

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING

June 26, 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 June 26, 2017 at 4:02 p.m., in the District Office Board Room, 600 E. Gonzales Road, 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
Dr. Jeff Baarstad, Operations Consultant
Dr. Tom McCoy, Assistant Superintendent-Educational Services
Sylvia M. Diaz, Acting Executive Assistant
- Translators present:** Lourdes Campbell and Ana Rangel
- Guests present:** Judy Greycloud, Mary Schillinger, Stephanie Gillenberg, Rowena Filoteo, Irene Azcorra, Patsy Thomas, Maricruz Hernandez
- 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 Davis to accept the agenda with the following changes, pull items. Seconded by Trustee Hall and carried unanimously. Vote 5/0
- 4. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** No comments received.
- 5. CLOSED SESSION** President Herrera stated that the Board would adjourn to Closed Session at 4:04pm 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)]
- Recommendation – Assistant Superintendent, Business Services
 - Recommendation – Director, Instructional Support Services
 - Recommendation – Coordinator, Special Education
 - Public Employee Discipline
- 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
- C.** Superintendent Evaluation
- D.** Student Personnel: [Education Code §35146, 48912, 48919]

- E.** Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146
- 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: Dr. Penelope A. DeLeon, Superintendent of Schools 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: 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: Dr. Penelope A. DeLeon, Superintendent of Schools NEGOTIATING PARTIES: City of Camarillo UNDER NEGOTIATION: Price and terms of payment CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION
- H.** CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One case
- I.** 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: Dr. Penelope A. DeLeon, Superintendent of Schools 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 5:45 p.m. President Herrera reported out the following: Dr. Darlene Garcia; Coordinator, Special Education. Motion: Trustee Hall moved to approve and seconded by Trustee Edmonds and carried unanimously. Vote 5/0 Terri Leon; Director, Instructional Support Services. Motion: Trustee Davis moved to approve and seconded by Trustee Hall and carried unanimously. Vote 5/0 Michael Sid Albaugh, Assistant Superintendent- Business Services. Motion: Trustee Hall moved to approve and seconded by Trustee Davis and carried unanimously. Vote 5/0

The Board of Trustees will reconvene to Closed Session following Open Session.

7. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

None received.

8. REPORTS TO THE BOARD
A. Nutritional Services Budget and Operations – Dr. Jeff Baarstad, Operations Consultant
B. Special Education Strategic Plan – Dr. Tom McCoy

- A.** The 2016-17 Cafeteria Fund at Third Interim includes a transfer from the Unrestricted General Fund of \$1,372,000. Members of the Board of Trustees have expressed concern with the significant level of deficit spending in the Nutritional Services Budget, and the need for support from the Unrestricted General Fund. Administration provided the Board with information on the primary goals of the Nutritional Services Program, the major sources of income and expenditures in the Nutritional Services Budget, program operational considerations, and recommendations for reducing budget deficits while continuing to provide healthy and appetizing food for students.

General proposals made to the Board of Trustees were:

- Implementation of a student driven menu
- Cost effectiveness of all menu items evaluation
- Cost effectiveness of proposed new or expanded programs evaluation
- Improvement of inventory and ordering process
- Improvement of food sale/service efficiency
- Closely monitor labor hours vs. participation and adjust accordingly

Specific proposals made to the Board of Trustees were:

- Possible elimination of salad bars
- Restriction of snack vending machines
- Elimination of Vegetarian Fridays
- Elimination of Reduced Meal Copays

A pilot survey was conducted at Hueneme High School by the Student Nutrition Advisory Council to get a better understanding of why some students don't take part in lunch. Trustee Sher asked Ms. Gillenberg if the surveys will be offered at other sites and Ms. Gillenberg affirmed they would be. Long lines continue to be a problem at sites during lunch. Dr. DeLeon asked about the survey taken at Hueneme High School and inquired as to why students were not buying lunch. Ms. Gillenberg stated that 30% was due to long lines, menu items and other activities taking place during lunch.

