julio Cabral	"In simple terms, he empowered me. He made me learn my history and through his guidance, I turned it into pride and began to identify everything in me as beautiful. I now see myself as brilliant, unique, and powerful.
OHS	Gabriela Melendez	Dr. Connie Cervera	"Dr. Cervera is a role model to me. She helped me believe in myself. She pushed me to become a better person and earn better grades. She taught me English and to fight for what I believed . . She has taught me the value of education and how I can help others . . ."
PHS	James Ngo	Diane Winter	"Whether during or after school, Ms. Winter has always been a figure that I could rely on. Her commitment to Pacifica and its students has been unrivaled. She will do anything to ensure the success of her students in every measure of their endeavors."

## 8. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

- Efrain Cazares thanked the board for recognizing his daughter, Alyssa, and he publicly thanked his wife, for taking Alyssa everywhere to participate in her many endeavors. He also thanked all of the people involved with this award, noting he greatly appreciated their support. Mr. Cazares said that HHS has a great group of people there, starting with the principal and her teachers. He noted that Alyssa is from a second generation Mexican American family. We noted his family members are good workers and good people, and he knows Alyssa will do good things for their life, their community and their country.
- Susan Bonnuchi stated that she came across an article from the LA Times that she thought the Board members would be interested in and left copies of it, noting the article dealt with vouchers and charter schools and was recently completed by Berkeley, MIT, and Notre Dame.

## 9. REPORT TO THE BOARD A. CAPE Report – Doreen Learned and Maryellen Lang

It was stated that Charter Schools authorized by the Board must present an annual report to the Board detailing progress on items agreed upon and detailed in a memorandum of understanding. Both Doreen Learned and Maryellen Lang thanked Drs. DeLeon and McCoy for taking time out to meet with them on several occasions. It was noted CAPE legal representatives were present in the audience to answer questions, as necessary. All CAPE teachers and parents were asked to stand up to be recognized, as well as some CAPE students who were present. They jointly provide the following presentation and began with a brief history of CAPE.

CAPE came to OUHSD in the Spring of 2007. At that time they were granted a one year charter to essentially prove themselves and items agreed upon in that MOU. It was noted that CAPE has come to the Board two successive times, and been provided year approvals, and each time received unanimous board support. CAPE is at full capacity with 576 students. Their teachers articulate with our staff and teachers frequently, and it was noted that after high school, their prior students provide feedback/surveys. It was stated that CAPE has given OUHSD \$390,000 during the past ten years for oversight fees. It was stated that CAPE gets its funds directly from the state and all teachers are California credentialed and many have master's degrees. They have won numerous distinguished awards to include: (1) California Distinguished School 2012; (2) BBB School of Excellence (2013). (3) WASC accredited for six years (2014); (4) ranked 7<sup>th</sup> in top 10 charter schools in California by a USC study; (5) California Gold Ribbon School (2016). It was stated that each year CAPE has over 1000 students trying to get in throughout the Oxnard Plain.

It was noted that their Mission Statement incorporates an intrinsically motivated school, love of learning, and bringing curriculum to life and including all stakeholders. The school was created by students, faculty, parents, and administration, and school wide learning outcomes were created by the students, faculty and teachers. The school has very high expectations, in addition to promoting students who are kind to each other and good citizens. It was noted that although it is not mandatory, the CAPE charter recommends a volunteer commitment of a minimum of 40 hours a year. CAPE follows a state adopted curriculum, however, they can tailor it as needed to individual needs. The teachers have a huge 'buy in' to this process for this reason, as do CAPE students. It was stated that CAPE is unique due to the storyline and project based learning. What excites the students, faculty, administrators and parents is bringing information to life on a daily basis where students are actively experiencing the curriculum. The site now offers mini electives where consultants come in every trimester to provide more options for coursework and instruction.

Lisa Boulos, CAPE financial advisor, stated that enrollment has been consistent at CAPE, noting the school has had consistent attendance over the 95% -- usually at 97%, which is much higher than the state average. She also noted that CAPE has been very consistent about building their reserve. In the next five years they will have some serious retirement increases, although we are still in a positive cash flow. CAPE has had no negative audit findings.

It was stated that the LCAP is talked about at every PTSO meeting, and that the site works closely with Lisa Salas Brown at the VCOE. CAPE 2016/17 board goals include:

- Joy of learning and retained what is learned through hands-on learning
- Students engaged in their own education
- Seek to provide well rounded education
- Competitive in high school and beyond
- Facilities will be physically safe
- All stakeholders will collaborate as partners in the student's education

It was stated that there has been discussion for CAPE to go K-12, however, previously the site had previously held off on doing so. Ms. Lang and Learned stated that Drs. DeLeon and McCoy have now requested that the site move ahead with this plan, and that CAPE will be expanding as of 17/18, with extended grades of 10 students, to include siblings first, and then an open lottery to those remaining, similar to the K-8. A video was shown reflecting the well-rounded curriculum.

Dr. Davis thanked Ms. Lang and Learned for what they do for their community. He asked if the enrollment was raised to 560-570 students, if facility expansion would be needed to accommodate the other grade levels. Ms. Learned stated that CAPE that this would not be necessary due to virtual partnering with Pearson Connexus. Trustee Edmonds asked if CAPE staff are members of Cal STRS and Cal PERS and was advised they were. Trustee Sher thanked the directors for their work, and all of their staff, parents and community members who have touched so many children's lives on a daily basis. Trustee Hall thanked Doreen Learned and Maryellen Lang as well for the leadership they provide, as well as the teachers, and how they have touched the lives of so many students, to include his own. He clarified with Ms. Learned that a maximum of ten students would be added for the entire 9-12 program. Learned noted that CAPE wants to comply with what was required as part of our obligation to the OUHSD, and completing the partnership which began ten years prior. President Herrera thanked all parents, teachers and students who came out to support the school.

President Herrera also thanked Nutrition Services for the food they provided members of the audience. She then requested a recess at 6:30 p.m. in order to congratulate all members from CAPE who attended the meeting. Open Session resumed at 6:39 p.m.

**9. REPORT TO THE BOARD**  
**B. JET Report to the Board - Dr.**  
**Tom McCoy**

Dr. McCoy stated that in January the team visited the district for three days to review instructional technology and infrastructure at our sites, adding that the report is written with information provided in three tiers (to be explained in detail below). The report also discussed how to maximize what we currently have. Hardware, software, fiscal systems, including IT and focus areas to 'learning through technology', rather than using technology as the mode to learn.

