

# Oxnard Union High School District

## Oxnard, California

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### REGULAR BOARD MEETING

January 20, 2016

- 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 Hall at 3:30 p.m., January 20, 2016, in the District Office Board Room, 220 South K Street, Oxnard, California.
- Trustees present:** Steve Hall, Ed.D., President  
Beatriz R. Herrera, Vice President  
Karen M. Sher, Clerk  
Gary Davis, Ed.D., Member  
Wayne Edmonds, Member
- Administration present:** Robert Fraise, Ph.D., Interim Superintendent  
Stephen Dickinson, Assistant Superintendent-Administrative Services  
Tom McCoy, Ed.D., Assistant Superintendent-Educational Services  
Rocky Valles, Jr., Ed.D., Assistant Superintendent-Human Resources  
Maureen Sheldon, Executive Assistant
- Translators present:** Anna Rangel, Moria Gallo
- Guests present:** Ray Gonzalez, Roger Adams, Bill Dabbs, Doug Campbell, Will Brogdon, James Koenig, Patsy Thomas, Eddie Velasquez, McPherson & Jacobson, Puneet Sharma, Ken Goeken, Will Brogdon, Jeff Marderosian, Jake Wallace and other interested parties.
- 2. PLEDGE OF ALLEGIANCE** President Hall asked Ray Gonzalez to lead the Pledge of Allegiance to the Flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Davis that the Board of Trustees adopt the Agenda dated January 20, 2016, with second by Trustee Herrera as amended, per Steve Dickinson's comments to remove the Closed Session duplicate Item #F. Vote 5/0.
- 4. APPROVAL OF MINUTES** Motion: Moved by Trustee Sher that the Board of Trustees approve the Regular Board Minutes dated December 9, 2015, as presented, seconded by Trustee Herrera and carried unanimously. Vote 5/0.
- 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS** No public comments.
- 6. CLOSED SESSION** President Hall stated that the Board would adjourn to Closed Session at 3:36 p.m. to discuss confidential material relating to the following items noted below.
- A.** Public Employee Discipline/Dismissal/Release/Resignation/Appointment/Reassignment [Government Code Section 54957(b)(1)]
- B.** Conference with Labor Negotiator(s) [Government Code Section 54957.6] > Agency Negotiator: Rocky Valles, Ed.D., Assistant Superintendent-Human Resources \* Employee Organization: Oxnard Federation of Teachers and School Employees (OFTSE) o Certificated Bargaining Unit
- C.** Student Personnel: [Education Code §35146, 48912, 48919]

- D.** 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
- E.** Conference with Real Property Negotiator (Govt. Code § 54956.8): PROPERTY: An approximate 5-acre portion of 49.260 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, Assistant Superintendent, Administrative Services NEGOTIATING PARTIES: City of Camarillo UNDER NEGOTIATION: Price and terms of payment
- F.** Duplicate closed session item deleted as noted in the adoption of Agenda ~~Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: An approximate 5-acre portion of 49.26-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~~
- 7. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION** The Board reconvened at 5:18 p.m. President Hall reported that no action was taken, and that the Board would be reconvening at the close of public session to complete their business.
- 8. BOARD RECOGNITION** ACHS Football CIF Champions and RMHS Water Polo CIF Champions.
- **RMHS Water Polo CIF Champions** Team members RMHS: Hunter Cotter, Reece Koe/Team Captain, Bryant Miller, Carlos Lugo, Andy Morales, Deonn Crilly, Noah Elston, Glenn Ishida, Neil Thompson, Lane Thompson, Thomas Corey, Kade Waller, Robert Cervantes. *Coach: Derrick Timmons.* Dr. McCoy introduced the coach and players, and Coach Timmons thanked the school, the district, Brian Fitzgerald, and Bill Dabbs for their support, as well as the greater community. Timmons also acknowledged the ACHS team for their championship. Robert Gonzalez, Ventura County player of the year, thanked all for their unconditional support, as well as the board for their recognition. Plaque presentation by Tom McCoy and Wayne Edmonds to Bill Dabbs, Brian Fitzgerald, Team Captain Reece Koe. Dabbs noted that he was extraordinarily proud of the team for earning Back to Back Championships for 14/15 and 15/16, and he also recognized Reece Koe for receiving an All County commendation.
- **ACHS CIF Football Champions** Tom McCoy introduced *Coach Jack Willard* who represented ACHS 70+ varsity team members who could not be in attendance. He thanked the board and district for the recognition/accomplishments of the football team. Principal Kim Stephenson recognized ACHS’s maintenance and facilities staff, administration, district, pep quads, ASB, and band who have been out regularly supporting the team, and she expressed her appreciation to the entire community for their support. She also shared a site newsletter with the board. Plaque presentation by President Hall and Tom McCoy to Kim Stephenson and Jack Willard.
- President Hall then congratulated all of the athletes for both schools for their work and success this year, and all years prior.
- 9. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES**
- No comment cards.

