

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING December 6, 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 May 10, 2017 at 3:30 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- arrived at 3:32pm
Wayne Edmonds, Member

Administration present:

Dr. Penelope A. DeLeon, Superintendent of Schools
Sid Albaugh, Assistant Superintendent-Business Services
Dr. Tom McCoy, Assistant Superintendent-Educational Services
Dr. Rocky Valles, Jr., Assistant Superintendent-Human Resources
Sylvia M. Diaz, Executive Assistant

Translators present:

Ana Rangel, Moira Gallo

Guests present:

Julie White, Sasha Newell, Jennifer Lippold, Kelsey Scheimer, Brian Roberts, Heather Liddell, Camille Kavon, Denise Barnett and Becky Beuttner

2. PLEDGE OF ALLEGIANCE

President Herrera asked Dr. Valles to lead the Pledge of Allegiance to the flag.

3. ADOPTION OF AGENDA

Motion: Moved by Trustee Sher to approve the agenda dated December 6, 2017, as amended pulling items 11 Recognition and item 15 Student Representative Report to the Board as students were not in school that day. Seconded by Trustee Davis and carried unanimously. Vote 4/0

4. APPROVAL OF MINUTES

Motion: Moved by Trustee Davis to approve the minutes of the November 15, 2017 Board meeting, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0

President Herrera adjourned the meeting at 3:33p.m. for the tour of the property located at 1800 Solar Drive, Oxnard, CA. Dr. DeLeon informed members of the public that Trustees would travel to the property in separate vehicles and each vehicle would contain no more than two Trustees to avoid any conversation.

5. TOUR OF PROPERTY LOCATED AT 1800 SOLAR DRIVE, OXNARD, CA 93036

At 4:06p.m. Trustees and District Administration toured the facility located at 1800 Solar Drive, Oxnard, CA 93036. Fred Ferro, NAI Capital, led the tour of the seven acre parcel currently owned by Thatch Inc. Dr. DeLeon reminded Trustees that any questions relating to the property were fine but any terms have to be discussed in Closed Session. The facility is steel framed and has three floors, roughly 30,000 feet each floor with the second and third floors having approximately the same layout. The second floor has the main unit for the HVAC system. The facility has three elevators, one is used as a freight elevator. Verizon put in about \$3.5 million worth of upgrades into this facility approximately four years ago. Some of the upgrades had to do with ADA and some were for refurbishing the lobby areas and there was also extensive work done on the elevators. The heating and air conditioning system is located on the roof of the building and the owner, within the last month, has spent about \$750,000 on key components of the heating and air. Back-up generators are located on the third floor, outside of the building. The facility also contains a loading dock area. There are two openings on the main floor, one

**TOUR OF PROPERTY
CONTINUED**

for general public and one for employees which has a card key security system at this entrance. The facility also contains an internal wifi system to avoid dead spots. The tour ended at 4:42p.m.

Trustee Herrera asked what the occupancy capacity is of the building. Mr. Ferro replied that 600 employees occupied the facility at one time. Trustee Davis asked which parking areas belong to the building. Mr. Ferro replied that the parking area surrounding the building is part of the seven acres but a portion of it is currently under escrow under contract to a buyer to look at a build-to-suit for general office space. Trustee Herrera asked if there are any office spaces on the first floor other than the cafeteria. Mr. Ferro replied that it is generally an open space. Dr. DeLeon asked if some of the walls on the second floor are reconfigurable. Mr. Ferro replied that anything between the support columns can be removed.

**6. PUBLIC COMMENTS ON
CLOSED SESSION ITEMS**

No comments received.

7. CLOSED SESSION

At 5:04 p.m. President Herrera stated that the Board of Trustees returned from the tour of the property located at 1800 Solar Drive, Oxnard, CA and that portion of the Open Session was concluded and Trustees would recess to Closed Session 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)]
-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: Sid Albaugh, Assistant Superintendent Business
Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING
PARTIES: Brian Edward Maulhardt, as Trustee of the Brian Edward Maulhardt
Children’s Support Trust UNDER NEGOTIATION: Price and terms of payment
- G. CONFERENCE WITH 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: Sid Albaugh, Assistant Superintendent, Business

Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: To be determined UNDER NEGOTIATION: Price and terms of payment.