Trustee Davis asked Ms. Gillenberg to elaborate on the Supper Program. She informed him that students are offered a super snack right after school and it's separate from the National School Lunch Program. It runs under the Child Adult Food Care Programs; has a different reimbursement per meal and all students are claimed as free meals. Trustee Davis was interested to know how many school sites offer this program. Ms. Gillenberg informed him that only five sites qualify at this time since more than 50% of the students must qualify for free and reduced lunch. Trustee Sher stated the Supper Program is after school, is free for students but inquired if there is an equivalent program for breakfast. Ms. Gillenberg replied there is not an equivalent plan in place at this time as breakfast is part of the National School Lunch Program. Trustee Hall inquired about how much money is lost through the Federal and State Grant per student when a student that pays for reduced lunch but happens to forget their money one day. Ms. Gillenberg informed him the loss is \$1.71 at breakfast and \$2.84 at lunch and that students are still fed even if they forget their money. Trustee Hall proceeded to ask Ms. Gillenberg to describe what is included in a pre-made salad and describe the quality of it. Ms. Gillenberg informed him there are a variety of salads offered to students; chicken Caesar salad, chef salad and green salad. She stated salads are made fresh daily and staff takes the time to monitor the temperature and quality of ingredients before they are used. Trustee Hall wanted clarification that only vegetarian options are offered, no meat, on Vegetarian Friday and Ms. Gillenberg affirmed this.

Trustee Davis commented on his surprise of the availability of food items in the vending machines during lunch. Ms. Gillenberg stated timers had been placed on these machines and they weren't open during school hours due to competition of cafeteria sales. Site issues with students wanting access to beverages outside of cafeteria food sales caused timers to be terminated and the cafeteria was offered a small percentage of vending machine sales, approximately 25%. Smart snack compliance items were added to the vending machines. Dr. DeLeon asked if any research was done to determine who made the decision to unlock the vending machines. Ms. Gillenberg stated it was a District decision.

Trustee Sher inquired about the lines at Hueneme High School when the carts were moved inside the cafeteria. Ms. Gillenberg replied there was not a significant difference and two lines were offered at windows inside as opposed to just one. Trustee Sher asked Ms. Gillenberg if she foresees the same results taking place at other school sites when their carts are removed. Ms. Gillenberg replied the school sites offer a lot of variety at their points of sales but Pacifica High School poses some challenges and may require continued use of carts outside of the cafeteria. Trustee Hall was interested to know if the District incurred any significant savings in labor costs when the carts were removed at Hueneme High School. He was informed the staff that was assigned to the carts were utilized at a different point of sale; therefore, no change in labor costs.

Trustee Davis inquired about the freezer in the warehouse; was it still operational. Ms. Gillenberg stated it is being used.

Trustee Edmonds was interested to know if the length of the lunch period is consistent districtwide or if they vary by site, larger sites similar in length as opposed to smaller sites. Ms. Gillenberg replied it's approximately 33-34 minutes, depending on the site. Ms. Gillenberg noted Nutrition Services is implementing an online method for pre-paid to avoid cash lines and get as many students through lines as possible. Trustee Hall inquired about the difficulty, if any, to expand the lunch time at the larger school sites, an effort should be made to get this done. He also thanked Stephanie for her presentation and leadership in this area for the last couple of years; he has heard nothing but positive remarks about the quality and preparation of the food which comes from the training of the staff. Trustee Hall recommended relying on the leadership of Ms. Gillenberg and implementing all of her suggested recommendations. Trustee Sher thanked Ms. Gillenberg for her work and leadership and is agreement to implement all of the recommendations as well reevaluating the lunch schedule at the larger high schools. Dr. DeLeon concurred with Trustees Hall and Sher and stated students, while visiting the two larger school sites, have commented on not having enough time; therefore, it will be her direction to have Oxnard and Pacifica High Schools evaluate their lunch schedules. Trustee Sher noted the inability to separate the work done with Nutrition Services with the amazing results in student achievements; students are being fed and the District is helping them to be healthy and successful. Trustee Edmonds supports restricting the vending machine hours if time can be added to lunch schedules. Trustee Davis thanked Ms. Gillenberg for her insight and supports all of her recommendations. He also thanked Dr. DeLeon for taking on the two larger schools and is aware of the severe overcrowding at these two sites. Trustee Davis noted the Board is taking the appropriate steps to build a new school and reduce the overcrowding; aware this may take a few years. Trustee Davis asked Dr. Baarstad if he is aware of other school districts facing the same encroachment problems with cafeteria services as OUHSD. Dr. Baarstad noted that due to restricted Federal regulations cafeteria programs across the Nation are facing the same problems but there is not exact data to compare OUHSD deficit to similar districts. Trustee Davis used Conejo Valley Unified School District and Las Virgenes Unified School District as examples of not having the federal assistance as OUHSD does and asked Dr. Baarstad how do they can afford to have cafeteria services. Dr. Baarstad responded that students are charged more for their meals since the population of free/reduced meals is not enough to support their program and smaller programs are run at these districts because not too many students participate. President Herrera strongly recommended Ms. Gillenberg to survey Channel Islands and Hueneme High Schools since these students had the most complaints in the past with food quality and quantity; therefore, there should be follow-up at those sites to avoid students attending any future Board meetings to speak about Nutrition Services. She also requested that if the District moves forward with different strategies that all parties be informed of these changes whether it's on the website, emails or school site televisions/videos. President Herrera requested that results; number of students contacted at all sites, feedback and what Ms. Gillenberg's decisions were based on as results of the surveys be reported to the Board prior to changes being made. Dr. Baarstad stated a Report to the Board will be made in late fall. President Herrera requested that under the umbrella of piloting, if the students needs are not being met then try other options.