## 10. SUPERINTENDENT'S REPORT –

- Congratulated RMHS and ACHS for their CIF championships.
- Recognized the ACHS artwork displayed for the next two months.
- Update on board priorities.
  - Enrollment mitigation
  - Professional development – Aps; relatively new group of school leaders in this area. Have begun a leadership academy to meet monthly with this group. Will be bringing in experts from the county and state to share on topics of leadership and team bonding activities. Will recommend that this training continue through the summer and into next year.
  - Restructuring of Educational Services
  - Articulation with Feeder Schools to incorporate best practices and to review their unique needs; i.e. high use of technology and how to mitigate that, math transition. Individual meetings with each district.
  - Supporting a positive district culture with emphasis on collaboration and professionalism, which is the overarching goal of the board.
- Spring areas for special attention
  - Supporting the search efforts for a superintendent
  - Budget development in view of the reality of the marginal dollar
  - Opportunity to hire as many as 100 new teachers. Complimented Dr. Valles and staff for setting up the job fair to be held at OHS on March 19
  - Calibrating leadership vision for technology district wide. This will involve potentially a study session, and/or a lengthy report. Is our plan sufficient to meet the needs of all kids in all schools?
  - Calibrating our vision for career education as a linkage to a whole child educational experience. Want this message to be uniform throughout the district, and back this up with action.
  - Supporting with FIDELITY those educational programs which we feel are integral
  - Carefully selecting new areas of educational programs to pilot
  - Wise elimination or reduction of programs which can be improved upon
  - Much of our work is accomplished through the work of our principals. Dr. Tom McCoy introduced Gary Mayeda, appointed in October principal/HHS.

## 11. STUDENT REPRESENTATIVE TO THE BOARD - Celina Espinoza

Espinoza presented on information pertaining to our sites and their respective events that have taken place since our last board meeting on December 9, 2015.

## 12. CONSENT CALENDAR

Motion: Moved by Trustee Davis that the Board of Trustees approve the Consent Calendar, as amended, removing one Personnel Item regarding the sheet for Danielle Gabrielli per Dr. Rocky Valles. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

A. Consideration of Approval of Agreement between Oxnard Union High School District/Oxnard High School and AmericanStar Trailways for Grad Night Transportation to Magic Mountain

It is the recommendation of District Administration that the Board of Trustees approve the agreement between Oxnard Union High School District/Oxnard High School and AmericanStar Trailways for Grad Night transportation to Magic Mountain, as presented.

B. Consideration of Approval of Agreement between Oxnard Union High School District/Oxnard High School and Six Flags Magic Mountain for Grad Night 2016

It is the recommendation of District Administration that the Board of Trustees approve the agreement with Oxnard Union High School District/Oxnard High School and Six Flags Magic Mountain for Grad Night 2016, as presented.

C. Consideration of Approval of Award for Projector Installations District-wide, Bid #M015/16.003

It is the recommendation of District Administration that the Board of Trustees approve the award of the projector installation project and contractor agreement to Tidal Electric, as presented.

D. Consideration of Approval of Renewal of Agreement between Oxnard Union High School District/Oxnard High School and Herff Jones for the Production of Oxnard High School's 2017-2019 Yearbooks

It is the recommendation of District Administration that the Board of Trustees approve the renewal of agreement between Oxnard Union High School District/Oxnard High School and Herff Jones, as presented.

E. Consideration of Approval of Designation of Ventura County Schools Self-Funding Authority (VCSSFA) Alternate Representative

It is the recommendation of District Administration that the Board of Trustees approve the designation of Ventura County Schools Self-Funding Authority (VCSSFA) alternate representative, as presented.

F. Consideration of Approval of Donations, December 1, 2015 - January 11, 2016

It is the recommendation of District Administration that the Board of Trustees accept the donations for the reporting period December 1, 2015 - January 11, 2016, as presented.

