

Oxnard Union High School District

Oxnard, California

REGULAR BOARD MEETING

April 27, 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 12:00 p.m., April 27, 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:** Trudy T. Arriaga, Ed.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:** David Gala, Moira Gallo.
- Guests present:** Jake Wallace, Doug Campbell, James Koenig, Wes Davis, Bill Dabbs, Kathy Greaves, Edward Velasquez, Ken Goeken, Eric Riegert, Lupe Reyes, Patsy Thomas, Ray Senesac, Gary Mayeda, Roger Adams, Maricruz Hernandez, Josh Chancer, Puneet Sharma, Kim Stephenson, Maryann Larrieu, and other interested parties.
- 2. PLEDGE OF ALLEGIANCE** President Hall asked Steve Dickinson, Assistant Superintendent Administrative Services, to lead the Pledge of Allegiance to the flag.
- 3. ADOPTION OF AGENDA** Motion: Moved by Trustee Davis, as amended, pulling two Consent items #J and #L for discussion and requesting these be considered for action separately. Staff also requested that Agenda Item L be moved to Action per Dr. McCoy, as it was placed on Consent in error. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.
- 4. ADOPTION OF MINUTES** Motion: Trustee Herrera moved to adopt the Regular Board Minutes dated April 13, 2016, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.
- 5. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**
- Wes Davis pointed out the great student artwork posted in the board room from PHS. He spoke to Item 6B Closed Session. He thanked the board for making the Superintendent Search a priority, for the community panel, and the diverse group of employees and panel members.
 - He expressed that he felt the panel went very well, and that McPherson did a great job of ensuring that all voices were heard. He again expressed his gratitude and congratulated everyone for doing a great job in all matters pertaining to the Superintendent's search.
- 6. CLOSED SESSION** President Hall stated that the Board would adjourn to Closed Session at 12:12 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)]
- Appointment: Title: Principal [Rio Mesa High School]
 - Appointment: Title: Director Learning Support Services
 - Appointment: Title: Superintendent
- B.** Superintendent Search: Confidential Finalist Interviews Conference with Labor Negotiator Pursuant to Government Code Section 54957.6
- Agency Negotiator: Dr. Steve Hall, Board President
 - Unrepresented Employee Superintendent Candidate
 - Contract
- C.**
- A.** 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)
 - Certificated Bargaining Unit
- D.** Student Personnel: [Education Code §35146, 48912, 48919]
- E.** Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: 50-acres of 107.25 acres located at or near 1825 Camino del Sol, Oxnard, CA (southeast corner of N. Rose Ave. and Cesar Chaves Dr.) Ventura County Assessor Parcel No. 214-0-020-595 AGENCY NEGOTIATOR: Steve Dickinson, Asst. Superintendent Admin. Services NEGOTIATING PARTIES: Brian Edward Maulhardt, as Trustee of the Brian Edward Maulhardt Children’s Support Trust UNDER NEGOTIATION: Price and terms of payment
- F.** Conference with Real Property Negotiator (Govt. Code § 54956.8) PROPERTY: An approximate 5-acre portion of 49.36-acre Bell Ranch Property (agricultural property adjacent to Rancho Campana High School); Ventura County Assessor Parcel No. 156-0-180-385 AGENCY NEGOTIATOR: Steve Dickinson, Asst. Superintendent Admin. Services NEGOTIATING PARTIES: City of Camarillo UNDER NEGOTIATION: Price and terms of payment CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION closed session 12:09

7. RECONVENE IN PUBLIC: REPORT ON CLOSED SESSION ACTION

The Board reconvened at 5:23 p.m. President Hall reported out that:

- 1) The OUHSD Board of Trustees of the Oxnard Union High School District approved the appointment of Reina Bejerano to the position of Director Learning Support Services. The motion was made by Trustee Bea Herrera and seconded by Trustee Karen Sher, and was approved by a vote of 5/0.
- 2) During Closed Session the OUHSD Board of Trustees of the Oxnard Union High School District approved the appointment of Principal/RMHS, Mark Contrares. The motion was made by Trustee Wayne Edmonds and seconded by Trustee Gary Davis, and was approved by a vote of 5/0.
- 3) On a vote of 5/0 The Board of Trustees of the Oxnard Union High School District has selected a finalist for the District’s new superintendent. With the assistance of a search firm, the Board has conducted an exhaustive, nationwide search for the last 6 months.