Faculty/Staff Dining

- Advantages/Disadvantages
- Requirements for implementation
- Time of day it will be served
- Staff requirements
- Menu options
- Cost (Estimation of \$60,000 net deficit)

305 responses were received from staff surveyed in May and 79% of those surveyed expressed the desire to reopen faculty staff dining at school sites and would like it offered as a point of sale rather than pre-orders. 44% would eat in the cafeteria one to five times per week and 8% would eat everyday. Dr. Davis clarified with Ms. Gillenberg that the Nutrition Services email survey to staff last May was sent to over 1,000 employees but

only 1/3 of the staff responded; Ms. Gillenberg affirmed this. Trustee Hall asked if the survey was emailed to all teachers or all employees. Ms. Gillenberg replied it was a global email; it went out to all District employees. Dr. DeLeon commented that one third of employees responding is a good response. Trustee Davis asked if a staff member would be provided coffee and a donut, in the morning, at the cafeteria. Ms. Gillenberg responded that coffee is offered at no charge in the morning but donuts are not available. Trustee Hall asked if staff members can order food and Ms. Gillenberg affirmed they could and teachers are also allowed a different place in line but teachers choose to wait in the same line as students. Trustee Hall asked about past practice of faculty dining; were meals provided free of charge. Ms. Gillenberg replied that staff must pay the faculty fee of \$4.25 for their meals.

Trustee Davis asked about past practice of employing students at lunchtime and if this can be allowed in the future to help mitigate costs. Ms. Gillenberg supports this idea but the Union may not agree with it as it can reduce contracted employee positions.

Trustee Hall stated he is aware of the benefits of faculty staff dining but is concerned about the potential increase to the budget deficit that it may cause and would support this if it can be implemented with existing labor and no additional costs. Trustee Edmonds stated he would be in support of a faculty dining pilot for one semester on Fridays only since less students tend to be served on that day of the week. Trustee Sher supports the concept of staff dining but not if it causes additional labor costs. Dr. Baarstad clarified that the Board of Trustees is in support of the faculty dining but not at an additional expense and further stated that Ms. Gillenberg will report back, at a later meeting, if she is able to present successful pilots or options to provide faculty dining that doesn't involve additional labor costs.

Trustee Hall asked Ms. Gillenberg to introduce her staff that was in attendance; Rowena Filoteo, Assistant Director, and Anna Jackson, Farm to School Coordinator. Dr. DeLeon thanked Ms. Gillenberg for all that she has done and the extra effort from her staff to provide samples at all Board meetings throughout the year. Ms. Gillenberg thanked her staff as well for all their efforts.