Dr. McCoy introduced Andrea Bennett, Executive Director of CEPTA, who was a member of the team that visited our district. It was clarified that the report was a dual CUE/CEPTA effort with CUE being a nonprofit that concentrates on the instructional side of Technology in schools, and CEPTA, which focuses on the IT side, and that JET is an acronym for 'Joint Ed Technology'. It was stated that CUE representatives were at their annual conference so they were not present. It was also clarified that the JET review was not an audit nor is this organization selling anything to the district. The process and resulting report provided the possibility for peer review and a way for all stakeholders to be heard. It was noted that Ms. Bennett and John Cordipo, Director of Academic Innovation, CUE, Inc. previously held IT leadership positions in a school district, in addition to Mr. Cordipo holding site administrative positions as well. The process began with surveys from ALL groups prior to their group coming on site, and interviewing those groups first hand. It was stated that they randomly visited classrooms at all of our sites, however, they did not record all 50 classrooms they went into. The various tiers in the report and list of recommendations were explained:

Tier 1 – easy and affordable/high impact fairly quickly. Equity scalability, etc. and a sustainability plan.

Tier 2 – more budget wise and longer term initiatives; professional development. This provides training in the way teaching and learning takes place.

Tier 3 – initiatives for the district. Evaluation of our current fee-based systems. To include equity scalability, etc. and a sustainability plan, as well as collaborative tools and a LMS system, and analyzing these to see if they are still the right choice.

It was noted there were 19 total recommendations to include areas for growth, in addition for potential cost savings. Some of these stated were:

- Computer Login issues by students were stated to be lengthy – up to 8 minutes in some instances. Wi-Fi dead spots are numerous, but the district has a great deal of bandwidth and capability adequate for current staff and student usage.
- Growth area of professional development; trainers train other teachers in order to successfully achieve project based learning and technology infused instruction.
- Focus on the 4Cs in class, having students doing less listening.
- Review educational subscriptions as many may be underutilized and/or redundant. Minimize textbook purchases and copying costs as much as possible. Both of these areas should help free monies up for funding 1:1 student devices.
- Optimize existing student network configurations.
- Ubermix: free/way to extend the life of our older machines – outdated software or operating systems. It was noted these devices could then be used for students who need lower level access.
- Online student registration capability. It was noted we should look into this as it could potentially save a lot of money on staff time and registration, which would result in better enrollment.
- Tour local K-8 schools to gain a better understanding of what has worked, and what is not effective; i.e. 'what not to do'.
- Maintain strong communication and collaboration between departments and stakeholders.

Trustee Sher clarified that when it was discussed that we will be 'training teachers', these will effectively become the training leaders on their respective school sites.

Dr. Davis stated that this was a powerful and important and timely report. He thanked the team for a thorough and very organized report, noting that on behalf of the Superintendent and Assistant Superintendent of Educational Services the Board was provided many answers. As we look at our board goals for next year, he noted that this would be a good reference point. He asked if the team could share with the Board what will happen with this report in the immediate future. Dr. McCoy stated that the District Technology Committee had been formed, and that a portion of that group was also at the CUE conference. The vision for Educational Services and IT is to work together hand in hand. From there, he noted staff would first consider the lower cost recommendations and run these through the action committee before June. McCoy stated that staff would also review things such as paying for potentially costly and underutilized online subscription based materials and other such things we could sunset, adding are we paying for things that may be very similar, and maybe the district should look at paying for a combination of those, rather than several individually. He added that to-date we have received great feedback from site staff, administrators, and our IT staff.

President Herrera requested more clarity on the 33 faculty who participated in the survey, and inquired how Mr. Cordipo obtained those respondents. Dr. McCoy stated that principals were asked for surveys from 3-5 people from each of their sites. He noted that John Cordipo randomly went into the classrooms, and students were also randomly selected by the tech team from JET. Herrera also asked if when we look at next steps, the Tech Advisory Committee will be more expansive. It was noted that some of these recommendations are for teachers that have needs that are just not the tech people. Dr. McCoy indicated that we are trying to rebuild transparency and for that input to be valid and usable, noting that Reina Bejerano and Jay Sorenson have had many 1:1 conversations with our various user constituents. McCoy stated that our initial committee had about 30 people, however, we are encouraging people to bring as many individuals as they can who are interested to future meetings. We want our primary technology teachers on the front end of this work, delivering this information to others on what technology

## 10. SUPERINTENDENT'S REPORT

can deliver to the classroom. We are starting with those who are willing and then going from there.

Thanked the team for coming out and presenting much work on this matter.

*College, Career and Life Readiness for every student...[BG 1] Teacher and administrator leadership capacity...[BG 3]*

Dr. DeLeon stated that on March 2 she had the opportunity to attend the Oxnard Plains Superintendents meeting held at the Rio School District and walk many of their classrooms with eight other superintendents. She stated that their district has added an additional 'caring' to their list of four 'C's, while we have added 'content'. DeLeon noted how incredible it was seeing technology being used as a tool. Teachers are facilitating and students are guiding their own learning in a sense resulting in true project based learning with hands-on activities. She indicated that she visited the middle school, primary, grades 4-6 and a dual immersion school. Dr. DeLeon stated that it was a great thing to see the transformation of the district and how the students will be coming to us. This helps guide us, and makes the JET review all the more relevant, as these students will be primarily feeding into RMHS and OHS. She noted that in addition, these students are accustomed to college and career readiness integrated into their curriculum.

- We will be hosting next and modeling our professional practice.
- Our principals are hosting principals and site administrators at each of their sites, in order to learn from each other.
- Rich Smith is coming for Professional Development day, to be followed by rounds at RCHS and FHS on March 21-22. DeLeon indicated that we have had great feedback on his work.
- On March 20 Ed Services collaborated and recruited a number of fantastic teacher trainers who will deliver an entire day of Professional Development at OHS. The day will begin with an incredible keynote speaker, focusing on equity, followed by breakout sessions led by our teachers

*Community Outreach & Increased Communication with all Stakeholders [BG 6]*

- On March 9 Dr. DeLeon noted that she presented a joint Keynote Address with Dr. Cesar Morales at the Oxnard Chamber of Commerce Luncheon. She stated that this really gave the districts an opportunity to articulate their need for business partners, and added that Trustee Sher was also present.
- 'Subs with the Sups' Campaign. Dr. DeLeon noted that she is going to each of our sites and eating with our faculty and staff, providing them the opportunity to give feedback, and express questions, concerns and complaints. She noted that as a whole our faculty love the vision of the board, and that she received many great suggestions of matters that are important to our classified staff and teachers. She stated that she has held three of these events already, and will present this feedback to the board, once it has been compiled. Dr. DeLeon said it is a great way to connect with all stakeholders to identify areas where we can improve our district and sites, as well as all the great things we are doing well.
- We are celebrating that ACHS has been selected for a *Gold Ribbon Schools Visit on Friday, March 24* which she expects will be very successful. Their submission focused around "Service to School and Community" and how that is a focus and theme at their school, adding she believes this will be a model for what all schools can do in this area.
- Dr. DeLeon personally introduced her daughter Hayley Alyse, visiting from Texas on her spring break, and noted that she is a sophomore at Lovett Christian University working toward her Bachelor of Science in Nursing.