"This is a critical decision that deserved a very deliberate process, including involvement and significant input from the community," said Board President Steve Hall. We are confident that we have chosen a leader with the skill and vision to move our district forward."

The District received 28 applications, 17 of which met the basic criteria stipulated in the job description. After evaluating the applications and initial candidate interviews, the Board reduced the candidates to two at its April 13 meeting. The Board again interviewed the two remaining candidates at its April 27, 2016 meeting, where the Board unanimously chose the finalist.

The Board plans to formally appoint and announce the finalist at its May 4, 2016 meeting, subject to negotiation of an employment agreement.

8. RECOGNITION

A. Adolfo Camarillo High School – Mock Trial 1st Place

Tom McCoy stated that the purpose of Mock trial is to clarify the workings of our legal institutions and provide students with first-hand experience. Trial and case preparation takes place before real sitting judges at the court. Our team placed 1st out of 32 teams, in the County and 12th in State competition out of 34 teams. It was also noted that we would go to Sacramento to the State Finals. It was noted that ACHS Camarillo broke a 5 year streak by La Reina high school in the county. The plaque was presented by Dr. Gary Davis. President Hall asked all parents of participants to stand and be recognized.

Team and coaches: Bhavika Bhagat, Malysa Briggs, Jada Gains, Hannah Harris, Brian Jeffers, Avinash Nandakumar, Adam Sanderson, Joyce Seok, Amy Shim, Dylan Specht, Gloria Stott, Natalie Tanaka, Omeed Tavasoli, Lindsay Troxel, Brittney Wilson, Kathleen Dempsey. Coaches: Phillip Denny, Richard Diamond, George Hultman, Melanie Morrow, Michael Morrow and Shawn Neal.

B. Oxnard High School – Knowledge Bowl 1st Place

Knowledge Bowl consists of a three day competition held by the Camarillo Chapter of AAUW day. Academic questions in all fields of study. Sixteen schools competed this year and ACHS took first place. President Steve Hall made the presentation of the plaque to the team and Coach Tirza Estrada. At his request, parents stood to be recognized on behalf of their students.

Team and Coach: William Albers, Kim Avila, Jade Chongsathapornpong, Marie Claire "MC" DeMartino, Ileana Gonzalez, Emily Martinez, Bobby Mummery, Christian Saleme, Mark Salupen, Alexis Schmitz, Verania Valdez, Giselle Vazquez, Jazmine Toledo, McKenzie Whalen, Tirza Estrada, Coach.

C. Oxnard High School – Girls Soccer CIF Champions

Oxnard Soccer CIF Champions: Coach Andrew Aguilar thanked the board, and personally thanked Dr. Arriaga when he was trying to get a job at Ventura Unified and for all she has done for Ventura County. He stated this the their first CIF championship since 2004. Aguilar thanked all of the past coaches, the administrators, and other coaches and other disciplines at OHS. He also thanked the alumni for their support of the team, and the parents, students and fans. He extended a personal thanks to the bus drivers for transportation of the girls soccer team to all of their tournaments. Aguilar noted that during the State playoffs the team lost in semifinals to State champions/La Mirada. Presentation of the plaque was made by Trustee Herrera.

Team and Coaches: Peyton Quintana, Kenya Saucedo, Aris Beltran, Jessica Tamayo, Angela Franco, Paulina Aldrete, Caroline Apodaca, Jazmine Toledo, Jennifer Ruiz, Jacqueline Aldrete, Ashley Cruz, Yamile Mondragon, Samantha Molina, Alessandra Campos, Nina Watson, Kathy Raygoza, Sirena Romero, Eleni Borjon, Marina Salinas, Mayrani Rivera, Head Coach, Andrew Aguilar, Assistant Coach, Miguel Silva.

