

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING

March 2, 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 4:00 pm, March 2, 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:

Ana Rangel and Moira Gallo.

Guests present:

Jake Wallace, Doug Campbell, Puneet Sharma, James Koenig, Roger Adams, Wes Davis, Eric Riegert, Bill Dabbs, Ken Goeken, and other interested parties.

2. PLEDGE OF ALLEGIANCE

President Hall asked Trustee Sher to lead the Pledge of Allegiance to the flag.

3. ADOPTION OF AGENDA

Motion: Moved by Trustee Herrera, seconded by Trustee Davis and carried unanimously. Vote 5/0. Trustee Herrera recommended that comments regarding the minutes made by Trustees Edmonds and Sher be noted under Adoption of the Minutes.

4. ADOPTION OF MINUTES

Motion: Trustee Herrera moved that the Board of Trustees approve the Regular Board Minutes dated February 3 and February 17, 2016, as presented, to include the following comments made by Trustees Edmonds and Sher. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

February 3 Minutes: Trustee Edmonds noted that at the boarding meeting Trustee Sher had expressed concern over the method of parent notification with respect to teacher turnover and Action# J. He added that Trustee Sher had commented that the District needs to develop a protocol for consistency and he stated that did not see anything in the Friday Update on this matter. There was also comment regarding whether the agreement is in compliance with collective bargaining contract. This was omitted from Item J, and it was stated that the board would like this information. Edmonds added that he would also like information in the Friday update regarding proper notification of parents when there was not a highly qualified teacher in the classroom.

February 17 Minutes: Trustee Sher also commented on Action #H and discussed the adoption and revision/evaluation of supervisory personnel that had previously been tabled. It was asked that this come back on the March 16 Agenda and in addition, the AR regarding how the process will look for Assistant Superintendent, Principals, Directors and Assistant Principals.

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

No comment cards.

6. CLOSED SESSION

President Hall stated that the Board would adjourn to Closed Session at 4:04 p.m. to discuss confidential material relating to the following items noted below.

- A. Public Employee Discipline/Dismissal/Release/Resignation/Appointment/Reassignment [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 * Employee Organization: California School Employee Association (CSEA) o Campus Supervisor Bargaining Unit
- C. Student Personnel: [Education Code §35146, 48912, 48919]
- D. Consideration of Confidential Student Issues Other Than Expulsion and Suspension, Pursuant to Education Code §35146
- E. Mid-Year Evaluation of Interim Superintendent
- 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 Chavez 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
- 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: 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 5:11 p.m. President Hall noted that it will reconvene after Open Session to conclude business.

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

- Several students expressed concerns over having sufficient voter registration information at their sites, and some noted that are provided an opportunity to register in their government or economics classes. Students asked the board to make this information available to all students, and to add this matter to the next Agenda. It was noted that many of their parents are non-voters as they don't understand the process, and that by exposing students to this in high school, this would increase numbers of young voters.
- A retiree spoke regarding the Benefits Trust committee and indicated he would like the board to increase the pool of candidates to include a vested retiree. This does not commit the board, but allows them to expand their pool.

**SUPERINTENDENT'S
RESPONSE**

Dr. Fraisse noted that he was contacted by a representative of PTA 13th council in a pilot model to work with our students. He stated that she would talk with principals to see how we can roll this voter registration program out, and that Dr. Arriaga is point of contact.

9. STUDENT REPRESENTATIVE TO THE BOARD - Celina Espinoza

Espinoza reported on information pertaining to our sites and their respective events that have taken place since our last board meeting on February 17, 2016.

10. CONSENT CALENDAR

Motion: Moved by Trustee Davis that the Board of Trustees approve the Consent Calendar, as amended. Seconded by Trustee Herrera, noting for Consent #1 for all Job Descriptions that: 'Extensive experience working with diverse student populations' currently under 'Other' should be moved to 'Experience'. Vote 5/0.