**11. STUDENT REPRESENTATIVE REPORT TO THE BOARD – Reanna Norman**

Reanna Norman provided her report for the time period since the last board meeting on March 1, 2017.

**12. CONSENT CALENDAR**

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

Dr. McCoy noted that the teachers who authored the courses under Consent #D were present in the audience should board members have any questions. It was noted that the board received this detail very timely and had much time to review it, so there were no questions. Trustee Hall made mention of a \$500 donation PHS received from CSB Studios, Inc. – Dr. Phil. Dr. Tom McCoy then introduced Mr. Russell Gibbs, the new Assistant Principal of HHS.

**A. Consideration of Approval of Purchase Orders and Direct Pays, February 17 - March 2, 2017**

Purchase Orders totaling \$48,359.52 and Direct Pays totaling \$1,518.79 be approved, as presented.

**B. Consideration of Approval of Approval of Donations, February 21- March 3, 2017**

It is the recommendation of District Administration that the Board of Trustees approve the Donations for the Reporting Period of February 21-March 3, 2017, as presented.

**C. Consideration of Approval of Non-Public School Placement per the Recommendation of the Student's IEP Team and the Director of Special Education**

It is the recommendation of the District Administration that the Board of Trustees approve the Non-Public School Placement per the Recommendation of the Student's IEP Team and the Director of Special Education, as presented.

**D. Consideration of Approval of the New/Revised Course Proposals: Engineering Research and Design(PLTW), Mathematics IB-HL1, Mathematics IB-HL2, Library Science, Orchestra (P), English 3 (P), English 4 (P), Shakespeare, Pre-Calculus Honors, Art Appreciation(APEX), Business Technology, Business Computer Fundamentals, AP Computer Science Principles, Drama 2, French 1, French 2, French 3**

It is the recommendation of the District Administration that the Board of Trustees approve the New/Revised Course Proposals: Engineering Research and Design (PLTW), Mathematics IB-HL1, Mathematics IB-HL2, Library Science, Orchestra (P), English 3 (P), English 4 (P), Shakespeare, Pre-Calculus Honors, Art Appreciation (APEX), Business Technology, Business Computer Fundamentals, AP Computer Science Principles, Drama 2, French 1, French 2, French 3, as presented.

**E. Consideration of Approval of Renewal for 2017-18 AVID Agreement**

It is the recommendation of the District Administration that the Board of Trustees approve the Renewal of 2017-18 AVID Agreement, as presented.

**F. Consideration of Approval of Memorandum of Understanding between Oxnard Union High School District and University Preparation Charter School on the Sharing of Data**

It is the recommendation of the District Administration that the Board of Trustees approve the Memorandum of Understanding between Oxnard Union High School District and University Preparation Charter School on the Sharing of Data, as presented.

**G. Consideration of Approval to Appoint Official Designee to the Ventura County Adult Education Consortium**

It is the recommendation of the District Administration that the Board of Trustees approve the Appointment of Official Designee to the Ventura County Adult Education Consortium, as presented.



H. Consideration of Approval of Stipulated Student Expulsions by Agreement of the School Principal, the Student, and the Student's Parent/Guardian, as per Board Policy 5144, Section 22

It is the recommendation of District Administration that the Board of Trustees approve the Stipulated Student Expulsions by Agreement of the School Principal, the Student, and the Student's Parent/Guardian, as per Board Policy 5144, Section 22, as presented.

I. Consideration of Approval of Certificated and Classified Personnel

It is the recommendation of District Administration that the Board of Trustees approve the personnel items, as presented.

#### 14. ACTION

A. Consideration of Approval of Approval of Second Interim Report, Fiscal Year 2016-2017

Patsy Thomas, Director of Fiscal Services presented the report. She noted that the 2016-2017 Second Interim Report includes budget activity through January 31, 2017 and that it would highlight all major topics of the Second Interim Report as well as long-term financial planning issues at the March 15th meeting. She provided a slide to board members showing the process and various key dates through the various audit report, ending with the final Audit Report December 2017/January 2018 as noted below:

*Approved*

**PROCESS:**

- Original budget adoption by July 1st
- First Interim Report – December 2016
- Second Interim Report – March 2017
- Unaudited Actual Report – September 2017
- Final Audit Report – December 2017/January 2018

Ms. Thomas stated that the estimated June 30, 2017 Reserve for Economic Uncertainty is decreased by \$968,536 from \$8.93 million (at First Interim) to \$7.96 million with this Second Interim Report. Thomas noted that each budget report requires a Multi-Year Projection. She stated that in the *Unrestricted General Fund*, revenue went down slightly, due to the fact that when ADA was projected we projected a bit higher. She stated we will know next week because P2 is March 25, and that she should have this information in the next three weeks. Fund revenues are forecast to decrease by \$348,202 due to changes in LCFF Revenues, Federal Revenues, and other state and Local Revenues. Thomas added that depending on that information, our revenue could potentially go up.

*Unrestricted General Fund Expenditures:* It was noted these are forecast to be \$2,079,520 more than the First Interim due to some of the following major changes: Our certificated salaries went up due to an accounting change, where staff discussed the Contra account for Unit Share which includes campus supervisors and management. Thomas stated that staff decided to take it out of that one account, and separate each out, which provided an easier way of accounting for this Contra account that is based upon the percentage of remaining funds for the unit share for everyone else. For Classified Salaries, it was noted that some adjustments would be needed if some vacant positions were filled second semester. She stated that with respect to budgeting Retiree Benefits, we do so based on what we think they will be doing, however the projected decrease in the amount of \$249,605 is due to changes associated with salary adjustments, vacancies and budgeting actual retiree benefit costs. Thomas noted that several retirees went to the Medicare Advantage program which provided savings to the district as this provides offset for the salaries. Ms. Thomas noted that \$14K has been reserved for the Technology Equity Plan. Several other projected increases were discussed having to do with Capital Outlay, Contributions, Transfers Out, Transfers of Indirect Costs, Other Services and Operating Expenditures, and Books and Supplies.