I.

Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: 7.6 Acres located 1800 Solar Drive, Oxnard, CA, Ventura County Assessor Parcel No. 213-0-070-045 AGENCY NEGOTIATOR: Sid Albaugh, Assistant Superintendent Business Services and Dr. Joel Kirschenstein, Consultant Sage Realty Group Inc. NEGOTIATING PARTIES: NAI Capital UNDER NEGOTIATION: Price and terms of payment.

8. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

The Board reconvened at 7:15 p.m. President Herrera reported out that no action was taken during Closed Session.

9. ANNUAL ORGANIZATIONAL MEETING OF THE GOVERNING BOARD

It is the recommendation of District Administration that the Board of Trustees elect a President, Vice President and Clerk of the Board for 2018, and adopt the 2018 Board meeting calendar, as presented.

A. Election of Officers 2018

Upon motion of Trustee Herrera, Trustee Davis was elected President of the Board of Trustees. Seconded by Trustee Hall and carried unanimously with a roll call vote of 5/0

President Davis thanked everyone and stated he will do his best to represent Trustees well and maintain the culture, respect and transparency of the Board.

Upon motion of Trustee Sher, Trustee Hall was elected Vice President of the Board of Trustees. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0

Trustee Hall thanked President Davis for his confidence and looks forward to working with him in this new role and agrees with President Davis' sentiments and is committed to maintaining the Board of Trustees' culture.

Upon motion of Trustee Herrera, Trustee Sher was elected Clerk of the Board of Trustees. Seconded by Trustee Hall and carried unanimously. Vote 5/0

B. Appointment of Representation to Vote in Election for Members of the County Committee on School District Organization

Upon motion of Trustee Herrera, Trustee Sher was appointed representative to vote in Election for Members of the County Committee on School District Organization. Seconded by Trustee Hall and carried unanimously. Vote 5/0

C. Appointment of Secretary to the Governing Board

Upon motion of Trustee Herrera, Dr. DeLeon was appointed Secretary to the Governing Board. Seconded by Trustee Sher and carried unanimously. Vote 5/0

D. Approval of OUHSD Board Meeting Dates, 2018

It is the recommendation of District Administration that the Board of Trustees approve the selected OUHSD Board Meeting Dates 2018, as presented.

2018 Board Meeting Dates

January 17, 31	July - Dark
February 14, 28	August 15, 29
March 14, 28	September 12, 26
April 11, 15	October 10, 24
May 9, 16	November 7
June 6, 20	December 12

January 31-Superintendent Self-Assessment
February 14- Superintendent Board Review
February 28- Superintendent Evaluation

June 6- Superintendent Board Review
May 16- Superintendent Self-Assessment
June 20- Superintendent Evaluation

Trustee Hall moved to approve the calendar for 2018 OUHSD Board Meeting dates. Seconded by Trustee Herrera and carried unanimously. Vote 5/0

10. RECEPTION

Trustees and staff celebrated the newly elected Board of Trustees Officers.

11. RECOGNITION

Tabled for a future meeting.

12. PUBLIC HEARING: CAPE CHARTER SCHOOL

President Davis opened the public hearing at 7:35p.m. and members of the public, including staff and students from CAPE Charter School, spoke in support of the renewal of the charter. The Directors of CAPE Charter, Doreen Learned and Maryellen Lang presented a report to Trustees. There being no further comments from the public President Davis closed the Public Hearing at 8:15p.m.

13. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

No comments received.

14. SUPERINTENDENT'S REPORT

Presented by Superintendent DeLeon.