G. Consideration of Approval of Purchase Orders and Direct Pays, November 26, 2015 - January 8, 2016

Purchase Orders totaling \$2,220,177.98 and Direct Pays totaling \$599,342.24 be approved, as presented.

H. Consideration of Approval of Non-Public School Placement for Student Cases #19-23 according to the Recommendation of the Student's IEP Team and the Director of Special Education.

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Non-Public School Placement for Student Cases #19-23 according to the Recommendation of the Student's IEP Team and the Director of Special Education, as presented.

I. Consideration of Approval of Agreement between Oxnard Union High School District and Subway - WorkAbility Program

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Agreement between Oxnard Union High School District and Subway - WorkAbility Program, as presented.

J. Consideration of Approval of Agreement between Oxnard Union High School District and Smart & Final Extra - WorkAbility Program

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Agreement between Oxnard Union High School District and Smart & Final Extra - WorkAbility Program, as presented.

K. Consideration of Approval of Agreement between Oxnard Union High School District and Sweet and Swirly Yogurt- WorkAbility Program

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Agreement between Oxnard Union High School District and Sweet and Swirly Yogurt- WorkAbility Program, as presented.

L. Consideration of Approval of the Service Agreement between Oxnard Union High School District on behalf of Channel Islands High School and the Regents of the University of California, Santa Barbara (UCSB Early Academic Outreach Program)

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Service Agreement between Oxnard Union High School District on behalf of Channel Islands High School and the Regents of the University of California, Santa Barbara (UCSB Early Academic Outreach Program), as presented.

M. Consideration of Approval of Williams Quarterly Report - 2nd Quarter Oct 1 - Dec 31,2015

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Williams Quarterly Report - 2nd Quarter Oct 1 - Dec 31, 2015, as presented.

N. Consideration of Approval of Renewal of 2016-17 Agreement with AVID and Oxnard Union High School District

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Approval of Renewal of 2016-17 Agreement with AVID and Oxnard Union High School District, as presented.

O. Consideration of Approval of Oxnard Adult School New Course: Applied Manufacturing

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Oxnard Adult School New Course: Applied Manufacturing, as presented.

P. Consideration of Approval of Memorandum of Understanding between Oxnard College and Oxnard Union High School District for Dual Enrollment

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Memorandum of Understanding between Oxnard College and Oxnard Union High School District for Dual Enrollment, as presented.

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

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

~~R. Consideration of Approval of Hearing Panel's Recommendation to Expel a Student as per Board Policy 5144, and Education Code 48918~~

~~It is the recommendation of District Administration that the Board of Trustees approve the recommendation of the hearing panel that the pupil be expelled as per Board Policy 5144.~~

S. 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.

## 12. ACTION

A.Consideration of Acceptance of Oxnard Union High School District's 2014-2015 Annual Financial Report (Audit), as Prepared by Vavrinek, Trine, Day & Co., LLP

Motion: Moved by Trustee Herrera that the Board of Trustees accept the 2014-2015 Annual Financial Report (Audit), as prepared by Vavrinek, Trine, Day & Co., LLP, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

*Approved*

It was stated that the largest item this year was GASB 68 – STRS and PERS liabilities. Going forward we must recognize the full liability for all employees, past and present. It was noted there was a beginning balance restatement of about \$100M, however the rates will continue to rise. We have no control over this amount, but must be concerned about our Retiree Health Benefits, as this will continue to grow each year (GASB 68), with the caveat that new employees continue to receive these benefits. The total liability may not increase depending on how well the trust is doing, and other assumptions. Only one sufficient deficiency was found which was carryover for the cafeteria fund, with ongoing deficit spending. It was stated that Sped and Title 1 were carefully looked at for state compliance. There were no issues with non-compliance for any areas.

B. Consideration of Acceptance of 2014-2015 Proposition 39 Measure H Financial and Performance Audit, as prepared by Vavrinek, Trine, Day & Co., LLP

Dickinson noted we recently sold \$31M of the \$135M last month. It was clarified this is a compliance report that reviews whether these funds are being expended properly. It was further stated that the sample this year was our entire expenditure for Measure H funds, and was stratified across various projects and compliance in general, and that 42 transactions were reviewed. Approximately \$33.9M (96% of the total expenditures for the year for Measure H) is what was audited. The auditors noted that all were in full

*Approved*

compliance in terms of the ballot and voter approval and Steve Dickinson clarified that most of these payments were in conjunction with RCHS due to the lease/leaseback.