Contributions went up due to SPED due to the hiring of more 1:1 paras and some other adjustments. Thomas noted that the ending adopted balance was \$11,266,840, with the First Interim at \$14,034,564, and the Second Interim at \$11,606,842. The Multiyear projection is \$5,984,972 for FY 17/18 Thomas stated that in 17/18 we believe we will

have to use that one time money for operating costs. 18/19 is where we need to make some serious decisions as our these monies will be completely used, and the district will not be able to make the state minimum reserve for economic uncertainties of 3% if no actions are taken to reduce expenditures and/or increase revenues..

Trustee Hall asked what accounted for the drop in the First and Second Interim. Ms. Thomas stated that the \$1.6M was moved into the actual budget, so it affected the fund balance. She noted that the revenue went down \$348K and the encroachment, \$444K. Trustee Hall noted that he thought we had a process where we approve our adopted budget, and that if there was decreased revenue, the board would be able to approve spending our ending balance, if needed, for additional expenditures. If we don't do that, when we approve our budget, the Board is approving our budget that can be overspent without our approval. Hall stated the one time funds of \$1.6M the board approved, but the remaining was done without the board's approval. Trustee Sher noted her agreement with his comments. President Herrera stated that she had asked Mr. Dickinson those specific questions at a prior meeting when she had asked about the \$2M difference.

President Herrera asked for additional clarification of questions regarding 17/18, stating we have a 5.89% reserve, and it was noted that by law, we have to have 3%. In 17/18 that calculation is based on flat ADA, and School Services recommendations are more conservative in the department of finance. Thomas also stated that in the expenditure side, step increases, the increase to STRS and PERS, and a 10% increase to health and welfare removed all of the one-time funding. She added that we didn't make any personnel changes in that projection until direction was received from the board, to include approving any positions that will change. Thomas stated that this was the number from the end of February, and added that the numbers will change and health and welfare/CSEBO will be closer to 7%, and that any personnel changes will be reflected in the first round of our adopted budget.

Questions were asked by President Herrera regarding increasing ADA for Saturday school. Ms. Thomas noted that for Instructional Saturday school only, the district can recapture ADA for excused absences prior to P2. Thomas added that we do not receive ADA for summer school, and that it has a direct impact on the General Fund. Dr. Dr. DeLeon stated once our plan that is being brought by our design team through Educational Options, and we are providing multiple options for kids from outside of the district, we will be able to recoup ADA by bringing students back into our District.

Dr. Davis thanked Ms. Thomas for her report, and noted that expense areas to consider are decreasing food services contributions and SPED contributions. In asking where we would explore those costs, Dr. DeLeon stated that the special education encroachment piece would be part of the strategic plan, and that the Board had been provided the first portion of cost/benefit analysis, adding the budgeting there can approve. She stated that this encroachment cannot be predicted however, some training in cost/benefit analysis could go a long way in the district. Dr. Davis stated that with respect to Nutrition Services, although he appreciates the outcomes of the new food services procedures, when that encroachment would be revisited. Dr. DeLeon stated that would be part of the budget process as well, and that staff would be meeting with Ms. Stephanie Gillenberg regarding huge grant opportunities that exist if the district could implement programs we don't already have. She noted an example would be a 'Grab n'Go program (prepared bags of food to increase sales), adding that we can then provide more carts and points of sale at our sites. Dr. DeLeon stated that we have not yet taken advantage of them, and are looking forward to a serious budgeting conversation there.

Trustee Hall commented for members of the public, that the budget being discussed is not our final budget for the upcoming year. We will have the opportunity to address this budget, and Patsy Thomas added that the paperwork presented was a 'worst case scenario'. She added that the accounting staff is looking at potential areas where we can save, or areas where they have perhaps budgeted more than is needed. Dr. DeLeon said that within the JET Review, this type of information is critical, and we are identifying many areas that are not as cost effective as we would hope. She added that staff are analyzing/reviewing programs that are only 4-5% district wide, that are in the hundreds

of thousands of dollars, which may be identified for cost/benefit to the district. She thanked Patsy Thomas and her department for assisting us with providing the board with this type of data.

Motion: Trustee Hall moved that the Board of Trustees approve the 2016-2017 Second Interim Financial Report and authorize the Superintendent or designee to sign the Second Interim Financial Report School District Certification. Seconded by Trustee Sher and carried unanimously. Vote: 5/0.

**B. Consideration of Adoption of Resolution No. 17-04 Establishing the Capital Facilities Fund 251**

*Approved*

Motion: Trustee Hall moved that the Board of Trustees adopt Resolution No. 17-04, Resolution Opening Fund 251, the Capital Facilities Fund 251, as presented. Seconded by Dr. Davis and carried unanimously. Vote 5/0.

Dr. Davis noted once developer fees are received, Fund 250 will be pure developer fees. He inquired who will make the decision regarding how these Fund 250 fees would be expended. Director Patsy Thomas stated such funds could be used for new school construction or to increase classrooms, however, such matters would be brought to the Board for all review and approval.

**C. Consideration of Approval of Job Description: Executive Director - College Readiness & Educational Access [Second Reading]**

*Approved*

Dr. DeLeon stated that there have been no changes since the last reading, adding that this position will help us greatly achieve our vision for powerful futures for all students, and provides cost savings for the district.

Trustee Hall requested clarification for the public regarding the oversight of the middle college, if approved. He stated his understanding that, if approved, the position would oversee the middle college at Condor. This program would be separate from the Educational Options and Independent Study program, which would be overseen by Kathy Greaves. It was added that the design team would like to call these OASIS centers.

Dr. Davis stated that Board members had heard his concerns before, however, he wanted to restate them again for the Board and public. He noted that: 1) he deeply supports the intent of college readiness and access behind the position, realignment, and the refocusing of the district. He added that this is a redirection and a priority needed. 2) He expressed concern that this is a very expensive program, noting that each of our six directors now have a director's secretary and some have coordinators. 3) This would add a seventh director who would become an Executive Director. 4) He stated that when this is coupled with an increase of our other six directors, and comparable to that of a comprehensive site principal, this individual will also need a secretary. Dr. Davis said that it is his belief this will cost \$250K a year by the time all of it is in place, and that there are very strong fiscal implications to consider. 5) He asked when are we going to attend to other priorities, such as the heat mitigation, track replacements and other priorities of the district the Board has had brought before them, adding that \$250K would cover the cost of a track. In addition, he stated that we have not brought up the custodial care to the levels before the cutbacks as we should have. 6) There has been a presentation about building the need for economic uncertainty, and there has been discussion of a fourth principal at HHS. Dr. Davis stated he would not support this proposal, not due to the intent, but rather due to the fiscal implications.