HIGHLIGHTS: Dr. DeLeon announced the closure of District schools, December 5-8, due to fires in the area; approximately 400 staff members have been affected. OUHSD is working to reopen on Monday, December 11, 2017 and will be on an inclement weather schedule to avoid outdoor activities or P.E. and for lunch the cafeteria, gym and classrooms will be open so students can stay indoors. Two sites, Oxnard and Pacifica High Schools, have been designated as evacuation centers, if needed. All District sites have been donation centers and items have been taken to PHS and the media will be contacted to get the word out that anyone in need can go to the school for assistance. Teachers that are AFT members and need disaster relief assistance can contact the AFT disaster relief website and/or contact the site representative to get more information. Dr. DeLeon reported that the Bond refinancing will be \$5.3 million in savings which is an increase, approximately \$600,000 more than previously stated at the last Board meeting. Investors gave OUHSD a better rating.

15. STUDENT REPRESENTATIVE REPORT TO THE BOARD – ANGELINE CESAR

President Davis stated the Student Representative, Angeline Cesar, was not in attendance since schools were closed but Trustees were given a list of activities that have taken place at District school sites since her last report.

16. STAFF REPORTS

A. Facilities Master Plan Update and Project List - PMSM Architects (Rosa Alvarado/Alan Kroeger) and Sid Albaugh

On September 27, 2017, the Board of Trustees engaged the services of PMSM Architects to perform a comprehensive Facilities Master Plan on behalf of the Oxnard Union High School District. Over the past two months representatives from PMSM have surveyed District stakeholders, conducted multiple meetings throughout the District and completed initial site assessments at each of the District's schools.

President Davis asked if the Facilities Master Plan (FMP) report could be reformatted, at a later, to be more legible and to have larger print size for staff and the community. Trustee Herrera asked Dr. DeLeon to direct staff to acquire additional information, perhaps a resolution, for Trustees to consider what would be some of the pathways they can take on this matter. She also asked if health and safety were not done, would it pose a risk to the staff and students. Mr. Kroeger affirmed this and clarified that they included utility infrastructure that's on the edge of failing. Trustee Herrera asked if there would be high, medium and low under this area. Mr. Kroeger replied that not all items will be completed but the next step would be to prioritize the projects with the philosophy of how the prioritization would be done. Dr. DeLeon asked about the items listed as ADA upgrades; is the District not meeting the requirements of the law in some of the upgrades listed. Mr. Kroeger replied that it upgrades it to the current code. This category includes all of the site work and in the modernization category they listed the ADA items for inside of the buildings; example given for modernization would be a restroom but the pathway to the parking lot from the restroom would be part of the ADA category. Ms. Alvarado added that with modernization there is a 20% threshold required to be spent on ADA. Mr. Albaugh asked Ms. Alvarado to share what the State match would be on ADA projects if it occurs during the modernization phase of a project. Mr. Kroeger replied that if you have a qualifying ADA for modernization project, or eligibility, then the District would get a 60% match. If there are deficiencies that exist when the analysis is done that 20%

Trustee Edmonds was concerned about OHS having more modernization needs and it's a newer facility compared to ACHS or CIHS, which has very little modernization needs. Mr. Kroeger replied that they looked at the facilities assessment and not the State match, eligibility portion. Mr. Albaugh added that OHS will get the modernization funding before CIHS in that it's 22 years old and will be up for modernization when it becomes 25 years old. CIHS received their modernization funding in 2003 and has to wait 25 years for more modernization funding. Trustee Herrera asked for clarification on the need for more classrooms at RCHS. Ms. Alvarado replied that it is a combination of things, current enrollment and actual existing classrooms that play a part in it. Trustee Herrera asked what a central plant cover is that was listed in the report in the amount of \$930,000. Mr. Kroeger replied that it is a roofing structure for the central plant utility infrastructure for HVAC and Ms. Alvarado added that maintenance informed her that the equipment is exposed to the elements and there was a request to have it covered. President Davis commented that Trustees did not ask for a wish list but a prioritization of needs. He asked Dr. DeLeon what she and staff plan to do about the report and he requested staff to prioritize it. Dr. DeLeon replied that staff would like to hold a facilities workshop to help prioritize the projects and stated by no means is this a list that will be expected to be completed and by no means will sites receive all that has been requested as staff will have to go through a lengthy and thorough prioritization process to determine what can be done as OUHSD can't go for a bond for that dollar amount. Dr. DeLeon would like Trustees to decide upon a date for a study session in February. Mr. Albaugh added that the Facility Master Plan needs time to be created and it has been brought to Trustees within six to eight weeks, too fast. He said once the document has been created and conclusions have been made this year, hopefully, that it will change over time and staff will continually review and update the report so the District is always current in planning for facilities.