A. Consideration of Approval to Reject Bid #541 for Point of Sale Machines for Lunch Program

It is the recommendation of District Administration that the Board of Trustees approve the contract extension between Time Warner Cable and OUHSD for a 1-Year Term for WAN Services, as presented.

B. Consideration of Approval of Contract Extension Between Time Warner Cable and OUHSD for WAN Services

It is the recommendation of District Administration that the Board of Trustees approve the contract extension between Time Warner Cable and OUHSD for a 1-Year Term for WAN Services, as presented.

C. Consideration of Approval of 1-Year Contract Extension Between Oxnard Union High School District and Venco Western for District-Wide Landscaping Services

It is the recommendation of District Administration that the Board of Trustees approve the 1-Year Contract Extension Between Oxnard Union High School District and Venco Western, as presented.

D. Consideration of Approval of 1-Year Contract Extension Between Oxnard Union High School District and Sea Clear Pools for District-Wide Pool Maintenance Services

It is the recommendation of District Administration that the Board of Trustees approve the 1-Year Contract Extension Between Sea Clear Pools and OUHSD for Pool Maintenance, as presented.

E. Consideration of Approval of Purchase Orders and Direct Pays, February 9-22, 2016

Purchase Orders totaling \$577,440.31 and Direct Pays totaling \$1,398,991.32 be approved, as presented.

F. Consideration of Approval of Non-Public School Placement for Student Cases #28-31 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 #28-31 according to the Recommendation of the Student's IEP Team and the Director of Special Education, as presented.

G. Consideration of Approval of 2016 Mid-Term Graduates

It is the recommendation of the Administrative Staff that the Board of Trustees approve the 2016 Mid-Term Graduates, as presented.

H. Consideration of Approval of 2016 CAHSEE SB172 Graduates

It is the recommendation of the Administrative Staff that the Board of Trustees approve the 2016 CAHSEE SB172 Graduates, as presented.

I. Consideration of Approval of Final Revisions to Ed Services Job Descriptions * Coordinator-Education Technology * Director-Career Education * Director-Learning Support Services * Director-Categorical Programs * Director-Instructional Support Services * Director-Special Education * Director-Student Support Services * Program Specialist-Categorical Programs

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Final Revisions to Ed Services Job Descriptions, as presented.

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

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

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

It is the recommendation of the Administrative Panel that the Board of Trustees approve the Hearing Panel's Recommendation to Expel a Student as per Board Policy 5144 and Education Code 48918, as presented.

L. 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.

11. ACTION

A. Consideration of Approval of Agreement between Oxnard Union High School District SPED and 2Teach, LLC for Consultant Services

Tom McCoy stated that he researched 3 experts at a cost of \$6400 available in the Title I budget for this method of co-teaching. Trustee Davis expressed concern for payments to be through Title I funding and how would this benefit schools who are not Title I schools. McCoy stated that most of our students are covered by the Title I, under Free and Reduced Lunch or through Persistently Low Achievement, and that in professional learning Title I can be applied across the system. McCoy noted that we can expand these services, for example to ACHS, however sites must hit a threshold of 35% before we can apply these funds and services and currently ACHS is at 27% Free and Reduced lunch.

No motion.

Trustees asked numerous questions to include what made this candidate stand out and what was the process by which they were selected. McCoy stated that SPED ed staff and other districts highly recommended this individual, and staff have observed her at trainings. This individual would be brought to the district to provide specialized training to our Special Ed teachers. There was much discussion regarding the method for placing teachers in co-teaching and the numbers of students with special education plans. McCoy stated that typically have more than one student in their class, and that the district is making every effort to include these students in a general education class. The department chair works with the SPED at each site, and all departments to determine the overlay of where SPED students are and the availability of teachers. Teachers have a choice regarding whether they are in a co-teaching scenario. McCoy added that the purpose of this training is to get all teachers to be comfortable to be in a co-teaching assignment. If there is not effective collaboration outside of the course, effective co-teaching does not take place. Trustee Sher expressed that 'best practice' is there should be more than one person who provides a recommendation for a training of this importance. She indicated she would not support this due to the large number of teachers this impacts.