Motion: Trustee Davis moved that the Board of Trustees accept the 2014-2015 Proposition 39 Measure H Financial and Performance Audit, as amended, noting the wording should read 'acceptance of' rather than 'approval of', and that per the audit report, in all significant respects the Oxnard Union High School District has properly accounted for all expenditures held in the building fund for Measure H and that they were made for authorized bond projects. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

C. Consideration of Adoption of Resolution No. 16-01, Resolution of the Board of Trustees of the Oxnard Union High School District Approving the Annual and Five-Year Report for Fiscal Year 2014-2015, in Compliance with Government Code Sections 66006 and 66001

Dickinson stated that this year we took in \$1.2M in developer fees. President Hall opened the hearing at 6:03 p.m. and asked if any comments had been received in relation to this matter. Hall closed the hearing at 6:05 p.m. as there were no comments.

Motion: Trustee Herrera moved that the Board of Trustees adopt Resolution No. 16-01, resolution of the Board of Trustees of the Oxnard Union High School District approving the Annual and Five-Year Reportable fees report for fiscal year 2014-2015, in compliance with Government Code Sections 66006 and 66001, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

*Approved*

D. Consideration of Adoption of Resolution No. 16-03, Resolution of Support for Public Education Facilities Bond Act of 2016

Motion: Trustee Herrera moved that the Board of Trustees adopt Resolution No. 16-03, Resolution of Support for the Public Education Facilities Bond Act of 2016, as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0

Dickinson stated that we estimate \$17M to be received from the state for construction costs. If approved, this would be sent back to CSBA for their record. This money would come back for use at any other school, even though they were received in conjunction with RCHS. Can be used for new construction or modernization of school facilities.

*Approved*

E. Consideration of Approval of Additional SES Contracts for 2015-16 School Year

Motion: Trustee Davis moved that the Board of Trustees approve the Additional SES Contracts for 2015-16 School Year, as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

*Approved*

F. Consideration of Board Policy 5116.1 Assignment Within-Out of District for 2016/17 Implementation

Fraisse presented noting that our current policy allows the school board to make adjustments and/or close sites from accepting additional students due to excessive enrollment projections. This allows the board to also develop capacity numbers, which the board will set to trigger a potential waitlist. He discussed the various methodologies used to determine site capacities. The idea of aspirational versus practical capacity (.85 of maximum) was presented, which is the number he proposed the board review until we undertake boundary adjustments and/or build a new school. As we plan for a new school we would like for all of our schools to be at the educational ideal for the next 5-10 years.

*Approved*

Fraisse noted that based upon the practical capacity (PHS) exceeds that 85% threshold of maximum. Intradistrict apps should be put on a waitlist for 16/17. He said he believes there will be an opportunity to review these numbers after real student numbers come in the spring. We currently have projected enrollments within 1%, and possibly some of these students will be able to come into the site. Fraisse stated that it is critical that we have excellent communication with those on the waitlist in the interim. He also said the district would use an application called Random.com so that any waitlist would be handled in an unbiased fashion as openings occur. This 'priority waitlist' method would be used for all 9<sup>th</sup> grade students, except priority students noted in our current policy, #1-7, who would be permitted to go through. All others would maintain through their graduation at PHS.

He added that this is the first step of enrollment mitigation with discussion will emerge in the spring and summer on much bigger topics in reviewing the future.

President Hall asked that in our communications we provide other options within our district to ensure students don't decide to go out-of-district. Trustee Davis expressed his ongoing concerns regarding the practical estimates provided for PHS at 3268 which is 85% of maximum capacity, and future concerns for OHS, without impacting its lunch times, PE and common passing areas. He expressed that he does not support 3268 as a practical capacity, nor OHS taking in 400+ more students. Dr. Fraisse clarified that the figure for OHS next year would be 2783, students and that we do not expect those 400+ seats to be filled. He added that Dr. Riegert has 100% of his teachers with their own classrooms with the numbers presented and does not foresee this matter being problematic in the coming year.