Dr. DeLeon reminded that board that several positions were eliminated, noting that part of the funding for this position came from those, in addition to reductions to an upcoming position on the agenda, Action #P, resulting in an annual savings \$140K. She further noted that this position does the work of multiple people, and that the budget for it was also included. President Herrera clarified that the motion for this item was for the job description only, and that Action Item #D dealt with the hiring of said position.

Motion: Trustee Sher moved that the Board of Trustees approve the Job Description: Executive Director - College Readiness & Educational Access [Second Reading], as presented. Seconded by Trustee Hall. *Roll Call:* Ayes: Trustees Sher, Edmonds, Hall. Nays: President Herrera, Dr. Davis. Vote 3/2.

**D.Consideration of Approval to Hire the Executive Director of College and Career Readiness**

*Tabled*

Dr. DeLeon provided her recommendation that the Board approve the hiring of said position. President Herrera requested that the page detailing the fiscal aspects and budget be projected onto the screen. Dr. McCoy stated at the outset that we have a secretary in place already who would assume the clerical duties to support this position and that no additional secretary would be needed.

Questions for clarification: (budget page projected onto the screen)

President Herrera stated that she had questions regarding the budget for 2016/17, noting that the Assistant Superintendent shows a salary with benefits, however, in 2017/18 it will be different due to the reduction in cost associated with the Assistant Superintendent Business Services position, elimination of the Director of Information Technology position and Principal/Condor High School. However, she added that although this principal position will no longer exist in 17/18, we have a proposal associated with this position. President Herrera noted that in 17/18 the detail provided only reflected \$21K for the Senior Systems Salary Administrator upgrade. In the 16/17, the two positions are already budgeted, and now the request is to increase the salary for those individuals. Dr. McCoy responded that the IT salary increases are estimates, and he stated that the Systems Administrator position has been vacant all of 2016/17. The total cost of that salary has been savings. He added that the district will go into consultation with OFTSE and for the Systems Administrator, we will need to look at increasing this salary and stated again that the \$21K is an estimate/placeholder. McCoy further indicated that it has not been confirmed yet whether we will need to increase the Database Administrator salary. He stated that these were initial recommendations that came from the findings of the JET report. McCoy added that the Board would be brought a study of the combined Education and IT departments and recommendations for the 17/18 budget, adding that we don't expect those figures to be more, and that they could very well be less. Moreover, any increase could occur for only one of the positions noted, and that this would be decided at a time when positions for Ed Tech and IT are reviewed, and how they interact with one another.

Dr. Davis clarified again that the recommendation is that salary is being requested to be comparable of that to a comprehensive high school principal. Dr. DeLeon stated that while this is true, she believes that in order to attract the best candidates who have principalship experience, this is critical. Dr. Davis noted that this would mean putting the salary for this position far above that of our other Directors. He noted the Director of Learning Support, Reina Bejerano, and her challenges and large job description and depth of duties. He also noted that later in the meeting we would have some additional minor revisions to the EL Director positions. Dr. Davis stated that we know how low these students are performing, and it is a challenge to that division, to do whatever is necessary to increase student achievement. Therefore, he indicated for these reasons he does not think what is being provided is a fair pay scale when considering our other directors.

Trustee Hall clarified that the Director of Information Technology recommendation would be to permanently abolish that position in favor of a Director of Learning Support Services which is already budgeted. In addition, the Assistant Superintendent of Administrative Services salary would be reduced to make it consistent with that of our other Assistant Superintendents.

Trustee Hall further clarification if the recommendation for Condor High School was to permanently abolish the principal. Dr. DeLeon stated that any action taken now can always be changed and brought back to the Board as an Action Item. Trustee Hall asked if, in the foreseeable future, Dr. DeLeon did not plan on bringing this back to the Board, and she confirmed that she did not. Dr. DeLeon said that she believes once CHS is separated out, she believes the Executive Director of College and Career readiness is the perfect position to lead this middle college and the partnership with Oxnard College, which is part of said job description. She added that this position is responsible for college partnerships. Trustee Hall stated that he was not requesting clarification about the 'middle college', rather the independent study accredited high school, and that principal position which will be led by Kathy Greaves. Dr. DeLeon stated that Kathy Greaves is leading the Educational Options and Independent Study piece, in addition to what she's doing at Oxnard Adult School. One principal will not be paid two principal

salaries. She will receive a stipend for the Educational Options piece and the Independent Study Centers. Trustee Hall clarified that we will have this other entity called CHS, which the design team would like to call OASIS Centers. Dr. McCoy stated that the program deployed at each of the Independent High schools will be renamed the Oasis Center. The middle college program will be called the Condor Middle College program. At this time the design team is recommending that these centers are on the six comprehensive high school campuses, and possibly a seventh location at a district property.

Trustee Hall expressed that he thought the Board was expecting that the Independent Study School would still exist to serve the students who don't fit the model to be on the high school campus. Dr. McCoy stated that currently we have centers at HHS (serving between 50-75 students) and RMHS (serving over 100 students). He said they wish to replicate these centers at the other four comprehensive high schools, and the committee is still determining whether they would want a seventh location at another district property, as faculty have expressed that they would like to be an independent entity from a comprehensive high school, though they are thriving with centers on the comprehensive high school campus. Faculty have indicated they would like this school, if it came to fruition, to also be overseen by Ms. Kathy Greaves. Dr. DeLeon stated that if the design team wants an 'off site comprehensive high school' that we will look toward this, and that the team is still in the process of figuring this out.

Trustee Hall then asked if this position as structured, is being abolished, and assigned to Ms. Greaves, should we then look at a change in the job /description for the Adult School position. Dr. DeLeon indicated that Ms. Kathy Greaves is being paid a stipend for her role, as she currently has two principal titles. Trustee Hall stated that at some point prior, when the Board had upgraded this position for Condor High School, it was changed to where we had a principal, and at that time Ms. Greaves was doing essentially 'double duty'. He added that one of the justifications was, if we are going to have an Independent High School, that their accreditation requirements require a principal. He added his concern that having an individual do this job, in addition to being an Adult School principal, would require that we change the job description to reflect that she is principal of that school to meet accreditation requirements. Dr. DeLeon stated that this may well become a decision of the design team, but that this individual would be called Principal of OASIS, as these centers have now been named.

Dr. Davis indicated that although we will have a through report and recommendations from the design team at the April 5 meeting, he noted that he would not want this item approved at this time with the attached budget page, nor reflect that the Board was taking action tonight to hire and/or fly the position. Dr. DeLeon stated that that recommendation would come on April 5. In addition, he noted that he agreed with Trustee Hall that we have a special study session on March 29, and regular budget session in May, and at this time we cannot see how this ranks in terms of all other priorities in the district.