B. In response to Board Goal 7: Review and monitor the Special Education program's budget and assess the efficacy of the delivery of services; the District conducted the following studies during the 16-17 school year: School Services Audit of Special Education CA Department of Education – Special Education Compliance Review Additionally from February 2017 – June 2017 an Interim Special Education Director, Mary Schillinger, was appointed to provide recommendations for the ongoing work of the Special Education Department. The report reviewed at the June 26th Board meeting is a Three Year Strategic Plan for OUHSD Special Education and General Education to address fiscal issues, compliance issues, and services for students with special needs in OUHSD beginning July 1, 2017. The following goals were recommended:

1. Multi-tiered Systems of Support at all schools including Tiered Student Study Teams and implementation of structured Child Find procedures
2. Maximized collaboration between General Education and Special Education and access to core curriculum.
3. 100% Compliance with all Special Education State and Federal mandates.
4. Increase and support access to General Education settings and curriculum for Special Education Students through Co-Teaching and UDL at all schools.
5. Reduction of Non Public Agency contracted services.
6. Collaborative process between Special Education and Human Resources for staffing of Certificated and Classified personnel.
7. Paraprofessional position control through a collaborative process between Special Education Department and Human Resources for maximum efficiency and effectiveness while meeting mandates of State and Federal law.

8. Professional Development Plan development for all stakeholders to increase compliance and reduce litigation.
9. Develop and maintain a cross-district articulation plan with feeder districts for early identification of at-risk learners.
10. Build connections between the Special Education leadership of feeder districts and OUHSD
11. Maximum efficiency for Program Specialist's responsibilities and duties - maximizing site based support.
12. Maximize School Psychologist services to meet State & Federal legal compliance and to support MTSS at all schools.

Trustee Hall asked if the mandate for Special Education services comes from the Federal Government and if it has ever been met. Ms. Schillinger affirmed it does and it's a very low unfunded mandate that has never been met. She added State funds are received as well but do not cover the mandate either.

Trustee Sher asked when is a determination made as to who is administering the professional development for teachers in regards to co-teaching and what happens when you don't have a teacher or a set of teachers volunteer to participate. Ms. Schillinger suggested that if you have a school where no teachers volunteer, take a semester for teachers to observe co-teachers in a class and get a feel for what it looks like, inform them of the benefits to General and Special Education students, talk with teachers to get more information out and then set a goal for the next year. Teachers can also be informed that this is really a goal and a deficit area for the District that students are moved into less restricted environments. Trustee Sher stated her concern when there isn't a willing person because co-teaching can be amazing when everyone is on board and the students are served. Trustee Sher asked if someone attends a training, are they then obligated to co-teach. Ms. Schillinger stated it should be a volunteer option. Ms. Schillinger informed Trustees that she has performed the co-teaching training at three other districts and has not experienced one of them not having at least one team. Dr. McCoy noted Ms. Schillinger is a Nationwide Trainer and he has had discussions with his staff about Ms. Schillinger continuing her partnership with the District in terms of assisting with co-teaching. The Tentative plan is to discuss what type of training she may provide the District with her training schedule for 2017-2018 school year.

Trustee Edmonds noted that goals six and seven are similar in that they involve position control issues and asked if there should be District participation when providing for behavioral services, 1:1 paraeducators or someone to ride a bus. Ms. Schillinger recommended the collaboration and oversight be increased and had actually already started to do so. In working with Dr. McCoy and Ms. Greycloud, she recommended they monitor these positions and always know locations and review any increase recommended by school sites. President Herrera asked if the Director of Special Education is the one to ensure this take place and Ms. Schillinger affirmed this. Trustees and Dr. DeLeon thanked Ms. Schillinger for all of her hard work she did to assist in turning the District around and taking it to the next level, the opportunity to continue working with her, and her contribution to the District.

Dr. McCoy introduced Judy Greycloud, Director of Special Education and she thanked Trustees and Dr. DeLeon for this opportunity and stated she was excited to begin her work with the leadership and Special Ed teams. Trustees welcomed Ms. Greycloud, thanked her for her willingness to jump on board and congratulated her on her new position; they are happy to work with her.

A break was taken at 7:43pm. President Herrera reconvened the meeting at 7:48pm

9. SUPERINTENDENT'S REPORT

Presented by Superintendent DeLeon.