Motion: Trustee Sher moved that policy dictates that applications for Intra-District open enrollment be submitted between the first and last day of February. In anticipation of the need to publish information concerning Intra-District Transfers for the upcoming year, Staff recommends that PHS be identified as a site that is accepting a waiting list for interested Intra-District applicants for the 2016-2017 school year excluding priority groups listed in BP 5116.1 (1-7). If the Board supports this plan for 2016-2017, staff will identify and publish timelines by which the waiting list applicants will be contacted regarding their applicant status. BP 5116.1 specifies that in situations when applicants for transfer exceed capacity a random, unbiased selection process must be used to determine admissions. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

G. Consideration of Adoption of Resolution #16-02 Proclaiming the Month of February as Black History Month

Motion: Trustee Herrera that the Board of Trustees approve the Adoption of Resolution #16-02 Proclaiming the Month of February as Black History Month, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

*Approved*

H. Consideration of Restructuring of Educational Services, First Reading

Dr. Tom McCoy stated that it is critically important that we align our LCAP, instructional and Board goals. He noted that we need to take training to the sites and creating a school wide committee to develop a comprehensive plan to determine how best to engage students, and to engage our division to do the work. This includes positive behavior systems (entire campus 'do behaviors') and best practice training as these are impactful for all students, as well as coherent academic expectations to enable teachers to ensure more successful students. Learning Support Services would provide training/access to instructional technology, in conjunction with Puneet Sharma, so that teachers have access to this, and they will still oversee the technical side of our assessments, AP and college prep tests. We will review charters as they come up for review every 2-3 years (charter petitions) and front end of online learning centers at our campuses. He stated that he believes this would start to mitigate losses to our charter schools.

No motion

Discussion:

Several questions surrounded the position of *Coordinator of Instructional Technology*. McCoy clarified that this position would be facilitating staff development and supporting proficiency development. He added that the reorganization chart reflects 4.2 positions to implement and 3 to eliminate, which would result in an overall cost savings. There is a potential cost to our Categorical programs as we need 2 people to help with this area (either a coordinator or a program specialist). It was also clarified that Directors normally have an administrative credential, whereas the former noted do not supervise. McCoy added that we need someone more closely aligned to the teachers, rather than compliance, and stated that currently he doesn't know if we need an 11<sup>th</sup> month of work in that department. McCoy stated that the State board has still not provided a template for the evaluation of our district, however, beginning this spring we will begin providing data for four academic indicators in areas. The state board will also be measuring culture and climate through these indicators as well.

It was also clarified that our *Learning Design coaches* focus on core curriculum and their function is to work directly with teachers to develop common assessments and curriculum. The *position in Career Education* focuses on problem based learning and working with our academies. McCoy noted that the CCPT requires us to work collaboratively and to develop projects and all costs are paid for out of the CCPT. Some of these costs will move to the new CTE funding and some as well to the Foundation. Carl Perkins will also move to this area from 21<sup>st</sup> Century Learning. He stated that his objective is to really scale up the use of our technology; many teachers are ready to utilize it, however, they need more training, hopefully from peers. This individual would further train site 'tech coaches'.

Trustee Sher asked how much emphasis the *Coordinator of Educational Technology* would focus on project based learning versus program based learning, adding that she would like this individual to have a background in project based learning . McCoy noted that he would like to see more portability of our academies across our sites and for sites to share collaboratively. Trustee Herrera asked how this would this be evaluated each year. McCoy stated that we must develop interim assessments related to what students will have to do in the CAASP to get this data. Otherwise we are limited to this information on 11<sup>th</sup> grade students in 12<sup>th</sup> grade. He further stated that typically such a report would happen in September/October for the prior school year. Trustee Sher asked that the amount of standardized testing/assessments be limited to no more than 2% of class time, per President Obama's recent plan. In response, McCoy noted that he hopes these interim assessments provide the students and parents valuable information, which are small snapshots, rather than a long testing window. These will be designed by teachers, working with the director here on site, and with the learning design coaches at their site.

Trustee Davis stated that he supports the idea of school wide plan for all teachers and students, and the reorganization to the one division with seven departments. However, he asked that the impact of categorical programs on our budget be carefully considered. He stated that, as necessary, we should look for positions that can be eliminated and to assimilate and look for other placements for current personnel in those jobs. He added that in Career Education he still doesn't have a full understanding of how these programs have moved from (1) 10 academies to 22 (2) PHS has a disproportionate number at their site..how and why did this happen; (3) implemented many linked learning procedures that require a strong accountability. Davis expressed the hope that these procedures be imbedded in the new reorganizational structure, and that we determine which programs are the most effective and completion of sequences, and size of classes versus non-academy students.