D. Kim Stephenson, Ph.D. – Woman of the Year

Dr. Trudy Arriaga thanked all parents and students, and noted how they make the community very proud, and also acknowledged Dr. Eric Riegert for his leadership and guidance. She then introduced Kim Stephenson, Principal/ACHS who was nominated 2016 Ventura County Woman of the Year by Senator Hannah-Beth Jackson. Arriaga noted this was such a prestigious honor, for Kim personally, and for the District, and said she is very proud that Stephenson has been recognized for this statewide award.

President Hall called a brief 5 minute recess: 5:46 p.m. The board reconvened at 5:54 p.m.

9. PUBLIC COMMENTS TO ADDRESS THE BOARD OF TRUSTEES

- There were a number of parents, coaches and track students who spoke to the condition of the ACHS, OHS and PHS tracks. It was noted that the track at ACHS was put in at 1983, and since that time, all that has been done is resurfacing, which has been poor at best, as well as painting the tracks to make the surface look better. It was further noted that they. It was noted by the coaches and track athletes that their practice at meets is limited in order to limit injuries, and that their regular practices are not held on the track. It was stated that out of 200 ACHS track athletes, 40 are currently injured. Teams do not want to come to their school, and they can no longer have their invitational. It was also stated that the OHS meets cannot be run there at all, and have not been for some time. The long jump coach attended from PHS, stating that there is a tremendous amount of damage there in lanes 1-2, and holes at the take off point for the long jump. As a result of the damage on tracks at all schools mentioned, spikes are hitting concrete, and/or catching which is a liability, and this lack of cushion causes significant leg injuries due to ongoing impact when running. The HHS track was also noted to be in very poor shape.
- President Hall noted we would be discussing the tracks on Agenda Item #12.
- Arthur Valenzuela: Voter Registration Policy and board member of CAUSE stated that we must increase the amount of registration with the next generation. Additional representatives stated we must provide both information and the opportunity for our seniors to register to vote in all government classes. It was noted that many students don't know where to go, about mid-term elections, and the process

10. STUDENT REPRESENTATIVE TO THE BOARD - Celina Espinoza

Information was provided pertaining to our sites and their respective events that have taken place since our board meeting on April 13, 2016. President Hall thanked Celina for serving on the Community Superintendent's Panel in the selection process for our new superintendent.

11. SUPERINTENDENT'S REPORT

Highlights:

- Acknowledged that today was Administrative Professionals Day, and that throughout the district our Classified Support Professionals absolutely make a difference at every school site and department to ensure programs and services are available to our students. Arriaga extended congratulations and thanks to all. In particular, Dr. Arriaga made mention of thanking her assistant, Maureen Sheldon, who she noted is always one step ahead, noting her high level of efficiency and organizational skills as well as her ability to facilitate for a very seamless transition for Dr. Fraisse and herself. She also thanked Maureen for all she does for everyone to include the Superintendent's office, as well as for her support to the board.
- Prior evening Vice President Herrera and she attended the Channel Islands UC Success night. Arriaga noted it is a source of pride for the district to see many students who are headed to the UC systems and stated that she saw a cafeteria filled with lots of proud parents and faculty members.
- Art Exhibit displays our very talented youth. She noted that is very proud to be part of a district that continues to support the arts.
- All district band night which included the comprehensive large high schools. Arriaga noted that she was pleased to see the performing arts in the district and development through their instructional program to provide a wide variety of styles.
- Professional Development day on Monday. Pleased and proud to take part in OHS Day and to lead a portion of the day on Cultural Proficiency where both teachers and staff could come together.
- Attended CIHS Star Scholar Night for those students who achieve the highest level of achievement academically.
- Reiterated the importance of CAUSE and their comments regarding Voter registration. Arriaga stated that she had been very disappointed that our

Secretary of State had to cancel his prior visit, however, he indicated he will be here in May. She stated that it very important that the students brought this matter to our attention. Trustee Sher asked that we bring this forward so we will bring this forward to discuss future policy.