HIGHLIGHTS: Dr. Penelope DeLeon provided Trustees and the public the Class of 2017 Data.

Total Number of seniors: **4,014**
Total number of graduates: **3,566/88.8% (82.2%/+ 6.6%)**
Number and % of A-G completers: **1,204/33.7% (23.11/+14.39%)**
Number of % of 4-year college acceptances: **1,264/35.4% (21.01%/+14.39%)**
Number and % of 2-year college acceptances: **1,879/52.7% (47.8%/+4.9%)**
Number of FAFSA Applications: **1,791/50.2% (65.6% F/RL)**
Scholarship Dollars: **\$8,494,969**
Prestigious Acceptances: MIT, UC Berkley, UCLA, UC Davis, UC Santa Barbara, USC, Notre Dame, Stanford, University of Pennsylvania, Cornell, Yale and Princeton.

President Herrera asked how the District will inform the public of the student's efforts. Dr. DeLeon will send narrative to to the local newspaper and is expecting them to write a 2017 graduating culminating article where OUHSD student achievements will be included. This information will also be available on the District website.

Trustee Davis asked if there are any procedures in place to outreach to the 11.2% of seniors that didn't graduate and if the new summer school model will reach out to these seniors. Dr. DeLeon affirmed there was a summer school plan in place and those seniors had already been contacted prior to graduation. The seniors lacking less than 20 credits are priority enrollment for current summer school model and those lacking more than 20 credits are encouraged to enroll at Adult School. Students at Frontier and Condor High Schools are allowed to stay a fifth year provided they are progressing. Dr. DeLeon also mentioned the State allows two years from the chronological graduation year for students to complete, within our District including Adult School, graduation requirements to be included in the graduation rate.

10. CONSENT CALENDAR

Motion: Trustee Sher moved to accept the consent calendar, as presented. Trustee Davis seconded and carried unanimously. Vote 5/0

A. Consideration of Approval of Authorization of Signatures

It is the recommendation of District Administration that the Board of Trustees approve the authorization of signatures, as presented.

B. Consideration of Approval of Purchase Orders and Direct Pays, May 26 – June 9, 2017

Purchase Orders totaling \$3,737,544.33 and Direct Pays totaling \$283.83 be approved, 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 2017-18 Application for Funding of the California Department of Education Agricultural Career Technical Education Incentive Grant at Adolfo Camarillo High School

It is the recommendation of the District Administration that the Board of Trustees approve the 2017-18 Application for Funding of the California Department of Education Agricultural Career Technical Education Incentive Grant at Adolfo Camarillo High School, as presented.

E. Consideration of Approval of Personnel Items

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

F. Consideration of Approval of 2017-2018 Adult Education Calendar

It is the recommendation of District Administration that the Board of Trustees approve the 2017-2018 Adult Education Calendar, as presented.

G. Consideration of Approval of 2017-2018 Condor High School-OUHSD Options Academy Calendar

It is the recommendation of District Administration that the Board of Trustees approve the 2017-2018 Condor High School-OUHSD Options Academy Calendar, as presented.

H. Consideration of Approval of Consulting Services Agreement Between Dr. Jeff Baarstad, Consultant and the Oxnard Union High School District

It is the recommendation of District Administration that the Board of Trustees approve the Consulting Services Agreement Between Dr. Jeff Baarstad, Consultant and the Oxnard Union High School District, as presented.

I. Consideration of Adopting an Approved List of Memberships, Conferences, Workshops or Meetings Board Members May Attend

It is the recommendation of District Administration that the Board of Trustees adopt the List of Memberships, Conferences, Workshops or Meetings Board Members may attend, as presented.

11. ACTION

A. Consideration of Approval of 2017-2018 Education Protection Account (EPA) Spending

Motion: Trustee Hall moved to approve the 2017-2018 Education Protection Account (EPA) Spending, as presented. Trustee Davis seconded and carried unanimously. Vote 5/0

B. Consideration of Approval of the Adopted Budget, Fiscal Year 2017-2018

Pursuant to the Education Code, the governing board of a school district must approve an annual Adopted Budget prior to July 1 each fiscal year. The Adopted Budget and the LCAP must be approved at the same regular meeting of the board, but separate from the public hearing meeting. Finally, the LCAP must be approved prior to governing board consideration of the Adopted Budget. On June 7, 2017, the Board of Trustees conducted public hearings to receive input on the proposed 2017-18 LCAP and Adopted Budget. The meeting agenda for June 26, 2017 includes Board consideration of approval of the 2017-18 LCAP and Adopted Budget. Dr. Baarstad requested the Board of Trustees consider item 11F., *Proposed Local Control Accountability Plan for the 2017-18 School Year*, prior to the Adopted Budget; Trustees approved.