Trustee Sher noted that she was under the impression that the students who are in Independent Study now at CHS, can remain there if they choose to do so, however, she is now hearing these students must go elsewhere. Dr. DeLeon stated those students who choose to remain in the middle college program can remain. The agreement with Oxnard College is that students who remain be exclusively for the middle college program. Therefore, any other students who don't want to participate in that can choose to participate in Independent Study elsewhere. Sher also inquired who were the design team members, as well as well as how it will be determined where current teachers at CHS will teach in the future. Dr. McCoy stated that a global invite was sent district-wide to solicit committee participation, and noted at the recent meeting he attended, that there were eight CHS faculty (and some staff), as well as individuals from other sites. Dr. DeLeon said that we must remember that this entire plan will generate hundreds of thousands of dollars in ADA to bring students back. She added that in her "Subs with the Sup" meeting with FHS staff that afternoon, staff were very excited about this plan to include faculty/students from all sites as this will provide their students with more options. The regeneration of ADA is to bring students back into our district, and she stated that she believes it is inaccurate to say that it is limited to just this budget projection – as it is not.

It is much bigger than this, as growth will take years. This budget is a cost savings, however, in the overall scheme of this plan, this is a small amount when compared to the overall savings to this district and ADA recovery. Dr. McCoy noted that Condor faculty and OFTSE have been included in the design team meetings, and further, at the committee meetings there will be discussions regarding where the teachers would like to serve at our comprehensive sites. McCoy added that the district will make sure to follow the contractual language around transfer if it comes down to position.

Trustee Edmonds commented that Educational Options will continue to evolve during the next year, and the savings related to Director of IT is noteworthy, however, he stated his concerns that when one reviews at the amount of devices we are supporting, that we have a very lean staff and may need to look at hardware support. He indicated that he knows some of the independent study teachers have taken coursework at the County, and asked what will happen if we have to add people to this program. They will need to ensure their credentialing is in place. Dr. McCoy noted that the 'highly qualified language' at the Federal Level will sunset, and from California, that we will go back to the possibly of 'the single subject credential' allowing for the teaching of all independent study subjects. He added that we are currently on a 90 day hold, and expect to know by May/June regarding whether our independent study rules that applied before will remain in place.

Trustee Hall asked during if during the March 29, would the tentative budget be reviewed for 17/18, and requested clarification as to what would be covered. Dr. DeLeon indicated that we will talk about strategy for 17/18 and moving forward for 18/19. However, she stated that staff does not have exact numbers yet, and that ADA recovery is a big part of this plan. She further stated that when she brings a plan to the board, as a plan, she has a plan so that all of her pieces for said plan, or program, as presented, fit well together. DeLeon said that this includes Educational Options, which is focused on recovery and bringing ADA back. Many kids don't come to school due to fit. Trustee Hall indicated that for him, doing the Educational Centers is something we are moving to. However, Dr. Hall stated that he is very concerned about the report that was communicated from Ms. Thomas tonight and the information provided. He stated that he thought he heard her say, that the District is facing a significant deficit in 17/18, and we may be faced with significant cuts in 18/19 and would not be able to fund and/or sustain new positions. Dr. DeLeon stated that for 17/18 we are fine, however, that situation may be something to discuss in Closed Session for 18/19, indicating we are renegotiating for 17/18. Trustee Hall stated that even if our revenues are flat, our costs are still going to go up, and Dr. DeLeon noted that the revenue is a huge piece of the cost.

Motion: Trustee Sher moved for discussion with a second by Trustee Edmonds.

Trustee Hall stated that he supports the position, however, he takes seriously the concerns of Dr. Davis and the level of the position. Hall also said that he believes the level of the position is important and is a priority for the district and our students. He noted that he remains very concerned about approving any new positions now, based on the information received in the Second Interim, adding if that had provided different data, he may have a different position on this matter. Hall stated that those facts are now causing concern for supporting this item now. DeLeon stated that this position would oversee the large College Readiness Block which would provide revenue to our district. Trustee Hall stated that he would like this to come back in two weeks, with more documentation on the job duties for the principal of Adult Education in relation to this position, and that we are covered for accreditation requirements.

Trustee Sher asked a clarifying question of Dr. DeLeon. She noted that the district has a vision and goal that all children will have options after high school, and she asked if Dr. DeLeon felt, without this position, if that vision and goal could be accomplished. Dr. DeLeon indicated no, as we currently do not have anyone focusing on this work. Trustee Sher stated that she agreed with that, and that she supports the position. Sher noted that she was not opposed to this coming back in two weeks with more defined duties and other information as stated by Dr. Hall. She noted that although we see it as a difference of \$140K, however, this will be offset by students coming back, and we do not support the same opportunities that for profit corporations do. Sher further commented that these

groups make money off the students who leave us, and essentially claim our students. Trustee Sher thanked Dr. DeLeon for her vision and work, noting she supported everything about the position and hoped that her colleagues would also support it.

President Herrera stated that one of the recommendations she had made previously was having a different structure. She stated that she now does not believe she has clarity on what the plan for Educational Options is for this position, asking the following questions: (1) what is Condor going to look like; (2) Independent Study; (3) what is the plan for and what will the middle college look like; (4) what are the costs associated with each, and (5) are we going to continue to get hit each month with additional positions, in isolation. She clarified with Dr. DeLeon that no one was doing this work at this time. Dr. DeLeon stated that the coordination and implementation for College Readiness is not consistently being done. She noted that parts of this have been assigned to different individuals, and that both she and Dr. McCoy regularly pick up a lot of it, as needed, adding that she has done this work previously. President Herrera stated that as individuals ask us what the staffing plan is and want to understand these Educational Options, if the board were to approve this position, they will be 'on the hook'. If Condor needs something, Educational Options, or EL, the board would then need to consider additional staffing that has doubled in these areas. President Herrera requested to see with staffing for the entire plan. She further stated that she doesn't know if the current principal at the OAS will always be here in the future, and is attracting people with a stipend sustainable moving forward. In addition, she stated her belief that Educational Options was more valuable than assigning this role a stipend.

She reiterated her concerns as to how we would sustain this, and that she doesn't want the board to be in a position without a plan where we may have to lay off staff. Concerns were also expressed regarding making decisions on staffing when we have so many other priorities that the community, parents and students have been asking for. It is critical that we have all detailed information to justify all of these needs. She stated she would vote against this now, in addition to in two weeks, until she has information on how this all fits together. President Herrera further stated that since she has been on the board, she feels it has been making other decisions in isolation, when the board had already listened and committed to other priorities. She stated she will speak to any community group if she felt fully informed with all the information. She asked that even if the design team has only preliminary recommendations, that they bring back this information to the board as soon as possible.