- On May 2 Brian McDonald will be here at PHS. He is an award winning actor/director who will provide a 2 hour seminar on auditioning for an two upcoming performances at the Rubicon Theater in Ventura. This is an incredible opportunity for anyone in our district.
- Join us in attending the RCHS Performing Arts Center Grand opening on May 12 at 6:00 p.m. Arriaga reminded everyone that although the Center will be located on the RCHS Campus, it is available and open to other schools as well within our district for use. She stated there will be three schools performing there to display their talent.
- Reasons to be proud: transfers out of the district from 14/15 to 15/16 have substantially gone down from 149 to 75. This is a 50% reduction. This data is not coincidental. In terms of those who transferred to VUSD, our number is down in 14/15 from 114 to 23 in 15/16, and transfers are down for the same time period to Moorpark from 24 to 2 students. This is reflective of our students, and our teachers and coaches who lead them. Dr. Arriaga stated that she has a tremendous sense of pride for the board and the community.

12. REPORT TO THE BOARD

A.2016-2017 Routine Restricted Maintenance Projects (Including Tracks) - Steve Dickinson

Dickinson stated the report was for information and discussion only, and that he would come back with recommendation for action in late May or early June. He added that beginning with 2015/16 the restriction is 3% of our total or \$5.5M which is essentially required upkeep for our sites. This leaves \$2.3M for discussion of projects/priorities. A review of 2015/16 projects that were completed was presented. Dickinson stated that he received input regarding prioritization from faculty/principals/community/students and other administrative staff. Our projected 16/17 list totals over \$3.85M, however he stated he is recommending items #1-12 at this time. This includes replacement of both ACHS and OHS tracks at a cost of \$225K each, and A/C in the computer and IT labs. He stated that for 17/18 he was looking at PHS as the next track replacement and possible artificial turf fields at a cost of \$1.1M.

For transparency, there is other one time funding available in the amount of \$3.7M. However he does not recommend spending more than the \$2.3M. The Measure H is about \$26M, however, the board is trying to acquire a site for another high school so we are committed toward that end. Dickinson stated that our Facility Use Revenue is about \$300K per year, however, this is primarily driven by the Civic Center Act. This is intended to cover the cost for the site to hold an event, and to maintain that facility. However, it is not intended to be a funding source for big maintenance projects.

Several board members inquired if we could put the tracks and parking lots at a higher priority and put more monies toward replacement of more tracks. The question was also asked what quality track we would be putting in. Dickinson stated these would not be 'Mondo' or top of the line, but they would entail a significant build and not just 'repainting' or patching. Dickinson stated that we cannot expedite fixing the tracks as the work probably would not be completed until September – legally this must go through a competitive bidding process. He further stated that piggyback bids gives us an idea of pricing, but we would still need to complete the entire bidding process.

He noted that we have begun the process of keyless entry at CIHS, primarily the entry doors and it is proving to be effective. He stated this cuts down on the security issue of lost keys and cost of replacing/rekeying doors at sites. It was noted that our facility fees are they now consistent among all high schools, however, we cannot technically profit -- we don't want to be too far over or under the cost charged. There was also discussion regarding our parking lots and related repairs/resurfacing.

President Hall thanked all speakers for coming on behalf of the condition of the ACHS track, and echoed their sentiments regarding its extremely poor condition. Dickinson clarified that the \$225K. President Hall asked for information regarding the life span of the type of track we are planning on installing vs. the Mondo track, as well as a quote for each time. He also commented that if the football field was replaced after the track, what type of damage would result, or should we consider doing both at the same time. Hall asked if facility fees might go back to offsetting a big scale project. Dickinson stated this could be discussed. Hall also commented on the July 4 event on ACHS field and asked how much money is generated. Dickinson stated that we make a lot, but we spend a lot. We recover our cost and ASBs make some money on it, overall it is not substantial. Hall stated that over the last 6 weeks he visited HHS, ACHS, and CIHS. HHS also mentioned their lights and track are top priorities. It was noted that there is a giant hole in the CIHS parking lot. Dickinson stated that there would be discussion on a future bond with Dale Scott, in the context of some of these items. Hall commented that a group of parents asked for air conditioning, which would be at a cost of \$10-15M. He stated that the only way to make this happen in a short period of time is with a bond. Dickinson stated this item would be brought back at the May 18 meeting as an Action Item, and noted the monies cannot be spent until July 1.