Dr. Baarstad informed Trustees of the deficit the District is facing and made the following recommendations: reduce the Nutrition Services deficit by \$200-300,000 over the next couple of years, reduce the Adult School deficit by \$200,000 over the next couple of years, CSEBO one-time money reserves used to assist in paying for health benefits, OUHSD Retiree Health Benefit Trust to assist in paying costs associated with retiree's bills, have employees contribute more into the health premiums and possibly increasing the teacher/student ratios. Trustee Edmonds asked if half of the CSEBO savings is Unit Share savings. Dr. Baarstad replied the CSEBO contribution will reduce the net cost of benefits in the Unit Share and create more money for eventual salary share and it won't reduce the bottom line unless an agreement can be negotiated to reduce the cost of benefits without resulting in additional compensation in the unit share. Trustee Davis asked Dr. Baarstad if the report is showing a reduction of \$389,000 in the Adult Education budget. Dr. Baarstad replied it is showing total revenues are projected to reduce by \$389,000. Due to slight confusion with the response, Trustee Davis referred back to the June 7th Board meeting when he asked Dr. Baarstad if the Adult Education budget would remain the same for 2017-2018 as 2016-2017 and he thought Dr. Baarstad had affirmed that. Dr. Baarstad stated he was not proposing any reduction in the programs but wasn't sure why the income was down and asked for assistance from Ms. Thomas and she stated that Ms. Greaves informed her that a portion of the consortium for the funding didn't meet some of the requirements so less funding is projected. Trustee Hall asked for an estimated amount of the one-time block grant that came in the final legislation. Dr. Baarstad stated it was about \$700,000. Dr. DeLeon stated convening of a budget advisory committee to include stakeholders, a Board member and even a student needs to take place. President Herrera commented about deficit spending and the need for everyone's effort in assisting to reduce the District's deficit and would like a plan in

place by March 2018. Trustee Sher thanked Dr. Baarstad for his work and agreed with President Herrera and reluctantly supports the Adopted Budget for 2017-2018.

Motion: Trustee Davis moved to approve the Adopted Budget, Fiscal Year 2017-2018, as presented. Trustee Sher seconded and carried. Vote 4/1/0. Roll Call Vote: Ayes: Trustees Edmonds, Davis, Herrera and Sher. Nays: Trustee Hall.

C. Consideration of Approval to Issue a Request for Proposals (RFP) for a Facility Repair, Maintenance and Modernization Master Plan

At the Board of Trustees Meeting on June 7, 2017, Operations Consultant Dr. Jeff Baarstad presented the Board with a Facilities Funding and Operations Report. The report included information on the District's existing facilities and funding sources to address long-term facility, repair, maintenance and modernization needs. The report included several recommendations, including the need for the development of a comprehensive Facility Repair, Maintenance and Modernization Master Plan. At the conclusion of the report, the Board of Trustees expressed their support for moving ahead with the Master Plan process.

Trustee Davis asked if this recommendation is to fund the master plan but Dr. Baarstad stated this is to issue the RFP only.

Trustee Herrera clarified the recommendation is to issue the RFP only and not to spend any money. Dr. Baarstad affirmed no money will be spent at this time.