Trustee Herrera noted that a facilities workshop will be helpful and asked if the data for the different cycles can be given to Trustees.

**B. Student Support Services –
Part B**

Staff prepared an overview of the data indicators tracked by the Student Support Services Department, including inter and intra transfers, attendance, suspension, expulsion, as well as information on the California Healthy Kids Survey(CHKS).

President Davis asked Mr. Koenig if, at some time, he can inform Trustees how many OUHSD students are attending charter schools. President Davis asked Mr. Koenig if his office approves the intra-district transfers and Mr. Koenig replied that he primarily does. President Davis asked Mr. Koenig if there is a program at CIHS that draws the HHS students to CIHS. Mr. Koenig replied that generally the families of the students that walk to school prefer them to attend CIHS as they don't want their student walking through the neighborhoods of Hueneme. President Davis asked Mr. Koenig to research, and share with the Superintendent, how many enrollees at RMHS have Camarillo zip codes. Trustee Herrera asked Mr. Koenig what the definition is of an excused absence. Mr. Koenig replied that it is when a parent submits a note or calls in to notify the school that their student is ill, has court, is attending a funeral that day or something of that nature, noted there is a list under the Ed Code of excused absences and what is not. Trustee Herrera asked what is considered chronic absenteeism. Mr. Koenig replied that it is when a student has 10% absences whether or not they are from truancy, excused or unexcused absences, any kind. Trustee Sher asked if Mr. Koenig was aware of why Oxnard Elementary students do not attend RCHS. Mr. Koenig replied that it has to do with the parameters that are set. Dr. McCoy added that there is an internal policy that the lottery is currently open to students residing within the 93010, 93012 and 93066 zip codes only. He added that staff has discussed opening it up to other zip codes but it has not yet happened. Trustee Sher asked to have this item added to Items for Future Consideration as she feels this is an equity issue with regard to transportation and if and when this is opened up to other zip codes this topic be discussed as well. Trustee Hall asked Dr. McCoy to clarify his comments made as his understanding of the initial lottery process, as he understood, was open to zip codes in Camarillo and after that, if seats were available, it is opened up to anyone in the District. Dr. McCoy replied that it was understood that staff had not been given direction to move outside the District. President Davis stated that this policy/procedure needs to be revisited before the 2018-2019 school year. Dr. DeLeon commented that chronic absenteeism is higher for high school students since they are mobile. High school districts chronic absenteeism can range from 11%-20% so OUHSD is falling in the mid-range at this time. Trustee Herrera asked if an absence is for a full day, partial day, a period or if it mattered. Mr. Koenig replied that one period missed can be considered an absence. Trustee Herrera asked how the reasons for absences are researched; are they reported monthly by the attendance advisor. Mr. Koenig replied that monthly attendance advisor meetings are being held and reasons for absences are discussed. President Davis asked if future reports on truancy and various sub-populations can list students with disabilities, maybe as a group or some indication of Special Education, as to how well they do on the truancy report. Mr. Koenig replied that he is working on expanding the data set. President Davis commented that the District has a problem as he can observe almost 62% of students that are economically disadvantaged have a truancy problem. He understands that there is money available for this and asked Dr. DeLeon to continue to work with staff on this. Dr. DeLeon added that this goes back to the idea of multi-tiered systems of support and the District needs to present a comprehensive plan and engage in that work and this will be part of the LCAP process. Trustee Hall asked Mr. Koenig how this data compares to comparable districts. Mr. Koenig replied that in some areas the District is higher and in others it is lower but he will have to pull the data, specifically for truancy, to see where the District is. President Davis asked Mr. Koenig to continue the three-year trend data in the future as it is helpful to Trustees. Trustee Hall asked Mr. Koenig to provide, as a follow-up report, the data of comparable districts. President Davis asked Mr. Koenig, for the purpose of this data, how does the