Hall made a motion to table the item, and for his fellow trustees to withdraw their original motions. Trustees Sher and Edmonds withdrew their original motions, upon suggestion of Trustee Hall, and President Herrera stated that the board would table this item for presentation of additional information on this topic at the April 5 meeting. Dr. DeLeon stated this topic could not be brought to the March 29 Special Board Meeting/Study Session, as that would be a very serious meeting regarding negotiations.

**E. Consideration of Approval of Revision of Job Description: Director English Learner Services [Second Reading]**

**Motion:** Trustee Hall moved that the Board of Trustees approve the Revision of Job Description: Director English Learner Services [Second Reading], as presented. Seconded by Trustee Edmonds. Vote 4/0. Absent: President Herrera.

*Approved*

**F. Consideration of Approval of Approval of Revisions of Job Description: Director Career Education [Second Reading]**

**Motion:** Trustee Edmonds moved that the Board of Trustees approve the Revisions of Job Description: Director Career Education [Second Reading], as presented. Seconded by Trustee Hall. Vote 4/0. Absent: President Herrera.

*Approved*

**G. Consideration of Approval of Revisions of Job Description: Director Instructional Support Services [Second Reading]**

*Approved*

Trustee Sher expressed her concerns that in looking at the job requirements under 'Experience', it was noted that this individual could have three years as a certificated teacher or counselor, or in other certificated support credential service (required). She stated that this person is going to be involved with curriculum, planning and professional learning, and did not feel a counselor could fill this position. Dr. Tom McCoy stated that this is in the career path for APs to maintain a career path, and to be able to move into a director position. Trustee Sher noted that this is the same argument that she had initially for the Principal and Assistant Principal positions, and stated that she cannot support this where the experience does not include teaching. Dr. Davis asked Trustee Sher if she would support this position if the counselor comment was amended to read that the experience must include 3 years' successful teaching experience, and Trustee Hall suggested amending this to read 'teaching strongly preferred', but this would allow the option of a counselor applying for the position. Trustee Sher indicated that still would not be acceptable to her.

President Herrera inquired if some counselors ever teach as part of their contract. Dr. McCoy stated that some counselors do support ROP curriculum and meet 90 minutes every other week, again noting this language was designed to continue to provide a career path for APs. He noted that all applicants would be vetted thoroughly. Trustee Hall stated that he respects Trustee Sher's position, however, he stated he would support the position. He added that there is no way that a director can always have served in every single position they are supervising. Hall added that he agrees with her that they are not ideal candidates, but he would leave this to a future screening committee to decide. Trustee Sher stated that while she understands there should be paths for counselors, that an individual who has no background in curriculum, planning and instruction should not be evaluating them and that this does not serve the students. Trustee Edmonds commented that he is aware that we have some individuals that know the different levels of curriculum, even though they have not served directly in these positions.

Motion: Trustee Hall moved that the Board of Trustees approve the Revisions of Job Description: Director Instructional Support Services [Second Reading], as presented Seconded by President Herrera. *Roll Call:* Ayes: Trustees Hall, Edmonds, and President Herrera. Nays: Dr. Davis, Trustee Sher. Vote 3/2.

**H. Consideration of Approval of Revisions of Job Description: Director Student Support Services [Second Reading]**

*Approved*

Motion: Trustee Davis moved that the Board of Trustees approve the Revisions of Job Description: Director Student Support Services [Second Reading], as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

**I. Consideration of Approval of New BP 6163.2 Service Animals [Second Reading]**

*Approved*

Motion: Trustee Hall moved that the Board of Trustees approve New BP 6163.2 Service Animals [Second Reading], as presented. Seconded by Trustee Sher and carried unanimously. Vote: 5/0.

Trustee Hall commented on the second page the language 'be approved by the Superintendent or designee', inquiring who would be the designee. Dr. McCoy stated that typically the principal would be, with advice from Support Services. Hall inquired if it was stated that we know who this individual(s) are, could just write their names in the policy. Dr. DeLeon noted this could possibly change, and asked that the word 'designee' remain.



J. Consideration of Revision of Board Policy 6185 High School Credit for College Coursework [Second Reading]

*Approved*

Motion: Dr. Davis moved that the Board of Trustees approve the Revision of Board Policy 6185 High School Credit for College Coursework [Second Reading], as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

Dr. Davis asked for clarification Item F regarding the High School PE requirement. Dr. McCoy stated that a college course physical education course cannot replace the district's requirements for physical education, because our high school physical education has some preparation in it for the California Physical Fitness Test, and this is not present in the college course. President Herrera asked about the process for a student to get approved for such courses. McCoy noted that a student sees their counselor/designee, and gets their paperwork signed. He noted that we still struggle with students signing up for college courses without letting us know, and that sometimes, they sign up for the wrong course which doesn't cover the high school graduation requirement.

K. Consideration of Approval to Award the E-Rate Wide Area Network RFP #548 Contract to Spectrum Enterprise

*Approved*

Motion: Dr. Davis moved that the Board of Trustees approve the Award the E-Rate Wide Area Network RFP #548 Contract to Spectrum Enterprise, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

L. Consideration of Approval of Charter School Petition from Options for Youth

*Approved*

Motion: Dr. Davis moved that the Board of Trustees approve the Charter School Petition from Options for Youth, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

Trustee Hall thanked McCoy for his work on this and everyone who worked on this petition. It was noted that petitioners can also present this to the VCOE for consideration, if we deny this charter. Trustee Sher inquired how many of the charters with the county are 'for profit' and Dr. McCoy indicated just one. Sher also clarified if any of our charters are 'for profit' and Dr. McCoy stated that none of ours fall in this category.

M. Consideration of Adoption of Resolution #17-05, Proclaiming March 31, 2017, César Chávez Day.

*Approved*

Motion: Trustee Sher moved that the Board of Trustees approve the Adoption of Resolution #17-05, Proclaiming March 31, 2017, César Chávez Day, as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

N. Consideration of Approval of Adoption Resolution No. 17-06 Proclaiming March 27 - March 31, 2017 as National Adult Education Week

*Approved*

Motion: Trustee Edmonds moved that the Board of Trustees approve the Adoption of Resolution No. 17-06 Proclaiming March 27 - March 31, 2017 as National Adult Education Week, as presented. Seconded by Dr. Davis and carried unanimously. Vote 5/0.