Motion: Trustee Hall moved to approve the issuance of a request for proposals (RFP) for a Facility Repair, Maintenance and Modernization Master Plan. Trustee Davis seconded and carried unanimously. Vote 5/0

D. Consideration of Approval to Reject Bids for Window Coverings and Install (Bid #554)

Motion: Trustee Hall moved to approve the rejection of bids for window coverings and install (bid #554), as presented. Trustee Edmonds seconded and carried unanimously. Vote 5/0

E. Consideration of Approval of the Educational Services Organizational Plan for the 2017-18 School Year [Second Reading]

To meet the District's goals for improving student achievement for English Learners, Low Income Youth, and Foster Youth and to support and align the identified actions and services to available students and staff through the District LCAP the Educational Services Division presented the 2017- 2018 Organizational Plan. During the 2016-2017 school year Educational Services operated with six (6) Departments: Career Education, English Learner Services, Instructional Support Services, Learning Support Services, Student Support Services, and Special Education. These Departments are the continuing foundation of the Educational Services Organizational Plan. For 2017-2018 Educational Services is taking in the Information Technology Department from Business Services and merging it into Learning Support Services.

President Herrera asked Dr. McCoy if the only change was the addition of interns to be more clearly denoted. Dr. McCoy replied the only changes made were the removal of the potential Student Services position, tentatively approved the SIS/Data Reporting Specialist, and updated the cost analysis to reflect the savings from tabling the Desktop II Support Technician promotional position; result of a \$90,000 savings with this plan. Trustee Davis asked Dr. McCoy if the vacant Tech Support Assistant on the organizational chart is going to be filled or if it can be left vacant, resulting in a cost savings to the District. Dr. McCoy responded that it's currently flying and with the staffing ratio the District requires the position; it's a 50% position with no benefits. Trustee Davis asked Dr. McCoy to assure the Board of Trustees that there will not be a detrimental impact on reducing the number of interns. Dr. McCoy noted there are rules and regulations related to the intern program but wasn't sure if they were in place in the past and would review with Human Resources (HR), Dr. Kimberly Tresvant, to ensure going forward the program is compliant with HR and workers compensation regulation. He also noted the District does not currently have a MOU with Cal State University Channel Islands and that the District plans to reshape the Intern Program so that it's compliant with universities and includes paid and unpaid performance. Trustee Davis asked if it was mentioned in a prior meeting that one DeskTop Support Technician(DST)

serves both Rancho Campana and Frontier High Schools. Dr. McCoy replied that Rancho Campana will have their own DST next year since they are now built out. The District Office has two DST's and they will now serve Frontier High School, Condor Oxnard Academy and the District Office. Trustee Edmonds commented on the delineation and scope of intern job duties and making sure they don't supplant union job positions because this could be a conflict and potential unfair labor practice. Dr. McCoy responded the interns work under the supervision of a District employee rather than independently as a District employee; stated he is in agreement with Trustee Edmonds. Trustee Hall asked for clarification of an unpaid intern. Dr. McCoy replied that the District would first have to describe what the job duties of the interns are, list the requirements of an unpaid internship and work with universities to understand what experiences they want their students to have. Trustee Hall stated he wouldn't support an unpaid intern not receiving college credit, working for free. Dr. McCoy noted the criteria and award of an internship is the college credit which is why it's important to expand to other universities.

Motion: Trustee Hall moved to approve the Educational Services Organizational Plan for 2017-2018 School Year [Second Reading], as presented. Trustee Davis seconded and carried unanimously. Vote 5/0

F. Consideration of Approval of the Proposed Local Control Accountability Plan for the 2017-18 School Year [Second Reading]

Districts must annually adopt a Local Control and Accountability Plan (LCAP) after examining student data and soliciting input from stakeholders, including parents, teachers, students, staff, and the community. The LCAP must detail the district's goals for improving student achievement for English Learners, Low Income Youth, and Foster Youth and align identified actions and services to available supplemental and concentration funds. During the 16-17 school year the Oxnard Union High School District (OUHSD) LCAP was updated and revised in conjunction with input from the District LCAP Advisory Committee, four (4) stakeholder meetings at each site, as well as a Districtwide parent, staff, and a student survey. The District is additionally providing accountability through the LCAP for the expenditure of the supplemental and concentration funds received by the District to improve services to students who are English Learners, Low Income Youth, and Foster Youth.