President Hall thanked Dr. McCoy for his excellent report. He clarified that the approximate savings to General Fund with this reorganization would be about \$60K. McCoy clarified that the reorganization and increase in categoricals would not prevent us from offering any services in any areas. McCoy stated that at some sites we don't use all of our categoricals, so we will be going out to each site to assess this, and we may centralize some services at the DO so we would release the flexible dollars to the sites as needed. He also stated that individuals would not be laid off, as programs or positions were possibly eliminated, rather they would be retrained as necessary. It was added that we need to further review how successful these monies were through their use at sites, and if the monies/programs being utilized are not creating student achievement ,what needs to be change and/or modified.

*No motion. Information and discussion only.*



**I. Consideration of Facilitated Discussion between Board and Search Consultant to Develop Profile and Timeline for Superintendent's Search Approved**

**No motion.**

Velasquez thanked President Hall and Trustee Gary Davis for meeting with him and narrowing down the Superintendent search timeline and broad range of characteristics, in addition to thanking Dr. Robert Fraisse and Maureen Sheldon. He noted that he would like to bring his information to the February 17<sup>th</sup> board meeting if he is not able to meet with all stakeholder groups by the next OUHSD board meeting on February 3. He then reviewed in detail McPherson's proposed planning calendar and timeline of dates from his presentation.

- February 1 - March 4 application period (5 weeks to determine dates for stakeholder input). March 7-11 Screening/checks. March 16-18 Establish first round of oral Interviews (6-8 candidates). Final Interviews would be held March 23-24 with the Board of Trustees.
- February 17 Utilize board meeting to review stakeholder report, determine interview procedures and decide compensation package, review interview questions.
- March 16 Review interview questions, finalize candidate daily interview schedule, finalize location and logistics
- April 13 Announcement/appointment of superintendent

Velasquez expressed that in his opinion, the February 3 board date would need to be replaced by the February 17 date in order for McPherson to adequately get the document stakeholder report completed with sufficient time. Velasquez noted that his firm will closely follow our BP 2110 and AR, and as such, would like the board to identify 10 stakeholder groups, prepare the document, have the board review it, and then select all necessary questions.

After a brief discussion board members began to identify characteristics they wanted in a future superintendent, some of which matched identically with those provided, and others that did not. Trustee Davis noted that in reviewing the 15 samples he noted put together a document that contained concepts he felt were of the highest importance. (1) culture of trust, respect harmony, and integrity among all employees and, particularly between the DO and school staffs; (2) leading with humility; (3) sound leadership management but doing this while respecting other staff, truly listening and working collaboratively; (4) personnel mentoring and monitoring to ensure new and existing staff realize their full potential; (5) program assessment and evaluation (7) problem solving with appropriate staff input (8) timely assessment of problems as they occur and implementation of assessment/steps to rectify them. Board members suggested they utilize the 15 examples of superintendent characteristics to create their own 'final five', and provide these to Velasquez to put together in final format based on his prior search experience and preparation of documents for other organizations.

It was noted that these characteristics are different than the qualifications, with the former used for inclusion in the brochure, and the focus groups determining the latter. It was further stated that President Hall and Trustee Davis would finalize these five questions as several board members took concepts of the initial 15 provided, and formulated their own questions. The timing of applicant interviews by the committee was then discussed, with Velasquez confirming that the board wanted a list of unranked finalists. Trustee Herrera noted that she would not be present the week of March 21, as the possibility of a SBM was discussed for March 31. Velasquez noted that he would require two days for interviews; one day for 1 ½ hours with 3 candidates, and one additional full day. It was noted that normally these interviews are held away from the district for confidentiality purposes and that the location was to be determined.

The subject of advertising was discussed and whether we would have online and print advertising, and/or a combination of both through various vendors. After discussion it was agreed that \$164 print and online should be done for EdCal, and that this position should be posted on our website and McPherson's, VCOE, all California counties, Edjoin, and Searchsoft. The board unanimously agreed that a state search was adequate. Stakeholder groups were then reviewed with the board, and 'the group Feeder School Superintendents' was added. It was noted that our BP 2120 calls for 15 members on the

committee, however, significant community representation was not identified. It was suggested that LULAC, CAUSE, NAACP also be added to this list, along with Dr. Jeanne Grier (CIUSI), as well a representation from Oxnard College. There was board agreement that the city manager and chief of policy be removed from the list. Velasquez added that there will be two meetings in Oxnard and Camarillo for each group, within these groups. He stated if that does not work for all individuals, they can participate via an online survey. All documents will be translated into as many languages as necessary. President Hall clarified the process by which the designee for each named groups on the committee list in the BP/AR would be selected, and Dr. Velasquez noted this interview committee is totally separate from that which provides stakeholder input. President Hall stated that people interested in serving on the committee would be provided some type of an announcement to be submitted to a consultant and/or point of contact, and there would be a two step process by which candidates would be selected.