13. CONSENT CALENDAR

After the meeting resumed from the break taken at 7:12 p.m., President Hall noted that we had pulled Item J for discussion, and that Consent Item #L was moved to Action at the time the Agenda was approved.

Motion: Trustee Herrera moved to approve, as amended. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

A. Consideration of Approval to Allow Purchasing to Utilize Piggyback Bids for Goods and Services Throughout Fiscal Year 2016/2017

It is the recommendation of District Administration that the Board of Trustees allow utilization of piggyback bids for purchasing products, as presented.

B. Consideration of Approval of Donations March 8 – April 18, 2016

It is the recommendation of District Administration that the Board of Trustees accept the donations for the reporting period March 8 - April 18, 2016, as presented.

C. Consideration of Approval of Approval of Purchase Orders and Direct Pays, April 1 – 15, 2016

Purchase Orders totaling \$1,371,609.42 and Direct Pays totaling \$76,306.72 be approved, as presented.

D. Consideration of Approval of Non-Public School Placement for Student Cases #37 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 #37 according to the Recommendation of the Student's IEP Team and the Director of Special Education, as presented.

E. Consideration of Agreement between Oxnard Union High School District and the Ventura County Office of Education/Triton Academy to provide Intensive Individualized Services to two pupils receiving special education services per their individual IEPs

It is the recommendation of the Administrative Staff 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 Intensive Individualized Services to two pupils receiving special education services per their individual IEPs, as presented.

F. Consideration of Approval of 3rd Quarter Williams Report

It is the recommendation of the Administrative Staff that the Board of Trustees approve the 3rd Quarter Williams Report, as presented.

G. Consideration of Approval of Memorandum of Understanding between Oxnard Adult School and Workforce Development of Ventura County and the Partners of the American Job and Career Center System

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Memorandum of Understanding between Oxnard Adult School and Workforce Development of Ventura County and the Partners of the American Job and Career Center System, as presented.

H. Consideration of Approval of Agreement between Oxnard Union High School District and Leadership Inspirations for ASB Leadership Training

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Agreement between Oxnard Union High School District and Leadership Inspirations for ASB Leadership Training, as presented.

I. Consideration of Approval of Agreement between Oxnard Union High School District and Agencies Performing Intervention and Support Services

It is the recommendation of the Administrative Staff that the Board of Trustees approve the Agreement between Oxnard Union High School District and Agencies Performing Intervention and Support Services, as presented.

J. Consideration of Approval of Agreement between Oxnard Union High School District and The College Board for PSAT 8/9 and the PSAT/NMSQT for the 2016-17 School Year

Motion: Moved by Trustee Davis that the Board of Education approve the Agreement between Oxnard Union High School District and The College Board for PSAT 8/9 and the PSAT/NMSQT for the 2016-17 School Year, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

Approved

K. Consideration of Approval of Each Site's 2014-15 School Accountability Report Card (SARC)

It is the recommendation of the Administrative Staff that the Board of Trustees approve Each Site's 2014-15 School Accountability Report Card (SARC), as presented.

~~L. Consideration of Approval of the Educator Effectiveness Entitlement Professional Development Plan [First Reading]~~

Moved to Action when Agenda was adopted under same letter 'L'.

M. 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.

N. 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.

O. Consideration of Approval of Renewal of Student Teaching Agreement between California State University Channel Islands and the Oxnard Union High School District

It is the recommendation of District Administration that the Board of Trustees approve the renewal of Student Teaching Agreement between California State University Channel Islands and the Oxnard Union High School District, as presented.

P. Consideration of Approval of 2016-2017 Condor High School Calendar

It is the recommendation of District Administration that the proposed 2016-17 Condor High School calendar be approved by the Board of Trustees, as presented.

14. ACTION

A. Consideration of Approval of HMC Architects' Add Services for Construction Administration - Rancho Campana High School

Approved

Dickinson noted that in early 2012 the original contract was signed with HMC. This contract stated the estimated fee schedule was the hard construction cost of \$44M. At that time the team believed we would have the school completed in Fall 2016. Subsequent the Board direction was given to have this construction completed in Fall 2015, and bidding and hard construction cost was then \$61M. After that HMC stated that those facts don't change the work itself or the work, or about \$850K. However, the change in moving the project up one year, is that we extended a few months further until April. Dickinson stated that the request is for \$273K, however, we know they could have access to far more than this. He added that CCM and Rod Leard and the District have been budgeting for this in our budget for years.