State define what is a suspension. Mr. Koenig replied that a suspension is anytime a student is suspended out of school, not including in-school suspension, one-time and if a student is suspended 10 times a year it is only counted as one-time. Dr. DeLeon added that except for issues of extreme safety or violence, in her view, no day of suspension has ever remediated a behavior. Until the District has a solid well structured MTSS, that has absolute counseling services and behavior remediation so students are learning to change their behavior when returning from suspension, the suspension numbers will not change. Dr. DeLeon requested from staff that in the future when suspensions and expulsions are reported she would like to see a report on disproportionality as this is the important data. Trustee Sher mentioned that feeder districts are beginning to implement PBIS and wondered how this translates to OUHSD. She is hoping that it translates to a decrease in the numbers and would like to see this information in the future. President Davis wanted Principals to know that Trustees support their efforts and if there is violent behavior then that needs to be dealt with and would never want them to feel undue pressure coming from the Superintendent, Mr. Koenig or Trustees that the suspension slope needs to be lowered. Trustee Sher asked if there is a plan in place for students that have a record with suspensions or expulsions, coming from elementary school, to help nurture the student out of their behavior. Mr. Koenig gave an example of a student coming to the District from Gateway, 8th grade to 9th grade, he has set up meetings with AP's from the site to go over the background of the student, ask how the student has come along to discuss a rehabilitation plan, take them on a tour of the site and discuss how they can be supportive to get them indoctrinated in school immediately. Trustee Herrera asked Mr. Koenig if he can supply Trustees with a blank California Healthy Kids Survey(CHKS). Trustee Davis asked if the survey is done every two years, grades 9 and 11 and Mr. Koenig affirmed this. Trustee Herrera asked what kind of supervision is taking place in the bathrooms and lockerrooms, who is in there now. Mr. Koenig replied that staff are in the lockerrooms during the day and the bathrooms typically always have a campus supervisor in front or nearby. Trustee Davis asked Mr. Koenig to resend the safety survey slide to Trustees with a three-year trend so they can tell what direction it is going in. Trustee Sher asked Mr. Koenig who is trained in PBIS. Mr. Koenig replied that each school has a team of about 10-15 people and is a combination of a Principal, an AP, counselors, teachers and classified staff and from the cohort trainings, approximately each quarter, these people go back to their site and train the remainder of the staff. Trustee Sher requested that campus supervisors be included in these trainings. Dr. DeLeon added that she knows many sites have a portion of almost every staff meeting dedicated to PBIS trained teachers training the remaining staff. Trustees thanked Mr. Koenig for his work on this report.

17. CONSENT CALENDAR

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

A. Consideration of Approval of Donations, November 1 - 29, 2017

It is the recommendation of District Administration that the Board of Trustees accept the donations for the reporting period November 1 - 29, 2017, as presented.

B. Consideration of Approval of Purchase Orders, November 6 - 16, 2017

Purchase orders totaling \$769,356.33 be approved, as presented.

C. 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.

D. Consideration of Approval of Non -Public Schools (NPS) Placements According to the Students' IEP Teams and the Director of Special Education

It is the recommendation of the District Administration that the Board of Trustees approve the Non -Public Schools (NPS) Placements According to the Students' IEP Teams and the Director of Special Education, as presented.

E. Consideration of Approval of Agreement between Oxnard Union High School District and the Ventura County Office of Education/Triton Academy to Provide Exceptional Service to Special Education Pupils

It is the recommendation of the District Administration that the Board of Trustees approve the Agreement between Oxnard Union High School District and the Ventura County Office of Education/Triton Academy to Provide Exceptional Service to Special Education Pupils, as presented.