Motion: Trustee Hall moved to approve the Superintendent search planning calendar/timeline as discussed, the characteristics of a new Superintendent as discussed, the advertising media as discussed, and the stakeholder input groups, as discussed and amended. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

**J. Consideration of Revision of Board Bylaw 9311: Board Policies**

*Approved*

Motion: Trustee Herrera moved that the Oxnard Union High School District Governing Board approve the revisions recommended for Board Bylaw 9311: *Board Policies* for First Reading, renumbering the bylaw as Board Bylaw 9310 waving the second reading. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

**15. BOARD MEMBERS' REPORTS AND COMMUNICATIONS**

**A. Trustee Hall**

- Met with Dr. Davis first week of January with our search consultant.
- Hall stated that he also met with same CAUSE group as Trustee Davis and heard similar comments. Very thankful for our food service department, and understands it still takes longer that is optimum for our students to get their lunch. He stated that we continue to work with our Wellness Community and Director of Food Services.

**B. Trustee Edmonds**

- No report

**C. Trustee Sher**

- No report

**D. Trustee Herrera**

- No report

**E. Trustee Davis**

- January 4 attended the Measure H Bond Oversight Committee Meeting. Chaired by Fred Farrell and assisted by Steve Dickinson. New members Kim Dawson and Mr. Fogelson were in attendance.
- Yesterday met with three student leaders from CAUSE. They shared their major priorities for 2016 and inquired regarding his background, and the priorities of the board an interim superintendent for the future. He added that they were appreciative of the implementation of new food services and they want to get out the vote for 2016.

## 16. ITEMS FOR FUTURE CONSIDERATION

- Trustee Davis said the Board might want to consider CAUSE students' communication. Put on the board future consideration items a tickler for discussion about possibly adding 10 minutes to lunch periods. Discuss bell and transportation issue.
- Trustee Sher stated that she would like the District to bring back a report on a plant based food service program. It was clarified that staff bring back information regarding (1) what do we spend on meat products versus a plant based food service program? How is our current program in terms of cost effectiveness. (2) How much do we spend on other pre-processed products we might be able to substitute. (3) What is the differential in cost for a meatless Monday? (4) What is the cost if meatless Monday was 2 days a week? (5) i.e. look at this tangibly in terms of the budget at 25% 50% 75% 100%. If other recommendations are available to close this financial gap, let's provide those as well to determine what is working, and what is not.
- Trustee Herrera asked what BP 4315 Evaluation/Sup included, and Dr. Valles clarified that it was for our site principals She further inquired if this included a policy for any other management group – for example, those on Ed the Services proposal? It was stated that this comparable evaluation process be utilized for Directors and Coordinators as well.
- Climate Update: does this include the hydration stations (Bill Dabbs). It was noted that parents and students had presented this solution but we have not had an update. Steve Dickinson indicated he would check on this matter.
- Herrera asked that the Foster Youth Issue be added. She stated that although this information was provided via a Friday update, staff did not address how VCOE staff believe we are handling this matter. Herrera asked 1) what are the services we provide beyond what other districts do; is this the standard (2) how come the perception is that we are not doing enough. McCoy indicated he has recently spoken with Laura Welbourn, Foster Youth Services Coordinator/VCOE and he stated that he has not been hearing that conflicting information and/or the same message as Trustee Herrera. It is our feeling that we are doing everything we can, that we are meeting their needs of the Foster Youth, everything legally mandated, and third, are we fully in compliance with all requirements.

## 17. ADJOURNMENT

At 8:20 p.m. the Board resumed Closed Session. The Board moved from Closed Session back to Open Session at 8:51 p.m. President Hall reported the meeting was adjourned at 8:52 p.m.

### BOARD OF TRUSTEES

Approved as presented

February 3, 2016

Karen M. Sher, Clerk



Robert Fraisse, Ph.D., Secretary



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<http://www.ouhsd.k12.ca.us/about/schoolboard/datesagendas.htm>