Trustee Davis asked Dr. DeLeon if the need for districtwide professional development, related to Special Education students for Special Education and General Education staff, is addressed in the LCAP. Dr. DeLeon replied she feels they are a significant part of the LCAP professional development that is already planned. Trustee Davis stated he read in the report that 67% of District students experience poverty and asked Dr. McCoy if this is known due to the number of parents that applied for free and reduced benefits and Dr. McCoy affirmed this. Trustee Davis complimented Dr. McCoy in the sense that the District is doing very well in meeting the needs of students at the poverty level. Dr. DeLeon agreed with this assessment but stated there will be different numbers for next year because of the good work Ms. Gillenberg is doing in Nutrition Services. Trustee Davis noted he is in agreement with Dr. DeLeon with wanting 100% of District students to succeed but was wondering why the EL students were reported as having a graduation rate goal increase from 68% to 70%. Dr. DeLeon replied that for purposes of the LCAP and State targets it's best to list incremental increases as districts are sanctioned when they don't meet their goal. Trustee Davis expressed his pleasure in seeing an assessment model of the three mandated sub populations but asked for a composite report on each of the sub groups. Trustee Sher stated the new dashboard may help but agreed it would be nice to see how each group is fairing. Trustees confirmed that approval of the LCAP budget means all items listed are funded and Dr. McCoy affirmed this. Dr. DeLeon noted this is a mandate of the State and why the LCAP has to be presented before the Adopted Budget. Trustee Davis expressed his concern about students allowed not to be expelled although they do perform expellable offenses. Trustee Hall requested postponing voting on the LCAP Plan until the Adopted Budget presentation was heard; all Trustees agreed to hear the presentation only before taking a vote on the LCAP.

Motion: Trustee Sher moved to approve the Local Control Accountability Plan for the 2017-2018 School Year, as presented. Trustee Edmonds seconded and carried. Vote

4/1/0. Roll Call Vote: Ayes: Trustees Edmonds, Davis, Herrera and Sher. Nays: Trustee Hall.

~~G. Consideration of Approval of
Reclassification of *ParaEducator III*
—*Community Aide to Guidance
Technician*~~

Motion: Tabled.

~~H. Consideration of Approval of
Revisions to Job Description:
Attendance Advisor {First Reading}~~

Motion: Tabled.

I. Consideration of Approval of
2017-2018 Board Goals [Second
Reading]

Each year, the Board of Education adopts goals for the educational program, which guide the work of the district for the ensuing year. During the meeting prior to adoption, the Superintendent of Schools takes feedback form the Board of Education regarding the district's progress toward achieving each of the previous school year's goals, determining whether those goals should: 1) continue; 2) have been successfully accomplished and therefore, discontinued; or 3) should continue with revision. During that meeting, the Trustees also consider the addition of new goals for the ensuing year.

Dr. DeLeon noted she added Board Goal #8, The district will promote fiscal solvency by convening a Budget Advisory Committee to develop and present a plan for the elimination of deficit spending by January 1, 2018. She noted a draft will be brought to the January meeting for Board input and a final plan ready by March 2018. She also recommended that Board Goal #7, Review and monitor the Special Education program's budget and assess the efficacy of the delivery of services, be removed as she is confident Special Education is on the right track and will do well. Trustee Davis supports this but asked Dr. DeLeon to add the word "area" to Goal #4 so as to read *New Oxnard Area High School*. Trustee Hall asked for clarification on goal #8 as it can be understood the plan is due in place by January 1, 2018 or deficit spending can be brought to a halt effective January 1, 2018. Dr. DeLeon noted a plan will be presented at that time as elimination of deficit spending will take more than one year. Trustee Hall recommended striking the date of January 1, 2018 as a proposal from the Governor won't be received until January. President Herrera recommended March and Trustee Hall agreed.

Motion: Trustee Davis moved to approve 2017-2018 Board Goals with the elimination of Board Goal #7 and rewording of #8 to include March 1st at the date. Seconded by Trustee Hall and carried unanimously. Vote 5/0

12. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

- A. Trustee Hall • None.
- B. Trustee Edmonds • None.
- C. Trustee Sher • None.
- D. President Herrera • None.
- E. Vice President Davis • None.

13. ITEMS FOR FUTURE CONSIDERATION

- None.

14. ADJOURNMENT

President Herrera adjourned Open Session at 9:25pm

Approved as presented
August 16, 2017

BOARD OF TRUSTEES



Karen M. Sher, Clerk



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>