Trustee Davis asked if the District envisioned any other unforeseen costs at this time. Dickinson stated that was a possibility, but none would be large, and if any came through, they would not be through HMC but possibly through some of our smaller vendors. Rod Leard and he have budgeted and are actively aware of these. He stated that he is not planning on coming back and ask for additional monies. Dickinson stated that this additional request does not substantially impact Measure H. He further stated that the architects have a legal right to this money and we negotiated the dollars down, as they have kept additional staff on to meet these deadlines.

Motion: Trustee Herrera moved that the Board of Trustees approve HMC Architects' Add Services Request, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

B. Adoption of Resolution #16-09 Proclaiming the Month of April as Public Schools Month

Approved

Motion: Trustee Herrera moved that the Board of Trustees approve the Resolution #16-09 Proclaiming the Month of April as Public Schools Month, as presented. Seconded by Trustee Sher and carried unanimously. Vote 5/0.

C. Consideration of Adoption of Resolution #16-10 Proclaiming the Week of April 11-15, 2016 as National Library Week

Approved

Motion: Trustee Edmonds moved that the Board of Trustees adopt the Resolution #16-10 Proclaiming the Week of April 11-15, 2016 as National Library Week, as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

D. Consideration of Approval of Revisions to Oxnard Adult School Job Description, Director III/Principal [First Reading]

Tabled

Dr. Tom McCoy stated that this is considered one position – not two positions.

Trustee Davis noted that under this proposal the leadership is under Ed Services. He stated that previously, all principals, per the board's direction, were to be aligned to the Superintendent with no distinction among them. Secondly, he stated that we do not have a Director III position at this time in the district. Dr. Tom McCoy stated that in February his department had submitted the reorganization of Adult Ed to be vetted at that time. The purpose is that there is no salary change/aligned to principals' of other continuation schools. Davis stated there are different levels of Director. He said that to emphasize the hybrid nature of this position, many of these responsibilities are highly aligned to programmatic matters. He does not think this is a positive move for this position, nor its representation. Further, Davis stated that if this individual was not given a March 15 notice, and believes this is a change of stature – even if the title description is hyphenated. President Hall clarified that this position would report to Dr. McCoy and that this item had been tabled previously. McCoy said this was in the reorganizational plan that was approved, however, not the individual job description.

Trustee Edmonds commented that the Director title is often used for smaller schools, however, our school has almost 6000 students and 73 teachers. This is not a small school, and the duties are extensive, and this individual handles things that all other principals handle. He also expressed his concern about this title, regardless of no reduction in salary, as it sounds like it is being downgraded. Trustee Sher expressed her agreement with what Trustee Edmonds had stated. She further noted that the board had agreed that all principals would have 5 years teaching experience as per Ed Code. She also asked that the word 'preferred' be removed.

Trustee Herrera stated that for her, when the reorganization was approved this was a major change. She expressed concerns with titles/organizational chart and that she needed further review of what each person would be doing. Herrera stated that she would like to see a list of old responsibilities/duties vs. the new job descriptions and positions in a chart, and what the impact of duties/titles would be on each person, with notations if there would be salary changes or not. Herrera stated that we want to be consistent and honor the agreements we made to Dr. McCoy as part of the reorganization however, she expressed that she needs more information. She also expressed that this position needs to be realigned to the superintendent.

Table and bring back for First Reading.

E. Consideration of Approval of Revisions to Oxnard Adult School Job Description, Assistant Principal [First Reading]

Tabled

Tabled.