F. Consideration of Renewal Approval for Operation of a Vocational Pre-School/Supervised Career Experience on Campus at Adolfo Camarillo High School

It is the recommendation of the District Administration that the Board of Trustees approve the Renewal Approval for Operation of a Vocational Pre-School/Supervised Career Experience on Campus at Adolfo Camarillo High School, as presented.

G. Consideration of Approval of Participation by OUHSD Athletic Programs in Competitive Cheer as an Officially Sanctioned CIF-Southern Section Sport

It is the recommendation of the District Administration that the Board of Trustees approve the Participation by OUHSD Athletic Programs in Competitive Cheer as an Officially Sanctioned CIF-Southern Section Sport, as presented.

H. Consideration of Approval 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.

I. 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 the 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.

18. ACTION

A. Public Hearing and Consideration of Adoption of Resolution No. 17-32, Resolution of the Board of Trustees of the Oxnard Union High School District Approving the Annual and Five-Year Report for Fiscal Year 2016-2017, in Compliance with Government Code Sections 66006 and 66001

President Davis opened the public hearing at 9:30p.m. and there being no comments from the public President Davis closed the public hearing at 9:32p.m.

The District's Fund 250 adjusted beginning fund balance on July 1, 2016 was \$3,088,785. The District received annual developer fees of \$1,969,820 and earned interest of \$40,242 in 2016-17. In addition, the District expended \$105,549 in Fund 250 during 2016-17 and on June 30, 2017 the ending fund balance was \$4,998,297.

Motion: Trustee Herrera moved to adopt resolution No. 17-32, Resolution of the Board of Trustees of the Oxnard Union High School District Approving the Annual and Five-Year Report for Fiscal Year 2016-2017, in Compliance with Government Code Sections 66006 and 66001. Seconded by Trustee Sher and carried unanimously. Vote 5/0

B. Consideration of The First Interim Report, Fiscal Year 2017-2018

Education Code sections 42130 and 42131, as amended by AB 1200, require each district superintendent to prepare and submit interim financial reports to the governing board so the governing board may certify to the County Superintendent of Schools the district's ability to meet its financial obligations for the current and two subsequent fiscal years. The 2017-18 First Interim Report includes budget activity in the District through October 31, 2017. Administration will review the First Interim Report for 2017-18 and present the District's Multi-Year Projection for financial planning at the December 6, 2017 meeting. Although the First Interim Report for 2017-18 projects the District will continue to deficit spend in the current fiscal year, the District's Multi-Year Projection shows the structural deficit dissipates over the next two years with a slight surplus projected for 2019-20.

President Davis asked what is done with the funding for the National Parks Service Grant. Mr. Albaugh replied that he will follow-up with Trustees after he researches this. Trustee Herrera asked about the CCPT and CTEIG and wanted to know how many