Trustee Herrera asked what challenges been from the instructional side. The purpose of co-teaching is not to feel evaluated, rather to provide true collaboration and to enrich the

students work, learning and rigor, adding that we do not want co-teachers to feel like the 'instructional assistant'. They should both be teaching as 'equals' when they collaborate on instruction. Herrera asked if the trainers are evaluated and McCoy indicated they were. Herrera requested review of documentation which provided the outcomes of training to include what was learned, feedback, etc., for a fully transparent process. She agreed with Trustee Sher that the criteria for the individual selected was necessarily weighed equally. Trustee Sher expressed that this is not a forced issue, as co-teaching is not always successful and not all teachers work well in this type of model and/or together.

Motion: President Hall that the Board of Trustees approve the Agreement between Oxnard Union High School District SPED and 2Teach, LLC for Consultant Services, as presented. **Motion dies for lack of second.**

B. Consideration of Approval of Superintendent Hiring Timeline

President Hall requested a 10 minute recess; the board reconvened at 5:52 p.m. Eddie Velasquez said his firm had 51 applicants review the screening form, and he stated that McPherson had 24 completed applications as of noon today; 1 in process for completion.

Approved

The board reviewed the Superintendent Search Draft Hiring Timeline and revised the dates as follows:

March 2 – Application

March 3 – McPherson will begin removing unqualified candidates

March 4-16 – Paper screening with Board of Education

On March 16, as a Board, in Closed Session the Board would decide who they would interview as a result of the paper screening between March 4-15. The interviews would be scored using a rubric prior to score applicants.

March 17-25 – Vetting of Short List; submit the list of interview questions

April 12 – Community group/panel interviews: start time TBD

There is no narrowing of the applicant pool between April 12 and 13, rather the board is to receive feedback on all candidates as a result of the community group interviews.

April 13 - Board panel interviews: start time at 3:30 p.m.

Extended Closed Session and minimum number of items on Open Session or only Consent Items.

April 26 - Revised date for additional interviews as needed, as Dr. Davis would not be available on the original scheduled date of April 14.

It was stated that McPherson would provide formulated questions to the Community Group that were separate from those questions the board had for their interviews. It was also agreed that community members could bring their own questions with them to the meeting, for consideration for inclusion by panel members, and/or they could also submit the questions in advance to the search consultants. Trustee Sher also requested that the board review them in advance prior to the community member interviews. Eddie Velasquez also confirmed that all members of both interview panels, community group and board, would be required to sign a confidentiality agreement.

Paper Screening Process

Use objective criteria to evaluate all applicants, and develop a rubric at the end and mark a box that indicates 'Recommended for Interview or 'Not Recommended for Interview' in Closed Session on March 16. It was stipulated that McPherson add boxes and comments to this effect to the criteria sheet.

It was again agreed that as part of the community outreach, that it be made known that any individuals who wished to participate would be provided translation or other special services, and that wording to this effect be sent out by the district. The composition in AR2120 (15 individuals) would be used: mechanism for certificated and classified staff, via Wes Davis to nominate their own, the principal and administrative individual would be named by the Interim Superintendent, and Oxnard College would be contacted (Jim Lindbaugh), to name perhaps Ken Sherwood, Cynthia Herrera or other. The parent group would select their own representative (1), as one parent has already been selected from DELAC. It was reiterated that the board wanted the most diverse group possible, to

include site location, job, gender, age, ethnicity, and other. It was stated by President Hall that all of the names must come to the board for approval.

Screening Form

The board asked that the following changes be made to the form: (1) that criteria 1-5 be added/desirable characteristics from the brochure; (2) that the points be removed; (3) that boxes for general notes be added; (4) that Quality of References be changed to read Letters of Recommendation; (5) boxes for Interview or Not Recommended be added at the bottom.