L. Consideration of Approval of the Educator Effectiveness Entitlement Professional Development Plan [First Reading] (moved from Consent)

Approved

Motion: Trustee Davis moved for approval of the Educator Effectiveness Entitlement Professional Development Plan [First Reading], as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

F. Consideration of Adoption of Board Policy and Administrative Regulations 4111, 4211, 4311 Recruitment and Selection of Certificated and Classified Supervisory Personnel [Second Reading]

Tabled

There was much discussion regarding whether committees should be generic, with representatives from other sites in the district, rather than simply the same site 'the district is trying to fill a vacancy at'. Valles asked for a directive from that board that we have a committee representing all sites, for all positions. It was further stated that if all representatives were from one site, that any incoming A/P or Principal would be at a disadvantage and that many individuals may not apply based on this alone. I

t was agreed that to have parents from the site in question on the committee was prudent, but that on the flyer for a position, perhaps the site name could be indicated as one's initial assignment, however, it should also be made clear that anyone in these positions could be moved as well, from site to site. It was proposed by Trustee Herrera to perhaps do a one-third committee composition, from the DO, the site, and other sites for all committees. 2 parents, 2 faculty, 2 staff from each of these groups for a total of 18, or should the committee number increased to a total of 20 individuals. This would provide for flexibility on the panel and fuller district representation.

President Hall requested that rather than bring the entire policy back to bring it just back for one position at a time, in this case, for a principal. **Tabled.**

G. Consideration of Approval of Job Description Revisions: Coordinator's Secretary [First Reading]

Approved

Motion: Trustee Edmonds moved Administration that the Board of Trustees approve the revisions to the Coordinator's Secretary job description, waiving the Second Reading Seconded by Trustee Herrera and clarified that at this point the board is only approving the job description. Further that the department will *only hire this position once the Clerical II /SPED is vacant*. At this point we are not approving a new position or additional position to be hired. Carried unanimously. Vote 5/0.

H. Consideration of Approval of New Job Description: Account Technician [First Reading]

Approved

Motion: Moved by Trustee Davis waiving the Second Reading, that the Board of Trustees approve the Account Technician new job description, [First Reading], as presented. Seconded by Trustee Herrera and carried unanimously. Vote 5/0.

It was noted that the position was reevaluated, and that at the conclusion of that, there was a restructuring and a new position to provide the department with more flexibility, and provide the department with a yearly cost savings of \$20K. It was noted that staff are approving the new job description as there is a current vacancy, and Dickinson noted he would bring back the revised organizational chart for Administrative Services.

Steve Hall asked that there should be a future agenda item to abolish the old Agenda item and to note the potential savings. Dickinson noted this would be on the HR Sheet and that this FTE is going away and this new one is being created. Dr. Arriaga stated that the position should be brought back and abolished, to formalize the elimination of this job position. Dickinson noted this could take place at the next meeting. It was noted we would permanently delete this FTE, and not the Staff Accountant position, as currently we have 3 staff accountants, and desire to maintain 2 staff accountants.

I. Approval of Request for a Waiver Pursuant to Education Code 44253.11, Certificate of Completion on Staff Development to Provide Instruction to English Learners for Holders of Designated Subjects, CLAD Permit

Approved

Motion: Trustee Herrera moved to approve the request for a Waiver pursuant to Education Code 44253.11, certificate of completion on staff development to provide instruction to English Learners of holders of designated subjects, CLAD permit, as presented. Seconded by Trustee Davis and carried unanimously. Vote 5/0.

J. Adoption of Resolution No. 16-01, Resolution of the Oxnard Union High School District Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting "Specification of the Election Order" to be held on November 8, 2016

Motion: Trustee Herrera moved that the Board of Trustees adopt Resolution No. 16-01 of the Oxnard Union High School District Ordering a Regular Governing Board Member Election, Ordering Consolidation with Other Elections, and Constituting "Specification of the Election Order" to be held on November 8, 2016, as presented. Seconded by Trustee Edmonds and carried unanimously. Vote 5/0.