positions are funded with these grants. Dr. McCoy replied that CCPT money no longer funds any positions. The CTEIG grant currently funds the Career Education Department salaries, four positions and 13 individual class periods, 2.6 FTE's equivalency, the release periods for academy coordinators who have CTE credentials and a majority of the grant is spent on equipment, supplies and student experiences such as internships and job shadowing. Trustee Sher asked if there is a priority to use open educational resources when it comes to curriculum. Mr. Albaugh replied that there are targeted lottery funds to use toward textbook purchases specifically and he knows this particular budget category was increased this year but a lot had to do with the open source. Trustee Herrera stated she sees an increase but asked where the savings will be. Mr. Albaugh replied that initially there will be an increase in expenditures due to the investment into clean energy but will also see an increase in revenues because we will receive a grant from the State to help pay for everything and over time the District will see an increase in reduced energy cost. Mr. Albaugh added that Trustee Hall requested a line item to track the energy savings throughout each year. Trustee Herrera asked how long will it take to see the increase. Mr. Albaugh replied the return on the investment would take approximately eight years to pay off the zero percent interest loan and everything is a savings from that point on unless HVAC equipment has to be replaced. Trustee Hall stated he understood part of the money to be Proposition 39 and whatever the District doesn't spend it has to give back. Mr. Albaugh affirmed this. Trustee Hall asked if the District has taken the loan yet. Mr. Albaugh replied the District is still applying for the loan and that plans have to be approved first and probably won't happen until later this year or early next year. In regards to the multi-year projections, Trustee Hall stated on June 30, 2018 the District is projecting a deficit of \$8.3 million dollars and asked Mr. Albaugh what he attributes the increase to \$10.5 million dollars to. Mr. Albaugh replied that it's attributed to previously stated line items. Trustee Hall asked what line item attributed to it the most as this is a significant increase. Mr. Albaugh replied most had to do with textbooks, supplies or other operating expenditures. Trustee Hall asked if the District had an increase in expenditures this year. Mr. Albaugh affirmed this. Dr. DeLeon added that part of what is trying to be fixed in assumptions is the tradition in place of rolling over budgets year after year and money falls out later. Trustee Hall asked Mr. Albaugh if the District is reporting \$3 million dollars more than reported. Mr. Albaugh affirmed this. President Davis stated District enrollment is at approximately 16,600 students but wanted to know why 17,400 is being reported. Mr. Albaugh replied the additional students are from the charter schools and the District gets credit from the CDE but the District doesn't typically count them in enrollment numbers. Dr. DeLeon asked Mr. Albaugh if the District can use one-time monies to help the ending fund balance. Mr. Albaugh affirmed this. President Davis asked Mr. Albaugh if there will be more discussion about the reduction of general fund contributions to the Adult Education fund as he felt Trustees should have some say if services plan to be reduced in order to help the reduction of general fund contributions to the Adult Education fund. Mr. Albaugh has plans to meet with all site administrators including Ms. Greaves, Adult Education Principal, to discuss site needs. Trustee Edmonds added that there are certain types of classes at Adult Ed that you can charge fees for such as the trade classes but there can't be a charge for Adult Ed basic education. Dr. DeLeon added that the conversation is based on how well and how effectively the District generates revenue for Adult Ed and Ms. Greaves is doing a great job on generating revenue for Adult Ed. Trustee Herrera thanked Mr. Albaugh for the formatting he used in his report and stated the information will be more informative for her. Dr. DeLeon thanked Mr. Albaugh for his report and informed Trustees that the budget will be out of structural deficit in the multi-year projection as this is one of the Board goals. She also thanked Trustees for their support.

Motion: Trustee Herrera moved to approve the First Interim Report, Fiscal Year 2017-2018, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0

19. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

A. Vice President Hall

- Was impressed with the students efforts during the donation drive in such a short period of time and offered his thoughts and well wishes to those impacted by the fires. Wished everyone happy holidays.

B. Trustee Edmonds

- Stated how pleased he was with the efforts put forward by CIHS, PHS and RCHS for the donation drive for those that have been impacted by the fires. Wished everyone happy holidays.

C. Trustee Sher

- Wished everyone safety during the fires. Gave a special thank you to Principal, Ted Lawrence on his efforts for coordinating the donation drive for those that have been impacted by the fires. Informed everyone that Trustees are available and to please reach out to them, if needed. Wished everyone happy holidays.

D. Trustee Herrera

- Reported that since Ventura College is a mandated evacuation area the college will be closed on Thursday, December 7, 2017. Wished everyone happy holidays.

E. President Davis

- Wished everyone happy holidays.

20. ITEMS FOR FUTURE CONSIDERATION

- Resolution to place the bond on the ballot, Facilities Workshop(February 28, 2018), Lottery process for Rancho Campana High School.

21. ADJOURNMENT

President Davis asked for a moment of silence in memory of Deb Cornils, OUHSD Teacher, and adjourned Open Session at 10:32p.m.

Approved as amended
February 14, 2018

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.oxnardunion.org/board-of-trustees/board-meeting-videos>