The board requested that McPherson provide them with a flash drive with two separate folders on a flash drive to be provided: **Met Qualifications** and have **Not Met Qualifications**, and agreed that these be mailed to them next day overnight with the finalized rubric. *It was stipulated that this would take one week, and that the board would have the overnight materials no later than Thursday, March 10.*

Motion: Trustee Herrera moved to approve the Superintendent's Search Planning calendar with the following amendments: (1) Board to conclude their paper screening on March 16 and at the board meeting, that those candidates will be reviewed; (2) on April 13 the meeting would begin at 3:30 p.m.; (3) there would be no April 14 meeting; the Board would meet on April 26 as needed for additional interviews; (4) acceptance of the Superintendent Vacancy screening form with the following changes: remove points, add notes line, remove quality of references and replace with letters of recommendation. She also stated that two boxes be added to the bottom of the form: Recommended and Not Recommended, and to include 'desirable characteristics for criteria a 1-5. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

C. Consideration of Review and Reaffirmation of Oxnard Union High School District Board Bylaw 9312: Board Bylaws [First Reading]

Motion: Trustee Herrera moved that the Oxnard Union High School District Governing Board reaffirm Board Bylaw 9312: *Board Bylaw, waiving the second reading.* Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

Approved

12. REPORTS TO THE BOARD

A. Foster Youth - Tom McCoy

Trustee Sher asked that the rate data of Foster Youth Data be included in next steps, and President Hall also requested this information be provided by subgroup, rather than just reflected in a particular class. McCoy stated that he does think we can provide all supports to all students, and we have the proper infrastructure in place and are poised to continue to serve all students to the best of our ability.

Trustee Herrera asked Laura Wellborn and Ralph Velarde from the VCOE how they believe we are doing as a district. She also asked how we are doing as a district to help Foster Youth get to college, and what are we doing right and/or not doing at all.

It was noted that the district is very responsive and provides very good supports in trying to get our students to go to college, to include individuals such as Kathy Greaves, Ray Gonzales and James Koenig who are very supportive. Ms. Wellborn was in agreement with what Velarde said, and indicated that Oxnard was one of the only districts to reach out to stakeholders in this area at the LCAP. She further indicated that matters have been implemented into the LCAP and feels the working relationships are excellent. McCoy indicated that OUHSD is doing an excellent job in helping Foster Youth go to college, and there is a cycle of continuous improvement. While all students have a different story and experience, and some of our systems may not fit 'all youth', we must actively change/adapt to meet all Foster Youth needs. He noted that about 1/3 of our Out of County placements are not coming from our local systems, and the students are wanting to remain in Ventura County for their education.

Trustee Herrera asked if we knew of any model high school districts that are at the 'Excellence level', and McCoy indicated we are still researching this area for best practices, and to identify any secondary programs where we can review their levels of service to see what might adapt into our model and/or a new model altogether.

13. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

A. Trustee Hall

- Spoke to Trustee Herrera regarding concerns regarding the Superintendent's search process. Clarified concerns regarding how the community is receiving this information. Trustee Herrera indicated she was under the impression that the District had a video and audio being translated instantly in Spanish so the all parents and community people would know what we are talking about with respect to the search. All would receive the information at the same time.
- Thanked Dr. Fraisse for his excellent leadership. Said it was way to early for his departure as Interim Superintendent.
- Noted that when Dr. Fraisse speaks, everything he says has value. Hall stated that Dr. Fraisse possess the rare ability of being able to listen to large quantities of information, summarize it in a couple of sentences, so that a meeting group can move forward with their agenda. He stated that he looks forward to working with Dr. Arriaga.

B. Trustee Edmonds

- Attended the Back to School Night at ACHS and HHS.

C. Trustee Sher

- Met with CAUSE, and discussed the idea of embedding at least the knowledge of voter registration into a curriculum. Someone on the committee had also sent her a note to get involved with students who are registered to vote, to reward seniors, and to combine this recognition of voter registration with part of the graduation ceremony. Sher said she wants every senior to have this opportunity.
- Opportunity to present the Good Teaching Conference in Garden Grove. Felt very honored to do this as a teacher and a board member. Presentation: *Teacher Leadership and Transforming our Profession*.