Approved

15. REPORTS TO THE BOARD

A. 2016-2017 Budget Preview – Steve Dickinson

- \$11M left at end of 14/15
- 2nd Interim: if 15/16 continues as is : \$11,338,339
- Projected ending balance for 16/17: \$11,850,340 Surplus budget of \$500K
- Not recommending any significant adds or ongoing costs
- LCFF: 15/16 revenue up by about 13%
- Beginning with 16/17 it will slow down a lot; not seeing reductions but just a general slow down
- For 16/17 just over \$180M (4.4%) reserve for economic uncertainty
- Estimated enrollment next year: 16,681
- Revenue estimate based on 15/16 P2 ADA: 15,337. Every ADA equates to just short of \$10K. 100 = \$1M more in revenue, however, that would require more teachers, which would affect our unit share formula.
- Unit share revenue \$100.6M projected for 16/17.
- Routine restricted maintenance at 3% or estimate of \$5.3M

Dickinson stated that currently there are \$3.7M in general funds for 15/16 and noted the District is awaiting one time dollars for Governor's May Revise. Trustee Herrera requested that at the May 18 meeting that one time expenditures be separated out from deferred maintenance, and that whenever HR or any other requests come through with an expenditure that the board be able to see a detailed chart of those accounts.

16. BOARD MEMBERS' REPORTS AND COMMUNICATIONS

- Voter Registration Policy

Dr. Trudy Arriaga – thanked students for bringing this matter forward. She indicated the following have been done and/or are being currently looked at:

- 1) School district policy provided by CAUSE as requested by Trustee Sher
- 2) Look forward to creating a policy similar to Santa Maria. Government classes in all schools utilize a portion of the designated time (specified times in 2 months) to handle voter registration, and the context of the activity be provided.
- 3) All of our schools are doing something, but there is not consistency throughout.
- 4) Would like the board's direction regarding what they would like to see in April and September.

President Hall noted these are available for public viewing. Trustee Sher thanked CAUSE and the speakers for coming and speaking to this important issue. She stated that in off years, it is even more important to ensure that there is a policy to allow students in their senior year to get information and register to vote. She said she would like a formal policy to adopt a consistent policy on this matter across the district at all sites. Trustee Herrera indicated that the document at hand read like a resolution rather than as a policy.

She said she would like to see the document revised to read more like a policy, rather than a resolution, and possibly for us to review similar policies at other districts that were adopted. Trustee Davis agreed that he would like to see a directive from the board to the superintendent to instruct teachers at all sites in classes like Economics and Government to make provisions for this instruction. He asked that a policy be brought this spring.

Dr. Arriaga noted that we had conducted a survey on what is current done at our sites. Some teachers doing every spring every class, and others just a registration table out. President Hall stated that he wants all teachers to have input on this as he is very sensitive to what teachers do in their classrooms. He asked for a district wide initiative in May with the teachers buy in and knowledge, and thereafter, for the district to bring forward a policy for consideration prior to the end of June.

Moved up to review prior to Consent.

A. Trustee Hall

- A couple of weeks ago visited ACHS, CIHS, HHS and took a tour of their facilities. Hall stated that he really appreciated the principals for taking time out of their day, and teachers and the staff he met with. He noted that he hopes to get to other schools by the end of the year.
- President Hall thanked all of the members of the community panel that participated in the Superintendent. Really appreciated their input and their time.

B. Trustee Edmonds

- No report

C. Trustee Sher

- No report

D. Trustee Herrera

- Went to CIHS UC Success night. Staff did an excellent job. Congratulations to the EAOP program from UCSB and the administration at the high school. Herrera stated that lots of parents were in attendance and she was proud to be a board member and represent the board at the event.

E. Trustee Davis

- Attended FHS back to school night. Although it was not well attended staff tried their best to make for a wonderful event. Wish more parents had been in attendance.
- Condor High School Open House.
- RMHS International Baccalaureate Art Show, and stated this was nicely done at the Camarillo Ranch.
- April 4 attended the Measure H Bond Oversight Committee meeting. Well attended; stated he believes we are short only one person now.

17. ITEMS FOR FUTURE CONSIDERATION

- Trustee Herrera: Voter Registration Policy
- Trustee Davis: Staff report on Overarching Goals was requested at our second May meeting. He stated this will prove helpful to our new Superintendent

18. ADJOURNMENT

At President Hall reported the meeting was adjourned at 9:50 p.m.

BOARD OF TRUSTEES


Karen M. Sher, Clerk



Approved as presented

June 8, 2016

Penelope A. DeLeon, Ed.D., Secretary
and Superintendent

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