O. Consideration of Approval of Revisions to Paraeducator III-Computer Lab Job Description [Second Reading]

*Approved*

Motion: Trustee Hall moved that the Board of Trustees approve the Revisions to Paraeducator III-Computer Lab Job Description [Second Reading], as presented. Seconded by Dr. Davis and carried unanimously. Vote 5/0.

Trustee Sher noted that in this description, that the employee under Experience, must have the 'knowledge and abilities' directly applicable to this position. She stated that she wonders why the same consideration was not given to the Director Instructional Support Services position.

**P. Consideration of Approval of Revisions to Assistant Superintendent Administrative Services Job Title and Salary Reclassification**

*Approved*

Motion: President Herrera moved that the Board of Trustees approve the Assistant Superintendent Administrative Services Job Title and Salary Reclassification, as amended, to adjust the number of work days to 223. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

Dr. Davis inquired as part of this reclassification if the job description itself had been reviewed and if the wording requires any adjustment in order to meet the district's current needs. Dr DeLeon confirmed the job description had been reviewed and confirmed the wording still meets our needs. She stated that the savings to the district will be \$20,200/annually. It was noted that the Assistant Superintendents of Human Resources and Educational Services work 223 days, and the request was made to adjust this reclassified position to the same number of work days so all positions are consistent with the same salary proposed.

*President Herrera requested a five minute recess at 8:48 p.m. Open Session resumed at 8:51 p.m.*

**Q. Consideration of Approval of Revisions to Clerical Assistant II Job Description [Second Reading]**

*Approved*

Motion: Dr. Davis moved that the Board of Trustees approve the Revisions to Clerical Assistant II Job Description [Second Reading], as presented. Seconded by Trustee Hall and carried unanimously. Vote 5/0.

**14. REPORTS TO THE BOARD  
A.–Management and Teacher Salary Comparison Study - Dr. Rocky Valles**

Dr. Valles stated that all salaries indicated were based upon *the annual high salaries* and *not* our annual low salaries, and that he obtained information from our sister districts in the county for purposes of this report. It was noted that we were unable to obtain Fillmore and Pleasant Valley data. Dr. DeLeon stated that in future discussions with fellow human resources staff and applicants, it should be noted that our salaries are very competitive, and that due to our incremental salary schedules, our staff are able to get to the top of the salary level must sooner. We must get this information out there when seeking new candidates at all levels. It was clarified that some districts reflected their mileage monthly and some annually on the information submitted.

- Superintendent salary - we are #2 in the county.
- Assistant Superintendent, Human Resources - ranked #4
- Assistant Superintendent, Educational Services - ranked #3
- Assistant Superintendent Business Service's salary is currently 3<sup>rd</sup>, however, that item was just revised and is not reflective of board action tonight.
- Director of Categorical Programs – many districts call this by other names, so on the chart provided we are ranked #3. We did not do comparisons with those districts who used different titles.
- Director of Human Resources – ranked #5
- Director of Fiscal Services –ranked #1
- Director of MOT – ranked #1
- Director of Nutrition - ranked #1
- Director of SPED ranked #5
- Director Student Support – ranked #3
- Director Technology – ranked #6
- Principals/Comprehensive High Schools – ranked #1
- Principal Alternative Schools – ranked #1. It was stated that there is only a \$2K difference between the salary for an alternative school and a comprehensive high school
- Certificated Salary information was obtained from VCOE. We are second only to Ocean View, however, when looking at our maximum daily/longevity we are then ranked first. Trustee Edmonds mentioned this is misleading due to our salary incremental schedules, as our individuals can get to the top of the salary

level must sooner. Some other school districts take 30 years to get to the maximum salary level and our benefits.

## 15. BOARD REPORTS AND COMMUNICATIONS

- A. Trustee Hall
- No report.
- B. Trustee Edmonds
- No report.
- C. Trustee Sher
- Trustee Sher stated that she was fortunate to attend the Oxnard Chamber of Commerce Luncheon the prior week where Dr. DeLeon and Dr. Morales gave a joint keynote to business leaders in our community. Sher stated she was so appreciative that she had an opportunity to attend.
  - This was a reaffirmation that the business community wants our students to succeed, and it really gave both superintendents an opportunity to shine in order to support the business community, as they need people. Sher stated that it is not always as clear as to what we can do for them, however, when looking at the combined districts representing over 35,000 students, and over 1400 staff members in the area, and how much we are doing to support the business world and the collaboration it was very exciting.
  - She stated that Drs. DeLeon and Morales spoke of our teachers as leaders, and that attendees were all were very complimentary of our superintendent. Trustee Sher also gave a public thank you to Dr. Morales.
- D. President Herrera
- On Monday, March 13 President Herrera stated that she attended the VCSBA Dinner with the topic "Overcoming Our Implicit Biases", where she was joined by Drs. Davis and DeLeon.
  - Great to see so many individuals from different school districts of all different sizes, and discuss their experiences.
  - Was a judge representing the OUHSD on Saturday at the VCOE Migrant Education Speech and Debate Tournament at RCHS, noting the age group started at 6<sup>th</sup> grade and how talented those individuals were.
- E. Vice President Davis
- On Monday, March 13 he attended the VCSBA Dinner: Topic was "Overcoming Our Implicit Biases", where he was joined by President Herrera and Dr. DeLeon
  - Last night he attended the FHS Open House.
  - He asked that perhaps the board might set aside some time for the graduations that are currently not covered with trustee attendance, to maximize coverage.

## 16. ITEMS FOR FUTURE CONSIDERATION

- President Herrera noted that March 29, 2017 is our Budget Study Session, indicating this will be a Closed Session, and that the agenda would be posted accordingly.
- Trustee Sher spoke to the heat abatement issue, inquiring when this would be brought to the Board as previously requested.
- Dr. Davis clarified that an overview of Summer School will be on the April 5 meeting agenda.
- Dr. Davis asked if the Board shouldn't be calendaring the end of the year steps for the Superintendent's evaluation. It was agreed by all trustees that this initial planning would be discussed at Agenda review.

- Dr. Davis also stated that annually the Board has had time in the spring to review the board goals for the current year, what worked well, and possible goals for the future year. It was agreed that such initial planning would be discussed at Agenda review as well.

**17. ADJOURNMENT**

President Herrera adjourned Open Session at 9:14 p.m. The board resumed Closed Session at 9:16 p.m. and adjourned at 10:20 p.m.

**BOARD OF TRUSTEES**

  
Karen M. Sher, Clerk

Approved as presented

April 5, 2017

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

Board meetings are video recorded and are available at:  
<http://www.ouhsd.k12.ca.us/about/schoolboard/datesagendas.htm>