D. Trustee Herrera

- Met with two committee groups who were very appreciative of the efforts made to improve translation services at various high schools; they have noticed some changes that are positive. This includes some parents that have come to multiple board meetings in the past. She commended Dr. Valles and the Superintendent's office.
- Concerns expressed that the board members receive information as quickly as possible. Maureen Sheldon confirmed that the translation does not stream live in Spanish. This must be done at a future date so there is a delay and lag in translation, and it is not immediately posted on the websites. Herrera asked how will we address this from a technological standpoint to provide equal access to all in a timely fashion.

E. Trustee Davis

- Attended Back to School Night at ACHS and CIHS. The sites were very well prepared with great activities.
- Attended the exit report for WASC accreditation at Condor High school which presented the theme "A Culture of Caring", which ran through their entire report. He felt that the areas for improvement would be very manageable.
- Have heard student requests and we know voter registration is very important to them. We have heard from the CAUSE group before. Davis stated this should not reach the level of policy and is citizenship. Asked the board to ask our site principals to make this happen, noting it is appropriate for the administration to support this and encourage our students to register.

14. ITEMS FOR FUTURE CONSIDERATION

- Trustee Davis: February 17 ran out of time on the Task Force for Hot Weather update, and asked that this come back at the March 16 meeting.
- Trustee Sher: Thanked Dr. Fraisse for his guidance and support. She also asked for research on the voter registration issue. She further asked staff to look into issues at PHS and students who jump the fence and leave, and she expressed concerns about non-students who could thereby access the campus. President Hall asked for this to be addressed via a Friday update or next Superintendent's report.

15. ADJOURNMENT

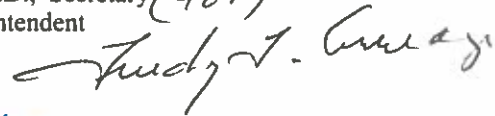
At President Hall reported the meeting was adjourned. Board members went back to Closed Session at 7:50 p.m. The Board moved back to Open Session at 9:25 p.m. and the meeting adjourned at 9:26 p.m.

BOARD OF TRUSTEES

Karen M. Sher, Clerk



Robert Fraisse, Ph.D., Secretary (for)
and Interim Superintendent



Approved as presented

March 16, 2016

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



Oxnard Union
High School District

RESOLUTION #16 - 07
PROCLAIMING MARCH 31, 2016
CÉSAR CHÁVEZ DAY

Whereas César Chávez was a leader for civil rights, Latinos, farm workers, and labor; a community servant and social entrepreneur; a crusader for nonviolent social change; an environmentalist and consumer advocate; and, in the words of Robert F. Kennedy, "one of the heroic figures of our time," and

Whereas César Chávez's dream was to create an organization to protect and serve farm workers, whose poverty and disenfranchisement he had shared. Chávez led the first successful farm workers union in American history, achieving dignity, respect, fair wages, medical coverage, pension benefits and humane living conditions, as well as countless other rights and protections for hundreds of thousands of farm workers; and

Whereas César Chávez's organization became, in 1966, the United Farm Workers of America, AFL-CIO, which shares, in common with all organized labor, the goals of dignity, respect, fair wages, medical coverage and pension protections for old age; and

Whereas the life of César Chávez transcends any one cause or struggle. He was a unique and humble labor leader, and a great humanitarian and communicator who influences and inspired millions of Americans from many diverse walks of life to seek social justice and civil rights for the poor and disenfranchised in our society; and

Whereas the Oxnard Union High School District Board of Education recognizes the contributions and accomplishments of César Chávez and encourages all schools to conduct appropriate school activities in observance of his birthday on March 31st.

Now, therefore, be it resolved that the Oxnard Union High School District Board of Education proclaims March 31, 2016 as César Chávez Day.

Adopted: March 16, 2016


Secretary, Board of Trustees
Oxnard Union High School District